

2016

CITY OF YORK ANNUAL REPORT

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State of Our Future City of York Address

Mayor C. Kim Bracey

Valencia Ballroom

York, Pennsylvania

April 25, 2017

Governor Wolf, Congressman Perry, members of the Pennsylvania General Assembly, County Commissioners, City Council members, our family of City employees, and friends, welcome!

During the past presidential election season at the end of 2016, harsh divisions, distrust, vitriol, and uncertainty ruled the land.

Then, as a new year dawned, a new promise was born.

Yes, everything changed.

In this very Valencia Ballroom, York's homegrown, Platinum-selling band, **Live**, after years estranged, finally re-united.

Our native, favorite sons re-united and played to a packed house to ring in the new year.

Yes, balance and harmony, finally, were restored to the Force and to our York.

If the band *Live* could re-unite, we knew that reconciliation between any warring parties was possible.

We knew that anything was possible.

And we were reminded, once again, that, yes, we are one York, indivisible and invincible for all.

It was as if a Jedi knight light years from the future whispered in our ears:

“May one York be with you.

May our future York

Swim in your restless, unrelenting soul.”

* * * * *

In that spirit, tonight, we envision daring promises of the future. Yes, I could talk about the State of the City past, but, tonight, I refuse to deliver a State of the City address.

Instead, this is your ***State of Our Future City of York Address***.

Yes, friends, we could talk about how, concentrating on Community Policing in all neighborhoods, we consistently have decreased crime.

We could talk about how, each year, we continue to surpass our seven-year-old goal of pushing Part 1 crimes – the most serious crimes recorded by the F.B.I. -- below 2,000 per year.

We could talk about how, during the last seven-and-a-half years, Part I. crimes have decreased by 30%!¹

Friends, that's a stone cold fact that should warm all our hearts!

We could brag that 2016 marks the fourth straight year in which Part I. crimes were below 2,000.

We could tout that, as of 2016, thanks to WellSpan Health, all City Police officers have body cameras – a first for York County. Universal body cameras are good for our officers and our people because they record accurate evidence and encourage all of us to be on our best behavior.

We could celebrate our officers engaging citizens at Neighborhood Association meetings, play video games with our youngsters at Martin Library, sponsor bowling outings at Colony Park Bowling Lanes, and play hoops with our kids as part of ***Shoot 4 Peace*** at Voni Grimes Gym and William Penn Senior High School.

But let's talk about public safety for our future.

As we gaze into the future, we know that a York Rescue and Fire Services Department and a Police Services Department that reflect the demographics of the most diverse municipality in the region is important for forging a safer, more trusting future.

Therefore, tonight, we announce our *Like Us Push*. No, this is not a shameless request to LIKE our City's Facebook page — but you should, rather this is an historic recruitment campaign aimed at making 25% of our public safety employees racial and ethnic minorities by 2030.

¹ In 2008, there were 2,652 Part I. crimes. In 2016, there were 1,840 Part I. crimes. That equals a 30.7% decrease in Part I. crimes during the last eight years.

We will make a stronger effort to recruit our own homegrown talent by reaching out to all of our middle school and high school students and post-secondary institutions in spreading the gospel that a career in public safety is honorable and rewarding.

Therefore, to forge a better future, using federal community development block grant dollars and our regional Workforce Investment Board resources, we launched Legacy Builders Summer Youth Employment Program to employ city youth while exposing them to honorable careers in public service and other careers in our city.

Recently, our Gun Violence Intervention held its first-call-in with chronic criminal offenders in a city church. They were forced to participate lest they be found in violation of their parole.

We have to curb gun violence, one of the great civil rights and public health challenges of our time. My messages to the attendees were:

We want you out of prison. We want you safe and alive. We want a new life for you. And we will not tolerate gun crimes.

We also said that we will work with them to find counseling, employment or other services to help them get their lives on track. If they take one step toward us, we'll take more than one step toward them. We are providing them a second or third chance while giving our community a new lease on peace for all.

For over a year, **My Brother's Keeper** has worked to eliminate the opportunity gaps and challenges facing our youth to ensure that as many of our greatest resource – our people -- are positioned to succeed.

For six years, our **100 Men Reading Program** has paired at least 100 local men with York City school students so literacy is “manly” and desirable.

This is just a small sampling of creative, homegrown efforts of peace, safety and encouragement.

Chiefs Kahley and Michaels, you are consummate professionals who keep your noses to the grindstone of every day. Please rise so we can show you our appreciation!

From the Avenues to Fireside, from Salem Square to Royal Square, from Springdale to the East End United Way, we have engaged citizens through our **City Halls for a Day**, and we have learned from you, our people, York's greatest resource.

We handed out free dental kits, energy efficient light bulbs and smoke detectors while doing what we are called to do: Listen to and serve our people with dignity, respect, and zeal.

From potholes, to sign repairs, to traffic calming, we have listened, and we have acted. We strive to do the little things right while pushing forward a bold, transformative vision to revitalize our neighborhoods and keep our city clean. None of our best work is meaningful or possible without you, our concerned citizens.

And none of our best work is meaningful or possible without our City workforce of over 300 that are in it for the long-haul for all people. For nearly eight years, we have given you a capable, stable, ethical, inclusive, seasoned, and forward-thinking city government because you deserve it.

All City employees and volunteers of City boards, authorities, and commissions, please rise so we can show you our appreciation.

Healthy human relations in workforces and neighborhoods is essential to public safety and to the pursuit of opportunity and happiness for all.

Therefore, for our city employees, we extended benefits to domestic partners and added contraceptives to our health plan – both historic firsts. We continue to build and honor a diverse workforce that reflects the people whom we serve.

Therefore, I recruited CASA, Spanish for “home,” to open an office at City Hall.

I signed our Safe Haven Executive Order to let our immigrant community know that our York is welcoming and that we do not profile any of our peoples for selective citation or arrest.

Almost 30% of our population is Hispanic or Latino. We engage and integrate our law-abiding new American community who already are here through job placement; English literacy training; and educational and legal services so they can become good citizens and neighbors.

We are one York with liberty and justice for all.

Our York is proud to have one of the first and most progressive human rights ordinances in the state.

To forge our future, partnering with West York Borough, I am proud to announce that our Human Relations Commission will share space at the centrally located West York Borough building on West Poplar Street.

West York Mayor Shawn Mauck and all those involved in this partnership – West York Borough Council, Human Relations Commissioners, staff and York City Council -- please rise so we can honor you for working for equality, justice and opportunity for all.

This sensible partnership is a testament to the needs of awareness, understanding, and empathy transcending municipal boundaries and an example of smart, multi-municipal collaboration and cost-sharing.

We are the white rose city, but not all our flowers are white.

May thousands of all flowers radiate in perennial freedom and dignity!

Black, brown, orange, yellow, gay, straight, and white, we all shine when we unite in freedom's light.

My friends, this summer, to honor one of York's greatest flowers -- the late, great Louis J. Appell, Jr., - our beloved baseball stadium will feature a throng of white roses gleaming right where Mr. Appell's work and vision always were – in the center of things and at a homerun distance – in the centerfield picnic area.

Because of pioneers like Mr. Appell and Governor Wolf, both of whom made professional baseball in York possible, we strive to build neighborhoods and districts of inclusiveness, dignity and pride for all.

Mr. Appell, we love you, we miss you, and we will never forget you and your legacies-in-progress.

Friends, as long as "I love Yorkers" like you never quit, never relent, never surrender, Mr. Appell never died. He simply multiplied into a more influential force than ever imagined. (pause)

Fiscal Discipline and Stability

Looking closely at our ledger books, we could talk about the State of the City past.

We could talk about how we held the line on property taxes in 2013, 2014, and 2015, and lowered taxes by 1% in 2016 and 2% in 2017.

Yes, that's two years in a row of approved budgets with real estate tax reductions and a strategic plan to continue those reductions further to 15%!

That's cause for applause!

We could talk about how City Solicitor Jason Sabol won a state Supreme Court case establishing that deregulated public utilities have to pay business privilege taxes, helping to ensure that everyone is paying their fair share.

We could talk about how 37% of the value of city real estate is tax exempt but we continue to work with our gracious non-profits and tax exempt institutions to make up part of the difference with fair share contributions year-in, year-out.

But let's talk about our future fiscal city.

Led by our highly accomplished and capable Business Administrator Michael Doweary, we have realized real cost-savings.

As heralded by Auditor General DePasquale, who noted that York is at the cutting edge of managing its pension obligations, we have worked with our unions to rein in pension costs for the long-term.

And, friends, our long-term **Vision 2020** is on its way to reducing property taxes by 15% by 2020.

That's cause for applause!

Nine for Our Neighborhoods: City-wide Game-changers

Friends, I know our people want to live in an aspirational community – a community that has a city-wide vision and is not content to rest on its laurels. So let's dream big and fight hard to forge a better future York. Here are our "Nine for Our Neighborhoods."

Nine For Our Neighborhoods

First, universal pre-k.

The costs of action is less than the long-term costs of inaction. And, we cannot criminalize and incarcerate our way out of challenges, but we can educate, enlighten, and ennoble our way to success.

I'm a proud product of Community Progress Council's Head Start program. I fondly recall attending pre-school with Mrs. Karen Brown at Zion United Church of Christ across from Penn Park.

My Head Start experience is not unique. It has been shared by tens of thousands of pre-schoolers since the 1960s throughout York County.

This vital program encourages preschoolers' intellectual, physical, and emotional growth and prepares them to enter school as learners.

Free Pre-K currently is available to 50% of York City School District three-and-four-year-olds, but our goal is 100% access. Whether the funding is from the federal government, the state, or philanthropy, or all of the above, we must deliver quality pre-K for all.

We know that Head Start works.

We also know what doesn't work. I've heard the faint and not so faint dog whistles. I've heard the subtle and not so subtle scapegoating by some who cynically use the city, its poverty, and its children as political pawns or as punching bags. I've heard the subtle, objectifying, and degrading phrases --- phrases like "That city," phrases like "You know how they are," phrases like "If only the city...."

Well, friends, "This city is our city" "These young people are our young people". "Those people" are you and me, and they are our greatest hope for building a great county seat with liberty, justice and opportunity for all.

Second, we will replace food deserts throughout our city with food oases. York County is known as the "Snack Food Capital of the World," but many of our urban residents do not have easy access to basic nutrition. No city resident should have to walk more than a quarter mile to purchase fresh foods, vegetables and other healthy foods.

To combat that, our Healthy Corner Store Initiative has given micro-grants to neighborhood corner stores, including Lee's Food Market on North Pershing, Pak's Food Market on East Princess, Penn Farmers' Market, on West Market, and Green's Food Market on South George to replace processed foods with healthy, wholesome foods. We continue to reach out to more neighborhood stores to bring fresh foods into our communities and onto our plates.

A shout-out to York Fresh Food Farms for starting its first micro-farm in our City in our Parkway neighborhood and giving away over two tons of fresh produce to folks in need.

Thank you Shilvosky Buffaloe and Craig Walt from our team and civic imaginers for bringing Corner Stores and gardens of goodness to a block near you!

Third, Salem Square and Olde Towne East – **two** Elm Street Neighborhoods.

That's right, tonight, I'm proud to announce that the Commonwealth has designated Salem Square as York's second Elm Street Neighborhood.

Your city government and the Salem Square Community Association worked hard for this designation, which will fast-track access to grants to improve the quality of life through better housing, streetscaping, and recreation.

Salem Square to the west complements our state and City's first Elm Street neighborhood – Olde Towne East to our east. Speaking of Olde Towne East, tonight, I endorse the 2.5 million dollar plans for Five-Leaf Remedies to convert a long-shuttered, 35,000 square foot former tobacco warehouse on Poplar Street to grow and process medical marijuana.

This is an ideal spot for reinventing old industrial York for the 21st century with family sustaining jobs while helping people in need and strengthening our tax base.

We envision downtown and her inner-ring neighborhoods – Olde Towne East, Salem Square and a host of other – cross-fertilizing each other with safe, well-lit paths to walk and bike, jobs that pay, schools that teach, resource centers that engage, and neighbors who nurture!

As go our neighborhoods, so goes our downtown and vice versa. We are part of a symbiotic whole where everything affects everything else.

In Salem Square, with our visionary friend Robert Lambert, President of York County Library System, we just opened Martin Library at Salem Square, which provides a police resource center, after-school tutoring and programming, a satellite Martin Library, literacy training and a high-tech hub.

Martin at Salem employs local teens in need of work experience and offers free, online job-search access for adults.

Martin at Salem is a win-win for families, youth, places of worship, and all of our blessed west end neighbors.

Together, we're all-in for the long haul, and we're in it to win it.

Fourth, speaking of win-win situations, tonight, we pledge to launch an innovative, collaborative concept called WINS to ramp up our Community Resource Centers for the 21st century.

WINS stands for "We Inspire Neighborhoods. Sponsored by WellSpan in the neighborhood, EACH WINS will house a police satellite office, while bringing holistic health, safety, literacy, nutrition, and job search resources and training directly to our people.

Spirit, mind, and body interconnect and feed off each other, just as neighborhood relations, infrastructure, public safety, and pride interconnect and feed off each other in.

Therefore, to forge our future, I am proud to announce that, our friends at WellSpan Health have pledged \$250,000 over the next three years to support Martin at Salem Square and to open at least a second WINS in a city neighborhood to be announced soon! Thank you, WellSpan Health.

Together, We Inspire Neighborhoods!

Fifth, aggressive new tools to fight nuisances and blight. Tonight, to forge our future we are proud to announce that three more code enforcement officials and a new GPS system will allow us to nip nuisances in the bud in real-time before they fester into blights.

To beef up our Zero Tolerance for Blight initiative, I call upon our County Commissioners and York County Economic Alliance to create a countywide Landbank Authority to target and redevelop abandoned eyesore properties throughout our county. This countywide effort will eliminate nuisance properties that serve as havens for arson and illegal activity, transform blights into assets, and improve real estate values.

Sixth, we will design and empower our inner-ring neighborhoods.

We could talk about downtown development and the over \$146 million in new development over the last eight years, including \$40 million in neighborhood development, that has accrued during this administration.

We could talk about the \$20 million Yorktowne Hotel project, AND it receiving a \$10 million state grant, and the leadership of the wise Jack Kay and Kevin Schreiber of the York County Economic Alliance who will make the Yorktowne a polished jewel reinvented for the 21st century. Our hats go off to York College hospitality students for energizing the Yorktowne as a learning experience and our developers that will make the project as local as possible.

We could mention the over 9,000 college students studying in our city, and how our York gradually is becoming a “College Town” in the very best sense of that phrase. To that end, thank you to the College Town Takeover Committee that brings students from our three post-secondary schools into our City.

HACC-York, Penn State York, and York College, you have a standing invitation to continue putting up stakes in our City! We have the space, amenities, and momentum, and we welcome youthful vitality. We all are Bearcats, Nittany Lions, Hawks, and Spartans! And, yes, York Generals professional football team founder and native Yorker Javan Matthews, we also are all York Generals! And, of course, we all are Revolutionaries!

Friends, we could share the good news that 623 new residential units have been completed or are underway during our administration. That means a critical mass of new residents living, walking, working, recreating and spending their dollars in our City.

We also could talk about how Central Market boasts more vendors than at any time in recent memory.

We could talk about how the first block of West Market features, among other ribbon cuttings, bright new housing, Holy Hound, a brand new Isaac’s, and soon-to-open Crystal Ball Brewery.

Since we are meeting here on North George Street --- the heart of **Gorgeous George**, we could tout new restaurants like the Handsome Cab, Rockfish Public House, Revival, new art galleries, and mention old favorites, like Tutoni’s and the Left Bank, and the Revs’ 11th Season. We could boast of the best of Broadway playing in the soon-to-be christened Appell Performing Arts Center.

We could talk about the esteemed Valencia Ballroom, where we meet tonight. If only these walls could sing: They would croon about crowds here enjoying jazz and the big band era, to Sinatra and du-wop, to rock, pop and funk, and into a Live and loud future. In the ambitious hands of the Kinsleys and Tom Sibol and Jeremiah Anderson, I have a hunch that the Valencia will be the maître de of **Gorgeous George**, York's red carpet entertainment district.

That's cause for applause!

But to forge our future, let's talk about our northeast neighborhoods.

In our northeast, thanks to Think Loud, we will transform Poorhouse Run into a gigabyte bandwidth stream that blitzes throughout the east coast from New York City to D.C.

After \$20 million of work, this 50,000 square feet high nerve center will add 150 jobs and cut Grammy caliber records in its state-of-the art Think Loud Studios.

For the record, your city administration was the first to endorse these hometown boys and their promise of high speed. Look forward to an exciting announcement from Think Loud next week.

Long before Think Loud planted roots there, a neighborhood champion, Crystal Sexton McEachin was serving and strengthening this neighborhood block-by-block and soul-by-soul. We lost Crystal this year. Her legacy lives on so long as we never stop improving this neighborhood and never stop practicing the Golden Rule of goodness for all.

Farther east, we will connect North Broad and surroundings into clean, green, livable spaces walkable to downtown. Developers are tuning up the 40,000 square foot Weaver Organ and Piano building into Loft-Style Flats with indoor parking.

Stay tuned for developments on this and the rebirth of the nearby Danskin site on State Street creating a vibrant new neighborhood off Philadelphia Street between Broad and State: **Philly Village**, as I like to call it.

To our southeast, the imperial march of Royal Square, flanked by Princess, Duke, King and Queen Streets, goes on. Yes, we could talk about the Royal Square team recruiting the old Cobblestone's to join its round-table of shiny knights -- dozens of creatively re-used, concentrated parcels focused on the visual, culinary, and performing arts; vintage clothing and accessories; and Bohemian vitality, like the Bond industrial event space, Collusions Tapworks, Parliament Arts, Redeux, and Prime Art Supply.

Seventh, the next big public-private partnership. As the Northwest Triangle draws to a close with the opening of Keystone Colorworks and the ground-breaking of the York History Center, what's the

next big thing? We must keep the momentum going. So, tonight, we announce that we will organize discussion groups of the best, brightest, and vested about Voni Grimes Gym, Parking Lot 11, and neighborhoods between Newton and College Avenues to design the most desirable result for parcels that we have stitched together over the years.

Thank you to our state's DCED Secretary Dennis Davin for recently joining us to celebrate a \$1 million public-private structural restoration and facelift of our cherished Voni Grimes Gym, a neighborhood anchor for generations.

Our goal is to make sure that this district – ***The Duke of York*** – will complement existing friends, such as Guerreri's Garage and the Salvation Army, to name a few, while delivering decent jobs, design creativity, and dignity to connect Olde Towne East, Royal Square, and Downtown neighborhoods.

Eighth, our City-wide Park Conservancy.

Last year, we promised that we would kick-off efforts for an Urban Parks Conservancy to seed our beautiful parks now and well into the future. Promises made, promises kept. President County Commissioner Susan Byrnes, City Councilwoman Sandie Walker and I took the advice of York native son and Arizona Cardinals head coach Bruce Arians, who is fond of saying, "No Risk it, no biscuit." We took a flight to Arizona to ask Coach Arians to help take our concept over the goal-line.

Tonight, we announce the launch of York's first-ever Parks Conservancy! In the coming weeks, we will present to York's Capital Campaign Committee in hopes of securing further contributions from York's fundraising community. Commissioner Byrnes, Councilwoman Walker and our incredible Public Works Director Jim Gross, please rise so we can honor your commitment to this cause!

Ninth, a Codorus flowing with economic and social justice for all.

We could talk about our Codorus at RiverBend, and the graceful reconstruction of the Heritage Rail Trail from Grantley Street to Lafayette Plaza.

We could boast of the first-ever Codorus Corridor Green Action Plan, which meets federal waterway regulations while also nurturing an ecosystem that attracts wildlife and people.

Friends, walk along the Codorus and see fish, turtles, and egrets -- all signs of a rebounding water system.

But, as our Green Action Plan calls for, we know we can do more.

We will extend the York County Heritage Rail Trail to complete its connection from John Rudy County Park to the Maryland line.

We will replace drab, rocky banks with state-of-the-art materials that protect the flood wall integrity while beautifying and coloring our banks.

To forge our future, let's make our Codorus a welcoming, irresistible magnet for bikers, hikers, and heritage and recreation enthusiasts, as well as a job catalyst.

We are confident that the York History Center will soon receive a big state grant to open its doors in the Northwest Triangle.

To complement these efforts, tonight, I am proud to announce, that, after painstaking and never-say-die effort, we have received approval from our State's Department of Transportation for large, chocolate brown Historic Downtown York traveler signage along Interstate 83 directing motorists to **"HISTORIC DOWNTOWN YORK."**

But we must dream bigger and do more.

I urge that the history center becomes a world-class Creation of the Nation Museum. As we gaze into the future, let's explore a Leader-Wolf Graduate School in Public Governance to honor York County's two governors – George Leader and Tom Wolf.

Let's explore making Stevens Avenue, which overlooks our Codorus, the Thaddeus Stevens Promenade, in honor of the "Great Commoner" and Civil Rights icon who began his career on North Beaver. Imagine a strand replete with cobblestone streets and "painted lady" houses that brighten and beckon.

As we ponder York's 300th anniversary in 2041, let us make no small plans. As Nelson Mandela said, "It all seems impossible until it happens."

Let's design and demand more, insisting that our Heritage Rail Trail connects to a Grand History Trail linking York to the hallowed grounds of Gettysburg and Washington, D.C.

A river runs through all of us, and our Codorus runs through some of the most impoverished neighborhoods in our county. Let's make our Codorus **an aspirational artery from DENTSPLY-Sirona to the southwest, to the Pa. Amory building, future home of KidSpace, to Think Loud, and Route 30 to the northeast.**

Our Codorus represents our best test for justice and our best quest for replacing poverty with opportunity for all. Exploring an aggressive performance-based tax abatement program for green-certified river bank development, let's quest for river banks that flood with decent jobs, housing, and facades that face, grace, and embrace our Codorus from ravine to shining ravine.

Make no small plans. Let's run with the rapids and model our Codorus after great examples – the Reedy River in Greenville, South Carolina, and people-friendly river walks, ways, and parks in Providence, Rhode Island, Oklahoma City, Oklahoma and Columbus, Georgia.

Let's explore our Codorus as a family-friendly park with water adventure courses, kayaks, rock climbing, zip-lining, waterfalls, splash zones, public art parks, and recreational attractions.

Imagine a boathouse, kayak and riverboat condominiums, and marine biology learning center apprenticing York City youth.

Taking a cue from Yorker and veteran Harrold Redding, whose determination led to the federal designation of March 29th as National Vietnam War Veterans Day, let's create a **Heroes' Grove** on the banks of the Codorus to honor all who served, from our nation's founders forging a fragile first constitution here in Yorktown, through our service-men and women serving in two World Wars, and to the fight against terrorism today.

* * * * *

Friends, I'm a little girl from Penn Street who remembers National Guard Tanks rumbling through my neighborhood 50 years ago.

That little Head Start girl grew up to graduate from our William Penn Senior High School, to honorably serve her country in the United States Air Force, and to come back home to serve her neighbors in our York.

That girl grew up to see our York grow up from a provincial burg to an economic powerhouse, a multicultural mosaic, and a beacon of light throughout Pennsylvania and beyond.

My friends, more than ever, I'm honored and privileged to carry the torch of our great York. And, rest assured, the torch-fire within me to serve you and all people burns brighter, bolder and fiercer than ever.

Friends, I ask for your support to continue our march forward for all Yorkers.

Our dream to achieve the great Civil rights goals of the 21st century never dissipates, never dims, never dies:

- The end to senseless gun violence;
- Pre-K for all;
- Quality education for all;
- Access to fresh, nutritious food for all;
- A clean and green Codorus and air quality for all;

- Destroying the cycle of poverty; and
- The end to Zipcode injustice.

Please join me in our marathon quest for a greater, brighter York where a river of economic and social justice runs through all of us, a York that burns with liberty, justice, opportunity and prosperity for all. Make no small plans, my friends, and always, always, run with the rapids!

“May one York be with you.

May our future York

Swim in your restless, unrelenting soul.”

Thank you.

DEPARTMENT OF BUSINESS ADMINISTRATION

C. Kim Bracey, Mayor

Michael T. Doweary, EA MBA

Business Administrator

Cherie Alwine, Deputy Business Administrator for Finance

Thomas King, Deputy Business Administrator for Information Services

Thomas Ray, Deputy Business Administrator for Human Resources

Mary Shoff, Parking Enforcement Supervisor

It is my pleasure to present to you the annual report for the Department of Business Administration for the year 2016.

The Department of Business Administration is comprised of the Office of the Business Administrator, Bureau of Finance, Office of Information Services, Office of Human Resources, and White Rose Community Television (WRCT). The Department also administers the City's Risk Management Program and the Central Services Budget. The Pension Boards and the Pension Board of Trustees function within the Department of Business Administration, and the Civil Service Commissions are attached to the Office of Human Resources. The department provides financial management support services, human resources management, and information systems management to the entire City and, in addition, provides parking system operational and administrative services to the City of York General Authority (CYGA) through the Finance Bureau, Office of Information Services, and the Office of the Business Administrator. This administrative support is also provided to the York Community Revitalization and Improvement Zone Authority (YCRIZA). Through White Rose Community Television the department administers and operates the Public, Education and Government (PEG) Access channels on the Comcast cable TV system made possible by the terms of the franchise agreement between the City of York and Comcast.

Throughout 2016, the Department of Business Administration worked to maintain the fiscal viability of the City of York and to support the other City departments as they strive to deliver the public services that are so important to the residents of our City, and to those who own property, operate businesses or visit the City for work or play. As in previous years, maintaining the financial viability of the City is a challenge.

3rd class cities are evolving from high concentrations of residents and commerce to decentralized greater metropolitan areas spanning beyond the borders of imaginary city limits. However, our antiquated methods of generating revenue for the City have not evolved with this trend. Therefore, our main goal each year is to maximize every efficiency possible within the City budget while attempting to maintain the same levels of service our citizens deserve.

The City is cautiously optimistic about the future and are leading in the development of sustainable communities where people want to live. With the help of all stakeholders, recognizing the value of using technology and data to drive decisions and make our City government more efficient and effective.

The financial health of the City can be measured many different ways but the following table summarizes several metrics often used to illustrate the current state.

<u>Metric</u>	<u>City of York</u>	<u>Benchmark</u>
1. Pension Plan Funding Ratio	65.5%	75%
2. Other Post Employment Benefits	4%	75%
3. Property Taxes	5.93%	3.1%
4. Credit Rating	BB- w/ Negative Outlook	AAA
5. Operating Reserves	\$0	\$7 million

Pension Plan Funding

The total unfunded pension liability is approximately \$50 million. The pension reform accomplished through the 2015 FOP contract negotiations significantly improved the Police pension fund balance. The FOP accepted a fixed cost of living adjustment as opposed to the variable rate previously used in the actuarial calculations. This subtle change produced enough one time savings to eliminate the 2015 Police MMO and reduce future MMO payments by \$1.3 million each of the next 10 years. By September 2016, all three pension plans were current on their annual obligations. As evidenced by the 2016 PA State Auditor General's report, the City of York improved the pension plan funding ratio from 58% in 2014 to 65.5%. However, additional reform is needed to improve our fund balance to at least 75%. Until then, the City remains in distressed status.

Other Post-Employment Benefits

In addition to the pension plan, legacy costs from other post-employment benefits such as retiree healthcare are also severely underfunded. As of 2016, the outstanding liability is in excess of \$16 million.

Property Taxes

The cumulative City property tax rate including the municipal, County and School District millage rates equates to 5.93% (59.30 mills). By comparison, the benchmark 3.1% is the average rate for the municipalities in York County immediately surrounding the City of York.

The vicious cycle of high levels of migration to the suburban communities and stagnant assessed values of taxable properties strapped with disproportionate real estate tax burdens perpetuates more migration. This further erodes the income tax base creating an over-reliance on real estate taxes to cover operating expenses. To make matters worse, this migration leaves behind high concentrations of poverty further exasperating crime and property maintenance issues. The following graph summarizes the disparity between 2016 property tax rates in the City of York compared to the surrounding municipalities.

District	Municipal	School	County	Cum Rate
York City	20.16	33.74	5.16	59.06
York Haven	5.00	26.09	5.16	36.25
West York	8.50	23.47	5.16	37.13
North York	8.00	18.92	5.16	32.08
Spring Garden	2.44	22.41	5.16	30.01
York Township	0.90	22.93	5.16	28.99
Springettsbury	1.10	22.41	5.16	28.67
West Manchester	0.80	23.47	5.16	29.43
Manchester	1.00	18.92	5.16	25.08

Despite being the only municipality to reduce tax rates in 2016 while most raised their rates, the City of York cumulative property tax rate (including County and School Taxes) is more than 59% greater than the second highest rate in West

York. In comparison to other 3rd class cities of similar size, the municipal rate in York is almost 40% greater than Lancaster City.

The 2015 real estate tax rate was 20.37 mils. This rate was set in 2012 and has remained the same for 2013, 2014 and 2015. From 2005 to 2012, the real estate tax rate increased by almost 51%. In an effort to provide relief for current property owners and simultaneously spur real estate activity, Mayor Bracey has committed to a 15% property tax reduction over the next 5 years. In 2016, real estate tax rates were reduced by 1%. In 2017, the rate will continue to decrease by 2% followed by 4% and 8% in 2018 and 2019.

Credit Rating

In 2013, the City credit rating was downgraded to below investment grade. Despite several years of improved financial performance, rating agencies want the City to continue to stay out of debt and establish sufficient reserves. The City finished 2013 with a \$(5,715,996) accumulated deficit in the general fund. As of December 31, 2015, this deficit was reduced to \$832,851. Preliminary 2016 figures indicate this deficit has been eliminated. Several measures initiated during the 2015 budget process such as increasing the earned income tax rate on residents and non-residents coupled with pension reform negotiated with active and retired police officers have enabled us to benefit from this incredible momentum heading into 2017, however the City's ability to sustain quality service will be tested in years to come if additional reform is not negotiated.

Reserve Funds

The accumulation of an operating reserve increases the City's ability to absorb or respond to temporary changes in the environment or circumstances, such as the unanticipated increases in operating expenses and/or losses in operating revenues. The goal of establishing a \$7 million reserve would cover an average of 2 months of general fund expenses should the City face an unanticipated event. This would also eliminate the need for short term borrowing such as the annual tax and revenue anticipation note (TRAN).

The financial straits in which the City finds itself challenge staff and elected officials to find ways to raise revenue and reduce expense without compromising service. Notwithstanding admonitions that governments should function within their means, we must be mindful that government exists for the purpose of protecting the health, safety and welfare of community. With that charge in mind, there is a constant tension between maintaining effective services and reducing expenses. Public safety, public health and maintaining public infrastructure, along with programs to respond to citizen distress, compete for public funds. Fortunately, there are state and federal funds available to assist with housing, community and economic development, and public health. However, the provision of public safety (which represents seventy percent, 70%, of the general fund budget) and maintenance of public infrastructure (approximately twenty percent, 20%) are left to local resources.

Efforts to find ways of lightening the tax burden by incorporating non real estate tax revenue items is critical. Astronomical real estate tax rates further perpetuate a vicious cycle of an increasingly weakened tax base producing insufficient revenues to cover expenses. To an already overburdened tax paying population, the continued inaction of the state legislature pushes the City of York and others ever closer to the brink.

The following series of charts provide information regarding facts that are critical to the financial and operational good health of the City:

Number of Employees by Department

Police	123
Fire	59
Public Works	87
Economic & Community Development	34
Business Administration	36
<u>Elected Officials & Staff</u>	<u>19</u>
Total Employees	358

The following series of charts shows the relative costs of the categories of employees, analyzed by bargaining unit, who work for the city, including non-union employees:

Cost of an YPEA Employee

Average - Salary	\$ 34,639.88
Internal Services	
O&E Pension	3,905.50
Payroll Taxes	2,649.95
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	23,305.99
	\$ 29,861.44

Salary	\$ 34,639.88
Internal Services	\$ 29,861.44
Total Average Cost of a YPEA Employee	\$ 64,501.32

Total does not include overtime

Cost of a NAFF Employee

Average - Salary	\$ 49,912.68
Internal Services	
O&E Pension	3,905.50
Payroll Taxes	3,818.32
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	12,458.04
	\$ 20,181.86

Salary	\$ 49,912.68
Internal Services	\$ 20,181.86
Total Average Cost of a NAFF Employee	\$ 70,094.54

Total does not include overtime

Cost of a Teamster Employee

Average - Salary	\$ 41,730.83
Internal Services	
O&E Pension	3,905.50
Payroll Taxes	3,192.41
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	18,351.06
	<hr/>
	\$ 25,448.97

Salary	\$ 41,730.83
Internal Services	\$ 25,448.97
Total Average Cost of a Teamster Employee	\$ 67,179.79

Cost of a Firefighter

Average - Firefighter with 10 years	\$ 72,300.96
Internal Services	
Fire Pension	24,949.67
Payroll Taxes	939.91
OPEB	5,666.66
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	9,473.42
	<hr/>
	\$ 41,029.66

Contractual Agreements	
Footwear Allowance	80.00
Cleaning Allowance	335.00
Clothing Allowance	150.00
Christmas Bonus	155.54
	<hr/>
	\$ 720.54

Salary	\$ 72,300.96
Internal Services	\$ 41,029.66
Contractual Agreements	\$ 720.54
Total Average Cost of a Firefighter	\$ 114,051.16

Total does not include overtime

Cost of a Police Officer

Average - Police Officer with 10 years \$ 77,400.83

Internal Services

Police Pension	23,168.61
Payroll Taxes	1,044.91
OPEB	5,666.67
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	13,940.00
	<u>\$ 43,820.19</u>

Contractual Agreements

Uniform Allowance	370.00
Footwear Allowance	100.00
Cleaning Allowance	325.00
1/2 day pay for Christmas	148.00 approx.
	<u>\$ 943.00</u>

Salary	\$ 77,400.83
Internal Services	\$ 43,820.19
Contractual Agreements	\$ 943.00
Total Average Cost of a Police Officer	\$ 122,164.02

Total does not include overtime

Cost of an IBEW Employee

Average - Salary \$ 53,975.42

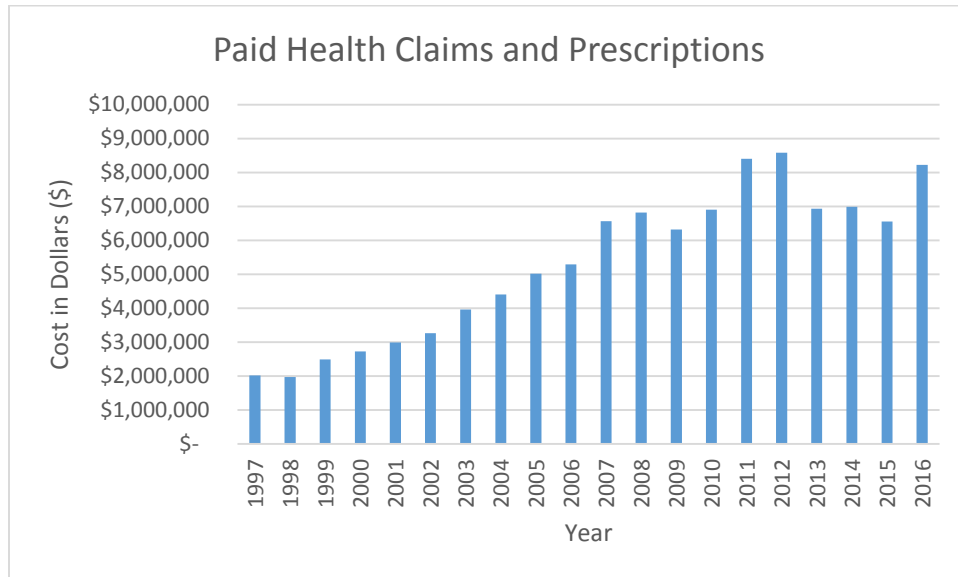
Internal Services

O&E Pension	3,905.50
Insurance (Health, Dental, Vision, Prescription, Stop Loss, Life Insurance, Workers Comp)	9,501.79
	<u>\$ 13,407.29</u>

Salary	\$ 53,975.42
Internal Services	\$ 13,407.29
Total Average Cost of a IBEW Employee	\$ 67,382.71

Total does not include overtime

The labor related costs of the City operations in addition to wages and salaries include health care and retirement costs. Despite several reductions to the size of the workforce, health care costs are projected to continue to rise. The following chart shows the changes in health care costs:

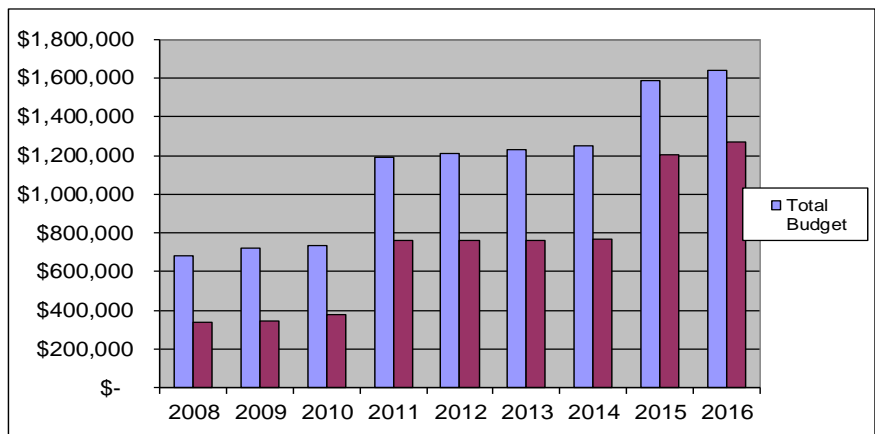


2017 healthcare related expenses are projected to costs approximately \$8.5 million.

The next series of charts depict the historic budgets of the bureaus, offices, and services that comprise the Department of Business Administration: Office of the Business Administrator, including White Rose Community Television, Finance, Information Services, Office of Human Resources and the Parking Bureau, as well as the budgets for Risk Management and Central Services. Starting with the Administration budget, the growth in the budget for the Office of the Business Administrator is directly tied to the growth in the MMO.

Administrator

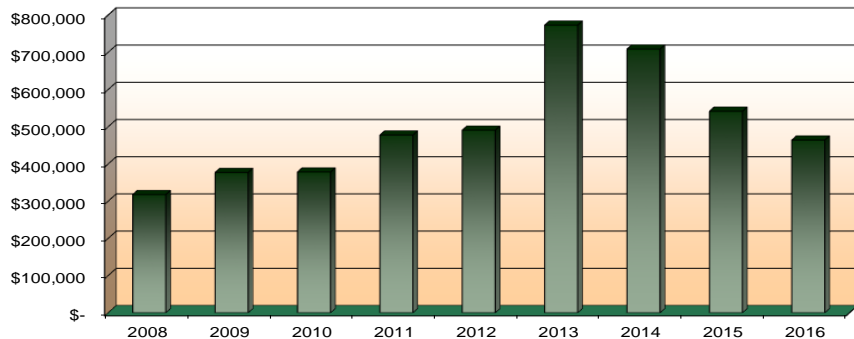
<u>Year</u>	<u>Total Budget</u>	<u>O & E MMO</u>
2008	\$ 683,192	335,270
2009	\$ 719,028	344,088
2010	\$ 737,122	376,684
2011	\$ 1,193,323	759,447
2012	\$ 1,211,695	762,020
2013	\$ 1,230,067	764,593
2014	\$ 1,248,439	767,166
2015	\$ 1,589,303	1,204,572
2016	\$ 1,643,310	1,267,897



Human Resources

After a period of significant growth in the Human Resources budget (directly related to ongoing labor management issues, including contract negotiations and grievance arbitrations), costs have decreased in each of the last four years. The Administration has proactively tried to resolve disputes before they become costly court cases. Secondly, more work has been outsourced to cost-effective third party administrators for services such. For example, in 2015 the Benefits Coordinator position was eliminated because outsourcing the service could be done for a third of the costs. Fixed contracts are also being explored with legal counsel.

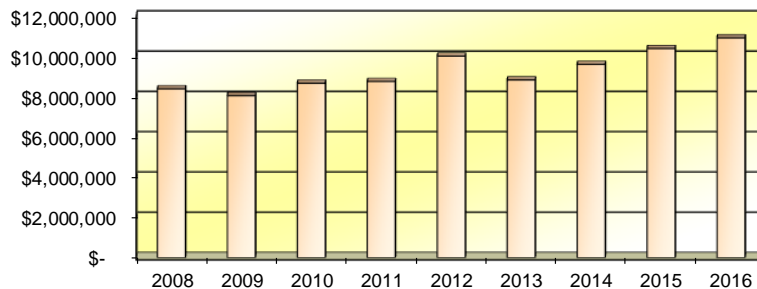
<u>Year</u>	<u>Total Budget</u>
2008	\$ 317,645
2009	\$ 377,048
2010	\$ 378,276
2011	\$ 477,593
2012	\$ 490,693
2013	\$ 773,051
2014	\$ 708,824
2015	\$ 541,589
2016	\$ 464,079



Risk Management

As healthcare costs continue to rise, so does our risk management budget. Over the last ten years, costs have increased by an average of 5.5% per year.

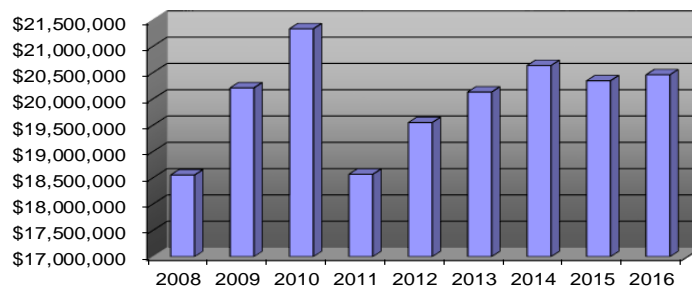
<u>Year</u>	<u>Total Budget</u>
2008	\$ 8,386,016
2009	\$ 8,045,400
2010	\$ 8,665,500
2011	\$ 8,750,500
2012	\$ 10,007,815
2013	\$ 8,826,114
2014	\$ 9,600,500
2015	\$ 10,384,229
2016	\$ 10,915,519



Finance

More than half of the Finance budget is attributable to debt service payments. Outside of scheduled fluctuations in payments due to expiring debt and issuing new debt, labor and supply cost remain consistent year over year.

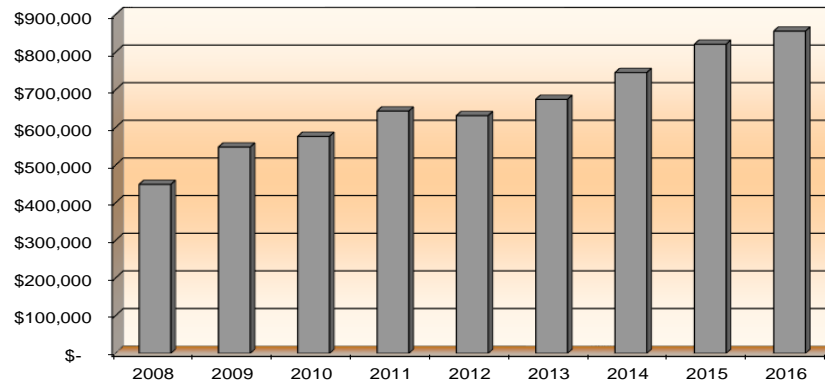
<u>Year</u>	<u>Total Budget</u>
2008	\$ 18,552,412
2009	\$ 20,209,531
2010	\$ 21,332,997
2011	\$ 18,566,265
2012	\$ 19,549,455
2013	\$ 20,130,374
2014	\$ 20,634,743
2015	\$ 20,345,121
2016	\$ 20,458,618



Central Services

The upward trend in the central services budget is due to more line items being consolidated to a single budget. Over the past few years, janitorial expenses and advertising were the first to in 2014 and 2015, respectively. Training was the most recent move. \$26,000 was added to the 2016 budget to account for all training citywide that is charged to the general fund. The offset is a dollar for dollar reduction in other departments; however, the City can now better control the budgeting of these items throughout the year.

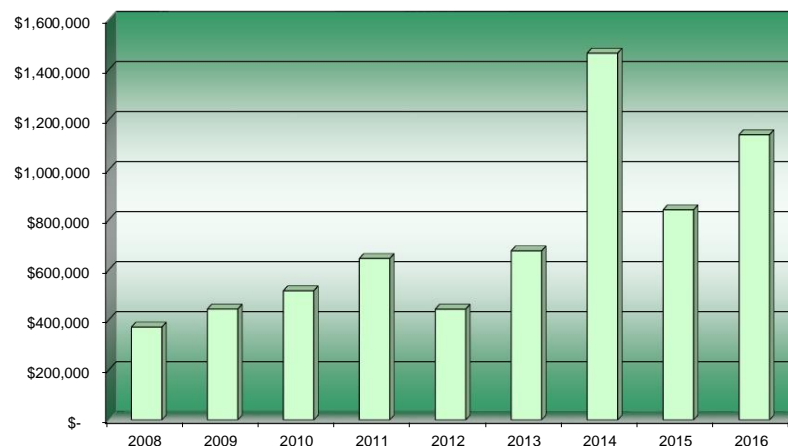
	<u>Total Budget</u>
2008	\$ 448,888
2009	\$ 548,144
2010	\$ 576,549
2011	\$ 643,815
2012	\$ 631,614
2013	\$ 674,797
2014	\$ 746,171
2015	\$ 821,261
2016	\$ 856,056



Information Services

In response to a scathing 2010 report, the City recommitted efforts to secure the information technology infrastructure and to provide 21st century solutions. Best practices and efficiencies must be maximized as employees are expected to do more with less as the total compliment of employees continues to decrease. In 2014, the City purchased a new financial management system. And in 2016, the City continued its commitment by allocating an additional \$300,000 to build out an all-encompassing customer relationship management (CRM) database that consolidates all city records into one system. By 2018, all departments will be working from the same standardized platform.

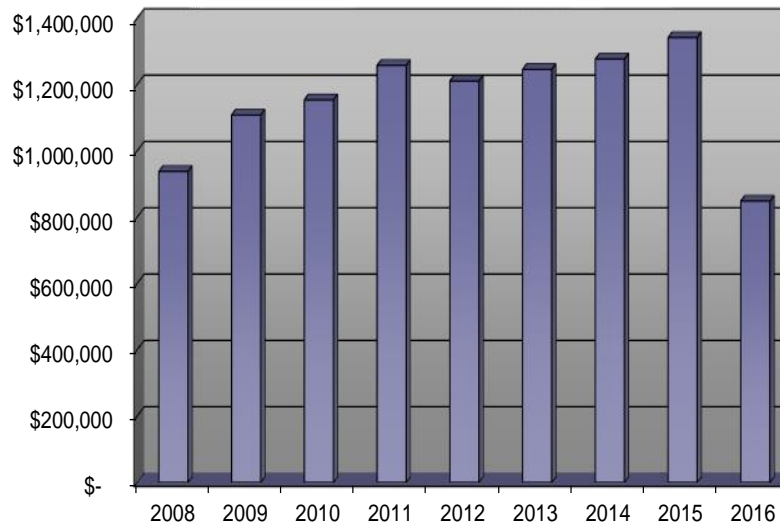
<u>Year</u>	<u>Total Budget</u>
2008	\$ 371,137
2009	\$ 443,343
2010	\$ 516,282
2011	\$ 645,283
2012	\$ 442,740
2013	\$ 675,822
2014	\$ 1,465,896
2015	\$ 839,836
2016	\$ 1,140,103



Parking

The reduction in the parking bureau budget in 2016 was a result of restructuring the staff make-up. Employees were reassigned to departments that were more in line with the services they provided. Parking enforcement moved to the Police Department, maintenance moved to the Public Works Building & Electrical Bureau and the cashiers moved to the Finance Bureau. In 2016, the City engaged consultants to develop a strategic plan for all parking operations. In 2017 this plan will be closely reviewed to determine what recommendations can be implemented and when.

<u>Year</u>	<u>Total Budget</u>
2008	\$ 937,753
2009	\$ 1,108,014
2010	\$ 1,153,657
2011	\$ 1,257,464
2012	\$ 1,210,471
2013	\$ 1,245,594
2014	\$ 1,276,808
2015	\$ 1,341,398
2016	\$ 848,616



GOALS

Over the course of the past ten years the City has managed to accommodate significant annual increases that are legacy costs but obligations of the City nonetheless. The two main areas driving the upward trend in total costs are the annual pension payments in Business Administration and the rise in healthcare costs in the Risk Management budget. Despite facing the challenges of an antiquated structure that plaque metropolitan areas throughout the country, the Administration remains committed to a five year plan to improve the fiscal health of our Great City.

Reduce property taxes by fifteen percent (15%) over the next five years. The 2015 budget set the stage for this aggressive plan. Starting in 2016, property taxes were reduced by 1%. Announced by Mayor Bracey in April 2015, the goal is to reduce the cost of homeownership and to spur economic and community development. As far as factors under the City's control, high real estate taxes are pegged as the number one reason why homeowners are reluctant to live in the City and a significant barrier hampering economic development within the City.

Eliminate the \$7.5 million accumulated operating deficit in the general, Recreation, Health and WRCT funds. The City operated at a net loss four out of five years between 2009 and 2013. One of the Administrations primary responsibilities is to make sure this practice does not continue. In 2014 and 2015, the operating deficit was reduced by 21% and 64% respectively down to \$832,851. Preliminary results for 2016 indicate that the deficit has been eliminated. The \$1 million deficit in the Recreation Fund was eliminated in 2016 and significant progress has been made with the WRCT and Health funds.

Eliminate the \$8 million deficit in annual pension fund payments. The pension reform accomplished through the 2015 Fraternal Order of Police (FOP) Union Contract enabled the City to eliminate this deficit by 2016. By the end of 2015, the past due balance was reduced to less than \$2 million. By September 2016, the annual payments were paid in full.

Improve the pension fund account funding ratio from 58% to 75%. At the end of 2014, there was a \$50 million unfunded liability in the pension fund. However, the 2015 actuarial valuation report indicated that our funding ratio improved to 65% primarily as a result of the previously discussed FOP pension reform. Work continues in this area as additional reform will be pursued in the 2017 and 2018 negotiations with Fire and Police, respectively.

Establish reserves accounts for post-retirement benefits, operations, etc. Following best practices, the City needs to reserve approximately \$24 million to budget for projected legacy costs related to post-retirement benefits (OPEB) as well as contingency reserves for unexpected developments. The 2015 budget process started this process with \$60,000. 2016 continued the process with budgeting over \$1.3 million for an anticipated increase in the 2017 MMO payment for the Police pension fund. And in 2017, over \$500,000 will be set aside for OPEB funding. As mentioned previously, this increases our OPEB reserve levels to a mere 4%.

Regionalize Shared Services. Efforts to collaborate with the County, neighboring municipalities, local nonprofits and businesses alike will continue into 2017 and beyond. For example, in 2016 the City entered into a single contract with the County to administer copier and printing services. Negotiations are also underway to consolidate real estate tax collections into one office administered by the County. Currently we have two tax collectors (Treasurers) operating less than a block away from each other. This initiative will save City/County residents more than \$100,000 per year.

The following sections of this report have been prepared by the bureaus, offices and divisions of the Department of Business Administration.

BUREAU OF FINANCE

In 2016, the Finance Bureau continued working with RSM, our financial management system consultants. This project has been very time consuming and very challenging for everyone involved. 2016 was the first full year using Dynamics AX Procurement and Sourcing, General Ledger and Miscellaneous Accounts Receivable modules. As with any new system, there were glitches that had to be resolved. Throughout 2016 we continued working with RSM on the following new systems: Parking Billing, Traffic Fines Management System and Sewer/Refuse Management System, Project Accounting, Fixed Assets and Masik, our new Cash Receipts System. Parking Billing, Traffic Fines Management and Sewer/Refuse Management Systems must be in place before we can start using the new Cash Receipts System. During 2016, the employees of Finance worked diligently testing, asking for refinements to the new systems, retesting and verifying data. In 2017, we continue to move forward with these systems with an anticipated go live date at the end of March 2017.

As of September 1, 2016, we contracted with ADP to process payroll, payroll taxes and quarterly filings. The goal is to replace the current manual payroll entry process with having the timekeeping system, KRONOS, download payroll information directly into ADP. KRONOS went live January 1, 2017 for all non-uniformed employees. However, payroll is manually entered for uniformed officers.

2016 marked the fifth year of posting delinquent properties for water shut-off; 1906 properties were posted. \$996,897.86 was collected initially due to the postings and 224 accounts were paid in full. Effective September 2016, properties that had water shut off for non-payment received Notice of Condemnation (posted and mailed).

2016 was the third year Sewer/Refuse payments were collected online. In 2016, \$2,160,407.95 was collected from online payments. 2016 was also the second year for online payments for Traffic Fines. \$288,255.00 was collected in 2016. Our goal for 2016 was to have Parking Billing and other types of payments available online; however, due to the financial management project as well as a new cash receipts system, expanding our online payments options was put on hold.

Finance is responsible for:

- Maintaining the financial records for the City (including the General Authority and in 2017, the Redevelopment Authority) and completing State, Federal and Local reports as required. We work with our consultants, Maher Duessel, who help us prepare our yearly financial statements and interface with our auditors.
- Banking-internal transfers, ACH (automated clearing house) and wire transfers, and reconciling the bank accounts. The City has approximately 30 bank accounts that are reconciled monthly.

- Maintaining the City fixed asset schedule-as required for our annual audit. This is now part of our new Financial Management System. For the 2016 compilation of our financials, we will be able to produce the Fixed Assets Report saving the City money.
- Processing resolutions and ordinances, related to the budget, for Council approval. Once approved, enter corrections to budget into Dynamics AX 2012.
- Finance, in conjunction with the Business Administrator and the Mayor, is responsible for the annual preparation of the City budget. In 2016, the 2017 City budget was prepared. This process started in August by creating the 2016 budget work file and notifying departments to begin entering their revenue and expenditure projections for 2016 and their requests for 2017. 2016 was the first year the Mayor’s budget hearings and Council’s budget hearings were combined. The hearings were held in November. The 2017 Proposed Budget was presented to Council November 15, 2016. The 2017 budget was passed by Council.
- Maintaining the Sewer/Refuse data base
 - Validating water usage file received monthly from the York Water Company
 - Updating changes of owner information received from the owner, settlement company or from the County Recorder of Deeds office
 - Processing adjustments to customer accounts
 - Assisting customers at the windows, on the phone or by e-mail
 - Compiling Sewer/Refuse histories for customers
 - Importing files daily from Fulton Bank with payment information updating our customer records
 - Importing files daily with on line payment information
 - Active Sewer/Refuse customers in 2016 13,700 bills created each month
 - Processing monthly ACH payments for customers on Auto-Pay
- Maintaining and processing the payroll for City employees, pensioners and DROP program. Payroll is processed 26 times per year and pension payments for O&E and Police are processed on the 15th and 30th of each month and for Fire on the 19th of each month. Payroll processing includes paying some deductions. Tax payments and filings, for payroll, as of September 1, 2017 are handled by ADP. For pension payroll, tax payments, filings and 1099R’s are still the responsibility of the City.
- Maintaining Parking Billing Records
 - Updating customer information
 - Signing up new customers
 - Processing monthly invoices
 - Processing monthly ACH payment for customers on Auto-Pay
 - Assisting customers at the windows and on the phone
- Maintaining and processing Accounts Payable
 - Accounts Payable checks are processed twice a week-Tuesday and Friday
 - Checks printed during 2016:

Accounts Payable	6,974
Community Development Block Grant	67
HOME	23
General Authority	62
Redevelopment Authority	0
 - With the implementation of Dynamics AX 2012, all records are stored electronically. At year-end, the Accounts Payable process includes the printing and filing of 1099-MISC forms.
 - Processing resolutions and ordinances, related to the budget, for Council approval. Once approved, enter corrections to budget into Dynamics AX 2012

- Finance, in conjunction with the Business Administrator and the Mayor, is responsible for the annual preparation of the City budget. In 2015, the 2016 City budget was prepared. This process started in May by creating the 2016 budget work file and notifying departments to begin entering their revenue and expenditure projections for 2015 and their requests for 2016. The Mayor's public hearings were held in October. Changes/adjustments were made to the 2016 budget requests and the 2016 Proposed Budget was presented to Council November 17, 2015. The 2016 Budget was passed by Council December 30, 2016.

- Maintaining the Sewer/Refuse data base
 - Validating water usage file received monthly from the York Water Company
 - Updating changes of owner information received from the owner, settlement company or from the County Recorder of Deeds office
 - Processing adjustments to customer accounts
 - Assisting customers at the windows, on the phone or by e-mail
 - Compiling Sewer/Refuse histories for customers
 - Importing files daily from Fulton Bank with payment information updating our customer records
 - Importing files daily with on line payment information
 - Active Sewer/Refuse customers in 2015 15,554
 - Processing monthly ACH payments for customers on Auto-Pay

- Maintaining and processing the City payroll and pension payroll. Payroll is processed 26 times per year and
 - Pension payroll for O&E and Police are processed on the 15th and 30th of each month and
 - Pension payroll for Fire on the 19th of each month.
 - Payroll processing includes filing, paying taxes and deductions.
 - Also, there are quarterly report filings.
 - At year-end, the payroll process includes reconciling data in order to print and file W2's for payroll and 1099R's for pension.

- Maintaining Parking Billing Records
 - Updating customer information
 - Signing up new customers
 - Processing monthly invoices
 - Processing monthly ACH payment for customers on Auto-Pay
 - Assisting customers at the windows and on the phone

- Maintaining and processing Accounts Payable
 - Accounts Payable checks are processed twice a week-Tuesday and Friday
 - Checks printed during 2015:

▪ Accounts Payable	6,011
▪ Community Development Block Grant	72
▪ HOME	11
▪ General Authority	50
▪ Redevelopment Authority	96
 - The back-up for the checks printed January – July 2015 are filed in our office. With the implementation of Dynamics AX 2012 all records are stored electronically. At year-end, the Accounts Payable process includes the printing and filing of 1099 Miscellaneous forms

- Manage York Adams Tax Bureau relationship
 - Earned Income Tax
 - Mercantile & Business Privilege Tax
 - Local Services Tax
 - Admissions Tax

OFFICE OF INFORMATION SERVICES

Executive Summary

Information Technology (IT) provides value to the City of York offering Information Technology Service Management to City Government Offices and Departments. IT implements continuous improvement of information technology services to achieve strategic goals and objectives defined by the City of York Executive governance. IT is aligned with the Mayor's initiatives providing improved services on demand to the City and constituents within the budget guidelines.

A Strategic Goal is to provide all City Departments and personnel with reliable information technology services on demand. Demand for City services includes providing 'online' services and public wireless services to constituents of the City. This technology is critical for employees to perform City work and requires infrastructure and operational availability is 24 hours a day, 7 days a week. Meeting the demand for IT services is a continuous challenge for IT.

Information Technology staff positions are highly technical requiring specialized knowledge in multiple disciplines to maintain the Enterprise Infrastructure and Enterprise Application Systems. Maintaining current and emerging technology skill sets is a continual challenge.

IT Enterprise Infrastructure

- Datacenters Enterprise grade servers
- Hyper – Virtual Machines
- Databases and Application Systems Production and Test environments
- Fiber Networks 10.xx.xx.xx
- Cisco/Adtran Switches

User Base Devices

- Workstations (300 at 16 City sites)
- IPADs/Tablets (44/6)
- Cell Phones (120+)

Enterprise Applications

- FMS – Microsoft Dynamics AX
- Cloud Services
 - Microsoft Dynamics Customer Relationship Management
 - Microsoft Office 365
 - Microsoft Exchange
 - Microsoft Skype for Business
 - Microsoft SharePoint
 - ESRI ArcGIS
 - Citrix GoTo Assist
 - Solar Winds

- Firehouse (Fire Dept.)
- Linko Data Systems
- Infor EAM

2015 Accomplishments: Completed twenty three projects (23) projects improving services to the City and departments.ⁱ

- City Wide
 - Implemented phased network copier refreshes
 - Completed IT work for Philadelphia Street, King Street and Market Street Garage Cameras.
 - Consolidated 4 Verizon PRIs, annual savings \$20,000.
 - Facilitating Microsoft Dynamics AX – Financial project
 - Wireless handheld SmartPhones and iPads converted from Sprint to
- Verizon
 - Phase 1: Core switch redundancy for CityNet
 - Consolidated and aligned Information Technologies enterprise license structures for long term savings.
 - Coordinating SpyGlass – Verizon Billing
- Public Works
 - GE System environmental assessments in preparation of 2016 upgrade
 - Supported Infor EAM installation
 - Supported HACH WMS installation
- Fire Department
 - Moved 'Firehouse' software to Cloud Services
- Police Department
 - Support Police Datacenter and Body Cam server
- Economic and Community Development
 - Planning Microsoft Dynamics CRM for 2016
 - Street light Assessment System
 - NIO and Streetlight Assessment System
- Improved planning with all Departments for future needs to provide services to constituents.

2015 Budget Impacts

- No new IT workstations or monitors were purchased and no spare equipment available
- Staff furloughs completed throughout 2015

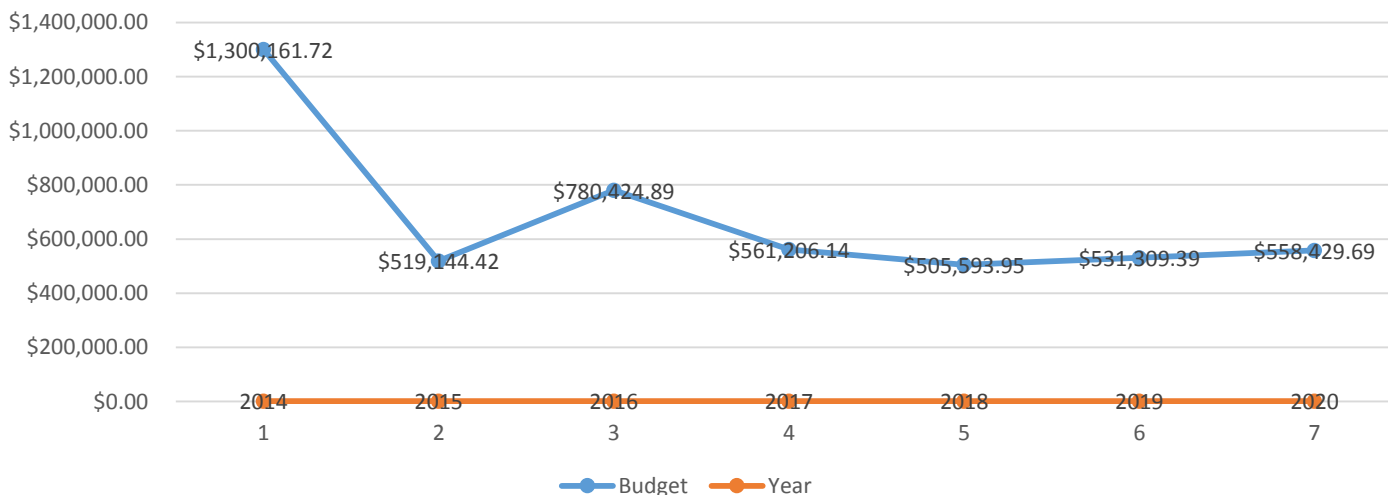
2016 Project Initiatives

- City Hall Datacenter fiber optic redundancy
- Public Works (WWTP) General Electric Test and Production environments build
- Microsoft Enterprise Agreement True-Up
- Wireless handheld Smart Phones and iPads converted from Sprint to Verizon
- Planning Dell workstation refreshes (2017)

2017/2018 Strategic Initiatives

- Datacenter Servers Operating Systems Refresh
 - Microsoft Operating systems upgrades - Servers
 - Implement 10/40 gigabyte network core switching for CityNet
- Dell Workstation refresh
 - Microsoft Operating systems upgrades
- Microsoft Dynamics AX Cloud Services

**CoY IT Budget Projections for 2014 through 2020
With CRM Build Out**



The Numbers

Kofu Good	RESOLVED	WITHIN SLA	CLOSED
	1,058	869	1,096
Kofu to Good	CREATED	SLA BREACHED	ESCALATED
	1,232	130	287

	Time to Action (avg)				Interactions (avg)	
P1	NO. INCIDENTS 160	RESPONSE 34 hrs	RESOLUTION Avg. / SLA 116 hrs 4 hrs	50 % WITHIN SLA	CLOSURE 130 hrs	1 customer comments per incident
P2	NO. INCIDENTS 160	RESPONSE 33 hrs	RESOLUTION Avg. / SLA 140 hrs 24 hrs	77 % WITHIN SLA	CLOSURE 170 hrs	1 customer comments per incident
P3	NO. INCIDENTS 350	RESPONSE 41 hrs	RESOLUTION Avg. / SLA 174 hrs 48 hrs	82 % WITHIN SLA	CLOSURE 179 hrs	1 customer comments per incident
P4	NO. INCIDENTS 358	RESPONSE 71 hrs	RESOLUTION Avg. / SLA 189 hrs 168 hrs	95 % WITHIN SLA	CLOSURE 215 hrs	1 customer comments per incident
P5	NO. INCIDENTS 204	RESPONSE 84 hrs	RESOLUTION Avg. / SLA 256 hrs 480 hrs	98 % WITHIN SLA	CLOSURE 280 hrs	0 customer comments per incident
P6	NO. INCIDENTS 0					

OFFICE OF HUMAN RESOURCES

During 2016, the City of York employed a total of 427 employees, which included: 347 full time employees, 15 part-time employees, and 65 seasonal/temporary employees. Table 1 shows the number of employees employed by the City of York for calendar year 2016.

Employee Classification	Number
Full-time	347
Part-time	15
Seasonal/temporary	65
Total	427

Table 1. 2016 Number of Employee by Classification

There were a total of 97 employee terminations in 2016. There were 32 full-time, 3 part-time employees that voluntarily resigned from their positions with the City; 2 full-time and 62 seasonal/temporary employees that were involuntarily terminated and 5 full time employees retired. Table 2 show the number of voluntary and involuntary terminations for 2016.

Employee Classification	Voluntary	Involuntary	Retired	Total
Full-time	25	2	5	32
Part-time	3	0	0	3
Seasonal/temporary	0	62	0	62
Total	28	64	5	97

Table 2. 2016 Number of Terminations by Classification and Type

The Office of Human Resources was very active throughout the year recruiting to fill vacant positions and participating throughout the interview/hiring processes. Staff processed a total of 2,012 applications for 62 positions. The number of applications received ranged from 2 to 179 for the various positions. New hires for 2016 included 39 full time, 10 part-time, and 65 seasonal/temporary employees. Table 3 provides a synopsis of the recruitment and selection process exercised by the Office of Human Resources.

2016 New Hires	Total
Full-time	39
Part-time	10
Seasonal/temporary	65
Total	114

Table 3. New Hires by Employee Classification

Health Insurance:

Capital BlueCross continued to act as the City's Third Party Administrator for the City's self-insured health plans for 2016. The City provided coverage for an average of 317 active employees, an average of 247 retirees or a total of 564 active employees/retirees on average. Express Scripts continued to be the City's Pharmacy Benefit Manager and Vision Benefits of America the City's vision provider. Table 4 shows the aggregate 2016 paid claims by coverage type.

Coverage Type	2016 Paid Claims
Dental	\$361,690.00
Medical	\$5,030,059.00
Prescription	\$2,498,795.00
Vision	\$75,414.78
Total	\$7,965,959

Table 4. Aggregate 2016 Paid Claims by Coverage Type

The City opted to move its benefits administration platform to ADP. This program will be integrated with the City's various benefit vendors allowing information to be uploaded on the vendors' system rather than manual entry by staff. The transition from bSwift to ADP will occur the first quart of 2017. Willis Towers Watson continues to administer the employees' benefit plans.

Wellness:

Capital BlueCross provides a \$10,000 credit to the City of York's Wellness Program.

Workers' Compensation:

There were a total 74 on-the-job injury claims reported for the 2016 policy period. Total cost for the policy year 2016 totaled \$264,011.00 incurred costs and \$129,591.00 in payments. Table 5 shows the type of claims and their associated costs. As a rule of thumb, each lost time claim costs on the average 4 to 6 times the actual dollars paid.

Claim Type	Number of Claims	Total Losses	Average Cost	Total Paid
Medical Only	44	\$66,793.00	\$1,300.00	\$57,242.00
Lost Time	7	\$196,218.00	\$10,336.00	\$72,349.00
Record Only	23	\$0.00	\$0.00	\$0.00
Total	74	\$264,011.00		\$129,591.00

Table 5. 2016 On-the-Job Injury by Claim Type

The Office of Human Resources continues to work closely with our third party administrator, PMA and Engle-Hambright and Davie's, reviewing and monitoring on-the-job injury claims. Human Resources staff and consultants continue to educate and train supervisors on the importance of modified duty and turnaround time on incident reports.

Safety:

The City continues to have an active, hands-on safety committee that meets once a month to review monthly on-the-job injury incidents, address safety concerns and make safety recommendations. Engle-Hambright and Davies’s Risk Control Consultant conducted safety training for City employees. Table 6 shows the 2016 safety training topics.

<u>Topic</u>
Driver Safety
Hazardous. Communication GHS
Personal Protective Equipment
Confined Spaces
Hot & Cold Weather
Lockout/Tagout
Accident Invest.
Bloodborne Pathogens.

Table 6. 2016 Employee Safety Training

Liability Claims:

The Office of Human Resources processed a total of 58 liability claims. The claims ranged from automobile liability (33), and 25 general liability claims. Table 7 shows the type of claim and the dollar amount paid.

Claim Type	Number of Claims	Amount Paid
Automobile	33	\$22,849.00
General Liability	25	\$7,826.00
<i>Total</i>	58	\$30,675.00

Table 6: Liability Claims by Claim Type

Supervisor Training:

The Office of Human Resources began a mandatory supervisor training program in February of 2016. Table 8 shows the training topics. Part of this training included a review of the book “Monday Morning Leadership.” Table 9 shows the ‘Monday Morning Leadership schedule.

TITLE	DATE
Employee Relations: Role of the Supervisor	February 25, 2016
Diversity & Review City’s Policy Prohibiting Sexual Harassment and Other Forms of Discrimination	March 24, 2016

Drug and Alcohol Reasonable Suspicion	April 12, 2016
Performance Evaluations	May 25, 2016
Progressive Discipline and the Grievance Procedure	June 23, 2016
Worker's Compensation 101	July 28, 2016
American with Disabilities Act, Family Medical Leave Act and Worker's Compensation	August 25, 2016
The Interview Process	September 22, 2016

Table 8. 2016 Supervisor Training

Chapters	Date
1 – 3	October 19, 2016
4 – 6	November 02, 2016
7 – 8	December 07, 2016

Table 9. Monday Morning Leadership

Employee Relations

The Office of Human Resources coordinated and/or conducted three (3) investigations regarding employee relations and/or the work environment. Staff responded to employee questions regarding policy and contract interpretation.

The Office of Human Resources was fully staffed for the first quarter of 2016. The Office has been fully staffed since November 2016. This allowed for the kick-off of the electronic time attendance system for civilian employees with the first pay period in 2017.

Office of Human Resources 2017 Initiatives:

1. Change employee benefit platform from bSwift to ADP beginning in first quarter of 2017;
2. Continue to implement Workforce Central;
3. Upgrade Workforce Central to the Cloud beginning the second quarter of 2017;
4. A.G. 385 Report completed by March 31, 2017;
5. Worker's Compensation Audit Report completed by March 01, 2017;
6. 2016 Financial Reports completed by April 01, 2017;
7. Enhance wellness program;
8. Continue comprehensive supervisor training

YORK CITY PARKING



Our mission is to provide parking facilities and parking related services to meet the parking needs of York City residents, businesses and visitors. We pursue this obligation with the understanding that we must remain aware of our changing city environment and adapt our services based on the needs of the public. We are responsible for enforcing the Pennsylvania parking laws along with the City of York parking ordinances.

The City of York Parking System is overseen by the City of York General Authority (CYGA), and consists of 15 surface lots, three multi-level garages and 1,105 metered spaces. The current staff consisting of one full-time Parking Enforcement Supervisor, five full-time Parking Enforcement officers, and one seasonal officer, is responsible for enforcing the state of Pennsylvania parking laws along with the City of York parking ordinances.

Parking Enforcement officers (PEOs) are responsible for patrolling the City of York; ticketing violators of City Ordinances, providing adequate parking for customers, and providing excellent customer service to those in need. PEOs report to the Parking Enforcement Supervisor who ensures all PEOs are properly trained and equipped to carry out duties as assigned. The Parking Enforcement Supervisor also responds to complaints and questions, providing customers with the best customer service possible.

Meters

Total Meter Coin Collection for 2016 is as follows:

Revenue	2016	2015	2014	2013
Non-Core Meter Stickers	30,781	28,742	31,332	31,600
Residential Core Meter Stickers	14,420	15,127	17,967	17,466
Street Meters	556,221	505,736	514,871	511,233
Meter Bag Rental	62,370	12,454	6,458	4,238
Total	663,792	562,059	570,628	564,537

Garages



Market Street Garage

Revenue	2016	2015	2014	2013
Market St. – Monthly	158,631	170,950	176,531	146,541
Market St. – Transient	167,453	199,235	182,843	122,753
Market St. - Special Events	0	396	0	0
Market St. - Punch Card	2,451	2,146	1,839	3,726
Market St. - Night Parking	0	0	0	0
Market St. Totals	328,535	372,727	361,213	275,033

Philadelphia Street Garage

Revenue	2016	2015	2014	2013
Philadelphia St. – Monthly	120,506	120,611	145,642	185,224
Philadelphia St. -- Transient	163,678	168,311	172,386	171,523
Philadelphia St. -- Special Events	0	3,415	6,186	2,264
Philadelphia St. -- Strand Capital	44,748	44,413	46,937	64,433
Philadelphia St. -- Night Parking	0	0	0	0
Philadelphia St. -- Walkway License	0	0	0	0
Philadelphia St. Totals	328,932	336,749	371,151	423,444

King Street Garage

Revenue	2016	2015	2014	2013
King St. -- Monthly	197,179	185,073	207,866	203,498
King St. -- Transient	64,828	51,508	59,710	56,587
King St. -- Special Events	0	792	1,110	624
King St. -- Night Parking	0	0	201	0
Reimburse for 96 S. George	64,041	64,041	64,041	64,041
King St. Total	326,048	301,414	332,928	324,750

Miscellaneous Revenue

	2016	2015	2014	2013
Access Card Deposits	1,875	2,146	2,868	2,252
Punch Cards	2,451	1,500	1,839	3,726
Total	4,326	3,646	4,707	5,978

Parking Lots

Lot revenue for 2016 is as follows:

CGYA Owned	2016	2015	2014	2013
Lot -- 1 1st Block. E. Gas Ave.	32,612	32,409	32,547	31,936
Lot -- 2 300 W. King St.	9,469	8,682	7,502	8,577
Lot -- 3 143 S. Duke St.	5,060	3,349	6,365	5,973
Lot -- 4 Howard & Newton	1,240	1,975	1,477	1,043
Lot -- 7 600 W. Mason Ave.	4,089	4,736	4,789	5,167
Lot -- 8 Lafayette Plaza	14,250	12,967	16,187	17,282
Lot -- 9 Park Lane Monthly	44,690	42,139	42,036	39,346
Lot -- 9 York County	102,334	97,461	93,397	88,681
Lot --11 200 S. Duke St.	3,996	4,447	4,500	3,884
Lot --13 Kings Mill & Manor	0	273	0	284
Lot --14 St. Paul & Penn	3,317	6,223	3,407	636
Lot --15 300 W. Princess St.	1,749	979	1,454	1,530
Lot --17 200 W. Mason Ave.	19,190	11,301	29,074	21,451
CYGA Lots Total	241,996	226,940	242,735	225,790
City Owned	2016	2015	2014	2013
Lot 12 -- 700 Block East Mason Ave	1,015	0	1,766	2,238
Lot 18 -- 300 Block North Beaver – RDA	13,189	17,543	13,457	0
Lot 20 -- 376 West Philadelphia St -- RDA	1,988	129	464	0
City Owned Lots Total	16,192	17,672	15,687	2,238

Vehicle Fuel Report

The Parking Bureau makes use of 11 vehicle to carry out daily operations.

The below chart shows the number of gallons, price per gallon and total cost per month over the past three years.

Compared to 2014 and 2015, fuel usage has increased; however the price per gallon decreased.

2016 -- Parking Vehicle Gas Usage				2015 -- Parking Vehicle Gas Usage				2014 -- Parking Vehicle Gas Usage			
	Gallons	Price	Total		Gallons	Price	Total		Gallons	Price	Total
January	387.6	\$1.27	\$493.92	January	213.2	\$2.026	\$431.85	January	359.2	\$3.252	\$1,168.19
February	392.3	\$1.19	\$467.50	February	277.1	\$2.130	\$590.22	February	322.4	\$3.212	\$1,035.45
March	440.7	\$1.62	\$714.11	March	320.4	\$2.018	\$646.59	March	277	\$3.429	\$949.94
April	258	\$1.79	\$460.79	April	336.6	\$2.224	\$748.63	April	379.6	\$3.580	\$1,358.97
May	459.5	\$1.79	\$820.67	May	304.5	\$2.266	\$690.08	May	314.4	\$3.637	\$1,143.38
June	410.7	\$1.84	\$754.74	June	366.0	\$2.301	\$841.98	June	367.4	\$3.606	\$1,324.81
July	445	\$1.63	\$725.57	July	327.8	\$2.021	\$662.58	July	284.5	\$3.335	\$948.92
August	507	\$1.57	\$798.02	August	392.2	\$1.659	\$650.66	August	248.6	\$3.142	\$781.15
September	507.6	\$1.67	\$846.78	September	462.8	\$1.665	\$770.75	September	324.9	\$3.138	\$1,019.63
October	318.8	\$1.82	\$581.65	October	285.2	\$1.665	\$474.97	October	270.3	\$2.805	\$758.08
November	388.4	\$1.73	\$672.44	November	334.7	\$1.782	\$596.57	November	248.7	\$2.805	\$697.50
December	320.5	\$1.73	\$554.88	December	231.6	\$1.563	\$362.01	December	216.1	\$2.026	\$437.73
Total	4,836.1	\$1.64	\$7,891.07	Total	3,882.90	\$1.943	\$7,466.89	Total	3,613.10	\$3.164	\$11,623.77
Yearly Average	403.01	\$1.64	\$657.59	Yearly Average	323.58	\$1.943	\$622.24	Yearly Average	301.09	\$3.164	\$968.65

CITY OF YORK GENERAL AUTHORITY

The CYGA was created by the City of York to own the formerly city owned parking facilities and to assist the City with community improvement efforts. Additionally during the year:

Multiple customers received special event pricing over the year for various downtown events such as:

- The York Water Company Annual Board Meeting
- Downtown Inc.
- Strand Capital Performing Arts Center
- Barley Snyder
- The Art Institute
- The Yorktowne Hotel
- New Year's Eve in Downtown
- Bike Night Events
- Free Parking was offered to the following:
- Small Business Saturday (Meters)
- Salvation Army Holiday Give-Away

Miscellaneous

Other items from 2016:

- Camera installation was completed in the Philadelphia and Market Street Garages
- Metal bag rentals have increased due to the amount of construction taking place in the downtown area.
- The Parking Billing System will be integrated into Dynamics AX in 2017 as part of Phase 2 of the conversion.
- The strategic plan was the biggest project for 2016, with the recommendations to revamp the parking system. Assessment of the consultant's recommendations continue, as the CYGA and City of York look forward to some sizeable changes in 2017 and 2018.

Looking Ahead to 2017:

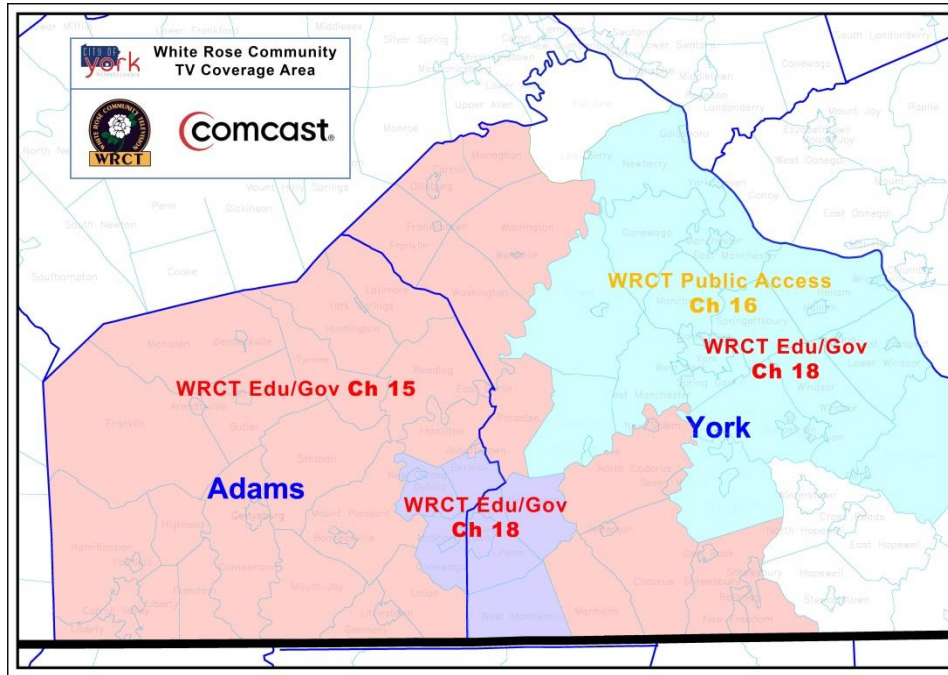
Below are the items that are working toward completing in 2017.

- Continue to increase patrol to generate higher revenues for the City.
- Hire part-time PEO to provide support for street sweeping year-round and coverage for absences due to illness and other time-off, thus eliminating the seasonal PEO position.
- Improve win rate for court cases by developing a more polished court presentation and becoming more knowledgeable about the court process.

Continue to provide excellent customer service to internal and external customers.

WHITE ROSE COMMUNITY TELEVISION (WRCT)

White Rose Community Television (WRCT) is a Regional Public, Education and Government (PEG) Cable Television Access System that reaches over 100,000 households in York and Adams Counties on the Comcast Cable Network. WRCT's Public Access Channel is located on Channel 16 and is only available in the greater York area. WRCT Edu/Gov is located on Channel 18 in the greater York and Hanover areas and on Channel 15 in Adams County. Households that have satellite or no service are encouraged to watch our programming on the Internet via www.wrct.tv or via Roku.



WRCT provides an opportunity for a local voice in the creation of content by organizations and individuals throughout York County. WRCT broadcasts municipal and school board meetings, student productions and is a unique and valuable resource to communicate effectively to residents, which allows a greater participation in the process of governing.

Since 1974, the City of York has broadcast a continuously operating community access channel on the local cable system, providing citizens in York County with a voice in various types of locally produced programming. Each municipality in which the local cable company provides services negotiate a cable franchise agreement for use of the municipal 'rights of way' and require the subscribers to pay a 5% franchise fee that is then paid to that municipality. In 1973, the City of York included a Public Access Channel for use by the York community in their agreement. In early 2006, an additional Educational and Government access channel, Channel 18 was created by the City of York and the City rebranded these PEG channels "White Rose Community Television".

2016 was the 4th year of the operation of the new WRCT high definition studio located at 122 S. Lehman St. The maintenance and repairs associated with this sophisticated technology is challenging. WRCT's operating budget has remained similar to its 2011 levels and has resulted in efforts to generate income for use of WRCT resources; staff has encouraged sponsorships and financial support from producers of shows aired on WRCT and others. 2016 was a good year; we exceed our financial goals and plan to do the same in 2017.

White Rose Community Television is a regional Public Education and Government access system and operates as a regional resource. For a number of years, the City of York has had ongoing negotiations with York County Government to not only receive financial support but also ensure that County information be generated as content for York county residents. The Board of Commissioners have funded WRCT in the amount of \$60,000 in 2016 and continued support of \$60,000 in 2017.

Partnerships

In 2015 WRCT partnered with Weary Arts Group (WAG). WAG is a collective of arts industry professionals providing a wide variety of arts training and education for people of all ages. WAG's primary goal is to create sustainable arts programming for the residents of York, PA and the surrounding communities. WAG provides additional staff and volunteers for WRCT during special events and video shoots.

In 2016 WAG has continued to provide assistance for events where we needed additional staff or volunteers.

WRCT is continuing to work with York College to move forward with a partnership that will provide WRCT with local content from the college such as sports and other events. We are also working with them to provide the funds to upgrade some aging equipment to help move WRCT closer to possibly broadcasting in HD in the future.

Accomplishments for 2016

WRCT broadcasts channel 16 and 18, twenty-four hours a day, seven days a week. During 2016, over 633 hours of live programming was broadcast which included 312 hours of independently produced live call in shows, 75 hours of York County Commissioners meetings and 246 hours of WRCT produced York City Council meetings and hearings.

Over 473 different 1st run programs were aired on WRCT channels 16 and 18 for a total of 2,685 hours of programming. WRCT provides a Community Calendar on 16 and 18 that posts events, activities and other important community information that airs at least 20 hours a week.

WRCT has been streaming live on our website for years now but in 2016 we began streaming both channels to Roku as well. Roku allows people that do not have traditional cable TV to still be able to watch local programming on their TVs. In 2016 we had 1,071 installs of our Roku Channel and 13,516 minutes watched via Roku.

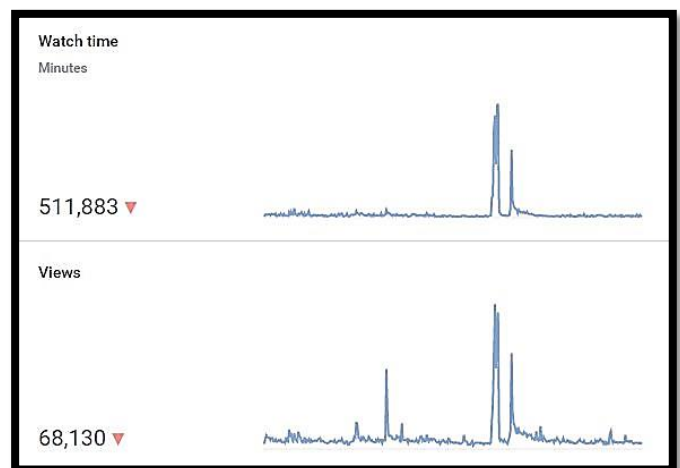
Starting in 2016 WRCT has begun streaming all York City Council Meetings live to Facebook. This provides an even easier way from the City's constituents to see their government in action and increases transparency.

WRCT is continuing to offer Event Live Streaming as a service. WRCT has been hired for the 2nd year in a row to stream a week long national tennis tournament in Lancaster. We have also streamed several public meetings, the Cigar Box Guitar Festival, a New Year's Eve celebration with the Band Live, as well as our normal parades and other events.

WRCT Online

The analytics of the usage of Video On Demand (VOD) streaming, which included the County Commissioners, City Council, Dover School Board, and York's Most Wanted have received 149,123 hits for the year of 2016 with York's Most Wanted often receiving 100s of views per day. WRCT's YouTube Channel has received 511,883 minutes worth of watch time and 68,130 individual views for the year of 2016.

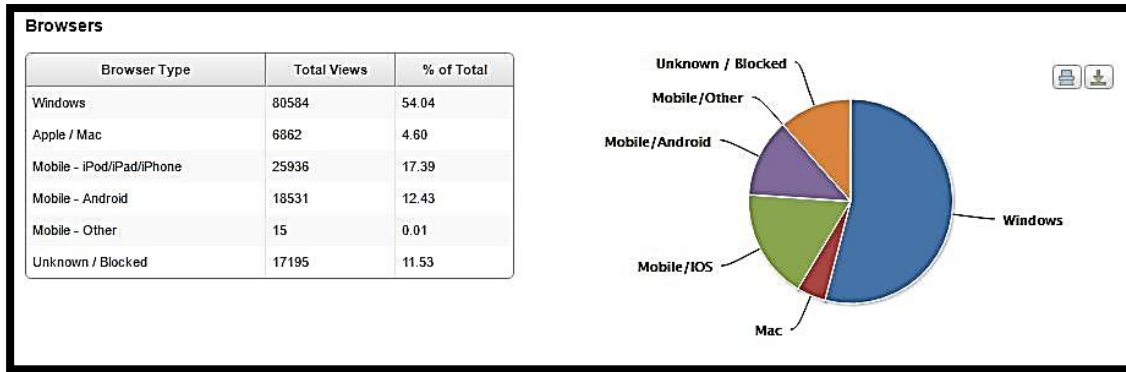
WRCT 2016 YouTube Stats



WRCT 2016 VOD Stats

Programming in 2016

Through a fiber optic network connecting WRCT to sites throughout York City, we are able to offer live broadcasting of community events



at York City Council Chambers, York County Administrative Center, Martin Library, Crispus Attucks, and the Pullo Family Performing Arts Center at Penn State York. With advances in technology we are now able to broadcast live from anywhere with a high speed internet connection. The following programs were broadcast live this year:

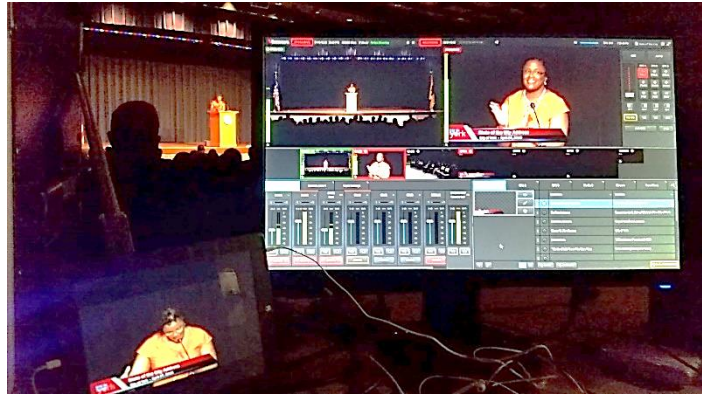
- City Council Meetings twice a month and various committee meetings
- York County Commissioners weekly meetings
- Mayor’s budget Hearings
- St Patrick’s Day Parade
- Mother’s Day Street Fair
- Halloween Parade
- Cigar Box Guitar Festival
- National Koser Jewelers Tennis Challenge
- Daily broadcast of the Hanover Eagle Cam (when the nest is active)
- “Café con leche” A daily live simulcast from Lancaster’s Spanish American Civic Association
- York Buccaneers’ Basketball game
- State of the City Address
- New Year’s Eve Celebration with the band LIVE

WRCT’s first priority is to manage the infrastructure of the PEG system and empower others to produce content for broadcast on either channel 16, the public access channel or government and educational programming for channel 18. Channel 16 programming is primarily created by independent producers. Which includes the following shows:

- “Now We’re Cooking”;
- “In the Square Circle”
- “Brethren Voices” Ministry
- “That Pro Wrestling Show”
- “Friday Night Frights”
- “Musical Memories”
- “Rails Around York”
- “Susquehanna Wrestling Organization”
- “30 Odd Minutes”
- “Breathe TV”
- “This is Our City”
- “Race Night”
- “Emporium”
- “Life Talk”
- “Present Truth”
- “Spoken Word Cafe”
- “Behind the Headlines”



- “Beyond Today”
 - “The Humanist Perspective”
 - “Eagle Christian Ministries”
- “Upper Room Ministries”
- “ChoosenVille TV”
 - “Biblical Errantcy”
 - “Democracy Now”, an alternative media national broadcast
 - “Almost Persuaded”
 - “I Can Be Me”
 - “Alley 99”
 - “URM TV”
 - “Travel TV”
 - “Cartoon Castle”
 - “Not Live”
 - “Chatting with History”
 - “Seven Valley Boys”
 - “Donkey Ollie”
 - “Folklorist”
 - “TumbleWeed Theatre”
 - “Tom Mix”
 - “Batman Serial”
 - “Silent Sinema”
 - “The Garage”
 - “Illusions”
 - “Three Stooges”
 - “Train Time”
 - “Xmas in New Freedom”
 - “Culinary Kids”
 - “Kids a Cookn”
 - “Smart Boating”
 - “2nd Chance Talent”
 - “Beverly Hillbillies”
 - “The Joy of Painting with Bob Ross”
 - “Tomorrow Today” in English and Spanish
 - “Global 3000” in English and Spanish
 - “Conflict Zone”
 - “EuroMax”



WRCT continues to accommodate live shows in our public access studio:

- “Inside the Square Circle” Wednesday, 6pm to 7:30pm, a wrestling call in show
- “Joe Live” each Saturday from 6pm to 8pm, hosted by Joe Jackson
- “Free Thought Forum” Alternate Tuesdays 6pm to 7pm
- “Knowledge is Power” Thursday 5:30pm to 6:30pm

WRCT regularly broadcasts the following Government programming:

- Weekly County Commissioner’s meetings
- Bi-weekly York City Council meetings
- Legislative reports from the PA State Legislators

- Senate Republicans and Democrats – “Capital Connection” – “Focus on PA”
- US Department of Education
- Medicare and Social Security
- York’s Most Wanted
- Dover School Board meetings
- Road to Recover – US Dept of Health

WRCT Films and broadcasts numerous ribbon cuttings, Merchant of the Month, and other press conferences held by the city and other local organizations.

CONCLUSION

Moving forward, the business administration department has some pretty aggressive goals to accomplish over the next 3-5 years. 2015 laid the groundwork but there is still much more work ahead. Our goals include, but are not limited to, the following:

1. Decrease real estate taxes by 15% over the next 5 years.
2. Improve our pension plan funding status to at least 75% by successfully renegotiate further pension reform for the Police and Fire Departments
3. Offset the projected increases in health insurance costs by issuing three RFP’s in 2016 for medical health insurance, prescription drug plan and for supplemental insurance coverage.
4. Consolidate all parcel information into one central database (CRM) for all departments to have access to reducing the number of legacy financial systems from 9 to 1.
5. Complete strategic plan for parking operations
6. Explore asset monetization for the sewer system
7. Create a self-sufficient public access television station
8. Develop standardized policies and procedures for all financially related activities.
9. Refinance the Ice Rink debt.
10. Improve our periodic financial reporting to Council, other departments and the Mayor

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

C. Kim Bracey, Mayor

Shilvosky Buffaloe

Interim Director

The Department of Economic and Community Development (DECD) is dedicated to building the growing the local economy through both traditional economic development and neighborhood revitalization strategies. The department (DECD) is comprised of four bureaus – Economic Development, Health, Housing, and Permits, Planning & Zoning – all of whom seek to cultivate a positive business environment all the while fostering viable mixed-income residential neighborhoods. Our goal is to maximize the city’s competitive advantages without compromising the health of its neighborhoods and residents

The Mission of this department is to create conditions that encourage a diversely vibrant economy throughout the City by forming partnerships and coalition-building, to incubate and execute economic development and a variety of lifestyle enhancing initiatives for all residents of and visitors to our City. We pride ourselves in creating and initiating large scale development and redevelopment projects by marketing sites, project management and facilitation, coordinating land acquisition, appraisals and environmental studies. We also strive to assist citizens of the city and the neighborhoods in which they reside through housing initiatives, neighborhood-building, programs for first time home buyers and use of federal funding to improve the quality of life of our residents.

BUREAU OF ECONOMIC DEVELOPMENT

Our staff serves as the lead advocate for citywide businesses and not-for-profit organizations, and serves as the liaison between the private/non-profit sector and government. We work diligently to secure state, federal and other grants and loans, as well as execute public relations and marketing initiatives while continuously advocating for proposed and existing businesses in addition to providing the following services to new and existing businesses:

- *Policy development and advocacy*
- *Critical infrastructure support and advocacy*
- *Business expansion and retention support*
- *Regular business visits to existing employers*
- *Connections with industry resources, employee training and more*
- *Development review and permitting guidance for expansion projects*
- *Site selection assistance*
- *Data and research services (ESRI, EMSI)*
- *Access to York County and State of Pennsylvania business assistance programs*
- *Educational and networking programs*

DECD also provides staff support to the Redevelopment Authority of the City of York, working to reposition real estate in the City of York, as the “bricks and mortar” arm of economic development.

SUMMARY OF ACCOMPLISHMENTS

The Bureau has worked to provide solutions for the needs of the community even in times of fiscal and staffing constraints. Staff continues to be a champion of small business in the City of York, and in conjunction with our community partners continue to offer training and educational opportunities for entrepreneurs. The Bureau has seen a surge in new businesses of varying industries, and remains vigilant in ensuring the momentum continues to trend upwards. Major milestones have been accomplished via several projects, including: Northwest Triangle, Royal Square Micro District, Penn and Market Farmer's Market, and the revitalization of West Market Street. Staff continues to support the Administration's Zero Tolerance for Blight Initiative, and has been cautious to effectively reposition properties and return them to tax generating structures. Staff was also able to facilitate over \$54.6 million in current or planned construction, there were 230 new or relocated jobs in the city, and 130 new or expanded businesses in the city. This progress coupled with the 15% projected population growth over the next 15 years, and over 600 market rate units planned or in process for the next 5 years.

POLICY DEVELOPMENT AND ADVOCACY

Small and Local Business Ordinance

One of the functions of the Bureau of Economic Development is charged with creating and implementing policies that help to ensure an inclusive business friendly-environment in York City. During the 2016 year staff was able to review and make changes to the City's Small and Local Business Ordinance, Article 136, which aims to stimulate new employment opportunities, to assist in the development and growth of existing City businesses and to encourage business to locate and remain in the city. Bureau staff streamlined a new procedure that would allow small and local businesses greater access to municipal contracts through its authorities, commissions and boards.

CONNECTIONS-EDUCATION AND NETWORKING

Landlord University

As the rental market continues to boom in the City of York, we want to help you protect your investment. Landlord University is an eight week course that that will educate landlords in the City on strategies to attract quality tenants, ensure compliances with the regulatory agencies, and protecting their investment. Topics for the sessions included: Financing for Investors, Avoiding Legal Pitfalls, Protecting Your Investment, Ensuring Quality Housing, Rehab and Construction/ Fair Housing, Understanding Opportunity, Understanding Settlements, Finding and Investing in Your Future. Landlord University was the opportunity to partner and teach best practices to property owners seeking to own and operate quality rental housing in our market.

York Business Academy

The City of York continues to partner with York College professors, their respective MBA graduate students, student members of York College ENACTUS organization and other local business professionals to teach sessions that focuses on a major aspect of opening, owning, and operating a successful business in the City of York or York County. The spring 2016 semester had 22 graduates who received information on Strategic Planning, Marketing and Promotional Strategy, Business and Professional Writing, Legal Issues Facing Business and Financial Management. As always, the spring semester saw entrepreneurs who were eager to start or expand their business in the City of York. Of the graduating classes there are 3 graduates who are looking to open a business in 2017.

Latino Business Summit

As part of Hispanic Heritage month, the Bureau celebrated and recognized the many contributions Latino businesses make to our community. The second annual event recognized several Latino Owned Businesses shared important information about the business climate for Latino's locally, and further encourage policy decisions that will spur additional business development in York.

CelebrateHER

Women's Entrepreneurship Day was proclaimed November 19, 2016. In celebration of the landmark day, our staff coordinated with York Economic Alliance to invite all Women Entrepreneurs in the City of York and the surrounding county, to join us in celebrating women in business, who have impacted, shaped or paved the way for future generations. This event was a celebration dedicated to the growing number of women taking on professional jobs, the record number of women owned and led businesses in the City of York and most of all, provides the opportunity for all to network, celebrate and revel in the accomplishments of the movers and shakers in our community. At the evening of celebration and conversation we were able to interact with 95 businesses owners throughout the City collecting contact information, and connecting them to professional and developmental resources.

PROJECTS: RESTORING ANCHORS

Danskin - 300 North State Street

Staff successfully acquired the site and enlisted the help of BL Companies in order to complete a Phase 1 of the site. Staff has also been working with the developer Pennrose to seek funding for site to do remediation, the remaining demolition, and subsequent housing project. The site was awarded a part of the City's HOME funds allocation over the next three years which would amount to \$770,000. Staff also submitted a RACP Grant to the Commonwealth in the amount of \$2.2 million. In the interim staff is also looking to apply to the States DCED Industrial Sites Reuse Program which could be used to clean up the site. Staff remains diligent in partnering with the developer to return this site to a higher more productive use.

Penn and Market Farmer's Market

Over the next five years, the goal of the City of York is to continue to be a partner in the growth of the market. The Bureau of Economic Development aims to acquire funding to complete the list of repairs presented by the Friends of the Market. In conjunction with our partners, we stand committed to fostering a booming environment, whereby the Farmer's Market can continue to provide City residents access to fresh produce, meats and baked items. Conversely, the Bureau seeks to market the entrepreneurial and economic benefits that the Farmer's Market provides including incubation of new businesses to attract vendors. In order to achieve the aforementioned goals The Bureau is working with the vendors, Market Master, WECO Neighborhood Association, and Downtown Inc. Staff under the HUD EDI Grant was able to complete the updated installation of light fixtures and update some of the wiring in the market. Staff was also able to help the Market receive their final funding from the grant in the amount of \$69,573.50.

Voni B. Grimes Gym & Campus Park

In the year 2016 staff was able to partner with RSDC, convincing them to allocate their year 3 & 4 NPP funds to the restoration of Voni Grimes Gym. This partnership will bring \$440,000 over a two year time period to make improvements to the facade of the building and surrounding area which includes, EIFS restoration, and the installation of new lights and trees. The Department was then able to leverage its CDBG Funds to make future improvements to the roof of the building, ensuring its preservation for generations to come.

BUILDING COMMUNITY

RSDC

Bureau staff has continued to work with RSDC and their revitalization of the Royal Square District. Through the Redevelopment Authority, staff was able to continue to acquire and transfer properties for subsequent redevelopment. They have successfully attained their NPP funds, and continued work on the streets that border their neighborhood, as well as some outlying parcels of land. RSDC's next major project is the revitalization of the West Market street unit block. Staff also continues to help co-op the surrounding neighborhoods to participate in the efforts. DCED has been successful in the repositioning of the following properties with RSDC:

- 46 South Duke Street
- 105-107 South Duke Street

- 123-127 South Duke Street
- 100-110 South Queen Street
- 56 West Market Street
- 44-50 West Market Street

Staff was able to help assist RSDC with its obtaining of NPP funding in partnership with the YWCA of York for various associated projects, repositioning of key properties, and navigating the City’s business processes depending on the complexity of the projects.

Salem Square Development Area

In 2016 staff worked with the Salem Square Community Association to make application to the state for an n Elm Street designation through the Pennsylvania Downtown Center. This would allow the community association to have priority status when it came to the application for grant funding from Commonwealth. This designation will allow for the continued revitalization in the Salem Square development area, focusing in on improving the economy of the neighborhood, and promoting a clean and safe area where its residents can continue to flourish.

REDEVELOPMENT AUTHORITY OF THE CITY OF YORK

The RDA acquires property through donation, tax sale, purchase and condemnation. The majority of the RDA’s holdings consist of vacant grass lots, many of which are clustered together. Occasionally, as the circumstance is presented, the RDA acquires vacant structures for which it seeks redevelopment proposals. To redevelop and rehabilitate blighted areas and to prevent property deterioration in other areas. The RDA has express authority and power, within areas set by the Planning Commission, to investigate, plan, purchase property, make contracts for demolition and rebuilding, and provide parks and recreation areas. The Redevelopment Authority has properties for sale for the purpose of homeownership and elimination of blight conditions in the City of York.

Summary of Accomplishments

The RDA has been charged to eradicate blight, revitalize vacant property, and increase investor confidence in the City of York by targeting its efforts to acquire fallow property, demolish safety threats, and maintain parcels for subsequent redevelopment. It currently maintains 284 parcels of vacant lots and buildings, all of which require stabilization of some form. For the first quarter of 2015, the Authority has repositioned 8 properties. The Authority has been vigilant in ensuring that we cause no further damage to the properties we acquire and as such have contracted for weekly maintenance. The RDA has demolished 5 properties thus far, and has managed to demolish another 4 properties this quarter bringing the total to 9 for the year. The Authority has not used CDBG funds to acquire properties this quarter. During the 4th quarter of the year the Authority is always concerned about the snowfall and how it will affect the current inventory. The Authority through payments of Just Compensation awards had paid over \$56,000.00 in back taxes to the taxing entities.

Goal 1: Acquisition – *continue the strategic acquisition of vacant and blighted properties throughout the City and serve as a catalyst for their redevelopment. Our goal is to initiate the purchase through several channels of One Hundred (100) properties.*

In an effort to be more fiscally conservative, Authority staff has slowed down the acquisition of properties through the traditional Declaration of Taking. Instead, we are relying on more low cost alternative such as donations and the County’s repository of properties. That being said, staff is vigilant in its efforts to continually eradicate blighted properties here in the City of York. In 2016 the Authority 18 acquired properties of strategic importance:

- 217, 219, 221, 223 South Hartley Street
- 277 North Hartley Street
- 513 South Queen Street

- 727, 729, 731, 733, 735, 741, 743, 745, 747 South Court Street
- 460 West Philadelphia Street
- 55 West Philadelphia Street
- 719 East Chestnut Street

Goal 2: Disposition – develop a formulaic process whereby to churn the RDA’s inventory of properties either as single asset sales, strategic bundles of distressed properties, or precise areas for redevelopment to varied purchasers. Our goal is to sell Fifty (50) properties across the City through the following mechanisms:

Redevelopment Authority staff has been vigilant in enforcing this policy. Each agreement with potential buyers has the condition precedent to sale that all City taxes, sewer and refuse be current. Staff has also been enforcing a holding fee in order to incentivize developers to move projects along more quickly. The Authority sold 7 properties in 2015 garnering \$126,000 in revenue for the agency which will be spent to further the mission of eradicating slum and blight from the community.

Properties & Projects

- 727 Kelly Drive – Demolition and reconstruction of a single family home for the purposes of owner occupancy in partnership with York Habitat for Humanity
- 150 West King Street – rehabilitation of a multi-family dwelling unit.
- 358 West Philadelphia Street – rehab of a blighted, vacant property to be a single family residence
- 450 Madison Avenue – rehabilitation of a 44 unit apartment building adding two additional apartments
- 50 South Pine Street – rehabilitation of a blighted building to a single family home.
- 132 South Beaver Street – rehabilitation of a multi-family unit
- 175 West Gay Avenue – rehab of the former keystone Color works building in 26 luxury apartments to be finished by April 2016
- 44-50 West Market Street – rehab of the former Woolworth Building into a mixed use development of retail below and apartments above, construction to conclude in the second quarter of 2017
- 409-417 West Princess Street – reverse subdivision of 5 parcels to make for 2 single family residences. Completed in 2015.

Goal 3: Stabilization-The Authority maintains 284 parcels of land and buildings in the City of York, and has spent over \$160,000 in snow removal, lawn care, trash and debris clean up, and ensuring the vacant properties are sealed per ordinance.

Goal 4: Demolition-The Authority, consistent with the effort to remove slum and blight in the City was also successful in demolishing properties throughout the City of York.

- 154 – 156 East Maple Street
- 326 South George Street
- 512, 514, & 516 North Pershing Avenue
- 729 – 747 South Court Street
- 522 – 524 Susquehanna Avenue
- 632 East Philadelphia Street

BUREAU OF HEALTH

Bureau of Health provides public health services in the City of York. The mission of the Bureau is to prevent disease and to promote and protect the health of York City residents through the assessment of needs, the assurance of public health services and the provision of sound public health policies through dynamic and committed leadership. The Bureau began in 1985 and is funded by federal, state and city monies as well as proceeds from the Albert S. Weyer Community Health Fund (administered by the York County Community Foundation). Services are provided free or for a nominal charge to city residents. The Bureau employs 15 public health professionals, trained and skilled at providing quality and effective services to all city residents and/or visitors to the city. Staff work in partnership and collaboration with local services providers and partners to improve the health of city residents by serving on various committees, coalitions, and boards.

Administrative & Support Services

Bureau of Health completed another successful year of providing public health services in the City of York while engaging in a significant opportunity improve our technology and data needs. The Bureau's leadership team identified a need to be more efficient in our data collection, management and analysis. Through a \$95,050 grant from the Highmark Foundation, the Bureau initiated a year-long process to examine our methods and processes for our clinical activities to look for efficiencies and data needs for an electronic health record or data management system. The Bureau consulted with the Global Task Force on Public Health's Public Health Informatics Institute to document our business processes and to identify our data needs and requirements over the course of 8 months. The end product will be a data management system/electronic health record that will enable the Bureau to efficiently capture data, provide timely reports on various health topics and to understand our community's public health issues. To support the purchase of the new system, the Bureau received a \$28,000 award from the Memorial Health Fund.



Health Bureau receiving funds from Highmark Foundation
Image 0.0

Bureau of Health staff changed over the past year; and as a result, new staff have been hired in our Maternal Child Health, HIV/STD, Emergency Preparedness and Community Health Services programs. The staff bring experience and excitement to their respective programs and have been markedly engaged with the community to improve health. The heroin epidemic in our community has also been on the forefront of Bureau activities.



Lise Levin with Director Kovacs

The Bureau's medical director, Dr. Matthew Howie's has taken the leadership role with the York Regional Opioid Collaborative to develop a comprehensive approach to address the widespread use and overdoses with numerous community partners. Bureau of Health worked with Gavin Advertising to develop materials to raise the visibility of the Bureau in the community. With funding for the Million Hearts program and the Weyer Trust, the Bureau developed a new brochure, templates and other collateral for communicating with our residents and partners.

EPAREDNESS

The primary focus of this program is to develop and maintain resources, documents, maps and plans for the protection and safety of our community and its first responders. The year 2016 emerged with a blizzard and snow accumulations not seen in 20 years. In a little over 24 hours the City received snow fall accumulations in excess of 30 inches. The herculean recovery taxed public works and other first responders. Cost recovery efforts from FEMA finally concluded in November with our final submission of paperwork and documentation. In 2016 the Pennsylvania Department of Health directed local certified Health Bureaus (York was one of 6 to receive the certification in 2009) to undertake the re-certification process for Project Public Health Readiness (PPHR). This action necessitated a complete review of our existing procedures and the development of new policies to satisfy recovery planning and new emerging threats such as Ebola and Zika.

Public Health Activities: In 2016 there were several staff changes with PA Department of Health and within the City of York – Bureau of Health. Changes at the state level resulted in a realignment to their performance and annual reporting requirements for PPHR and other emergency preparedness programs

- The Bureau plans and executes various emergency preparedness exercises. This year a full scale shingles immunization exercise was conducted by the Bureau with assistance of nurses from the State Health Center. This exercise provided free shingles immunization to city and county residents. Even Mayor Bracey gladly received her shingles vaccine that day!
- During 2016 the Ebola concern lost some urgency. This was largely due to the World Health Organization gaining some control of the disease overseas and limiting the spread of the infection. However, a new threat emerged – ZIKA. While this disease is not new, the explosive spread of the disease and the associated impacts to those infected, has brought it to the forefront in prevention and mitigation actions by public health agencies. Public education information and awareness activities included: the distribution of prevention kits, public service announcements, flyers and ongoing monitoring of infected pregnant women.
- Community Emergency Response Team (CERT) – CERT is a training program offered to citizens to provide them with basic skill sets in disaster survival, rescue and emergency preparedness. Several classes were held for the community. Staff assisted in the program presentations to nursing students at the York County School of Technology and two courses of class work were held for Bureau staff.

- Organizations and schools – Emergency preparedness presentations were provided to schools, colleges and organizations. This included reviews and assessments of their present emergency plans and protocols. Some of these were; Strand/Capitol Performing Arts Center, Calvary Chapel Church, St. Paul’s Church, Kelly Manor, ConForCare Home Care and a presentation to the county nursing home and health care organization. Staff assisted with the development/participation of active shooter protocols for Santander Stadium, York Hospital, Kelly Manor Nursing Home, Sprengle Village, and the SCTF victim recovery exercise/training at Penn State York Campus.
- Emergency Preparedness Public Event – In collaboration with multiple community partners, a public emergency preparedness “fair” was planned for a “First Friday” in Continental Square. Planning partners were; York City EMA, City of York – Bureau of Health, Red Cross, White Rose Ambulance, WellSpan Health, York Fire/Rescue, York Police Community Relations and CERT Teams. The event was held in September with approximately 200-250 members of the public stopping to talk to responders and pick up preparedness information.

Emergency Planning and Exercises

- Special resource plans - These were developed for any special event in York City with an attendance of 10,000 or greater or a unique event, as required by Pennsylvania Emergency Management Authority. Resource guides and plans were developed for twelve events in 2016. In addition to City events; the Street Fair and York Fest, plans were developed for July 4th Fireworks, and the York Fair. Staff presented at the York County Emergency Management Coordinators quarterly training on how the city approaches special event planning.

Plans and resource guides were developed for several special incidents in the City such as the “Super Load” - the movement of an oversized load from off-load on N Hartley to final re-load at Lincoln Yard- required the coordination of City, Municipal, utility company and private contractor participants. There were multiple times when several special events were occurring at the same time in the city. These necessitated the coordination with several organizations and development of resource guides for First Responders and community partners.

- TMI Emergency Exercise – In April this office and City of York – Bureau of Health participated as part of the York County EOC staff during the annual nuclear power plant drills monitored by Federal authorities. Staff functioned as Liaison Officer under the incident command system.
- Plan Development – This office participated in both the YAMMRS and the South Central Task Force's (SCTF) emergency exercises and assisted with the development of WellSpan’s full-scale emergency evacuation and relocation exercise in December.

Resource Development

- Activities - Through City of York – Bureau of Health Emergency Preparedness funding, we were able to acquire a large format document scanner. This tool coupled with other funds allowed the office to begin the whole scale conversion and scanning of engineering files into the digital environment. By the end of 2016 there are 3,854 engineering drawings, surveys and maps scanned into digital format. Additionally the building file contains digital plans for 445 projects with 3,784 drawing files. This conversion will allow for wider access by First Responders and other city partner groups.

- Regular updates and revisions are done to major mapping coverages. There were several updates to reflect building demolitions and new construction. The available GIS data and mapping capabilities have been expanded and enhanced through a close working relationship with County Planning GIS operations, County E911 GIS operations and the SCTF GIS work group.
- PEMA is providing access to software to allow municipalities the ability to rework their emergency operations plans into a current digital format. These documents are on a secure site supported by PEMA. This will bring all PA community plans into compliance in a consistent format. We would be able to access and control these documents through the WEB EOC interface.

Training and Education

- During 2016, staff attended several training and informational events.
 - Emergency response update and training with South Central Task Force (SCTF) at Harrisburg Area Community College.
 - Regular attendance at County Office of Emergency Management quarterly trainings.
 - Training on disaster preparedness and response as it relates to health care organizations.
 - An updated Donning & Doffing procedure was developed for the Bureau. A full-scale exercise was held to review the training and exercise staff.

Additional Activities

- The office reviews and tracks Hazardous Material Facilities, answers “Right to Know” requests and responds to information requests on historical, environmental and engineering issues. Seventeen of these requests were processed along with 48 requests for engineering information.
- City Departments and local boards requested support during 2016. Requests were received from Redevelopment Authority, Economic & Community Development, Public Works, Police, Business Administration, Mayor's Office and City Council. All requests by these departments and several associated boards and bureaus were provided services by Emergency Planning as expeditiously as possible. A final total of 73 requests were made for mapping assistance.
 - Civil Enforcement Units were supported with mapping and aerial photography during clean sweeps and other special operations.
 - The Police were provided with mapping and data to support Neighborhood Enforcement Units.
 - Multiple maps, document exhibits and aerials were provided to Economic & Community Development, and Redevelopment Authority to support development projects and client presentations. A total of 45 projects were supported with mapping and exhibits.
 - This office assisted York City Police in various cases, investigations and intelligence briefs in 2016.
 - Army Corps of Engineers requested various population, structural and economic information tailored for the 5 flood levee protection zones in the city.

Staff represents the City on several boards and committees. During 2016 we attended meetings by: Traffic Safety Committee, York County Emergency Coordinators, and York-Adams Metropolitan Medical Response System (YAMMRS).

PERSONAL HEALTH SERVICES

HIV/STI Services

The City of York – Bureau of Health has three primary goals for addressing HIV/STIs in the City of York.

1. Community Outreach

In 2016 the Bureau observed both the National HIV Testing Day, World AIDS Day, and Latino HIV Awareness Day. Residents were encouraged to get tested for HIV. HIV (human immunodeficiency virus) is the virus that causes AIDS. Residents were also encouraged to remove the stigma of HIV for those days. Residents were offered gift cards and other incentives to get tested and to ask questions. When discussed on a one-to-one basis individuals felt empowered, left with knowledge of their own HIV status and information they could use to lead healthier relationships.

Staff participated in numerous community events and outreach to raise awareness of HIV and services provided by the Bureau of Health.

2. Testing and Treatment

Testing is the only way to know if one has HIV. Many people with HIV don't have any symptoms. According to the CDC there are 53,000 new HIV/AIDS case occurring in the United State each year. Almost 1.2 million people are living with HIV and about 1/6 of them are unaware of their infection.

The City of York – Bureau of Health encourages residents to get tested, know their HIV status, and get early treatment for HIV if positive. Early treatment can help you live a longer and healthier life. Treatment can also make it less likely to pass HIV on to other people.

3. Reducing Sexually Transmitted Infections (STIs)

STIs are a major public health issue in the City. Unprotected, irresponsible sexual behavior can lead to health issues later if not diagnosed and treated early. It is also a high risk behavior for HIV. In 2016, the Bureau received reports of 539 cases of Chlamydia and 133 cases of Gonorrhea. Both, increases over last year and exceptionally high for our community. Our Disease Intervention Specialist screens and provides treatment for infected patients and provides outreach and treatment for partners of infected individuals. The Bureau works very closely with York County State Health Center staff and other community partners to reduce STIs in our community by closing gaps in testing and treatment, enhancing education opportunities and raising awareness of STI prevention.

Immunization Program

Although many vaccine-preventable diseases have been reduced to negligible levels, the threat of these diseases is still very real. Lack of public knowledge about immunizations and the often high cost of health care are two barriers to attaining full immunization levels in the community. The Immunization Program provides immunizations for children and adults as recommended by the Centers for Disease Control and Prevention (CDC). Immunization clinics are held during the week and at least one evening. Special clinics are scheduled throughout the year for vaccine preventable diseases and special populations; i.e., Shingles (Zoster), Pertussis (Tdap), Influenza and Pneumococcal.



1. Community Outreach

Staff spoke with parents at the Martin Memorial Library to speak with parents about immunizations. They have a group of young children and their parents who participate in weekly meetings with different organizations called “The Family Place”. The children play while their parents are informed about different programs in York City.

On April 20nd, we held our 8th annual Baby Shower to promote National Infant Immunization week. 24 pregnant or new moms participated. A loyal group of 7 friends, supported the shower by purchasing bags of clothing, blankets, socks, baby wash & lotion and diapers for the new moms. We were also able to give away new car seats as prizes as well as other donations of baby gates, safety items to baby proof the home and hand crocheted blankets. The shower included games about infant safety and immunizations; a nurse practitioner spoke about some of the myths concerning immunizations and how immunizations have dramatically lowered the disease and death rate for children. In addition to diapers, clothes and essentials, each participant received information about infant safety, immunizations, feedings and nutrition and a book to read to their new baby. It was well received and appreciated!

Large bulletin boards in the waiting room are updated monthly to provide clients with immunization information and special immunization observances or event notification. The City of York – Bureau of Health combined its efforts with the York/Adams County Immunization Coalition (YACIC) by participating at the York Women’s Show on October 1st & 2nd to give out information and answer questions about vaccines. Staff also joined with the YACIC at the first Men’s show in November focusing on men’s health and vaccine preventable diseases. The Bureau partnered with WRCT and utilized funds from the Immunization Grant to promote immunizations in the community using bus ads.

1. Immunization Clinics

Special clinics were held throughout the year for back to school vaccines, flu and shingles prevention.

- Staff vaccinated 543 individuals with a total of 1,974 immunizations. Two back to school clinics provided 51 vaccines to 15 students. A total of 122 influenza vaccines were provided.
- Two Shingles Vaccine Clinics were held - one jointly with the Pennsylvania Department of Health, York County State Health Center and one for city employees and retirees. Our efforts resulted in 150 doses of Shingles vaccine administered.
- All immunizations and flu vaccines are provided only to people who are uninsured or underinsured or children who are VFC (Vaccines for Children) eligible.

TB Program

Through aggressive screening and treatment, the Bureau reports that there were no active TB cases for 2016.

Staff conducted 393 TB screenings for city residents. 18 patients tested positive for latent TB and are provided treatment. Latent TB patients enter into 9 months of preventive therapy to reduce the chance of becoming active. Staff also tested 8 people who live outside the city related to employment or mission work.

Each year, screenings are conducted at the York Rescue Mission and/or other locations with high risk populations. In 2016, 96 men and women were screened at the York Rescue Mission with 1 latent TB positive individual. Staff also provided flu shots to residents.

The City of York – Bureau of Health is a certified agency with the Health Services Resources Administration's 340B drug pricing program. All of the Tuberculosis medicines provided to residents is purchased through this program, which is a federal program to stretch scarce federal dollars as far as possible, reaching uninsured, isolated or medically vulnerable individuals. In 2016, the Bureau purchased drugs using the 340B program at a cost of \$917.75, (non-340bB price – \$3,254.64) amounting to a **\$2,336.89** savings.

Maternal and Child Health (MCH) Program

The stresses of parenthood can be overwhelming at times, but particularly so when combined with teen parenthood, poor parenting skills, poverty, unemployment, poor housing and difficulty in accessing affordable health care. The unfortunate results can be poor child growth and development, preventable injuries, child abuse and neglect, and behavioral and social problems.

The Maternal and Child Health Program, funded by the Maternal Child Health Block Grant through the PA Department of Health, provides public health services to pregnant women and mothers of infants and children who are at risk and those with special needs. The emphasis is on health promotion through education and on reduction of avoidable risks. In 2014 the City of York – Bureau of Health, in collaboration with community stakeholders, embarked on a systems change to better meet the needs of pregnant women early in their pregnancy by connecting them with community resources. The *Mother Child Connection*

Program aims to improve birth outcomes and the health of women and infants in the City of York. Services are provided through the joint efforts of a Maternal Child Outreach Worker and the MCH community providers in York City. The purpose of the Mother Child Connection program is to support pregnant women during their pregnancy and after giving birth. The Bureau provides assistance and guidance to connect moms-to-be with services, providers in the community, and/or the Maternal Child Health Nurse to enhance their pregnancy experience and to address social, economic and lifestyle barriers to improve pregnancy and birth outcomes.

In 2016, the Bureau received 181 prenatal referrals from our community partners; MCH Outreach Worker contacted 132 prenatal and 80 postnatal women to assist with/connect to community resources and to offer our nursing visit services. Since October, the MCH Community Health Nurse conducted 21 initial prenatal visits: as 10 postnatal visits and 10 baby visits, for a total volume of 243 visits/encounters in 2016. Additionally, MCH activities internally have been integrated with other Bureau programs by conducting car seat checks for new moms and providing oral health supplies for children and babies.

Lead and Healthy Homes Program

The purpose of the Lead Hazard Risk Assessment Program is to receive referrals from pediatricians and primary care physicians for children with elevated blood lead levels. This program assesses the child's environment for lead hazards, educates the family on the effects of exposure to lead, cleaning techniques to lower the lead dust levels in the home, proper nutrition, and monitoring of the child's blood lead levels.

The Bureau is not funded for this program; however, children continue to be exposed to lead. The Bureau continues to seek partners in addressing the lead levels in children and in the housing stock. The Bureau expects to receive a HUD Lead Hazard Control grant through the PA department of Health in 2017. This grant will be a collaboration with the York County Planning Commission to inspect and remediate lead hazards in homes where a child with an elevated blood lead level resides and to promote healthy and safe housing.

In 2016, staff provided several lead related activities in addition to working with the York Water Company on water concerns; 20 environmental health assessments were conducted, 22 post lead and healthy homes inspections completed, 2 lead paint risk assessments were conducted for the Lead and Healthy Homes (LHH) program, 12 lead paint risk assessments (post LHH program funding), and 17 cases of lead poisoning were reported that required additional follow-up and education.

Community Health Services

Safe and Healthy Communities/Injury Prevention

The Safe and Healthy Communities Program focuses on creating more opportunities for the community to eat healthy and be physically active through policy, systems, and environmental change. A safe and healthy community provides violence-free places to be active that are easily accessible; offers access to healthy foods and embraces an overall healthy lifestyle; promotes alternative transportation options that are safe and affordable; and creates an overall healthy environment for those that live, work, and play in the City of York.

The Injury Prevention Program is designed to reduce injuries in the home and throughout the community, with a specific focus on youth, their families, and older adults. Hundreds of York City residents sustain serious harm each year as a result of unintentional injuries that occur in the home, at the workplace, in schools, at playgrounds, and on the streets. Many of these injuries and deaths are preventable. Education is provided through community health education programs, as well as other awareness activities. Along with education, the Bureau of Health advocates for injury prevention-related policies and environmental changes in the City of York.

Additional Funding Awards: Safe and Healthy Communities/Injury Prevention

Additional Funding Awards – \$109,500

- Safe Routes to Schools (VIPP):
 - \$16,500 to implement high-quality streetscape improvements such as crosswalks, signage, and other environmental changes at public school locations. Improvements are tentatively scheduled for Spring 2017.
- Multimodal Transportation/Physical Activity (VIPP):
 - \$15,500 to be used towards streetscape improvements, pavement markings, bike lanes, and other environmental changes along various city roadways to improve the bike network. This supported the addition of bike lanes and pedestrian improvements on Pennsylvania Ave. from Parkway Blvd. to Rt. 30.
- Healthy Corner Store Initiative (SHC):
 - \$20,000 to be used towards refrigeration, shelving, and other improvements that will enable store owners to sell healthier fresh foods. Funds may also support exterior improvements such as creative placemaking, bike racks, and other environmental changes at and around corner store locations.

- Community Gardens/Urban Farming (SHC):
 - \$7,500 to support York Fresh Food Farms, the new demonstration urban farm project located at 150 Willis Rd. (in between Parkway Blvd and Willis Rd.).
- Million Hearts (SHC):
 - \$50,500 awarded to support collaborative projects that increase nutrition, physical activity, and overall health improvement in community and worksite settings. Examples include promoting smoke-free public events, conducting public health awareness campaigns, supporting employer walking initiatives, etc. This funding will support various health promotion campaigns, activities, and other health marketing and outreach efforts complemented by contracted services with Gavin Advertising. Funding is utilized to compensate program staff time, afford program supplies for collaborative projects, and to support contractual services.

Healthy Corner Store Initiative

City of York – Bureau of health developed and launched the Healthy Corner Store Initiative. This program provides funding assistance to enrolled corner/convenience stores that can be used towards the purchase of refrigeration, equipment, and other improvements that enable store owners to offer more fresh and healthy foods. Additionally, Bureau of Health staff provide technical assistance and educational and marketing materials to store owners to help promote healthier options and to build food retail skills related to fresh food purchasing and storage and the marketing of healthier foods.

York Fresh Food Farms

York Fresh Food Farms initiated its first urban micro-farm location in the City of York, located at 150 Willis Rd. on the north-side of the Parkway Housing neighborhood. The City of York – Bureau of Health provided funding assistance to help with start-up costs associated with site development through the Safe and Healthy Communities program, funded by the Pennsylvania Department of Health’s Preventive Health and Health Services Block Grant. Additionally, Bureau of Health staff have worked closely with York Fresh Food Farms to help launch the project to look for future opportunities to promote urban agriculture in the City of York. York Fresh Food Farms donated over 2 tons of fresh produce to various community organizations through the City of York as well as directly to city residents in the Parkway Housing neighborhood.



Smoke-Free Events in the City of York

City of York – Bureau of Health promoted smoke-free events as part of the Million Hearts Initiative. This project was funded by the Pennsylvania Department of Health’s Preventive Health and Health Services Block Grant as part of the Safe and Healthy Communities program. City staff collaborated with York City Special Events, Downtown Inc., and other event organizers to promote smoke-free events in an effort to create a healthier, happier, and family-friendly atmosphere for residents and visitors. The following smoke-free events were held in 2016: Go Green in the City, Olde York Street Fair, Box Lunch Revue, Summer Arts Market, YorkFest, and the Labor Day Celebration at Kiwanis Lake.

Breastfeeding Accommodations

City of York – Bureau of Health partnered with HACC-York and Penn State-York to setup breastfeeding accommodations for nursing mothers returning to work or school. City of York – Bureau of Health provided funding through the Safe and Healthy Communities program, funded by the Pennsylvania Department of Health’s Preventive Health and Health Services Block Grant, to setup private lactation accommodations available to both employees and students. Providing lactation accommodations in accordance with the Affordable Care Act and is known as a best practice for increasing rates of breastfeeding. Breastfeeding is linked to variety of positive health outcomes for both the child and mother. These include benefits to immunity, a lower risk of asthma and allergies, reduced rates of childhood obesity, and an increased likelihood of returning to pre-pregnancy weight.



Child Passenger Safety

City of York – Bureau of Health distributed 44 child safety seats to residents, provided one-on-one training with parents to support proper seat installation, and participated in 4 child passenger safety seat check events in partnership with Safe Kids York County.

Matter of Balance - Falls Prevention Among Older Adults

City of York – Bureau of Health hosted 6 Matter of Balance classes to a total of 66 older adults. Classes were held at community locations such as White Rose Senior Center. Additionally, the Bureau of Health hosted a coach training to increase the number of available MOB coaches in the York area to teach classes. City of York – Bureau of Health provided the training opportunity in partnership with the York County Area Agency on Aging and WellSpan Health.

Dental Health

Oral health is an indicator of overall health and well-being. Many children in the community lack dental insurance or resources for good dental hygiene. The City of York – Bureau of Health partners with Family First Health to place dental sealants on eligible students in 2nd grade in the city’s elementary schools.

The Bureau contracts with Family First Health (FFH) to conduct school based dental sealant events. FFH conducted 4 Sealant events this year at 4 York City School District elementary schools: Goode, McKinley, Jackson, and Ferguson.

- 126 students were screened for sealant eligibility.
- Sixty-eight (68) students (54%) of the students were sealed, compared to 40% last year. Eligible children received at least one seal during the event with the average of 3.0 surfaces sealed per student.
- Sealants were place on 204 first molar surfaces, 8 on second molars, and 2 elsewhere.
- Twenty-nine students (23%) were referred for dental care.
- Eighty-six students received fluoride varnish during the event.

Bureau staff provided oral health education for children up to age 16 at the Albert S. Weyer Health Center. Children can receive fluoride tablets and/or receive dental varnish on their teeth through our clinical services team. During 2016, 28 children received Fluoride varnish and 21 children received Fluoride tablets through this program and Immunization program.

The Bureau purchased toothbrushes, toothpaste, floss and other hygiene items for all ages, targeting infants to 8th grade, with toddler, youth and adult size toothbrushes. Because the water is not fluoridated in York, the ability to have good and new hygiene items is a beneficial way to improve dental health in our children. Information on sugary drinks, coloring books, etc. on good oral health for various ages was also distributed. Hundreds of age appropriate dental hygiene bags were distributed in 2016, including schools, men's and women's shelters, Bell Socialization, My Brother's Keepers, community events, among others.

BUREAU OF HOUSING SERVICES

The purpose of this Annual Performance Report is to review the City's performance and progress in carrying out approved projects and activities funded through the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) Programs during fiscal year 2016.

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs such as decent affordable housing, services to the most vulnerable in our communities, and the creation of jobs through the expansion and retention of businesses. Beginning in 1974, the Community Development Block Grant Program is one of the longest continuously run programs at HUD. HOME Investment Partnership Act (HOME) funds are awarded annually as formula grants to participating jurisdictions. The programs flexibility allows local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements or rental assistance or security deposits. Specifically, HOME funds may be used to provide home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers, build or rehabilitate housing for rent or ownership or for other reasonable and necessary expenses related to the development of non-luxury housing including site acquisition or improvement and demolition of dilapidated housing to make way for HOME assisted development. It is the intent of the City to ensure that HOME funds are used to provide an adequate supply of decent housing that is affordable to low-moderate income individuals and families.

The City has established HOME and Community Development Block Grant program objectives in its 5 year Consolidated Plan approved by the US Department of Housing and Urban Development. This report summarizes actions the City has taken during the program year to address local priority needs and objectives as well as their impact on low-moderate income residents of the City.

York City received HOME Investment Partnership Act (HOME) funds in the amount of \$355,799.00 and \$59,414.44 in program income and unallocated funds for fiscal year 2016. HOME grant funds and program income were obligated to support program administration (10%) and other housing activities that benefit low-moderate income residents of the City of York. During 2016, the HOME Program and Program Income totaled \$415,213.44. Program accomplishments for 2016 are summarized below.

HOME OWNERSHIP: The Bureau used HOME grant funds to increase home ownership in the City. The York Homebuyer assistance Program (YHAP) is designed to provide down payment and closing cost assistance to low-moderate income households in York City. The assistance is in the form of a zero percent interest 5-year forgivable loan to the buyer

secured by a second mortgage against the property. Full and accurate financial documentation is required with a strong emphasis on the borrower(s) meeting HUD's income eligibility requirements. This program is implemented with the cooperation of the Realtor's Association of York and Adams County (RAYAC), the Community Progress Council and the City/ County of York. During 2016, the City provided down payment and closing cost assistance to 11 first time low-mod income homebuyers in the City of York. Up 220% from 2015. The City set aside \$61,800 in 2016 HOME funds plus unexpended funds from the previous year for this activity. These funds were used for down payment and closing cost reimbursement only. We spent a total of \$55,086 or 89% of the planned allocation for this activity. There was an uptick in all home sales in York City in 2016.

RENTAL HOUSING: In 2016 an additional \$180,000 in HOME Program funds was committed to the Boundary Avenue rental development project. Due to circumstances beyond their control, the rear walls of the units on Boundary Avenue collapsed. Crispus Attucks requested additional funds in the amount of \$185,000 to complete the project. We were able to accommodate them with \$180,000 so the project could continue. The project is scheduled for completion in 2017. Once completed, 4 new 3-5 bedroom rental units will be made available to low-moderate income York City residents. These new units will close the gap in the demand for larger units in this area of the City. HOME funds were used to leverage several other sources of funds to complete the project. In 2015 ground was broken and the project got under way. The properties identified and purchased for the project came from the Redevelopment Authority of the City of York's property list. The houses need extensive improvements which include complete roof replacement, new floors, new floor joists and floor boards on all levels, new dry wall, ceilings, windows and door replacement, furnace, hot water heater and regular improvements to the bathroom, cabinets, flooring, plumbing and new electrical service. Crispus Attucks will rely on its Youth Build Charter School which teaches skills in the construction trade to 12th grade students responsible for providing labor to the project.

York City received Community Block Grant (CDBG) funds in the amount of \$1,224,799.00 and \$110,000.00 in program income and unobligated funds for fiscal year 2016. The total allocation for 2016 was \$1,334,799.00. CDBG grant funds and program income were obligated to program administration (20%) and to an array of housing and community development projects/activities. A more detailed description of CDBG Program accomplishments are as follows.

PUBLIC SERVICES: Five (5) public services activities received assistance through the CDBG Program during program year 2016 to provide a variety of services to low-moderate income households. The services provided were as follows:

- **First Time Homebuyer Education/Counseling provided by Community Progress Council. \$48,354.** In 2016, 458 York City residents attended the homebuyer workshops and counseling sessions. The planned number was 200. This represents 229% of plan. CPC expended \$46,007.57 which represents 95 % of their total allocation.
- **Fair Housing/Human Relations Commission. \$5,000.** In 2016 the Human Relations Commission handled 86 intakes from York City residents and provided training for 46 different organizations and businesses in the York City metropolitan area. All funds obligated to this activity have been expended (100%).
- **HIV Testing and Awareness/York City Bureau of Health. \$5000.** In 2016 the York City Bureau of Health provided HIV testing and Awareness Counseling to 101 York City residents. The contracted number was 100, so 101% were provided services. All funds obligated to this activity were expended.
- **Adult Literacy/York County Literacy Council. \$20,772.** In 2016 the Literacy Council provided GED services to 36 York City residents. The contracted number was 35 (103% of plan). 70% of the students improved their keyboard skills in preparation for the GED testing and 70% improved their job readiness and employability skills. The Literacy Council expended 100% of their contracted funds.
- **Summer Youth Employment Program/Economic Development. \$65,000.** The 2nd year program provided a summer work experience for 24 income eligible York City Youth ages of 16-18 years of age. The job sites were developed in City government and other non-profit agencies around the City.

Each participant was offered a job based on their interest and were paid \$8.75 per hour for 10 weeks. They were allowed to work a maximum of 25 hours per week. We expended \$62,777.55 (96.5% of allocation).

Together, the funded agencies provided assistance to 705 eligible York City residents. Public Services CDBG obligations for 2016 amounted to \$144,126.00.

Public Facility and Infrastructure Improvements/Public Works: Throughout 2016, three (3) public facility and infrastructure improvement activities were assisted using Community Development Block Grant funds. They were the Memorial Park rebuild and street improvements to Pine Street and Edgar Street. In total, these activities were obligated \$350,000.00 plus carry over from the previous year.

Elimination of Slum and Blight/RDA: The prevention of slum and blight is a primary concern of the City of York. The current level of abandonment, slum and blighted conditions throughout the City require proactive intervention and redevelopment to allow positive change to occur. CDBG funds were used to stabilize and demolish blighted properties throughout the City. In 2016, 236 properties were impacted of which 227 were stabilization efforts and 9 were actual demolition. The City obligated \$144,216 of CDBG funds towards this activity. City CDBG funds were also utilized to fund 2.5 Property Maintenance Inspectors. Property Maintenance Inspectors enforce property codes in the City of York. These inspectors work diligently enforcing the city's housing, zoning, building and related codes. Property Maintenance Inspectors are committed to maintaining the appearance and values of York City's neighborhoods. In 2016, the Inspectors performed 17,046 inspections, 4159 re-inspections, issued 3383 notices and 1,182 citations. The City provided \$150,000.00 in CDBG funds for this activity. All funds have been expended.

Economic Development/Community First Fund: Programs that help boost the local economy are a high priority. The CDBG funded Community First Fund is a Micro Enterprise development activity that provides eligible City residents with individual business counseling, small business training programs, and access to loan capital for the purpose of starting or expanding small businesses in the City of York. In 2016 the Community First Fund received a total of \$25,000 in CDBG funds. As a result, services were provided to 64 individuals and businesses. A total of 56 received technical assistance, 4 business loans facilitated, 3 new business start-ups and 1 existing distressed businesses was stabilized. The City invested \$25,000 in CDBG funding during 2016.

Owner Occupied Rehabilitation Program/York County Planning Commission: The Owner Occupied Rehabilitation Program is designed to preserve and improve the existing housing stock in the City of York by providing the financial and technical assistance to address substandard major systems such as, but not limited to roofing, heating, electrical, plumbing, structural components, repairs to eliminate health and safety deficiencies, repairs identified by code violations and repairs that will assist York City residents to qualify for the York County Weatherization Assistance program (moisture, mold issues, kitchen and bath ventilation, or other items that would need to be addressed to qualify a home for weatherization). The program is still finding an identity in the City. As the public becomes more familiar with the program we believe that its usage will increase. In 2016 there were 16 legitimate inquiries and 4 applications processed. To date we have expended approximately \$11,500. A total of \$90,000 in CDBG funds were set aside for this activity.

The City of York has seen a significant decrease in both the Community Development Block Grant and HOME Investment Partnership Act Grant over the last 4 years. All indications from Washington DC is this trend will continue due to the current administration's a lack of understanding by some and a disregard by others of the impact these programs have in our low-moderate income neighborhoods. I am extremely concerned with the supply of decent affordable housing within the City and believe we should continue to expand the supply. A year ago we received the review of the Analysis of

Impediments to Fair Housing Choice in Central Pennsylvania, prepared by the West Penn Rural Fair Housing organization and Southwestern Pennsylvania Legal Services. A statistic included in this report that supports my position for more affordable housing appears on page 106 of the report. The number of affordable units went from 5415 in 2010 to 2120 in 2012 (US Census Bureau). This represents a 3,295 unit change (60.8% decrease). Units \$500 or more increased from 2,979 in 2000 to 6,979 in 2012 a change of 4,000 units (134.3% increase). A closer look at the rent indicates that units \$500 - \$749 increased from 2,579 (year 2000) to 3367 (year 2012), \$750 - \$999 increased from 273 (year 2000) to 2,089 (year 2012), \$1,000 - \$1499 increased from 99 (year 2000) to 1,385 (year 2012) and \$1500 and more 28 (year 2000) to 138 (2012). If this trend continues, low-moderate income families will be hard pressed to find decent affordable housing in the City.

BUREAU OF PERMITS, PLANNING & ZONING

OVERVIEW

The Bureau had another busy and productive year in 2016. Although revenue was less than projected, expenses were less than projected. We continued to be self-sustaining in 2016. We continued our practice of having pre-development meetings with prospective developers and as a result were able to guide both major and smaller projects through the processes required as smoothly as possible. As shown below, 2016 marked the completion of some very significant projects. With the assistance of Mayor Bracey we were successful in convincing Council to fund two additional full time property maintenance inspectors for 2017. As this report will show, the inspectors have become overwhelmed with work and we anticipate that these new positions will allow us to keep up with the ever increasing workload thus improving the quality of life for our residents.

BUDGET

The Bureau remained self-sustaining again in 2016. Expenses were projected to be \$2,404,724.84 and actual expenses were 2,033,125.08 this is \$371,598.76 less than budgeted. On the revenue side \$2,402,275.00 was projected and we realized \$2,295,702.69. This represented \$106,572.31 less than

PROJECT HIGHLIGHTS

2016 saw the culmination of some major projects such as:

- Keystone Color Works at 175 West Gay Avenue
- Collusion Tap Works at 105 South Howard Street
- Renovations to Apple Subaru at 1202 Loucks Road
- York College Center for Community Engagement at 59 East Market Street
- Renovations to Stetler Dodge at 1405 Roosevelt Avenue
- Morgan Stanley tenant fit out at 221 West Philadelphia Street
- Peoples Bank at 1 West Market Street
- York Area Regional Charter School at 32 West North Street
- Rockfish Public House at 110 North George Street
- Linden Lofts at 700 Linden Avenue
- HACC addition of a book store and Subway Restaurant at 2010 Pennsylvania Avenue

PROPERTY MAINTENANCE

As is usually the case, 2016 turned out to be a very busy year for our property maintenance inspectors. The inspectors handled a total of 31,229 logged activities in 2016. This included 18,937 inspections. This averaged out to over 4,400 activities for each inspector.

2016 PROPERTY MAINTENANCE STATISTICS

Inspections by property maintenance inspectors	18,937
New complaints received	4,056
Complaint re-inspections	4560
Complaints resolved	3,707
Water shut off notice postings	3,088
Violation notices issued	3,746
Citations issued	1,339
Hearings	247
Training Sessions	131
Clean sweep details	13

PERMITS

The front counter staff continued to be extremely busy in 2016. They not only handled the activities below, but also served as the first point of contact for our customers. They answered innumerable telephone calls dealing with citizen complaints, permit questions and many others. I continue to receive many comments from the public on the excellent customer service provided by Kelli and Charly.

PERMITS/LICENSES/CERTIFICATES ISSUED

Uniform Construction Code Permits	741
Electrical Turn On Permits	303
Curb & Sidewalk Permits	44
Zoning Permits	129
Certificate of Occupancy	44
Certificate of Compliance	30
Journeyman Plumber Licenses	137
Master Plumber Licenses	208
Peddler Permits	141

2016 PLAN REVIEWS	145
2016 TENANT OCCUPIED LICENCE APPLICATIONS	5,562

BUILDING CODE OFFICIAL ACTIVITIES

The building code official is responsible to oversee the enforcement of the Uniform Construction Code, Property Maintenance Code, Municipal Solid Waste Act, Curb and Sidewalk Ordinance, and to oversee the activities of our third party inspection agency. Throughout the course of the year I responded to emergency callouts for unsafe building conditions, conducted courtesy walk-through inspections and attended many pre-development meetings. I also served as the co-chair of the Civil Enforcement Unit.

INSPECTIONS

Certificate of Compliance Inspections	91
Certificate of Occupancy Inspections	111
Complaint Inspections	72
Curb & Sidewalk Inspections	30
Demolition Inspections	4
Housing Services Inspections	3
Site Inspections	77
Walk Through Inspections	15

ENFORCEMENT ACTIONS/ORDERS

Condemnations	14
Emergency Call Outs	36
Stop Work Orders	8
Storm Water Enforcement	8

MEETINGS/TRAINING/DETAILS

Clean Sweep Details	13
Meetings	199
Special Details	5
Training	271
Training Hours	1001

PERMITS APPROVED

UNIFORM CONSTRUCTION CODE PERMITS	741
NON – UCC PERMITS	476

NEW BUSINESS PACKETS REVIEWED	151
CERTIFICATE OF OCCUPANCY APPLICATIONS REVIEWED	143

PLANNING ACTIVITIES

Variances Reviewed	37
Special Exceptions Reviewed	14
Subdivision Plans Reviewed	1
Land Development Plans Reviewed	3

ZONING ACTIVITIES

The Zoning Officer is responsible for enforcement of the Zoning Ordinance which has been adopted to promote, protect and facilitate public health, prevent overcrowding, accommodate reasonable community growth, facilitate appropriate development and redevelopment and to protect quality of life. Cheryl works diligently to assist each customer to become compliant with the zoning regulations. Of the 151 new business packets submitted, only 2 had to be denied. 3 others were able to obtain approval through either special exception or variance approvals by the Zoning Hearing Board.

NON-UCC PERMITS

Project Type	Number
Accessory Structure/Shed	14
Concrete/Catch Basin	1
Concrete Cement Pad or Pavers	15
Driveway	3
Fence	58
Parking Pad/Driveway	2
Parking Pad – Stone	4
Pool	1
Porch/Patio/Deck	5
Roof Repair	2
Sidewalk/Curb	19
Sign - Attached	37
Sign – Awning	3
Sign – Banner	1
Sign Blade	8
Sign – Freestanding	5
Sign – Off Premise Advertising	1
Single-Family Dwelling	2

TOTAL

181

NON-UCC PERMITS BY MONTH

January	5
February	5
March	12
April	17
May	9
June	16
July	20
August	23
September	13
October	18
November	12
December	12

**BUILDING PERMITS
BY
MONTH**

January	5
February	8
March	14
April	9
May	8
June	12
July	4
August	15
September	16
October	15
November	18
December	19

**BUILDING PERMITS
BY
ZONE**

CBD/HARB	47
EC	36
MUI1	1
OS	1
RS1	12
RS2	13
UN1	10
UN2	23
TOTAL	143

SIDEWALK & MINI CAFES ZONE

Sidewalk Cafes	4	CBD/HARB
Mini Cafes*	1	CBD/HARB
TOTAL	5	

*The sole application for a mini-café did not meet the requirements of the ordinance and unfortunately had to be denied.

NEW BUSINESS PACKETS

**ZONING NUMBER OF
DISTRICT PACKETS**

CBD	75
EC	19
MUI1	1
RS1	3
RS2	8
UN1	19
UN2	26
TOTAL	151

**NEW
BUSINESS
PACKETS BY
MONTH**

January	5
February	5
March	12
April	17
May	9
June	16
July	20
August	23
September	13
October	18
November	15
December	12

CEASE AND DESIST ORDERS ISSUED

Business Service Establishment	1
Business Financial Office w/o License	1
Illegal Business – Car Wash/Detailing in Garage	1
License – 3 Unit Operating as 2 Unit	1
Neighborhood Hair Care w/o License	1
No Permits – Fence	1
No Permits – Home Based Business	3
No Permits – Swimming Pool	4
Number of Signs	2
On Lot Storage	1
Parking, Surface Lot	5
Rooming/Boarding House	4
Single-Family to Multi-Family Conversion	4
Tattoo/Body Art Shop	1
Vending Device- Soda/Snack Machine	1
TOTAL	31

ZONING

The General Purpose of Zoning regulations and districts have been made in accordance with the City's community development goals designed to address:

- A. Health, Safety, and Welfare – promote, protect and facilitate any or all of the following”
 - 1) Public health, safety, morals and general welfare;
 - 2) Coordinated and practical community development and proper density of population;
 - 3) Emergency management preparedness and operations and national defense facilities;
 - 4) Provision of adequate light and air to provide a healthy community;
 - 5) Provision of adequate police protection, vehicle parking and loading space, transportation, water, sewerage, schools, recreational facilities, public grounds and safe reliable water supply; and
 - 6) Preservation of natural, scenic and historic resources and preservation of wetlands and floodplains
- B. Overcrowding – to prevent overcrowding of land, blight, danger and congestion in travel and transportation, loss of health, life or property from fire, flood, panic or other dangers.
- C. Community Growth – to accommodate reasonable community growth including population and employment growth, and opportunities for development/redevelopment of a variety of residential dwelling types and nonresidential uses.
- D. Economic Stability – to facilitate appropriate development and redevelopment activities while protecting the tax base and encouraging economy in public expenditures.
- E. Quality of Life – to facilitate orderly, safe and aesthetically pleasing development/redevelopment within an urban environment that enhances the quality of life for current and future residents of the City.

During 2016, Zoning worked to accomplish these goal through the following activities:

New Business Packets:

Zoning District	Number of New Business Packets
CBD	75
EC	19
MUI1	1
RS1	3
RS2	8
UN1	19
UN2	26
TOTAL	151

It was during the months of June and October when the highest number of new business packets arrived.

Month	Number of New Business Packets
January	14
February	10
March	15
April	13
May	15
June	20
July	7
August	10
September	12
October	18
November	6
December	11
Total	151

Staff works with each customer to help them become complaint with current Zoning regulations. Of the 151 submitted new business packets only 2 had to be outright denied 3 others obtained approval via the Special Exception or Variance process on appeal via the Zoning Hearing Board. A detail of the names and addresses of each new business packet is located on Appendix A.

During the year Zoning reviewed the following Non-UCC permits located within each Zoning District:

Non UCC Permits

Project	Number
Accessory Structure/Shed	14
Concrete/Catch Basin	1
Concrete/Cement Pad or Pavers	15
Driveway	3
Fence	58
Parking Pad/Driveway	2
Parking Pad--Stone	4
Pool	1
Porch/Patio/Deck	5
Retaining Wall	0
Roof Repair	2
Sidewalk Curb	19
Sign--Attached	37
Sign--Awning	3
Sign--Banner	1
Sign--Blade	8
Sign--Freestanding	5
Sign--Off Premise Advertising	1
Single Family Dwelling	2
Total	181

Non UCC Permits

January	5
February	5
March	12
April	17
May	9
June	16
July	20
August	23
September	13
October	18
November	15
December	12
Total	165

Non UCC Permits

Zone	Number
CBD/HARB	39
EC	20
MUI1	2
MUI2	2
RS1	25
RS2	35
UN1	15
UN2	25
Total	163

During the year Zoning reviewed the following building permits:

Building Permit

Project	Number
Communication, Transmitting, Receiving Facility	4
Conversion from Office to Dwelling	1
Conversion from Wet to Dry Fire Sprinkler	1
Demolition of Garage	3
Demolition of Structure	10
Enclose Carport	1
House of Worship	1
Install Accessory Supply Utility (Generator)	2
Install Concrete Pad	4
Install Deck & Deck Roof	4
Install Exhaust System	1
Install Fence	2
Install Fire Alarm/Fire Suppression	9
Install Interior Elevator	1
Install New Addition	4
Install New Plumbing	1
Install New Windows with Awnings	1
Install Parking Pad--Stone	1
Install Screening	1
Install Solar Panels	1
Install Stair lift/Vertical Lift	2
Install/Replace Accessory Structure/Shed	6
Interior Renovation	43
Multi-Family Dwelling to Single Family Dwelling Conversion	1
New Construction	3

Building Permits

Zone	Number
CBD/HARB	47
EC	36
MUI1	1
MUI2	0
OS	1
RS1	12
RS2	13
UN1	10
UN2	23
Total	143

Building Permits

January	5
February	8
March	14
April	9
May	8
June	12
July	4
August	15
September	16
October	15
November	18
December	19
Total	143

Repair/Replace Roof	4
Repair/Replace Walls	3
Repair/Replace/Restoration Due to Fire Damage	2
Replace Doors	1
Repair/Replace ADA Ramp	1
Signs--Attached	21
Signs--Awning	3
Signs--Blade	2
Signs--Freestanding	11
Signs--Off Premise Advertising	1
Single Family Dwelling New Construction	1
Total	158

During the year Zoning, approved the following Certificate of Use and Occupancy applications:

Certificate of Use & Occupancy

Apartment Combined with Commercial Use	1
Business, Financial, Professional Office	16
Community Center	2
Contractor Office With Storage	2
Establishment - Night Club	2
Eating Establishment - Sit Down	5
Eating Establishment - Brew Pub	1
Eating Establishment - Fast Food	9
Eating Establishment - Quick Serve	7
Education Facility K-12	2
Education Facility Post Grade 12	2
Family Home Day Care	5
Game Room	1
Group Home	2
Hair / Neighborhood Hair Care	5
Health/Fitness Facility	2
Heavy Industrial	1
House of Worship	3
Live Work Unit	2
Medical Office	2
Motor Vehicle Sales, Repair & Rental	7
Motor Vehicle Service	3
Multi-Family Dwelling	13
Neighborhood Eatery	1

Certificate of Use & Occupancy

January	12
February	11
March	14
April	14
May	12
June	16
July	7
August	10
September	10
October	18
November	10
December	9
Total	143

Certificate of Use & Occupancy

Zone	Number
CBD/HARB	13
EC	24
MUI1	1
OS	0
RS1	2
RS2	7
UN1	20
UN2	33
Total	100

No Impact Home Based Business	1
Parking Garage	1
Personal Care Facility	1
Recreational Facility, Commercial	1
Retail - General	22
Scrap Yard	1
Sign -- Freestanding	1
Single Family Dwelling	17
Tattoo / Body Art	1
Warehouse/Distribution/Wholesale	1
Total	143

During the year, Zoning made the following Zoning Determinations:

Determinations - Permitted

Accessory Structure -- Office Mobile Trailer	1
Apartment Combined with Commercial Use	2
Before/After School Day Care Program at House of Worship	1
Business, Financial, Professional Office	5
Community Center	1
Day Spa	1
Eating Establishment - Sit Down	1
Eating Establishment - Quick Serve	1
Educational Facility Post Grade 12	1
Family Home Child Care	2
Group Home	2
Heavy Industrial	1

House of Worship	1
Laundromat, Dry Cleaning Drop-off/Pickup	1
Live-Work Unit	3
Motor Vehicle Sales, Repair, Rental	6
Multi Family Dwelling New Construction	1
Multi Family Dwelling with Commercial	1
Multi-family Dwelling -- Conversion from a Different Use	8
Neighborhood Hair Care	1
No Impact Home Based Business	2
Personal Care Facility	2
Recovery House -- Group Home	1
Retail - General	1
Rooming House	1
Sidewalk Café	1
Single Family Dwelling	1
Single Family Dwelling - Conversion from Different Use	1
Warehouse Distribution, Wholesale Business	1
Medical Marijuana Growing, Processing & Wholesale Distribution	TBT
Total	53

Determinations - Denied

Determinations

January	5
February	6
March	10
April	6
May	13
June	5
July	6
August	10
September	10
October	7
November	7
December	12
Total	97

Adult Care Home, the Adult Care Facility, the Nursing Home or Personal Care Facility	1
Apartment Combined with Commercial Use	4
Business Service Establishment (Social Hall)	1
BYOB Venue	1
Car Wash/Detailing & Motor Vehicle Sales	1
Eating Establishment - Fast Food	1
Group Quarters, Dormitory, or Hotel	2
Halfway House	1
Live-Work Unit	1
Medical Office	1
Mini-Warehouse/Self Storage	1
Motor Vehicle Sales, Repair, Rental	7
Motor Vehicle Service	1
Multi Family Dwelling Conversion from Single Family Dwelling	6
Neighborhood Eatery(Deli) Grocery Store	2
Parking Lot	1
Retail -- General	2
Multi-family Dwelling -- Conversion from a Different Use	1
Rooming House	1
Multi Family Dwelling	1
Total	37

During the year, Zoning review applications for Sidewalk and Mini Cafes:

Sidewalk & Mini Cafes		Zone
Sidewalk	4	CBD/HARB
Mini	1	CBD/HARB
Total	5	

The Mini Café was denied as it could not meet the provision requirements.

During the year, Zoning issued the following Cease and Desist Letters:

Cease and Desist

Business Service Establishment	1
Business Financial Office w/o license	1
Illegal Business - Car Wash/Detailing in Garage	1
License - 3 Unit Operating as 2 Unit	1
Neighborhood Hair Care w/o license	1
No Permits - Fence	1
No Permits - Home Based Business	3
No Permits - Swimming Pool	4
Number of Signs	2
On Lot Storage	1
Parking, Surface Lot	5
Rooming/Boarding House	4
Single Family to Multi Family Conversion	4
Tattoo/Body Art Shop	1
Vending Device - Soda/Snack Machine	1
Total	31

Cease and Desist

CBD/HARB	1
RS1	1
RS2	5
UN1	8
UN2	14
Total	29

Cease and Desist

January	2
February	3
March	1
April	2
May	1
June	3
July	1
August	6
September	2
October	3
November	4
December	2
Total	30

Zoning Appeals: Special Exceptions and Variance Requests to the Planning Commission and Zoning Hearing Board

<i>Case #</i>	<i>DESCRIPTION OF APPEAL</i>	<i>ADDRESS</i>	<i>ZONING DISTRICT</i>	<i>APPLICANT</i>	<i>OUTCOME</i>
1-2016-Z-SE-V	SE --Horticulture; Variance for size of structure	190 Willis Road & North Pershing Avenue	RS2	Housing Authority of the City of York	Granted
2-2016-Z-SE-V	SE for Neighborhood Grocery use; Variance for Neighborhood Commercial use on a property not located at a corner; SE for Multi-Family Dwelling Conversion from a Different use, & Variance for Parking Requirements	696-698 East Philadelphia Street	UN2	Rakesh Patel	Granted
3-2016-Z-V	Variance for second freestanding sign on front of property	140 North Beaver Street	CBD/HARB	Episcopal Church of St. John the Baptist	Granted
4-2016-Z-V	Variances for use, parking, lot coverage, surface lot and dwelling unit density	450 Madison Avenue	RS2	Distinct Equities IV	Granted
5-2016-Z-SE	Community Center Use Permitted by Special Exception	629-633 West Poplar Street	UN2	Brian Kreeger -- Katallasso Family Health Center	Granted with condition of 15 parking spaces must be provided
6-2016-Z-V/SE	Variance -- SFD to Multi-Family Dwelling	222 South Pine Street	UN2	Rod Bosserman	Denied
7-2016-Z-V	Variance sign size 100 sq. ft. max to 470 sq. ft.	130 East Market Street Rear	CBD/HARB	Jeffrey Hines, The York Water Company	Granted
8-2016-Z-SE/V	Permitted by SE, Variance for max building height; variance for on lot parking spaces; variance for density; variance for parking spaces requirement & variance for building alternations	232 East Market Street & 220-232 East Mason Avenue	UN2	Tri Corner Communities, Inc	Granted
8-2016-Z-SE/V	Permitted by SE, Variance for max building height; variance for on lot parking spaces; variance for density; variance for parking	232 East Market Street & 220-232 East Mason Avenue	UN2	Tri Corner Communities, Inc	Granted

	spaces requirement & variance for building alternations				
9-2016-Z-SE/V	Permitted by SE, Variance for neighborhood commercial use on a property not located at a corner	131 North Newberry Street	UN2	Kayla Jones	WITHDRAWN Applicant did not submit completed application
10-2016-Z-SE/V	Permitted by SE, Variance for building previously built & intended to be used as a school; structure cannot exceed existing footprint; parking requirements; minimum front set back	2 West Hamilton Street & 370-372 North George Street	EC	York Academy Regional Charter School	Granted
11-2016-Z-V	Variance for Contractor's Office with Storage in UN2 Zone	223-225 Springdale Avenue	UN2	REO Investors, LLC	Approved variance & SE with conditions: No more than 2 full time office staff, 2 owners and no more than 6 full-time off site employees; office staff parking in building front parking spaces; must prove 1 off-street & off-site parking space for each non-office employee; non office employee prohibited from parking on residential streets; absent emergency no work before 7:00 am Mon-Sun.; absent emergency all off-site or non-office employees must leave by 9:00 pm; Remove existing illegal residential use from premises within 60 days.

12-2016-Z-SE/V	Permitted by SE; Variance for units per acre & variance for parking requirements	462-464 West Market Street	UN2	RDA	Granted
13-2016-Z-SE/V	Neighborhood Hair Care permitted by special exception; variance for not being at corner location	103 North Newberry	UN2	Rhon Friend	Granted with conditions: Only 1 hair stylist licensed by PA; no exterior signs visible from building exterior
14-2016-Z-SE	Neighborhood Hair Care permitted by special exception	667 West Philadelphia Street	UN2	Jaxi Figueroa	Granted
15-2016-Z-V	Variance from setback; Variance from minimum side setback; Variance from maximum height; Variance for distance between billboards;	890 Loucks Road	EC	Apple Outdoor Advertising, INC c/o Nate Sterner	Granted
16-2016-Z-V	Variance for Motor Vehicle Service	270 Charles Street	UN2	Ronal Mejia	Granted
17-2016-Z-V	Variance for Apartment Combined with Commercial	700 Prospect Street	RS2	Gustavo Zaballa	Granted
18-2016-Z-V	Variance for Motor Vehicle Sales, Repair & Rental; Variance for Location of Parking Spaces	642 South Queen Street	UN1	Jacqueline Ramos	Denied
19-2016-Z-SE	Special Exception for Photovoltaic Energy System install	928 Northbriar Drive	RS1	Paul Durra, Solar City	WITHDRAWN BY APPLICANT
20-2016-Z-SE	Special Exception for Photovoltaic Energy System install	351 Liberty Court	UN2	Paul Durra, Solar City	WITHDRAWN BY APPLICANT
21-2016-Z-SE/V	Special Exception for Parking Lot, Variance for location of parking spaces; variance for size of parking lot	330 South Duke Street	UN2	Rev. Joseph Dailey, St. Mary's Church	WITHDRAWN -- TRANSFER OF PROPERTY DID NOT GO THROUGH NO NEED FOR APPEAL.
22-2016-Z-SE/V	Permitted by SE; Variance for buffer yard	1217-1221 East Elm Street	EC	Pete Snyder, Midlantic Pallet	Granted

23-2016-Z-SE/V	Special Exception for Multi-Family Dwelling Conversion from Different Use; Variance for units per acre; Variance for street trees; Variance for parking requirements	127 North Broad Street	UN2	Weaver Warehouse, LLC	Granted
24-2016-Z-SE/V	Variance for Use; Special Exception for Multi-Family Dwelling Conversion from Different Use & Variance for parking requirements	117 Hamilton Avenue	RS2	Neorfis Tavaréz	Withdrawn -- approved at staff level. Granted
25-2016-Z-SE/V	Special Exception for Live Work Unit; Variance for Motor Vehicle Service use; Variance for Parking requirements	823 Cleveland Avenue	UN1	Pedro LaCourt	WITHDRAWN BY APPLICANT

Appendix A

2016 Proposals for New Business

Month	Address	Name of Business	Type of Business		Zone	Comments
1/1/2016	22 South George Street	Lett-Us-Know	Eating Establishment Fast Food	Approved	CBD/HARB	
1/4/2016	380 West Market Street	The Fortress L3C, LLC	Educational facility	Approved	CBD/HARB	
1/6/2016	111 East Princess Street	Johnny's Burgers & Malts	Easting Establishment Fast Food	Approved	CBD/HARB	
1/7/2016	34 West Philadelphia Street/Market Stand	Crazy Corkey's Kettle Corn	Retail General	Approved	CBD/HARB	Change of ownership only
1/9/2016	34 West Philadelphia Street/Market Stand	The Corner Cabinet	Easting Establishment Quick Serve	Approved	CBD/HARB	
1/9/2016	26 West College Avenue	Better Windows	No Impact Home Based	Approved	UN1	Change of ownership only
1/13/2016	715 West Market Street	UBOYD, LLC	Retail -- General	Approved	UN1	Name change only; permitted by ZHB
1/13/2016	1232 East Poplar Street	Martinez Family Daycare	Family Child Care Home	Approved	RS2	
1/14/2016	34 West Philadelphia Street/Market Stand	And Everything Beyond	Retail General -- Bakery	Approved	CBD/HARB	

1/14/2016	805 Vogelsong Road	Kenworth of PA	Motor Vehicle Service	Approved	EC	
1/14/2016	437 South Queen Street	MiCasita Salvadorena	Eating Establishment Sit Down	Approved	UN1	NAME CHANGE ONLY Pre-existing non-conforming
1/20/2016	2010 Pennsylvania Avenue	Loganville Holdings/Subway	Eating Establishment Fast Food	Approved	EC	
1/20/2016	601 East Market Street	State Side Convenient	General Retail	Approved	UN1	Pre-existing non-conforming
1/27/2016	37 West Clarke	YorKitchen/Exquisite Food in Mind Catering	Catering	Approved	CBD/HARB	
1/29/2016	380 West Market Street/Penn St. Market	Generations	Eating Establishment Quick Serve	Approved	CBD/HARB	
2/1/2016	48 East Market Street	The Yorktowne Hotel	Hotel	Approved	CBD/HARB	Change of ownership only
2/1/2016	22 South George Street	Lett-Us-Know	Eating Establishment Fast Food	Approved	CBD/HARB	
2/8/2016	380 West Market Street/Penn St. Market	Nana's Oven	Eating Establishment Quick Serve	Approved	CBD/HARB	
2/11/2015	970 Loucks Road	KNJPA, LLC	Retail General -- Wireless Cellular Phone	Approved	EC	
2/11/2016	344 West Market Street	Variedades Latinas de York	Retail General	Approved	CBD/HARB	

2/12/2016	153 South Beaver Street	Korner Spot	Neighborhood Grocery	Approved	CBD/HARB	NAME CHANGE ONLY
2/17/2016	115 South Howard	Carney Engineering Group, Inc.	Business, Financial, Professional	Approved	CBD/HARB	
2/18/2016	310 West Market Street	Botanica Ochalache	Retail General	Approved	CBD/HARB	
2/29/2016	600 Chestnut Street	Bella Vista Pizza	Eating Establishment Quick Serve	Approved	UN2	Continuation of pre-existing conforming
2/29/2016	103 East Philadelphia Street	Kelley Law, LLC	Apartment Combined with Commercial Use	Approved	CBD/HARB	
3/1/2016	18 South George Street Suite 401	Onward Behavioral Health	Business, Financial, Professional	Approved	CBD/HARB	
3/1/2016	18 South George Street Suite 402	Pyramid Healthcare Inc	Business, Financial, Professional	Approved	CBD/HARB	
3/1/2016	34 West Philadelphia Street/Market Stand	Galley Snacks	Eating Establishment Quick Serve	Approved	CBD/HARB	
3/4/2016	200 South George Street	Furniture Liquidators	Retail General	Approved	CBD/HARB	
3/9/2016	940 South Queen Street	Rylind Construction Co	Business, Financial, Professional	Approved	RS2	Pre-existing non-conforming
3/14/2016	914 West Market Street	Autumn House West	Retirement Village/Personal Care Facility	Approved	UN1	Pre-existing non-conforming
3/17/2016	600 Chestnut Street	White Rose Pizza	Eating Establishment Quick Serve	Approved	Un2	Pre-existing non-conforming

3/23/2016	34 West Philadelphia Street/Market Stand	Gigi Crepes	Eating Establishment Quick Serve	Approved	CBD/HARB	
3/23/2016	34 West Philadelphia Street/Market Stand	Just Cupcakes	Eating Establishment Quick Serve	Approved	CBD/HARB	
3/15/2016	644 South Queen Street	EsQuina Latina	Neighborhood Eatery	Approved	UN1	
3/23/2016	54 West Market Street	Timeline Arcade	Recreational Facility, Commercial	Approved	CBD/HARB	
3/23/2016	380 West Market Street/Penn St. Market	Caribbean Roti Hut	Eating Establishment Quick Serve	Approved	CBD/HARB	
3/23/2016	725 East Prospect Street	Pugsly's	Retail General	Approved	EC	Pre-existing non-conforming
3/28/2016	1193A Loucks Road	York Dairy Delight Inc	Eating Establishment Quick Serve	Approved	EC	
3/30/2016	771 Priority Road	Angel White Cleaning Service	No Impact Home Based	Approved	RS1	
4/1/2016	9 South Belvidere Street	Kround Up Hair & The Kick Kartel	Hair Care & Retail	Approved	UN1	ZHB Approval for both businesses
4/1/2016	410 Walnut Street	Eben-ezer Auto Care	Vehicle Sales, Repair & Rental	Approved	UN2	Pre-existing non-conforming
4/5/2016	44 West Philadelphia Street	Elizabeth & West Fashion House	Retail General	Approved	CBD/HARB	Moving location
4/6/2016	19 West Market Street	House of Yoga	Health/Fitness Facility	Approved	CBD/HARB	
4/11/2016	131 North Newberry Street	Kayla's Barbara Shop	Neighborhood Hair Care	Denied	UN2	Not permitted. Sent ZHB Appeal forms

4/8/2016	371 Oak Lane	WolfPack PCS	No Impact Home Based	Approved	UN2	
4/18/2016	37 West Clarke/Market Stand	Good N Twisted	Eating Establishment Quick Serve	Approved	CBD/HARB	
4/19/2016	200 West Market Street 2nd floor	Elite Digital Group	Business, Financial, Professional	Approved	CBD/HARB	
4/20/2016	111 East Princess Street	Johnny's Burgers & Malts	1st floor Eating Establishment Fast Food; 2nd Floor Eating Establishment, Night Club	Approved	CBD/HARB	Addendum for 2nd floor Use
4/21/2016	29 East Princess Street	The Chatman Group, LLC	Business, Financial, Professional	Approved	CBD/HARB	
4/22/2016	380 West Market Street/Penn St. Market	Exquisite Foods in Mind	Eating Establishment Quick Serve	Approved	CBD/HARB	
4/25/2016	43 North Penn Street	Nano Handyman, LLC	No Impact Home Based	Approved	UN2	
4/28/2016	York Kitchen/37 West Clark	2 Wild Vegans	Caterer -- 2 Wild Vegans	Approved	CBD/HARB	
5/2/2016	15 North Beaver	ArtFx & The Bead Gallery	Retail General	Approved	CBD/HARB	
5/4/2016	457 South Queen Street	La Redencion Bakery and More	Retail General	Approved	UN1	Pre-existing non-conforming
5/4/2016	594 West King Street	West Side Café	Eating Establishment Sit Down	Approved	UN2	Pre-existing non-conforming

5/6/2016	220 Roosevelt Avenue	First Majestic	Eating Establishment Sit Down	Approved	EC	
5/6/2016	227 West Market Street	Snyder, Secort & Associates, LLC	Business, Financial, Professional	Approved	CBD/HARB	
5/12/2016	252 West Philadelphia Street	Bleu Cat Art Gallery	Live Work Unit	Approved	CBD/HARB	
5/12/2016	130 Hamilton Ave	German's Handyman Service	No Impact Home Based	Approved	RS2	
5/13/2016	110 North George Street	Rockfish Public House	Eating Establishment Sit Down	Approved	CBD/HARB	
5/13/2016	546 Salem Avenue	Valerie Davis Family Daycare	Family Child Care Home	Approved	UN2	
5/20/2016	24 North Beaver Street	Revolt Style Studio	Retail General	Approved	CBD/HARB	
5/20/2016	390 East Chestnut Street	V-Five Auto Sales	Motor Vehicle Sale, Service & Rental	Approved	EC	
5/20/2016	9 Rathon Road	Legacy Home Health Care of York, PA	Business, Financial, Professional	Approved	MUI1	
5/26/2016	29 East King Street	World Grills, LLS	Eating Establishment, Fast Food	Approved	CBD/HARB	
5/27/2016	229 South George Street	Golden Beauty Supplies	Retail General	Approved	CBD/HARB	Change of ownership only
6/1/2016	34 Philadelphia Street/Market Stand	Sophisticated Sents	Retail General	Approved	CBD/HARB	
6/1/2016	252 East Philadelphia Street	Dress Ministries	No Impact Home Based	Approved	UN1	

6/3/2016	34 Philadelphia Street/Market Stand	Karen's Bake House, LLC	Eating Establishment, Quick Serve	Approved	CBD/HARB	
6/3/2016	582 West Mason Avenue	Premier Auto Repair	Motor Vehicle, Sales, Service & Repair	Approved	UN1	Pre-existing non-conforming
6/9/2016	725 East Prospect Street	Ashley's	Retail General	Approved	EC	Pre-existing non-conforming
6/9/2016	24 Parkway Blvd	Thos. Somerville	Warehouse, Distribution, Wholesale Business	Approved	EC	
6/10/2016	18 South George Street	Bread of France	Eating Establishment Fast Food	Approved	CBD/HARB	
6/10/2016	123 East Market Street	Insurance Services United, Inc	Business, Financial, Professional Office	Approved	CBD/HARB	
6/13/2016	601 East Market Street	601 Grocery	Retail General	Approved	UN1	
6/14/2016	380 West Market Street	Fu Chao	Retail General	Approved	CBD/HARB	
6/15/2016	409 East Philadelphia Street	Iglesia Cristiana Nuevo Mandamiento	House of Worship	Approved	EC	
6/16/2016	1100 North Hartley Street, Suite 200	Prince Telecom	Business, Financial, Professional Office	Approved	EC	
6/17/2016	227 Springdale Avenue	Keeping It Green	Contractor's Office with Storage	Denied	UN2	
6/17/2018	380 West Market Street/Penn St. Market	Karen's Bake House, LLC	Eating Establishment, Quick Serve	Approved	CBD/HARB	

6/20/2016	34 West Philadelphia Street/Market Stand	This Little Light of Mine	Retail General	Approved	CBD/HARB	
6/21/2016	909 Loucks Road	Factory Direct Mattress Express	Retail General	Approved	EC	
6/23/2016	18 South George Street Suite 703	Child and Family Support Services	Medical Office	Approved	CBD/HARB	
6/24/2016	307 East King Street	Covenant House Pennsylvania	Community Center	Approved	UN2	Approved Per Mayor
6/30/2016	380 West Market/Market Stand	Fudge-O-Lutely	Retail General	Approved		Penn Street Market/Pop up vendor
6/30/2016	600 Chestnut Street	A1 Pizza & Subs	Eating Establishment Quick Serve	Approved	Un2	Pre-existing non-conforming
7/8/2016	325 East Locust Street	Jackson's Paint & Power Washing	No Impact Home Based	Approved	UN2	
7/11/2016	667 West Philadelphia Street	Lash Up	Personal Services Neighborhood Hair Care	Denied	UN2	Will need ZHB permission by SE -- Retail General Use
7/12/2016	532 West Philadelphia Street	Comfort Health Care	No Impact Home Based	Approved	UNS	
7/13/2016	34 West Philadelphia Street/Market Stand	Zanelli's	Eating Establishment, Quick Serve	Approved	CBD/HARB	
7/15/2016	18 South George Street Suite 228-C	York Web Group	Business Professional Financial Office	Approved	CBD/HARB	

7/21/2016	105 South Howard	Collusion Tap Works	Eating Establishment, Brew Pub	Approved	CBD/HARB	
7/28/2016	801 Richwill Lane	Typical Life Corporation	Group Home	Approved	RS1	1 Occupant for 2 bedroom home
8/3/2016	294 Union Street	Bonnets & Bow Ties Photography	No Impact Home Based	Approved	RS2	
8/3/2016	122 East King Street	White Rose Tattoo Parlour	Tattoo / Body Art	Approved	CBD/HARB	
8/4/2016	204 North Pine Street	Polanco construction	No Impact Home Based Business	Approved	UN1	
8/5/2016	211 Fulton Street	Brillo Power Wash	No Impact Home Based Business	Approved	EC	
8/12/2016	221 West Philadelphia	Morgan Stanley	Business, Financial, Professional Office	Approved	CBD/HARB	
8/17/2016	644 South Queen Street	Randy's BBQ	Eating Establishment, Fast Food	Approved	UN1	
8/18/2016	36 East Princess Street	Concierge: Barber + Shop	Live Work Unit	Approved	UN1	
8/25/2016	225 East College Avenue	Hair Razors	Neighborhood Hair Care	Approved	UN2	ZHB permitted 09/17/15
8/26/2016	935 East Market Street	Gloria's Gift Shop	Retail -- General	Denied	UN2	Lost pre-existing nonconforming when switching use years ago
8/30/2019	York Kitchen/37 West Clark	The Game Day Kitchen	YorKitchen -- Catering	Approved	CBD/HARB	

9/8/2016	34 West Philadelphia Street/Market Stand	complEAT	Retail -- General	Approved	CBD/HARB	New owner formerly known as Penderbrooks
9/8/2016	100 North George Street	Marquette Bail Bonds	Business Professional Financial Office	Approved	CBD/HARB	Name & Ownership Change
9/9/2016	46 South Duke Street	MKUP The Beauty Studio	Day Spa	Approved	CBD/HARB	Facial Makeup Studio
9/14/2016	252 West Philadelphia Street	Gusa by Victoria, LLC	Retail General	Approved	CBD/HARB	Retail Dress Shop
9/15/2016	59 East Market Street	York College of PA	Educational Facility -- Post Gran 12 or Equivalent	Approved	CBD/HARB	
9/16/2016	211 Fulton Street	Brillo Power Wash	No Impact Home Based Business	Approved	EC	
9/22/2016	111 East Princess Street	Picalonga Sabor Tropical	Eating Establishment -- Fast Food	Approved	CBD/HARB	
9/22/2016	667 West Philadelphia Street	Lash Up	Hair Care	Approved	UN2	Approved by Special Exception at ZHB 09/15/16
9/23/2016	23 East Princess Street	The Chatman Group, LLC	Business, Financial, Professional Office	Approved	CBD/HARB	
9/23/2016	57 East King Street	OMG Studios	Art Gallery	Approved	CBD/HARB	
9/26/2016	149 West Market Street	The Bee	Retail General	Approved	CBD/HARB	
9/28/2016	34 West Philadelphia Street/Market Stand	Olde World Collectables/Barto's Naturals	Retail General	Approved	CBD/HARB	

10/3/2016	639 East Boundary Ave	Up-Cycle Alley	No Impact Home Base Business	Approved	CBD/HARB	
10/3/2016	205 South George Street	Club Laser	Eating Establishment Night Club	Approved	CBD/HARB	
10/3/2016	52 West Philadelphia Street	1st Capital Kidz Clothing & More	Retail General	Approved	CBD/HARB	
10/6/2016	700 South Queen Street	K & D Grocery	Grocery Store & Eating Establishment, Quick Service	Approved	UN1	Pre-existing non-conforming
10/10/2016	626 West Market Street	Tender Personal Care Home	Personal Care Facility	Approved	UN1	Pre-existing non-conforming
10/14/2016	657 East Market Street	M & F Appliances	Retail -- General	Approved	UN2	Pre-existing non-conforming
10/19/2016	16 South Queen Street	Amero's Deli LLC	Eating Establishment Quick Serve	Approved	CBD/HARB	
10/19/2016	905 Loucks Road	Box Holdings, DBA Crunch Fitness	Health/Fitness Facility	Approved	EC	
10/20/2016	635 Smith Street	Tyniquea Smith	Family Child Care Home	Approved	RS2	
10/25/2016	538 East Market Street #1Rear Rear	Recreation Room	Business Service Establishment	Denied	UNI	Change of 1 non-conforming use to another non-conforming use -- permitted by SE only
10/25/2016	223-225 Springdale Avenue	L & S Property Management LLC	Contractor's Office with Storage	Approved	UN2	ZHB Approval with conditions Case #11-2016-Z-V

10/26/2016	715 North Belvidere Avenue	GT Management Consultants, LLC	No Impact Home Based Business	Approved	RS1	
10/26/2016	34 West Philadelphia Street/Market Stand	Royally Courageous Market House	Retail General	Approved	CBD/HARB	
10/26/2016	34 West Philadelphia Street/Market Stand	The Bloombox LLC	Retail General	Approved	CBD/HARB	
10/26/2016	612 Bergman Street	LuLa Roe Brittany Nolt	Retail General	Approved	RS2	
10/27/2016	209 Fulton Street	Maria Mercedes Molina Family Childcare	Family Child Care Home	Approved	EC	
10/27/2016	22 North Beaver Street	Artist Eye Studio	Art Gallery	Approved	CBD/HARB	
10/28/2016	208 East Market Street	The Law Offices of Roy Galloway	Business, Financial, Professional Office	Approved	UN2	Pre-existing non-conforming
11/3/2016	441 North Eberts Lane	Baughman's U Pull It	Scrap Yard	Approved	EC	Pre-existing non-conforming
11/8/2016	34 West Philadelphia Street/Market Stand	Locust Point Cattle Company	Retail General	Approved	CBD/HARB	
11/10/2016	1 West Market Street	Iron Horse York	Eating Establishment Sit Down	Approved	CBD/HARB	
11/16/2016	34 West Philadelphia Street/Market Stand	Spartan Central	Retail General	Approved	CBD/HARB	
11/30/2016	974 East Princess Street	Dickson Motor & Body Shop	Motor Vehicle Sale, Service & Rental	Approved	RS2	Pre-existing non-conforming; change of ownership

11/30/2016	239 East Philadelphia Street	Geo's Auto Repair LLC	Motor Vehicle Sale, Service & Rental	Approved	UN1	Pre-existing non-conforming
12/1/2016	832 Wallace Street	TJ's Unique Learning Center	Family Child Care Home	Approved	UN2	
12/6/2016	1217-1221 East Elm Street	Midlantic Pallet LLC	Heavy Industrial Use	Approved	EC	ZHB approval by SE Case # 22-2016-SE/V
12/6/2016	106 North George Street	The Handsome Cab	Eating Establishment	Approved	CBD/HARB	
12/6/2016	147 South Pershing Avenue	Asher Interior Designs, LLC	No Impact Home Based Business	Approved	CBD/HARB	
12/9/2016	1140 Edison Street	Life's New Beginning	Business Professional Financial Office	Approved	EC	
12/13/2016	772 West Philadelphia Street	Barbara's Daycare	Family Child Care Home	Approved	UN2	
12/13/2016	101-105 South Duke Street	Taste Test	Eating Establishment Sit Down & Fast Food	Approved	CBD/HARB	
12/14/2016	224 North George Street	Elite Property Management Inc	Business, Financial, Professional Office	Approved	CBD/HARB	Business relocation
12/20/2016	740 McKenzie Street	Stephanie's World of Products	No Impact Home Based Business	Approved	RS2	
12/28/2016	924 West Market Street	Colonial House	Group Home	Approved	UN1	Pre-existing non-conforming group home -- changing from juveniles to adult women
12/30/2016	412 Atlantic Avenue	Ounyay Business Consulting, LLC	No Impact Home Based Business	Approved	UN2	

DEPARTMENT OF PUBLIC WORKS

C. Kim Bracey, Mayor

James E. Gross

Director

ADMINISTRATION

The Mission of the Department of Public Works is to provide safe, clean, healthy, and productive buildings, infrastructure, programs and services as efficiently as possible for the People of York.

The Director of the Department is responsible for the professional management of six major bureaus. These include the Bureaus of Highway and Fleet Maintenance, Environmental Services, Recreation and Parks, Buildings and Electrical Maintenance, Wastewater Treatment Plant, and the York City Ice Arena.

Major Accomplishments for 2016

Paving – Contracted

Albemarle Street	-	King Street to Princess Street
Poplar Street	-	Albemarle Street to Lehman Street
Pennsylvania Avenue	-	Wood Street to U. S. Route 30
Duke Street	-	Rathton Road to Springettsbury Avenue
Pine Street	-	Cottage Place to Maple Street
Edgar Street	-	Boundary Avenue to Rockdale Avenue

The following streets were paved in conjunction with Utility work:

Vander Avenue	-	Prospect Street to Boundary Avenue
Boundary Avenue	-	Vander Avenue to Edgar Street
Hartley Street	-	College Avenue to King Street
Salem Avenue	-	Hartley Street to King Street

Paving – Alleys

The following alleys and streets were paved:

Charles Street	-	Princess Street to Prospect Street
Alice Avenue	-	Gas Avenue to Chestnut Street
Granite Avenue	-	Franklin Street to Mulberry Street
Gas Avenue	-	Ridge Avenue to State Street
Earl Way	-	Lincoln Street to Park Street
Hamilton Avenue	-	Pershing Avenue to Fairmount Place
Pershing Avenue	-	Lafayette Street to Pershing Avenue

BOP – Bring On Play Committee

Bring On Play constructed a new playground at Memorial Park.

Heritage Rail Trail Projects

Construction was completed on the Heritage Rail Trail Development Project. The trail was improved from Grantley Street to Lafayette Plaza. Planning work was completed on the Green Infrastructure Plan and the Heritage Rail Trail Extension Plan.

Keep York Beautiful

A spring city-wide litter cleanup was held April 16 and a fall cleanup was held September 24.

Permits and Applications

Public Works invoiced 326 Street Cut Permits, generating revenue of \$35,750.00 in permit and inspection fees and \$65,658.00 in degradation fees.

Public Works issued 120 Oversize Load Permits and reviewed 55 State Route Permits, which generated revenue of \$5,487.00.

Public Works issued 401 Activity Permits, generating revenue of \$19,325.00.

Public Works processed 11 Street Banner applications, generating revenue of \$3,200.00.

Special Events

The following special events were organized and held by the York City Recreation and Parks Bureau in 2016: Olde York Street Fair, Box Lunch Revue, Yorkfest, York Bike Night, Light Up Night, and New Year's Eve celebration.

Weather Events

Winter 2016 had a total of seven snow and ice events including the major blizzard in January.

Boards, Authorities and Committees

The Director of Public Works served on the following boards in 2016:

York City Sewer Authority

York City Little League

Susquehanna Area Regional Airport Authority

York Area Metropolitan Planning Organization

Personnel

The General Manager of the Wastewater Treatment Plant and the Superintendent of Highway and Fleet Maintenance positions were both vacant at the end of 2016.

HIGHWAY AND FLEET MAINTENANCE BUREAU

The Highway Bureau is responsible for maintaining the City's 89.8 miles of streets, 40 miles of alleys and 9.15 miles of State roads within the City limits. Under the direction of the Superintendent, the Bureau's thirteen (13) employees perform duties including street resurfacing, snow and ice control, pot hole repair, storm sewer maintenance, street sweeping, leaf collection, traffic signs, pavement markings and lines, graffiti removal and the inspection of utility street cuts. Fleet maintenance makes repairs and performs state inspections on over 150 City-owned and leased vehicles and equipment.

Major Accomplishments

The Highway Crew spent the majority of their time on patching/paving for 1,714 hours. Street sweeping totaled 1,357 hours, leaf pick-up totaled 616 hours, storm sewer cleaning totaled 1,226 hours, storm sewer repair totaled 287 hours. Snow and ice removal task were very busy this year and totaled 1,801 hours.

Sink holes were repaired at:

152 W. King St., 712 W. King St., 480 W. Market St., School Pl., Cherry Lane & W. Princess St.
Kelly Dr., 1210 E. King St.

The following alleys and streets were paved:

Charles Street	-	Princess Street to Prospect Street
Alice Avenue	-	Gas Avenue to Chestnut Street
Granite Avenue	-	Franklin Street to Mulberry Street
Gas Avenue	-	Ridge Avenue to State Street
Earl Way	-	Lincoln Street to Park Street
Hamilton Avenue	-	Pershing Avenue to Fairmount Place
Pershing Avenue	-	Lafayette Street to Pershing Avenue

ENVIRONMENTAL BUREAU

The Environmental Bureau consisting of five (5) full-time and one (1) part-time positions administers a variety of programs and enforces numerous local, state and federal laws, with the primary focus on solid waste management. Proper and timely collection and disposal of solid waste from our community has significant environmental and health impacts. Recycling items such as glass, metal cans and appliances, plastic bottles, cardboard and a mixed papers (newspaper, magazines, junk mail, office paper) saves resources and considerable landfill space. By removing recyclables and yard waste from the waste stream, the City significantly reduces disposal costs.

Major Accomplishments

The Environmental Bureau oversees the Refuse and Recycling Collections Contract with York Waste Disposal/Republic Services. The current contract expires 4/30/17 and the new contract with same hauler, Republic Services (aka York Waste Disposal), will run thru April 30, 2021. There are also (3) optional 1-year extensions available, provided both parties agree to extend under the existing terms.

This bureau monitors related contract requirements, schedules large-item collections, summarizes collection and disposal costs, provides resolution and tracking for complaints, inspects collection crews, and meets with hauler representatives as needed. All processible waste is delivered to the incinerator and all non-processible waste to Modern Landfill.

City-Contracted Collections (curbside, tote cart and dumpster):

The Refuse and Recycling Collections Contract covers various solid waste management programs including collection of trash from 147 street cans three times a week and the collection of city contract dumpsters and tote carts, primarily at City facilities and multi-unit residential buildings.

Nearly 15,388 households and small businesses received twice per week refuse and once per week recycling collections. Of the 2,400,528 collections, there were 559 complaints, a plausible 0.02%.

Of the 8,718 addresses scheduled for large-item collection (scheduled year-round), there were 359 complaints, totaling 0.04%.

About 15,388 households and small business received once per week curbside yard waste collection, (March to mid-December). During 41 weeks and of the possible 630,908 collections, there were 264 complaints, totaling 0.04%

City-Contracted Tonnages (curbside, tote cart and dumpster):

17,218 Tons of Refuse were collected (compared to 17,075.3 tons in 2015).

2,752.28 Tons Recyclables were collected (compared to 2,778.45 tons in 2015). A milestone in June, 2008, the City added corrugated cardboard and paperboard items to the recycling program and tonnages climbed from 1,641.84 (city contract) tons recycled in 2007 to 2,752.28 (city contract) tons in 2016, nearly a 68% increase.

A total of 1,807.9 tons of yard waste (brush/leaves/Christmas trees) from March – mid December (compared to 802.96 tons in 2015). Yard waste is transported to H&H in Spring Grove by the hauler and to J&K in York City by City staff.

During the first two weeks of January, 802 Christmas trees, or nearly 12.03 tons, were collected and chipped by City staff (compared to 850 trees, 12.75 tons in 2015).

The Compost drop-off facility at Memorial Stadium was open the first Saturday of each month (April – December) from 10 a.m. to 2 p.m.

In the spring, fifteen (15) public education sessions were held in second-grade classrooms in the City's elementary schools. Most classes participated in a "litter walk" around the school grounds to remove litter. An EnviroScape unit was also part of the program which showed storm water contamination as it coincided with the litter segment of the program.

Having begun in 1991, the City's Adopt-A-Block program finished its 25th year, with four scheduled AAB cleanups by volunteers from 24 active groups, as well as from active York College student organizations totaling about 200 students.

Bureau staff arranged for delivery of supplies, removal of litter bags, free disposal, and other

preparations for KYB's Spring (4/16/16) and Fall (9/24/16) Litter Cleanups where volunteers removed litter from along sidewalks, streets, etc.

Arrangements were made with York Waste Disposal for a rear-load truck or roll-off container and with YCSWA for free disposal for the following neighborhood groups of over 150 volunteers who removed nearly 25 tons from City streets.

- Tidings of Peace Christian School 9/24/16
- Olde Towne East Neighborhood 5/21/16

A city-wide was sent "Postal Patron" to customers in the spring and fall, as it is required by Act 101 to advertise recycling requirements at least twice per year.

Late fall, city staff vacuumed loose leaves from curb areas and transported them to the City's compost facility. Litter and debris were removed to provide a cleaner product for a private composter.

The City's litter vacuum operated each weekday, weather permitting, primarily in the downtown area.

Staff issued/sold 85 recycling bins, 259 recycling cans, 32 packs of yard waste bags and 156 yard waste cans to curbside customers.

Press Releases and WRCT/Public Access TV Ads were prepared for 6 major holiday collections (New Year's Day, July 4th, Memorial Day, Labor Day, Thanksgiving Day, Christmas Day), and for the start/end of seasonal collections (Curbside Yard Waste, Fall Leaf, Electronics, Christmas Trees).

The City referred customer to use York County Solid Waste Authority's electronics program which accepts Electronics from all York County residents. An Electronics ban has been in effect since January 24, 2013.

The Environmental Bureau has administered street cut permits since July, 1999. This year, 186 street cut permits were issued. A total of 326 cuts were inspected and invoiced, totaling \$101,408.

The City's Annual Commercial Recycling Report, Vendor Recycling Report, County Commercial Recycling Report were prepared and submitted. The Annual 904 Recycling Performance Grant application was prepared and submitted to DEP for consideration of grant funding under Act 101. The State's recycling grants help to offset costs related to recycling education and curbside recycling and yard waste containers.

The annual YCSWA hauler licensing (both MSW and Recycling) and DEP hauler licensing applications were prepared and submitted.

The bureau supervisor attended Monthly Combined Staff, Individual Staff, and Keep York Beautiful meetings, Quarterly Managers', MS4 Task Force and Utility Meetings, monthly Supervisor/Managers Training sessions, Meetings with trash hauler as needed, along with other meetings and trainings (Dynamics/Accts Receivable Training; Webinar on CRT Glass/Electronics; Live Feed from Electronics Ban Public Hearing; Summer Intern Meeting; Dynamics/Budget; Met with FEMA following initial application; Budget preparation/hearing; Kronos Training; Budgeting Webinar).

The Environmental Services Supervisor attended and staffed a table with information related to Environmental Programs at three "City Hall For A Day" events hosted by Mayor Bracey.

Reviewed and updated the current Refuse and Recycling contract and all of its reference materials. Bid packets were prepared and a pre-bid meeting and bid opening were advertised and held early fall. The new refuse contract, which begins 5/1/17 and runs through 4/30/21, was awarded to the lowest responsive bidder, Republic Services (dba York Waste Disposal). They are the hauler for the City's current trash contract which expires 4/30/17.

Along with Public Works administration, the Environmental Bureau supervised a high school intern for a 10-week program over the summer months.

Much time was dedicated to the collection and summarizing of data related to the snow storm "Jonas" in January in order to receive reimbursement from FEMA.

RECREATION AND PARKS

The Recreation and Parks Bureau consists of fourteen full-time employees, one part time custodian, one Recreation Specialist, a Park Maintenance Supervisor and the Superintendent of Recreation and Parks. This Bureau is responsible for the operation and maintenance of twenty-five parks, three Recreational Facilities (Princess Center, Rotary Building and Yorktown Center), the Voni B. Grimes Gym and the Bob Hoffman Softball Complex at Veteran's Memorial Park.

The City's twenty-five parks consists of 246.05 acres of recreational space. The Recreation and Parks Bureau is responsible for the forestry needs for the city and for maintaining portions of the downtown area including the Square and Cherry Lane.

The Recreational and Parks Bureau provides recreational programing for youth and adults with open gym opportunities at Grimes Gym, various sporting leagues, special events, Summer Movie and Concerts Series and a six-week Summer Playground Program.

Major Accomplishments

Touched up paint throughout the Princess Center.

Snow removal efforts associated with the Blizzard.

Two weeks of preparation to open the City's Park System.

The Friday Night Recreation Program at Grimes Gym combined Student Enrichment opportunities with recreation. April Collier (Lexi Group) partnered with the City to offer additional opportunities to make Grimes Gym available to our City Youth.

A fitness program, free to City Residents, ran at Grimes Gym Monday through Friday from 5:30 a.m. to 12 noon.

A new roof was installed on the Yorktown Center.

Memorial Stadium, Hoffman #1,#2, #3 and Sertoma infields were laser-leveled to assist with water runoff.

Trash removal from the park system was completed weekly.

Tree work consisting of elevations, take downs and stump grinding occurred throughout the parks.

Grass cutting throughout the park system took place early April through the end of October.

Memorial Park Complex was utilized for ballgames the last week of March through the end of October during which time daily preparation of fields for leagues and tournament occurred.

Grimes Gym floor was coated with polyurethane May 2nd through May 6th

New roofs were installed on the bathrooms in the Complex, the ticket booth in the stadium, the concession stand to Hoffman #1 and over the player benches on Hoffman #1.

A ground breaking ceremony for the Rail Trail improvements took place on March 21st. After the five-month project, the trail was opened to public use the week of the Arts Festival in late August.

Park bathroom facilities were opened and water was turned on for the summer months.

Opening ceremonies for York City Little League was held on Saturday, April 9th.

The Compost Site opened for use by City Residents on the first Saturday of each month from April thru December from 10 a.m. to 2 p.m.

Arbor Day was celebrated in Penn Park on Monday, May 9th. Students from Logos Academy participated in the program which consisted of taking down a dead tree in the park, an educational nature walk, and planting three new trees. The City received a Tree City USA Award. A special thanks to the Garden Club of York who donated \$500 toward purchasing three trees. Heritage Lawn and Landscape partnered with the City for the tree take down and the educational nature walk.

Funds for mulch were provided by Downtown Inc. Volunteers from the Rescue Mission and Park maintenance staff applied mulch to the tree wells and planters in the square and in Cherry Lane.

The Garden Club of York funds projects that help to beautify York City's downtown. Hanging baskets were installed and ornamental planters were planted on Monday, May 2nd.

Eastern Nationals took place at Memorial Park Complex August 3rd through August 7th.

Arrangements were made with Joe Darrah to dispose of yard waste from the City's compost site. H&H no longer hauls yard waste from our site.

Playgrounds were wood carpeted and maintenance conducted throughout all parks. Graffiti removal continued to be an ongoing concern.

The concrete steps in Farquhar Park were patched to repair salt damage from snow and ice removal.

After two separate automobile accidents, the wall along Newberry Street in Farquhar Park was repaired by an outside contractor.

Leaf mulching throughout the park system took place October through the third week of December.

Loose leaf vacuuming along city streets ran from October through the third week of December.

The Complex and Little League fields along with park bathroom facilities were winterized and the water turned off for the season.

The Princess Center's first floor classroom was carpeted and tiled during Thanksgiving weekend.

Staff assisted with installing the City Christmas Tree on the square and with decorating downtown.

Hugh Ortner began December 19th as Recreational Specialist and assumed the responsibilities of Grimes Gym, Memorial Park Batting Cages and Youth Programs.

Angels of the Park Program

Several Organizations throughout York City made a positive impact on our community by rolling up their sleeves and with financial assistance for improvements not only within the Park System but the City as a whole.

Bring On Play (BOP)

The Bring On Play Committee, under the direction of Karen Gleba, organized events and secured donations for Phase II of the Community Playground Build at Memorial Park Complex. With 30 community volunteers and park maintenance staff, a playground, for two to five year olds, was installed on September 23rd.

Special Events

Staff provided maintenance for the St Patrick's Day Parade, Annual Easter Egg Hunt, Annual Trout Fishing Derby at Kiwanis Lake, Olde York Street Fair, Box Lunch Revue, York Arts Festival, York Bike Night, Halloween Parade, Light Up Night and New Year's Eve First Night events.

The 18th Annual William Shaffer Trout Fishing Derby was held Saturday, April 2nd, at Kiwanis Lake. Two hundred twenty children registered for the event which ran 8 a.m. to 12 noon. Prizes were awarded for the largest fish caught. The weather was cold and damp.

The 42nd Annual York City Recreation & Parks Easter Egg Hunt at Kiwanis Lake was held Saturday, March 19th at 1 p.m. Two hundred fifty children participated. The weather was cold with a brief rain/snow shower. The York Rescue Mission held their traditional Son Rise City event following the egg hunt. This year's sponsors were York Rescue Mission, City View Community Church, ES3 and the Untamed Riders motorcycle club. Supporters of the event were Papa Johns Pizza, Suburban Bowlerama, Handles Ice Cream, Auntie Annes Soft Pretzels and Frito Lay.

The Art in the Park Program was held June 20th through July 29th, 6:30 to 7:30 p.m. at Yorktown, Allen, Albemarle, Lincoln and Penn Parks.

The Summer Movie Series at Kiwanis Lake ran every Wednesday evening for seven weeks beginning June 15th. The movies began at dusk, weather permitting. Nearly 800 people attended during the seven weeks. ES3 partnered with the City, providing free snow cones and cotton candy to all attendees, which

helped increase daily attendance for the movie series.

Facilities

Memorial Park Batting Cages were prepared and opened Monday through Thursday, 5 p.m. to 9 p.m. and Saturdays and Sundays, noon to 4 p.m., April 22nd through September 24th, The Batting Cage season grossed \$6,333 closing one month early due to low attendance.

Parks and Sanitation Crews

Maintenance staff performed daily cleaning of the downtown area, custodial and building maintenance at recreation centers, grounds maintenance at City Hall and the Police Station, equipment and vehicle maintenance, removal of dead animals from City-owned property and from streets, forestry needs of the City (including storm damage clean ups), removal of debris and large items from city streets and alleyways, trash and litter removal from City Parks, graffiti removal, playground maintenance, special events maintenance and cleaning and sealing vacant properties throughout the City.

Staff collected and chipped 850 Christmas trees from City residents and assisted with removing decorations and the Christmas tree from downtown.

The Blizzard of 2016 hit York on January 22nd and 23rd. Thirty inches of snow fell during the 30 plus hour storm. At times during the storm, 3 inches of snow fell in an hour, making snow efforts extremely difficult. Due to the amount accumulated snow in a short span of time, smaller vehicles from parks and sanitation became virtually useless. Primary focus during the storm centered on keeping the main streets opened as much as possible so the City would not become crippled during the storm. The following tasks occurred Friday, January 22nd through Saturday, January 30th

- a. Snow emergency was declared January 22nd. Snow emergency crew came in at 6:45 p.m. to begin removing cars from snow emergency routes.
- b. Maintenance crews plowed and salted Friday, January 22nd through 7 p.m. Sunday, January 24th.
- c. On Sunday, January 24th, crews worked on opening main streets where possible, and plowing at parking garages, City Hall, the Police Station and the square.
- d. Sunday, January 24th, started a 24-hour, around the clock snow removal process. Highway, Sewer Maintenance, Parks and Sanitation crews were placed on 12-hour rotating shifts.
- e. Outside contractors (KBS, Stewart & Tate and Hellam Township) assisted the city throughout the week, opening up secondary roads and alleyways, as well as, removing snow from the Snow Emergency Routes. Six (6) tri-axles, two (2) loaders, and one (1) backhoe was used to remove snow from the snow emergency routes at night. A smaller crew consisting of City Employees manned with one loader and one dump truck focused on opening up parts of the downtown district in the evening.
- f. One Highway employee used a (rented) large loader to maintain the piles at the snow dumping locations at the North West Triangle and the parking lot at Memorial Complex.
- g. Round the clock snow removal ended at 7 p.m. Saturday, January 30th with West Princess Street being cleared from Newberry Street to Richland Avenue.
- h. Snow was removed from walkways in the City's park system. Parks with major walking routes for school students were opened first. Snow removal took about two weeks.

Youth Programs

The Summer Playground Program had an excellent year with 200 children participating daily. The program was held Monday to Thursday, 10 a.m. to 4 p.m. from June 20th to July 28th at the Memorial Park Complex, Allen, Bantz, Lincoln, and Yorktown Parks.

Planned activities each week included:

Monday – children stayed at their registered park and were engaged in physical activities, games, arts and crafts. On Mondays, during the 6-week program, Police took each park bowling once and each park participated once in camp activities at the YWCA's Camp Conn-edian.

Tuesday – children went swimming at the Graham Aquatic Center's outdoor pool. Each park individually participated in one free swim lesson during the six-week program.

Wednesday – children skated at Roll-R-Way Skating Rink.

Thursday – children went to Memorial Park Complex, Farquhar Park or Penn Park's splash pad where they enjoyed various recreational opportunities which they may not have in their neighborhood park.

Transportation was arranged with Durham Bus Services. The York City School District's Summer Lunch program provided lunch for children on a daily basis. For the third year in a row, an inner-park track competition took place at William Penn Senior High School's Smalls Athletic Field track. The Children participated in running, jumping and throwing events. Overall, the weather was good with the exception of a couple rainy mornings. No programs were cancelled. Twenty-Seven part-time recreation staff were hired to run the summer program. This year's staff proved to be one of the best.

The Tennis For Kids Program was held at Farquhar and Penn Parks tennis courts. The program ran Monday, Wednesday and Friday, 9 to 11 a.m, June 20th through July 22nd. Participating children received a free tennis racket.

Adventure Camp at Pinchot Park took place August 1st through August 4th. Recreation Staff transported the children in vans. Fifteen campers and five Recreation staff spent the day at Pinchot participating in outdoor adventures. Beth Kemply, Pinchot's biologist, directed campers in activities including zip lining, rope climbing, hiking, fishing, kayaking, swimming, camping, navigation with GPS, and biology and plant identification. One of this week's highlights for participating children and Recreation staff was zip lining and rope climbs at Ski Round Top.

Athletic Programs

Graham Companies Grimes Gym Youth Basketball League – Voni Grimes Gym, February and March. (4) Middle school and (4) High school age teams participated. Graham Companies donated \$3,000.

Coors Light White Rose Softball League – Memorial Park Complex, April 18 through August. (50) Teams participated, (10) Women's and (40) Men's.

Coors Light White Rose Fall Softball League – Memorial Park Complex, September 13 through November

3. (23) Teams participated.

Softball income	\$79,118.00 (includes Memorial Park field rentals)
	+ <u>2,000.00</u> (from sponsor)
	\$81,118.00

Coors Light York Summer Basketball League – Grimes Gym, May 31 through August 9.
Division 1, (14) teams and Division 2, (9) teams

League income	\$6,325.00
	+ <u>500.00</u> (from sponsor)
	\$6,825.00

Coors Light Beach Volleyball League – Memorial Park Sand Courts, June to mid-August.
(74) Teams participated. League was divided into (21) Women’s fours, (9) Men’s fours, (16) Co-Ed sixes, (10) Men’s doubles, (7) Women’s doubles, (11) Co Ed doubles.

League profit	\$3500.00
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Coors Light Co-Ed Volleyball League – Voni Grimes Gym, mid-October 2015 through February 2016. (23) Teams played in two divisions.

League profit	\$1,200
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Skyhoundz K-9 Frisbee competition – Memorial Park June 11 2016
(46) Dog/Human teams participated in the event.

BUILDINGS AND ELECTRICAL MAINTENANCE BUREAU

This Bureau, consisting of eleven (11) full time and two (2) part-time employees under the direction of the Superintendent, is responsible for maintenance, renovations and painting of all City-owned buildings; maintenance, modifications and installation of 103 traffic signals and controllers and maintenance of nine (9) fire alarm circuits; monitoring of 3,100 GPU street lights and maintenance of 600 street lights owned by the City; and in-house telephone and computer line maintenance. Electrical services are also provided to Recreation facilities at the Memorial Complex, and Allen Field.

Major Accomplishments

This year was very busy for traffic work. All (103) traffic control cabinets were cleaned, lubricated and had new filters installed. The Electrical Bureau responded to (152) calls for traffic signal malfunctions with several hundred additional calls about intersections people perceive to not be working properly. The Electrical staff located and marked (1,610) PA One Call reports.

Two new Gamewell auxiliary boxes were added to the system this year. Problems were experienced with Circuits 3, 5, and 8 of the fire alarm system at times during the year and work was completed to restore service to these circuits. Work continued on the fire alarm database.

The Buildings and Electrical Maintenance Bureau was involved in several projects this year. The exterior of Fire Station 1 and the Fire Admin building were painted. The lower level of City Hall was painted. Building Maintenance staff built new security doors for the Comfort Station entrance. New evidence holding bays were created at the Eagle station for processing cars. A 28-bay charging station was built and installed for the PD. (47) Work orders were completed for the WWTP which ranged from wiring pumps and motors to repairing and replacing VFD's.

The Buildings and Electrical Maintenance Bureau assisted the Parking Bureau by repairing the gates at the King Street garage (9) times and repairing (81) lights in the Market Street parking garage. The Buildings and Electrical Maintenance Bureau staff assisted with snow removal on surface lots and parking garages. The Department also set up the podium and sound system for the Mayor's office (34) times this year in different locations.

The bureau was involved and provided electrical services for performances and vendors for downtown special events such as the St. Patrick's Day Parade, Halloween Parade, Street Fair, Bike Night, York Fest, and New Year's Revolution.

WASTEWATER FACILITIES BUREAU

The Wastewater Facilities Bureau of the City of York Department of Public Works is comprised of the following divisions:

- Wastewater Treatment Plant
- Sewer Maintenance Division
- Municipal Industrial Pretreatment Program

WASTEWATER TREATMENT PLANT

The City of York regional wastewater treatment plant serves eight municipalities including:

The City of York	West Manchester Township
Manchester Township	York Township
Spring Garden Township	North York Borough
Springettsbury Township	West York Borough

This treatment plant includes reliable core treatment processes providing pollutant treatment, biological nutrient removal (BNR), sand filtration, ultraviolet disinfection and post aeration of a high-quality treated effluent, prior to release to the Codorus Creek. The plant is permitted with an organic capacity of 18 million-gallons-per-day (mgd) and a hydraulic capacity of 26 mgd. Our treatment plant is in the "large plant" category and serves as a role model for other plants in the state and the EPA region.

The plant also has sustainable features for the extraction of reusable resources from raw sewage, including:

- Anaerobic digestion that produces a Class B biosolids which is applied to Pennsylvania farmland as a fertilizer and soil conditioner, also saving landfill space
- Microturbine co-generators that recover electricity from digester gas and shave peak power loads
- Ostara fertilizer plant that extracts nitrogen and phosphorus to produce a clean, crystalline fertilizer product for resale

The treatment plant staff includes thirteen full-time administrative and laboratory staff positions, twenty-two full-time labor positions and one part-time labor position, in order to provide 24-hour staff coverage 7-days per week.

Major Accomplishments

The WWTP met all permit limits for the year while working short staffed for another year. Vacancies included; General Manager, Operations Manager, and one (1) WWTP Operator.

SEWER MAINTENANCE DIVISION

Sewer Maintenance completed main replacement projects on East Jackson Street between Duke and McKenzie Streets and on South Pine Street between College Avenue and Prospect Street.

The division spent considerable effort on the cleaning of sanitary sewer throughout the year. Other projects included televising sanitary sewer mains, inspection of manholes, and replacement of manhole frames and covers. The chemical root control program for laterals continued in 2016.

The division continued utilizing CSL for Intermunicipal flow monitoring. This firm collects data and prepares reports from the (20) intermunicipal flow meters (1 at the WWTP) and two rain gauges. The information was used for sewer billing and collection system capacity evaluation.

The division continued to handle all requests for PA-One Call utility markings.

Five (5) Flood Pump Stations were inspected and maintained. All stations were operational and ready for a flood emergency.

The division continues to use a database management system to track its activities.

The Sewer Emergency Response Team continued to operate for serious sewer related backups.

The division continued to update the comprehensive sewer maps and lateral detail sheets.

The Superintendent continued to work on the mapping and attribute components of the GIS system for sanitary sewers and storm sewer system. Inventory and inclusion of the storm water outfalls to the Codorus Creek and tributaries continued as part of the City's ongoing MS4 program.

The division assisted the Highway, Parks, and WWTP as needed. The Highway Bureau assisted Sewer Maintenance on several patching and manhole projects.

MUNICIPAL INDUSTRIAL PRETREATMENT PROGRAM

Purpose of the Municipal Industrial Pretreatment Program

Wastewater treatment plants are designed to treat domestic sewage; however, they also receive higher strength wastewater from industrial (non-domestic) facilities and processes. Recognizing that industrial wastewater often has different types and greater concentrations of pollutants compared to household wastewater, the United States Environmental Protection Agency (USEPA) established the National Pretreatment Program. The program's authority comes from Section 307 of the Federal Water Pollution Control Act, which is referred to as the Clean Water Act.

The goals of the pretreatment program are to:

Prevent the introduction of industrial pollutants into wastewater treatment plants that interfere or are incompatible with wastewater treatment plant processes and operations,
Prevent industrial facility pollutants from passing through wastewater treatment plants into receiving waters (i.e., Codorus Creek, streams, lakes).

Prevent the contamination of, and improve the quality of, municipal and industrial wastewater and sludges so they can be properly disposed of or used for beneficial purposes, and protect treatment plants, sanitary sewer systems, their workers and the safety of the public and the environment from the threats posed by industrial wastewater.^{2,3}

Established in 1981, the City of York Municipal Industrial Pretreatment Program (MIPP) is responsible for implementing the national pretreatment program for the City of York Wastewater Treatment Plant sewer service area. The MIPP is tasked with enforcing all federal pretreatment standards and requirements in addition to any local sewer use regulations.

The MIPP accomplishes this through industrial facility inspections and industrial wastewater sampling. Inspections are performed to ensure industries conduct their manufacturing processes and operate their wastewater treatment systems in compliance with pretreatment regulations, and to prevent the discharge of unwanted substances to the sanitary sewer system and wastewater treatment plant. Wastewater sampling and testing allows the MIPP to evaluate industrial compliance with both federal and local wastewater discharge regulations. Some industrial facilities may be required to treat their wastewater before discharge to the sanitary sewer to meet federal and local wastewater regulations; hence, the term “pretreatment.” Wastewater test results are also used to recoup costs incurred by the City of York wastewater treatment plant to process the higher strength industrial waste- costs that would otherwise be borne by ratepayers. Personnel also investigate spills and discharges that may pose an environmental threat. MIPP has two full time staff.

² 40 CFR 401.12(f), 40 CFR 403.2

³ 1996. Pretreatment Facility Inspection. 3rd ed. California State University, Sacramento.

DEPARTMENT OF FIRE/RESCUE SERVICES

C. Kim Bracey, Mayor

David P. Michaels

Chief

I am pleased to present to you the 2016 Annual Report of the Department of Fire/Rescue Services. This report represents the state of our Department and our efforts to provide professional, courteous and cost effective emergency response and services to our residents and visitors.

As with every other department and bureau within the city, we faced a challenging budget year in 2016. Unpredictable vehicle repair costs were higher than anticipated. The department was successful in obtaining several grants, including a grant to replace worn and damaged turn-out boots for all department personnel. The department also received a FEMA AFG Grant. The grant in the amount of \$99,546.00, will be used to pay for officer development training. This will ensure the next generation of competent and well trained officers.

The department maintained 56 career firefighters in 2016. Four new firefighters began their careers with the department and two veteran firefighters retired. A firefighter was promoted to Captain in July.

The volunteer members of the department provided a substantial savings to the taxpayers through their time volunteered and funding contributed. The volunteers of the department gave over 2100 hours of service to the city. In addition, the Volunteer Firemen's Relief Association contributed over \$290,000 for the purchase of gear and equipment.

In 2016, the department responded to 3,106 calls for service. Estimated fire loss for the year was \$1,472,365.00. Throughout the year, department personnel responded to numerous significant events including fires, accidents, and all hazards. The Department continued to train in order to provide appropriate emergency services for our community.

The department once again held true to the mission of protecting lives and property through our fire prevention efforts. The Fire Prevention Bureau conducted inspections, issued permits, and registered and inspected vacant properties. 7,323 people received fire safety education and training from department personnel.

The department continued to provide and install free smoke detectors to residents in conjunction with several community partners. 7,980 smoke detectors have been installed as part of the program. In addition, the Department installed 1,583 batteries in smoke detectors throughout the city. I am proud to report there were no fire fatalities in 2016.

A 2016 year in review video can be viewed on YouTube at <https://www.youtube.com/watch?v=LaleOij1NNI>.

I would like to express my thanks and appreciation to the members of the Department for their continued hard work, dedication and cooperation during the past year. I would also like to thank Administrative Assistant Trish McDowell for her valuable assistance.

Sincerely,

David P. Michaels

David P. Michaels
Chief



INCIDENT TYPE REPORT – 2016

	<u>Count</u>	<u>Estimated Loss</u>
Fire, Other	2	\$ 0
Building Fire	116	\$1,371,805
Cooking Fire, Confined to Container	20	\$ 220
Cooking Fire, Confined to Appliance	28	\$ 3,250
Incinerator Overload or Malfunction, Fire	1	\$ 0
Fuel Burner/Boiler Malfunction, Fire	3	\$ 1,000
Trash or Rubbish Fire, Contained	1	\$ 220
Mobile Property (Vehicle) Fire, Other	2	\$ 500
Passenger Vehicle Fire	34	\$ 70,330
Road Freight or Transport Vehicle Fire	1	\$ 6,300
Off-Road Vehicle or Heavy Equipment Fire	1	\$ 750
Natural Vegetation Fire, Other	2	\$ 0
Forest, Woods or Wildland Fire	6	\$ 0
Brush or Brush-and-Grass Mixture Fire	13	\$ 0
Grass Fire	1	\$ 0
Outside Rubbish Fire, Other	1	\$ 0
Outside Rubbish, Trash, or Waste Fire	36	\$ 20
Construction or Demolition Landfill Fire	1	\$ 0
Dumpster or Other Outside Trash Receptacle	4	\$ 20
Special Outside Fire, Other	3	\$ 50
Outside Storage Fire	1	\$ 1,300
Outside Equipment Fire	2	\$ 500
TOTAL	279	\$1,456,265

Overpressure Rupture/Explosion, Overheat (No Fire)

	<u>Count</u>
Overpressure Rupture from Steam, Other	2
Overpressure Rupture of Boiler from Air or Gas	1
Excessive Heat, Scorch Burns with No Fire	14
TOTAL	17

Rescue and Emergency Medical Service Incidents

	<u>Count</u>
Medical Assist, Assist EMS Crew	26
Emergency Medical Service, Other	1
EMS Call, Excluding Vehicle Accident with Injury	514
Firefighter Injury, Non-Incident Response	1
Motor Vehicle Accident with Injuries	146
Motor Vehicle/Pedestrian Accident	41
Motor Vehicle Accident with No Injuries	75

INCIDENT TYPE REPORT – 2016

Rescue and Emergency Medical Service Incidents (Cont'd.)

	<u>Count</u>
Lock-In	5
Extrication of Victim(s) from Buildings or Structures	3
Extrication of Victim(s) from Vehicle	9
Removal of Victim(s) from Stalled Elevator	12
Victims Self-Extricated from Stalled Elevator	4
High-Angle Rescue	1
Water & Ice-Related Rescue, Other	2
Swift Water Rescue	1
Rescue or EMS Standby	1
TOTAL	842

Hazardous Condition (No Fire)

	<u>Count</u>
Hazardous Condition, Other	1
Combustible/Flammable Gas/Liquid Condition	3
Gasoline or Other Flammable Liquid Spill	26
Gas Leak (Natural Gas or LPG)	88
Oil or Other Combustible Liquid Spill	23
Chemical Hazard (No Spill or Leak)	1
Chemical Spill or Leak	2
Carbon Monoxide Incident	36
Electrical Wiring/Equipment Problem, Other	4
Heat from Short Circuit (Wiring)	6
Overheated Motor	8
Breakdown of Light Ballast	3
Power Line Down	13
Arcing, Shorted Electrical Equipment	48
Accident, Potential Accident, Other	1
Building or Structure Weakened or Collapsed	7
Building or Structure Struck by Vehicle	17

Vehicle Accident, General Cleanup	93
Vehicle Accident, Unstable Vehicle	1
Attempt to Burn	1
TOTAL	382

INCIDENT TYPE REPORT – 2016

<u>Service Call</u>	<u>Count</u>
Service Call, Other	3
Person in Distress, Other	6
Lock-Out	4
Water Problem, Other	5
Water or Steam Leak	39
Water Leak - Broken Sprinkler Line	5
Smoke or Odor Removal	1
Animal Problem	1
Animal Rescue	2
Public Service Assistance, Other	4
Assist Police or Other Governmental Agency	19
Return to Fire Scene for Investigation	3
Police Matter	13
Public Service	29
Fire Watch Detail	12
Assist Invalid	1
Defective Elevator, No Occupants	1
Unauthorized Burning	5
Cover Assignment, Standby, Moveup	6
TOTAL	159

Good Intent Call

	<u>Count</u>
Good Intent Call, Other	12
Dispatched and Cancelled En Route	336
Wrong Location	5
No Incident Found on Arrival at Dispatch	62
Authorized Controlled Burning	7
Prescribed Fire	1
Vicinity Alarm (Incident in Other Location)	5
Steam, Other Gas Mistaken for Smoke, Other	2
Smoke Scare, Odor of Smoke	93
Smoke Scare, Smoke from Cooking (Not Fire)	133
Steam, Vapor, Fog or Dust Thought to be Smoke	11
Smoke from Barbecue, Tar Kettle	3
HazMat Release Investigation with No HazMat	27
TOTAL	697

INCIDENT TYPE REPORT – 2016

False Alarm and False Call

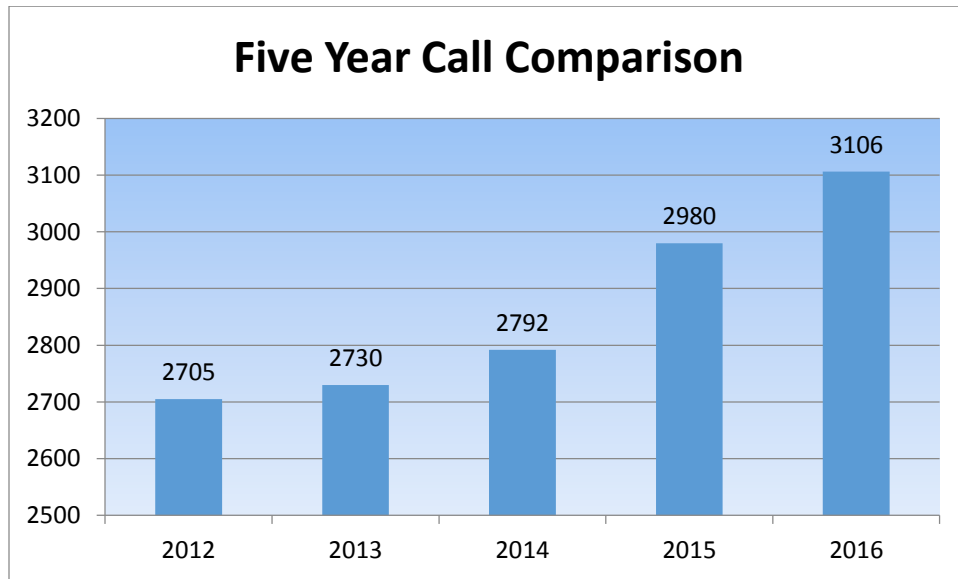
	<u>Count</u>
False Alarm or False Call, Other	2
Malicious, Mischievous False Call, Other	3
Municipal Alarm System, Malicious False	200
Direct Tie to FD, Malicious False Alarm	31
Telephone, Malicious False Alarm	9
Central Station, Malicious False Alarm	4
Local Alarm System, Malicious False Alarm	2
System Malfunction, Other	8
Sprinkler Activation Due to Malfunction	9
Extinguishing System Activation	3
Smoke Detector Activation Due to Malfunction	87
Heat Detector Activation Due to Malfunction	3
Alarm System Sounded Due to Malfunction	71
CO Detector Activation Due to Malfunction	10
Unintentional Transmission of Alarm, Other	15
Sprinkler Activation, No Fire	8
Extinguishing System Activation	3
Smoke Detector Activation, No Fire	114
Detector Activation, No Fire	30
Alarm System Activation, No Fire	110
Carbon Monoxide Detector Activation, No CO	4
TOTAL	726

Special Incident Type

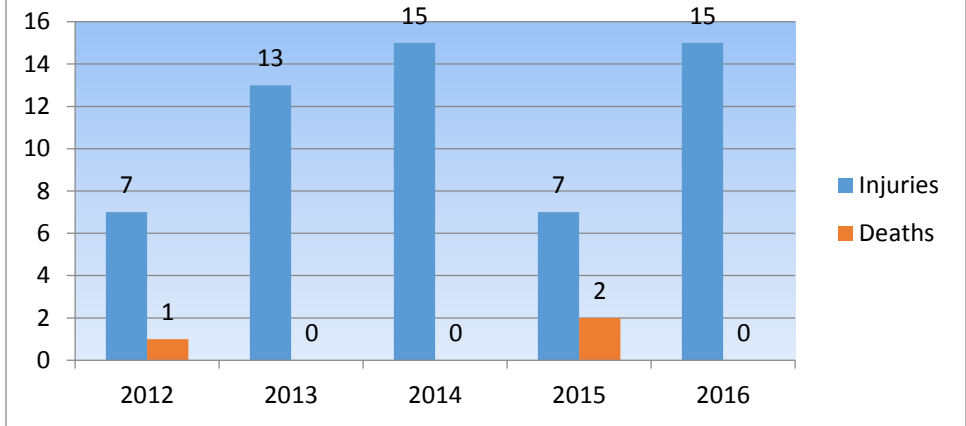
	<u>Count</u>
Special Type of Incident, Other	2
911 Citizen Complaint	2
TOTAL	4

**TOTAL INCIDENT COUNT
(INCLUDES EXPOSURE REPORTS)
TOTAL ESTIMATED FIRE LOSS**

**3,106
\$1,472,365**



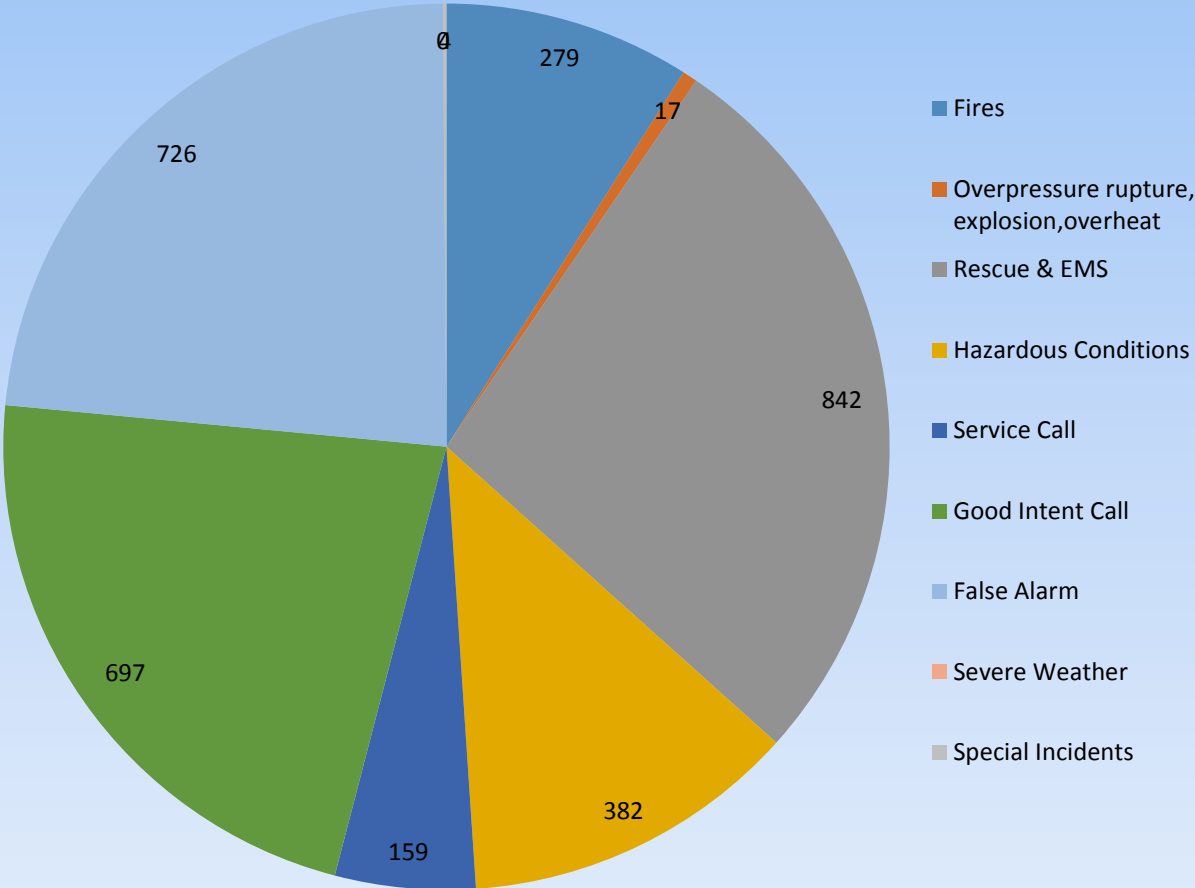
Five Year Civilian Injury and Death Comparison



Five Year Property Loss



Call Type



OPERATIONS

FIRE SUPPRESSION

There are currently 52 personnel assigned to fire suppression. The firefighters/officers are assigned to four operational platoons. The Department operates three engines and one ladder truck. Each platoon is commanded by an Assistant Chief and a Captain.

Suppression personnel:

- Answer calls for emergencies
- Maintain equipment
- Attend trainings
- Perform fire prevention inspections
- Maintain facilities
- Perform pre-fire plan inspections
- Install smoke and carbon monoxide detectors
- Conduct fire safety events

In addition to performing the above duties, personnel continue to save money for the city through their work. Personnel perform vehicle maintenance, maintain ladders and small tools, service power equipment and test and maintain all department breathing apparatus. Personnel also continue to keep up with building maintenance on a limited budget.

Personnel Changes:

The following personnel retired from the department in 2016:

Captain David Bowman	21 Years of Service
Firefighter Michael Anderson	20 Years of Service

The following were promoted in 2016:

Adam Smith was promoted to Captain on July 21st 2016.

The following were hired in 2016:

Michael Zaler	Hired February 29 th 2016
Malachi Cochran	Hired February 29 th 2016
Glenn Jansen Jr.	Hired August 22 nd 2016
Anthony Jones	Hired August 22 nd 2016

INCIDENTS

The department was confronted with several significant incidents throughout the year.

In late January, crews started to prepare for a major snow storm that was forecasted to hit the city. On January 22nd snow started to fall. Snow storm Jonas eventually dumped over 30" of snow on the city. Crews answered 49 calls for service during the height of the storm. Calls for service included building fires, vehicle fires, gas leaks and medical assistance calls.

On March 15th, on duty personnel were dispatched to the area of the 500 block of Susquehanna Avenue for a reported structure fire. York County 911 advised they were receiving numerous calls of a fire. Crews arrived to find a well advanced fire that involved two homes. The fire was caused by an electrical malfunction and significantly damaged two homes.

On the afternoon of March 24th, crews were dispatched to the 700 block of S. Court Street for a reported structure fire. Crews arrived to find a working fire in a row of vacant homes. Crews were able to quickly contain the fire. Several juveniles were arrested for setting the fire.

In the early morning hours of April 6th, York County 911 dispatched personnel to the 800 block of W. Princess Street for a reported garage fire. Crews arrived to find a two story garage fully involved with extension to an exposure garage across the alley. There were no injuries in the fire that was intentionally set.

On May 29th, crews were dispatched to a fire in the area of Jackson Street and Pershing Avenue. While responding, firefighters could see a large column of smoke from a distance. Crews arrived to find multiple garages in Rose Alley on fire. The fire was intentionally set and caused extensive damage.

On June 10th, personnel working at Station 99-1 heard the sounds of a vehicle accident in the area of King and George Streets. As they were responding, a dispatch was made to the 100 block of S. George Street for multiple pedestrians struck. Crews arrived to find a mass casualty incident. A vehicle had jumped the sidewalk and travelled south striking four people. Crews immediately began patient triage and care. A total of five people were transported to local hospitals including the driver who had suffered a medical emergency which caused the accident.

On July 1st, crews were sent to the 500 block of Company Street for a reported structure fire. Crews could see smoke from blocks away and arrived to find heavy fire from the rear of the home with flames impinging on the neighboring home. The fire resulted in \$50,000 property damage and was caused by an electrical malfunction.

On August 5th Crews were dispatched to 247 S. George Street (George Street Commons) for a structure fire. Crews arrived to find there had been a kitchen fire. A properly operating sprinkler system activated as designed and extinguished the fire on the stove. There were no injuries, damage was limited and no one was displaced.

On August 10th, shortly after the department's annual award ceremony, a dispatch was made to the 700 block of Roosevelt Avenue for a pedestrian struck. Engine 99-9 arrived quickly and upgraded the call to entrapment. A female who was unloading groceries from her car was struck by a vehicle crushing her between the two vehicles and trapping her under the cars. The patient suffered serious injuries and crews used rescue tools to free the trapped patient. Care was provided and the patient was transported to York Hospital.

On October 23rd, crews were dispatched to 625 McKenzie Street for a reported structure fire. Engine 99-1 arrived to find heavy smoke coming from several row homes and declared a working fire. The fire went to a 2nd alarm before being brought under control. The fire was accidental caused by a portable heating unit.

On October 24th, York County 911 began receiving numerous calls of a structure fire in the area of West Street and Salem Avenue. Crews arrived to find the rear balconies of 600 & 602 Salem Avenue on fire. Crews quickly extinguished the fire and limited damage. A civilian, Zaavan Butts, is credited with alerting the occupants and getting them safely from the homes.

On October 27th, Crews were sent to the 500 block of Susquehanna Avenue for a reported structure fire. Crews arrived to find two vacant homes, previously damaged by fire, fully involved. The fire of suspicious origin completely destroyed the homes.

On October 29th, crews responded to three fires within 45 minutes. Crews were clearing a fire on S. Duke Street when they were dispatched to 410 S. George Street for a structure fire. Crews arrived to find a working fire and received reports of people trapped. Crews searched the building and located and removed an occupant from the third floor.

While crews were still operating at S. George Street, another fire was dispatched in the 100 block of E, Maple Street. Crews arrived to find a working fire. The fire eventually went to three alarms and damaged seven homes.

TRAINING

Throughout the year, Department members were trained in various job skills including:

- CPR
- Hazardous materials operations
- EMS
- Officer development
- Ropes and rigging
- Vehicle extrication
- Engine company operations
- Fire prevention
- Forcible entry
- Truck company operations
- Fire behavior
- Fire instructor
- Ventilation
- College level courses

In 2016, all department personnel were trained on how to administer Naloxone per the Pennsylvania Department of Health protocols. Naloxone is used to counter act the effects of an opioid overdose.

SMOKE DETECTORS

In 2016, the Department continued with the smoke detector program. On request, the Department will send personnel to install the proper number of smoke detectors in their proper locations. All smoke detectors used by the Department are obtained through donations. In 2016, the Department installed 432 detectors and 22 batteries.

In addition, the department teamed with the IBEW Local 229, as part of a commitment to reduce fire fatalities. On April 23rd, volunteers spent the day installing smoke detectors in the city's Fireside neighborhood. Over 200 smoke detectors were installed.

Since the beginning of the smoke detector program, department personnel have installed 7,980 smoke detectors and 1,583 batteries.

AIR PACKS

Thanks to the generosity of WellSpan Health and the York Volunteer Firemen's Relief Association, the Department placed new air packs in service during the year. The new air packs, the MSA G1, will offer safety to our firefighters working in hazardous and toxic environments. The air packs cost a total of \$356,288.00 and will serve the Department for years to come.

STATION 1 BELL TOWER

Thanks to retired firefighter Ken Sheffer, a project to repair the bell tower at Station 1 was completed in 2016.

Firefighter Sheffer took the lead on a project to replace the siding and windows on the bell tower. Ken was able to secure funding and donations for the much needed repairs as well as donating his time and talents.

Thanks to donations of time and materials from Lowes, Quigley Motor Company, Olde York Homes, C.S. Davidson, Alpine Sign and Lighting and the Laurel Fire Company, repairs were made at no cost to the City.

Thanks also to Assistant Chief David Ferguson, Retired Firefighter George Sheffer and all others who worked with Ken on the project.

COMMERCIAL

The department was featured in a commercial for Wahl Clippers in 2016. Wahl was drawn to York based on our history, resilience and industrial working class values. A film crew spent a week with department personnel to capture the work of our firefighters. The commercial aired nationally during the year. Wahl made a donation of \$5,000 on behalf of the department to the York County Fire School and the American Red Cross. The commercial clips can be viewed at <http://grooming.wahl.com/community/real-guys>.

DEDICATION OF TRUCK A

The department's former 1964 American LaFrance tractor drawn aerial truck was recently purchased by retired Baltimore County Deputy Fire Chief Gary Warren. During the annual Old Fire Farts of York County Muster in October, the truck was dedicated to the memory of Firefighter Donald Harrison.

Firefighter Harrison was killed in the line of duty on February 25th 1971. Firefighter Harrison was riding in the truck returning from a training exercise when a tree fell on the truck killing him.

The department was honored to have the family of Firefighter Harrison attend the dedication of the truck.

FIRE PREVENTION

The Fire Prevention Bureau is comprised of a Captain and an Assistant Chief. The Fire Prevention Bureau enforces the International Fire Code and the Property Maintenance Code. The bureau strives to make the city a safer place through the enforcement of applicable codes.

Members of the Bureau:

- Conduct certificate of occupancy inspections
- Receive and investigate complaints
- Conduct certificate of compliance inspections
- Issue operational permits
- Review plans
- Conduct fire drills
- Provide public education
- Register and inspect vacant properties
- Maintain certifications
- Serve on the Civil Enforcement Unit
- Conduct clean sweeps

In 2016, the Fire Prevention Bureau collected \$171,399.79 in fees. Fire prevention education and training provided by staff reached 7,323 people.

The work of the Fire Prevention Bureau is often unable to be measured. Without a doubt, the inspection of properties and enforcement of codes reduces the number of fires, property loss and potential loss of life and serious injury. The work of the Fire Prevention Bureau is not only to save lives but also to improve the quality of life throughout the city. This work is accomplished by investigating complaints, issuing violations and writing citations when necessary.

The work of the Fire Prevention Bureau was evident at a call on August 18th. In the early morning hours, crews were dispatched to Three M Tools in the 1000 block of Elm Street for a water flow alarm. As crews were responding, they received reports of a fire in the building. Crews arrived and used the key in the Knox Box to make entry (quick entry with no damage to doors). Once inside, crews found a smoke condition. Further investigation revealed there was a fire that was contained by the sprinkler system. One sprinkler head activated and contained the fire which had started in a trash receptacle. As a result of the work of the fire prevention bureau, all fire protection systems operated as designed and a city business that employees 25 people, was able to open in the morning without interruption.

The Fire Prevention Bureau continues to enforce the International Fire Code and inspect buildings throughout the City. The Bureau also administers the Vacant Property Registration Program and the Gamewell box auxiliaries.

2016 FIRE PREVENTION STATISTICS

The Department of Fire/Rescue Services performed the following fire prevention activities during the year 2016.

Inspections

Certificate of Occupancy Inspections	78
Certificate of Occupancy Re-Inspections	51
Certificate of Compliance Inspections	54
Certificate of Compliance Re-Inspections	31
TOTAL INSPECTIONS CONDUCTED THIS YEAR	214

Operational Permits

Operational Permit Letters	0
Operational Permit Reviews	18
Operational Permit Inspections	237
Operational Permit Re-Inspections	135
Operational Permits Issued	373
Operational Permit Site Inspections	140

Vacant Properties

Vacant Property Site Inspections	1,603
Vacant Property Letters	25
Vacant Property Registrations	182

Testing

Alarm Tests	236
Gamewell Box Tests	253
Fire Suppression Tests	4
Knox Box/Caps	303

Administration

Office Hours	1,507
Meetings	122
Training Programs	63
Training Hours	79
Incident Responses	69
Other	20

Fees Collected

Gamewell Box Fees	\$ 83,520.00
False Alarm Fees	7,450.00
Training Fees	600.00
Vacant Property Registration Fees	32,365.00
Operational Permit Fees	43,295.69
Restitution	319.10
Miscellaneous Fees	3,850.00
TOTAL FEES COLLECTED THIS YEAR	\$171,399.79

Citation/Hearings

Citations Issued This Year	136
Hearings Attended This Year	24

Violation Notices

Violation Notices Issued This Year	161
Violation Notice Re-checks Conducted This Year	648
Violations Corrected	313

Non-Inspectional Property Visits

Ownership Verifications	1,280
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Plan Reviews

Plan Reviews	147
Pre-Incident Surveys	0
Fire Investigations	2

Complaints

Complaint Inspections	23
Complaint Orders Issued	28
Complaint Re-Inspections	4
Complaints Corrected	1

Other

Properties Deemed	10
Properties Posted	6
Cellar to Attic Inspections	2
Cellar to Attic Re-Inspections	0

Public Education/Training

	Attendance	No. of Events
Apparatus Displays		42
Fire Station Tours	255	20
Hands-On Training Programs	6,114	70
Fire Safety House	0	0
Fire Drills	379	47
Miscellaneous Events	575	260
TOTAL ATTENDANCE/EVENTS	7,323	439

AWARDS AND RECOGNITIONS

Firefighter of the Year – 2015

Firefighter Matthew B. Hoblitzell was named the Firefighter of the Year for 2015. Firefighter Hoblitzell was confronted with a person hanging from a 2nd floor window as he arrived on location of a structure fire on McKenzie St. in 2015. He did not hesitate and reacted immediately by deploying a ground ladder to the window and bringing the civilian safely to the ground.

Firefighter Hoblitzell sets high standards and continues to train to better himself and the department. He is trained in high angle and confined space rescue and is a certified instructor.

Firefighter Hoblitzell serves as a union steward and volunteers his time with several charity events including the Easter Food drive and Muscular Dystrophy Association.

Volunteer Firefighter of the Year - 2015

Arthur H. Harman was named the Volunteer Firefighter of the Year for 2015. Arthur began his service to the City of York as a member of the Explorer Post. He joined the Eagle and Vigilant Fire Companies in 2011.

Arthur is an active interior qualified firefighter who routinely attends trainings to maintain his certifications. He is active in the Foreman's President's and Fire Chief's Association and the York City Volunteer Relief Association. He also serves as a volunteer with the York County Hazardous Materials Response Team.

MLK Image Award

In January of 2016, Captain William L. Collins received a MLK Image award from the Black Minister Association (BMA). The award was presented at the annual luncheon held at Logos Academy. The award honors community leaders for their work towards promoting community improvement, relations, faith, education and community service.

VFW Outstanding Firefighter Award

In March of 2016, Captain William L. Collins received the Veterans of Foreign Wars (VFW) Outstanding Firefighter Award. The award is presented to a firefighter who shows dedication and loyalty to the safety of citizens in the community.

Ray Crenshaw Neighborhood Award

In November, the Department received an inaugural Ray Crenshaw Neighborhood Award in the Best Services Professional category. The award is in honor of the legacy of service and dedication that Mr. Ray Crenshaw has given to the City of York.

Red Cross Heroes Award

In November, Deputy Chief Chad Deardorff and Firefighter Erik Swanson received an American Red Cross Heroes Award for the rescue of two dogs from a fire on West

VOLUNTEERS

There are nine volunteer fire companies associated with the York City Fire Department: Eagle, Goodwill, Laurel, Lincoln, Rescue, Rex, Union, Vigilant, and Royal.

The volunteer companies are combined into one firefighting unit. This allows each company to maintain their identity and unites all volunteer members under the same structure. This structure helps in the recruiting and retention of volunteer firefighters.

The volunteer firefighters operate two service trucks. The service trucks provide support during fires and other emergencies. The service trucks are capable of providing breathing air for air packs, lighting, rescue equipment and can serve as a rehab unit or command post.

Fire Police continue to provide a valuable service to the city. They provide traffic and scene control at the scene of emergencies. Fire police also provide traffic control at special events throughout the city.

The York City Fireman's Relief Association continues to provide benefits to the city. The Relief Association has purchased equipment that continues to save taxpayer's money. In 2016, the association purchased over \$290,000 worth of equipment which includes self-contained breathing apparatus (SCBA) and turn-out gear for volunteer firefighters.

2015 VOLUNTEER FIREFIGHTER HOURS

Trainings, Meetings, Station Manning and Incident Response

	Hours	Name		Hours	Name
1.	364:19	Grove, Marlin	16.	35:10	Bowman, Robert
2.	248:16	Warren, Charlie	17.	33:42	Shilke, Fred
3.	224:28	Sheasley, David	18.	33:10	Jenkins, Sharon
4.	191:39	Shaffer, Albert	19.	32:16	Harmon, Arthur D.
5.	132:21	McDonald, David	20.	32:15	Welty, James
6.	127:22	Krone, George	21.	32:11	Shilke, Bonnie
7.	98:45	Harman, Arthur H.	22.	29:25	Kottmyer, Jr., Frederick
8.	92:09	Ferguson, James	23.	26:15	Reinhold, Harold
9.	73:19	Bowman, David	24.	23:39	Witmer, Brian
10.	53:19	Myers, Jr., Gordon	25.	17:25	Culp, William
11.	50:15	Bleacher, Sharon	26.	16:33	Kane, John
12.	48:10	Bowman, Osborne	27.	16:04	Riley, Christopher
13.	45:37	Welty, Lisa	28.	12:00	Stahle, Richard
14.	42:09	Kottmyer, III, Fred	29.	4:04	Myers, Geoffrey
15.	36:20	Lightner, Dean	30.	1:00	Ferguson, Kathy

Total Volunteer Hours: 2,173.37

**VOLUNTEER SERVICE UNITS
2016 ANNUAL REPORT**

During 2016, Service 99-1 and Service 99-2 responded to the following calls:

	<u>Calls</u>	<u>Hours</u>	<u>Miles</u>
Service 99-1	50	30.0	603
Service 99-2	3	35.0	39

A special thank you to the crew of Service 99 for the past years' service.

We also like to thank the City of York for the repairs and maintenance on the service trucks. We would like to thank the career and volunteer firefighters for all of their continued help throughout the year.

Respectfully submitted,

Albert H. Shaffer

ALBERT H. SHAFFER
Captain
Service Unit Coordinator

CITY OF YORK VOLUNTEER FIRE POLICE

2016 ANNUAL REPORT

The City of York had nine (9) fire police members and three (3) inactive members for the year 2016.

In the year 2016, the fire police responded to 341 calls with a total of 570 hours of duty. Fire police officers supported the department by providing traffic and crowd control at emergency scenes. Fire police also provided traffic control at special events throughout the year.

The following fire police were elected as officers to serve during 2016:

President	Aaron Morthland
Vice-President	Clarence March
Recording Secretary	Bonnie Shilke
Treasurer	Raymond Sneddon
Trustee	John Housseal
Trustee	Richard Hauck
Trustee	Fred Shilke

The line officers appointed by the Mayor of the City to serve during 2016 were:

Chief	Clarence March
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A special thank you goes to our advisor, Sgt. Robert Goshen, and to all Chiefs and Captains of the York City Fire Department for all your help and advice given to us throughout the year.

Respectfully submitted,

Clarence "Bud" March

CLARENCE "BUD" MARCH

Chief

Chief Historian's Report

On June 5, 2015, Chief David Michaels created the position of Chief Historian. The position is a voluntary position tasked with preserving the history of the Department of Fire/Rescue Services and providing information and resources as needed. The following highlights the activities of the Chief Historian during 2016.

In February of 2016, I provided information to Rebecca Strine of Temperance, MI, on her ancestor, Horace Frank Strine, a volunteer firefighter for the Vigilant Fire Company who was one of three volunteer firemen from the Vigilant killed in the York Carriage Works fire in 1904.

On May 4, 2016, I escorted author Jim Lingg through the City fire facilities. Mr. Lingg wrote an article on York's fire stations for Vintage Fire Truck & Equipment magazine which appeared in their September-October 2016 issue.

On May 9, 2016, I made a presentation on the history of the York Fire Department for the Osher Life Learning Institute, Penn State York.

On June 11, 2016, I made a presentation on the history of the York Fire Department for the York County Heritage Trust, Second Saturday program.

On October 1, 2016, I attended the Old Fire Farts muster at Cousler Park in Manchester Township, where the Department's former 1964 American LaFrance tractor-drawn aerial ladder truck was dedicated to fallen firefighter Donald Harrison. Harrison was killed while riding in the apparatus in 1971. Prior to the ceremony, I provided historical information on the vehicle to Gary Warren, a retired fire chief from Baltimore County, Maryland, who owns the ladder truck.

Throughout the year, I provided information to Randy Keeney of Glen Allen, Virginia, who is researching the history of fire apparatus in Jacobus, PA. The Goodwill Fire Company of Jacobus purchased a piece of fire apparatus from the Union Fire Company of York circa 1930.

I provided information on all fire and EMS line-of-duty deaths in York County to a researcher who is compiling a database of line-of-duty deaths throughout the country.

Throughout the year I provided information to David Maletz of York County History Center for use at York County Fire Museum.

I provided information to author Randy Watts who is working on a history book for the Mechanicsburg Fire Department.

I developed a historical reference for firefighters working at the Rex-Laurel Fire Station to use when escorting visitors through the historic building.

In the fall, I met with Assistant Chief Gregory Altland and his wife, Lisa, and provided scans of historic fire department photographs to be used for table decorations for the IAFF Local banquet on November 5th.

Respectfully submitted,

Gregory C. Halpin

GREGORY C. HALPIN

Deputy Chief (Retired)

Chief Historian

**YORK VOLUNTEER FIREMEN'S RELIEF ASSOCIATION
2016 ANNUAL TREASURER REPORT**

**2016 ANNUAL REPORT OF EQUIPMENT PURCHASES
AND OTHER FIREMEN'S RELATED EXPENSES**

2016	Expenses		
	Insurance:		
	Length of Service (LOSP)	\$ 5,001.17	
	Health and Accident (pre-paid)	0.00	
	Bond (2 years)	410.00	
	Total Insurance		\$ 5,411.17
	Volunteer Firefighters' Supplies		488.68
	State Meetings		1,133.40
	Maintenance: Service 99-1 and 99-2		46.75
	Volunteer Firefighters' Equipment Maintenance		0.00
	Volunteer Equipment: Air Packs and Cylinders		352,858.00
	Less York City		(66,000.00)
	Cylinder Sale		(5,850.00)
	Balance		\$281,008.00
	Face Piece		275.00
	Volunteer Training		4,273.51
		2016 TOTAL	\$292,636.51
2015			\$117,804.68
2014			\$ 43,956.06
2013			\$ 89,136.34
2012			\$ 25,648.43
2011			\$ 31,040.34
2010			\$ 37,998.31
2009			\$ 58,592.01
2008	SCBAs		\$498,686.98
2007			\$ 64,044.51
2006			\$ 53,980.19
2005			\$ 51,291.13
2004			\$ 60,608.90
2003			\$103,338.43
2002			\$160,304.98
2001			\$ 94,873.42
2000	(Two engines)		\$385,685.99
1999	(Includes 3-year insurance and trucks-45/ladder)		\$669,822.34
1998			\$113,923.41
1997			\$ 44,247.54
1996	(Includes 3-year insurance)		\$237,835.43
1995			\$ 53,871.98

1994		\$ 60,693.93
1993	(Includes 3-year insurance)	\$ 61,983.35
1992		\$ 24,191.05
1991		\$ 24,881.63
1990	(Includes 3-year insurance)	\$ 57,053.94
1989		\$ 38,495.84
1988		\$ 43,990.79
1987	(Includes 3-year insurance)	\$ 37,431.95
1986	(Includes Service 45)	\$128,552.57
1985		\$ 83,651.50
1984	(Includes 3-year insurance)	\$ 41,239.78
1983		\$ 9,659.30
1982		\$ 13,647.36
1981	(Includes 3-year insurance)	\$ 29,002.10
1980		\$ 30,415.33

**YORK VOLUNTEER FIREMEN'S ASSOCIATION
SUMMARY OF DEATH CLAIMS PAID IN 2016**

Year	Number	Value	
2016	12	\$144,168.60	
2015	19	\$228,523.94	
2014	6	\$ 72,106.40	
2013	13	\$156,097.01	
2012	16	\$192,249.85	
2011	18	\$216,487.30	
2010	11	\$157,096.10	
2009	15	\$180,230.70	
2008	14	\$168,227.45	
2007	12	\$144,104.90	
2006	10	\$120,093.60	
2005	11	\$132,084.26	
2004	14	\$168,188.00	
2003	17	\$204,157.96	
2002	12	\$144,182.15	
2001	(Based on \$12,000.00)	11	\$132,087.50
2000		19	\$152,332.51
1999	(Based on \$8,000.00)	12	\$ 94,466.50
1998		20	\$100,202.30
1997		25	\$125,344.30
1996	(Based on \$5,000—7/1/1996)	22	\$ 94,178.85

1995		22	\$ 88,214.85
1994		16	\$ 64,153.15
1993		21	\$ 84,486.30
1992		22	\$ 88,163.10
1991	(Based on \$4,000)	15	\$ 59,659.70
1990		26	\$ 91,282.95
1989	(Based on \$3,500)	17	\$ 59,615.70
1988		32	\$ 96,267.40
1987		18	\$ 54,129.86
1986		32	\$ 96,177.95
1985		25	\$ 75,241.30
1984		21	\$ 63,123.20
1983		21	\$ 63,138.05
1982	(Based on \$3,000)	30	\$ 90,206.45
1981		28*	\$ 77,134.80
1980	(Some under \$3,000)	26*	\$ 65,129.70

*Some claims for less than \$3,000

Submitted by,

Robert N. Bowman

ROBERT N. BOWMAN

Recording Secretary/Treasurer

**YORK VOLUNTEER FIREMEN'S RELIEF ASSOCIATION
2016 OFFICERS**

President

David C. Sheasley

Assistant Treasurer

Dean A. Lightner

First Vice-President

Marlin H. Grove

Recording Secretary

David L. Bowman

Second Vice-President

James Welty

Assistant Recording Secretary

Sharon A. Bleacher

Treasurer

Robert N. Bowman

Financial Secretary

Albert H. Shaffer, Sr.

Trustees

Frederick A. Kottmyer Jr.

Lisa Welty

Osborne W. Bowman

Assistant Financial Secretary

Frederick A. Kottmyer, III

Insurance Representative

Sharon Bleacher

Quartermaster

Harold J. Reinhold

Volunteer Coordinator

Marlin H. Grove

Investigating Committee

Osborne W. Bowman

Gordon F. Myers

William Culp

Assistant Coordinators

Dean Lightner

Frederick Kottmyer III

EMERGENCY PLANNING 2016

The primary focus of this office is to develop and maintain resources, documents, maps and plans for the protection and safety of our community and its first responders.

The year 2016 emerged with a blizzard and snow accumulations not seen in 20 years. In a little over 24 hours the City received snow fall accumulations in excess of 30 inches. The herculean recovery taxed public works and other first responders. Cost recovery efforts from FEMA finally concluded in November with our final submission of paperwork and documentation.

In 2016 the Pennsylvania Department of Health directed local certified Health Bureaus (York was one of 6 to receive the certification in 2009.) to undertake the re-certification process for Project Public Health Readiness (PPHR). This action necessitated a complete review of our existing procedures and the development of new policies to satisfy recovery planning and new emerging threats such as Ebola and Zika.

OFFICE HIGHLIGHTS

1. Major Events

Emergency Preparedness - Winter storm Jonas deposited over 30 inches of snow in York City. The storm reached a severity which resulted in an emergency declaration by the Governor of Pennsylvania and a Presidential Disaster Declaration. This office worked with Public Works, First Responders, County EMA and PEMA resources to respond to this threat. Staff was involved in all response actions from public alerts, clearing of snow emergency routes through to the compilation of paperwork and documents for cost recovery from FEMA.

Public Health Activities - In 2016 there were several staff changes with PA Department of Health and within the City Health Bureau. Changes at the state level resulted in a realignment to their performance and annual reporting requirements for PPHR and other emergency preparedness programs.

- Annually the Bureau plans and executes various emergency preparedness exercises. This year a full scale shingles immunization exercise was conducted by the Bureau. This exercise provided free shingles immunization to city workers and county residents. An After-Action-Report was compiled and submitted to the State Bureau of Health.

- During 2016 the Ebola concern lost some urgency. This was largely due to the World Health Agency gaining some control over the disease overseas and limiting the spread of the infection. However, a new threat emerged – ZIKA. While this disease is not new, the explosive spread of the disease and associated impacts to those infected has brought it to the forefront in prevention and mitigation actions by public health agencies. There have been efforts to develop public information and awareness, distribution of prevention kits and monitoring/reporting actions for those who may have become infected.
- Five years ago the Bureau was one of six Pennsylvania Health Bureaus/Offices to receive certification under the Project Public Health Readiness (PPHR) program coordinated by NACCHO. In 2016 the Bureau undertook activities and actions to renew its certification. To accomplish this a complete gap assessment was performed on the Bureau emergency plans, SOGs, Reference Procedures, Just-In-Time training materials and all exercise components. Changes of focus and additional response and mitigation requirements have evolved since the original certification. Several new documents needed to be developed and crafted to meet revised PPHR requirements but, most importantly address local needs and staff abilities.

Emergency Response - This office responded along with the Department of Fire/Rescue Services to eight structure fires, hazardous material and other emergency calls. One major incident was a traffic incident that involved multiple trauma victims.

2. Community Education and Training

Community Emergency Response Team (CERT) – CERT is a training program offered to citizens to provide them with basic skill sets in disaster survival, rescue and emergency preparedness. Several class were held for the community. Staff assisted in the program presentations to nursing students at the York County School of Technology and two courses of class work were held for Health Bureau staff.

Organizations and schools – Emergency preparedness presentations were provided to schools, colleges and organizations. This included reviews and assessments of their present emergency plans and protocols. Some of these were; Strand/Capitol Performing Arts Center, Calvary Chapel Church, St. Paul’s Church, Kelly Manor, ConForCare Home Care and a presentation to the county nursing home and health care organization. Staff assisted with the development/participation of active shooter protocols for Santander Stadium, York Hospital, Kelly Manor Nursing Home, Sprenkle Village, and the SCTF victim recovery exercise/training at Penn State York Campus.

Emergency Preparedness Public Event - In collaboration with multiple community partners a public emergency preparedness “fair” was planned for a “First Friday” in Continental Square. Planning partners were; York City EMA, Bureau of Health, Red Cross, White Rose Ambulance, Wellspan Health, York Fire/Rescue, York Police Community Relations and CERT Teams. The event was held in September with approximately 200-250 members of the public stopping to talk to responders and pick up preparedness information.

3. Emergency Planning and Exercises

Special resource plans - These were developed for any special event in York City with an attendance of 10,000 or greater or a unique event, as required by Pennsylvania Emergency Management Authority. Resource guides and plans were developed for twelve events in 2016. In addition to City events such as the Street Fair and York Fest plans were developed for July 4th Fireworks, and the York Fair. At the York County Emergency Management Coordinators quarterly training staff did a presentation on our process and how the city approaches special event planning.

Plans and resource guides were developed for several special incidents in the City. Events such as the "Super Load", the movement of an oversized load from off-load on N Hartley to final re-load at Lincoln Yard required the coordination of City, Municipal, utility company and private contractor participants. There were multiple incidents where several special events were occurring at the same time in the city. These necessitated the coordination with several organizations and development of resource guides for First Responders and community partners.

TMI Emergency Exercise – In April this office and Health Bureau participated as part of the York County EOC staff during the annual nuclear power plant drills monitored by Federal authorities. Staff functioned as Liaison Officer under the incident command system.

Plan Development – This office participated in both the YAMMRS and the South Central Task Force's (SCTF) emergency exercises and assisted with the development of Wellspan's full-scale emergency evacuation and relocation exercise in December.

4. Resource Development

Activities -Through the Health Bureau we were able to acquire a large format document scanner. This tool coupled with other funds allowed the office to begin the whole scale conversion and scanning of engineering files into the digital environment. By the end of 2016 there are 3,854 engineering drawings, surveys and maps scanned into digital format. Additionally the building file contains digital plans for 445 projects with 3,784 drawing files. This conversion will allow for wider access by First Responders and other city partner groups.

Regular updates and revisions are done to major mapping coverages. There were several updates to reflect building demolitions and new construction. The available GIS data and mapping capabilities have been expanded and enhanced through a close working relationship with County Planning GIS operations, County E911 GIS operations and the SCTF GIS work group.

PEMA is providing access to software to allow municipalities the ability to rework their emergency operations plans into a current digital format. These documents are on a secure site supported by PEMA. This will bring all PA community plans into compliance in a consistent format. We would be able to access and control these documents through the WEB EOC interface.

5. Training and Education

During 2016, staff attended several training and informational events.

- I. Emergency response update and training with South Central Task Force (SCTF) at Harrisburg Area Community College.
- II. Regular attendance at County Office of Emergency Management quarterly trainings.
- III. Training on disaster preparedness and response as it relates to health care organizations.
- IV. An updated Donning & Doffing procedure was developed for the Health Bureau. A full-scale exercise was held to review the training and exercise staff.

6. Additional Activities

The office reviews and tracks Hazardous Material Facilities, answers "Right to Know" requests and responds to information requests on historical, environmental and engineering issues. Seventeen of these requests were processed along with 48 requests for engineering information.

City Departments and local boards requested support during 2016. Requests were received from Redevelopment Authority, Economic & Community Development, Public Works, Police, Business Administration, Mayor's Office and City Council. All requests by these departments and several associated boards and bureaus were provided services by Emergency Planning as expeditiously as possible. A final total of 73 requests were made for mapping assistance.

- V. Civil Enforcement Units were supported with mapping and aerial photography during clean sweeps and other special operations.
- VI. The Police were provided with mapping and data to support Neighborhood Enforcement Units.
- VII. Multiple maps, document exhibits and aerials were provided to Economic & Community Development, and Redevelopment Authority to support development projects and client presentations. A total of 45 projects were supported with mapping and exhibits.
- VIII. This office assisted York City Police in various cases, investigations and intelligence briefs in 2016.
- IX. Army Corps of Engineers requested various population, structural and economic information tailored for the 5 flood levee protection zones in the city.

Staff represents the City on several boards and committees. During 2016 we attended meetings by: Traffic Safety Committee, York County Emergency Coordinators, and York-Adams Metropolitan Medical Response System (YAMMRS).

POLICE DEPARTMENT

C. Kim Bracey, Mayor

Wesley A. Kahley

Chief

I am once again privileged to have served with the men and women of the York City Police Department. 2016 was a challenging year manpower wise in our agency due to retirements and long-term injuries. The men and women of this agency rose to the occasion and tirelessly provided their usual professional service to the citizens of York. From January of 2016 through October of 2016 we were required to return the members of the Neighborhood Policing Units to the Patrol Division in order to provide basic services. This was reluctantly done but was necessary. In October of 2016 we were able to stabilize our manpower issues to the point which we felt comfortable in bringing back a large portion of these community policing units. Their return was met by excitement from community members and has once again proven to have a very large effect on crime in our most troubling neighborhoods.

This year saw an increase in violence within our City and can be directly related to the Neighborhood Policing Units not being present. While we saw a 5% increase in Part I crimes that number stayed below 2000 at 1840 crimes. This number is still very much below what it was in the mid-1990s and we have continued to keep Part I crimes below 2000 for the last four years.

During this calendar year the agency worked on two main initiatives. The first being the completion of the body camera program. The multi-year project came to a conclusion in 2016 with department wide implementation. To date the program has proven important in solving crime, citizen complaints and reducing the number of use of force incidents.

The second major program that saw implementation this year was our Group Violence Intervention Initiative through cooperation with John Jay College. The training and partnership building within the community that took place in 2016 will hopefully lead to a greater reduction in violent crime within our City and a better relationship with the Citizens we serve.

Thank you again for the opportunity to continue to serve the City of York, its community members and the members of the York City Police Department.

Wesley A. Kahley
Chief of Police
City of York

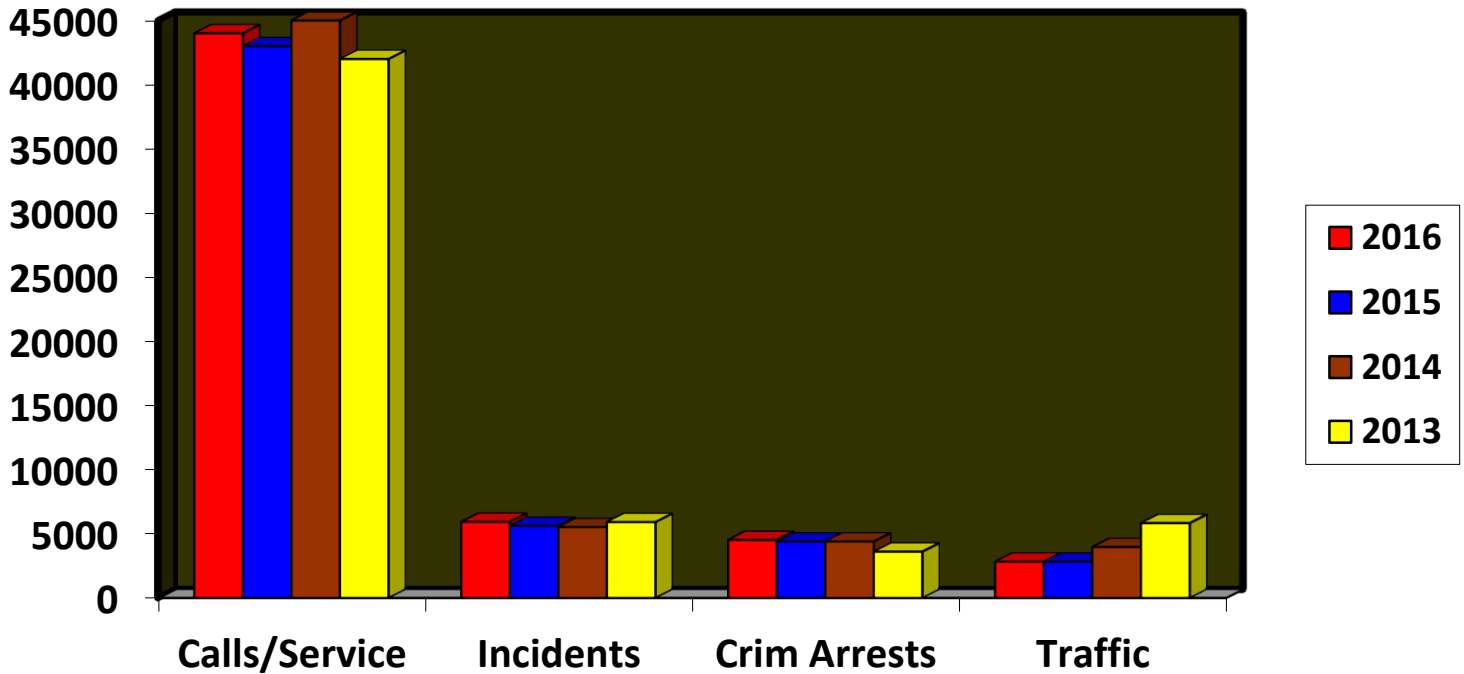
FIELD OPERATIONS DIVISION

The Operations Division is responsible for providing essential police service and criminal investigations for the City of York on a 24-hour a day, 7 day a week basis. Approximately 90% of all full time personnel within the Department are assigned to the Operations Division, which includes the Uniformed Patrol Division, and the Neighborhood Enforcement Division. During 2015 members of the Operations Division responded to nearly 44,000 calls for service, investigated 5,953 criminal incidents and made 4,538 arrests for criminal activity, less than a one percent increase from 2014. The Operations Division also issued 2,837 Traffic Citations,

The Uniform Patrol Division meets its primary goals of crime prevention, apprehension of offenders, and order maintenance through the use of random conspicuous patrol and rapid response to calls for service. Plainclothes assignments, foot and bicycle patrols, motorcycle patrols, and surveillance operations are tools used by the Patrol Division to solve problems and combat crime. Cooperative efforts with other department divisions, law enforcement agencies and the community, aid in achieving the goals of the department. During the months of 2015 the Uniform Patrol Division was made up of two platoons with officers working 12-hour shifts and one platoon of officers working 8-hour shifts. This platoon of officers working 8-hour shifts utilized focus manpower during peak times of criminal activity in order to better enhance officer response and proactive activity. The officers assigned to the Uniform Patrol Division did an excellent job of providing services to the citizen of York during 2016.

In 2016 the Neighborhood Enforcement Unit (NEU) was comprised of a Lieutenant, two sergeant, and 13 Officers. NEU units in their present form were dissolved at the end of 2015 due to a dip in Departmental manpower. The remaining units were the SW NEU (College Unit) and the School Resource Officer. In October the NEU was brought back to almost full strength and units reinstated in the City's west end and east end along with a downtown officer. This was a welcome relief to an uptick in crime in some of those areas and the impact of their return has been surely felt. As the manpower situation improves the present plan is to repopulate the remaining units. The NEU units combined totals for 2016 were as follows, in 217 criminal arrests, 447 summary traffic and non-traffic arrests. The unit also seized over 5,553.00 in cash and drugs, and 8 firearms.

The Operations Division of the York City Police Department continues to foster cooperative relationships with local, state and federal law enforcement agencies. It also works well with community members in order to provide the best possible service to the citizens of York through cooperative problem solving methods.



INVESTIGATIVE SERVICES DIVISION

LT. TROY M. BANKERT
Commander

SHELBY PIERRE
Office Coordinator

**CRIMES AGAINST PERSONS
& PROPERTY UNIT**
Detective 1st Class Jeffrey Spence
Detective Anthony Fetrow
Detective George Ripley
Detective Andy Baez
PO Travis Sowers
PO Paul Dehart

WARRANTS/MARSHAL TASK FORCE
PO Kyle Pitts

NUISANCE ABATEMENT
PO Stephen Aderhold
PO Zachary Pelton
PO Clayton Glatfelter
PO Corey Ames

INTELLIGENCE
PO Timothy Shermeyer
(Also serves as heroin investigator)

SPECIAL VICTIM'S UNIT
PO Kyle Hower (Also serves as arson and crime scene tech)
PO Christopher Perry (Also serves as lead crime scene technician)
PO Tiffany Pitts

VICE & NARCORTICS UNIT
Detective 1st Class Andrew Shaffer
Detective Scott Nadzom
Detective Barton Seelig

FRAUD
Detective Mathew Luchko

The criminal investigative process is one of the most important police responses in addressing the problem of crime. The success of the criminal investigation unit has direct impact on the amount of crime in a given community. The method of crime solution is now as important as the outcome, as convictions are increasingly difficult to obtain when the proper procedural rules have not been followed. This has placed severe pressures on the investigative function.

The main purpose of the criminal investigative process is to increase arrests for serious crimes that are prosecutable, ultimately leading to an increased number of convictions. Criminal investigation policies and procedures in this division are directed to the accomplishment of these goals. In 2016 we emphasized evidence based policing to target chronic offenders, which paralleled the decision to initiate a Gun Violence Intervention Strategy.

The Investigative Services Division serves as an auxiliary arm of the police department. It is the duty of the detectives to detect and arrest criminals who have escaped apprehension or detection by members of the Field Operations Division. In 2016, more patrol assists were accomplished which served two purposes, one of which is to expand the experience of detectives to patrolman, with the other purpose serving to increase efficiency of resources. A patrol assist allows a detective to guide a patrolman in an investigation that is within their capability by guiding them through the unfamiliar investigative process.

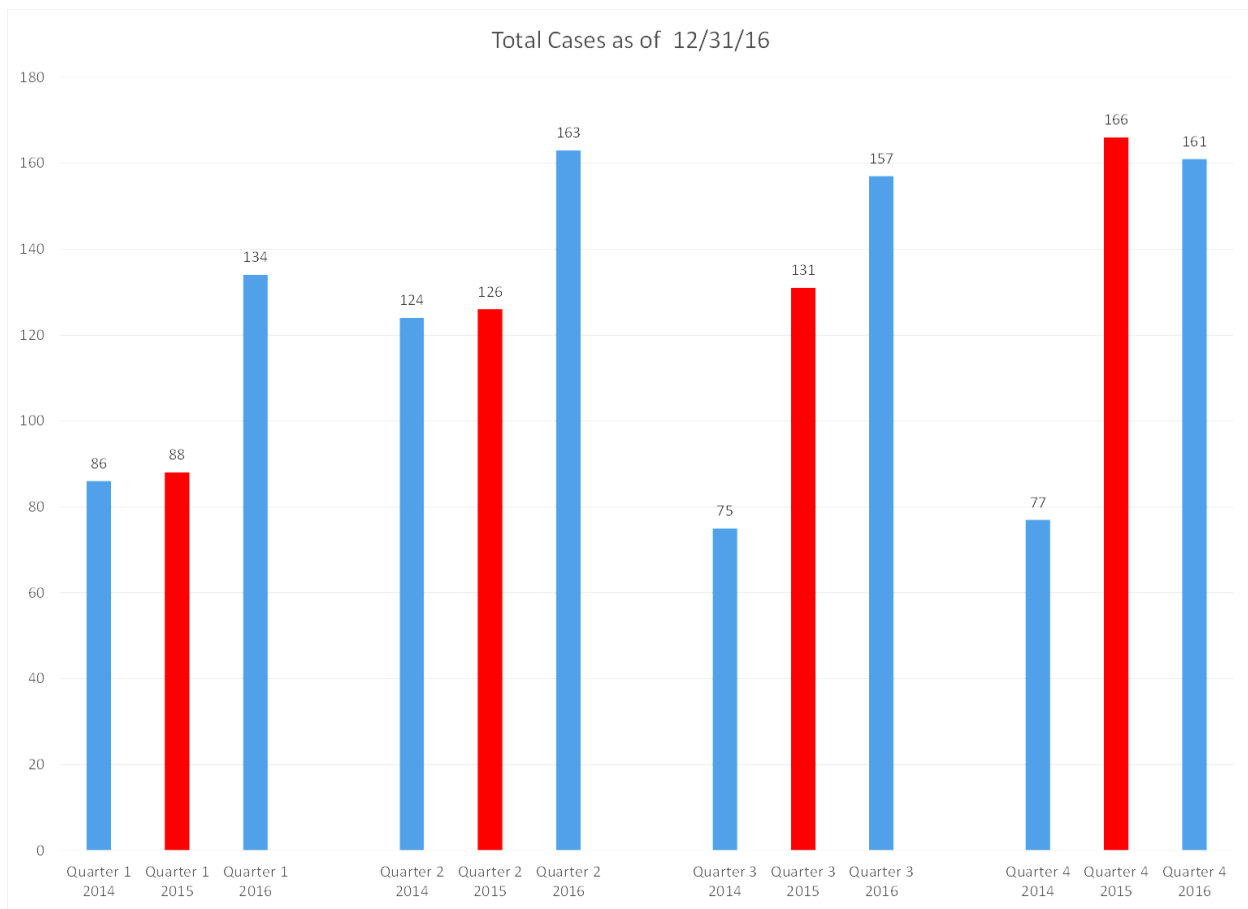
A criminal investigator is a person who collects facts to accomplish a threefold aim; namely, to identify and locate criminal suspects and to provide evidence of their guilt. Investigation is an art, not a science. Detectives do not have the same duties as that of a patrol officer. This allows detectives to focus for a long period of time on a particular case.

Detectives seek sources of information by making contacts throughout the community. They should possess a better than average knowledge of rules of evidence, human nature, psychology and a thorough understanding of modus operandi. Many of the officers assigned to the Investigative Services Division have outstanding ability to interrogate and interview suspects and witnesses. They are required to have the skill to write comprehensive and detailed reports.

The final responsibility of the follow-up investigator is the preparation of the case for prosecution. The quality of the investigative effort will directly affect the ability of the department and the District Attorney's Office to successfully conclude the case with a conviction.

Special Victim's Unit

During the year, the SVU investigated 615 cases of sexual assault and child abuse with a 89 % clearance rate. The rate of increase from 2015 is 20 % which is due to increased attention on mandatory reporting, meaning many of the cases received are unfounded because mandatory reporters do not want to violate their duty to report, thereby over-reporting to which we are compelled to investigate. However, the fourth quarter of 2016 was the first sign of a slow - down of the reporting. The investigators assigned to this unit frequently work with other agencies including the State Attorney General's Office, Pennsylvania State Police, York County Children and Youth and the Children's Advocacy Center. All three officers have additional duties, such as, Megan's Law Compliance, Evidence Technician Lead, Evidence Technician and Arson Investigator.



Vice & Narcotics Unit

In the year of 2016 the Narcotics Unit consisted of D1C Shaffer, Detective Nadzom and Det. Seelig. Seelig was diagnosed with a serious illness in the early part of the year and was eventually cleared for duty in October. During this period he was assigned to light duty and assisted officers with office work. Due to the lack of a narcotics detective the unit partnered with the Nuisance Abatement Unit for most of the narcotics investigations. Both units continued to concentrate on the heroin issues in the city. In March we hosted a public heroin forum at City Hall. It was well attended and was considered a success. Throughout the year the detectives also presented heroin lectures at local schools and with community organizations. The unit continued to assist the detective bureau with solving crimes against persons and the U.S. Marshal Service with wanted subjects. In March we assisted Baltimore County Police with the search and arrest of a serial rapist and in November we assisted the Baltimore City Police with the search and arrest of a homicide subject. In both cases significant evidence was recovered that helped the investigation and prosecution. The unit continued working closely with the Harrisburg ATF and DEA. Det. Nadzom was assigned the duties of reporting potential cases to the ATF. He presented a total of 25 cases to the US Attorney Office. Of those cases 12 have been charged federally. Three of the cases were denied (1 for medical issues) and the rest are pending. The units seized 37 firearms throughout the year. This number is over double the number of the guns recovered in years past. Listed below are the drug totals for 2016. Enforcement numbers increased from 2015 in part because the unit was not involved in another lengthy and time consuming federal racketeering case, but it should be noted that Detective Seelig was unavailable for the majority of the year, leaving only on drug detective.

	<u>2015</u>	<u>2016</u>
Felony	71	142
Misdemeanors	46	60
Cocaine	\$ 98,805	\$265,130
Heroin	\$ 54,165	\$147,548
Marijuana	\$ 7,970	\$25,751
Guns	17	37
Cash	\$ 56,295	\$185,856

Nuisance Abatement

During the year of 2016 the Nuisance Abatement Unit consisted of Sgt. Figge, Officers Aderhold, Glatfelter, Ames and Pelton. They organized 24 details utilizing officers from patrol, York City Fire and codes. These details targeted drugs, abandoned vehicles, public urination, drinking in public, codes and other quality of life issues that negatively affect the city. In April the unit assisted in the closing of 612 W. Market St. for continuing health violations and heroin issues. In November the unit concentrated on heroin street dealers in the 200 Blk. of Miller Lane. As a result 14 subjects were arrested for felony deliveries. The detail was a success and was named "Operation Lint Trap". Listed below are the 2016 yearly statistics for Nuisance Abatement. Some enforcement numbers were lower in 2016 because of the increased assistance to the drug detectives because Det. Seelig was unavailable for the majority of the year, leaving only Det. Nadzom, which would have been an unsafe method of drug enforcement.

	<u>2015</u>	<u>2016</u>
WARRANTS SERVED	285	262
PERSONS	108	100
TRAFFIC	315	218
NON-TRAFFIC	65	82
MISD./OTHER	5	14
FELONY/OTHER	1	35

U.S. MARSHAL UNIT

PO Kyle Pitts was assigned to the U.S. Marshal Unit. PO Glatfelter and Reidy were also assigned in a as need basis. The unit concentrated their time and efforts on serious felonies. Pitts spent the majority of his investigation time on York City cases. In January Pitts arrested Hydiea Banks for a robbery and shooting. When she was arrested she was in possession of a loaded firearm. In April the unit arrested Trev Jackson. He was wanted for the attempted homicide of a Northern Regional Officer. In September the unit arrested Khafre Johnson for Robbery. The investigation led to 5 handguns recovered. In October the unit arrested Stephon Brown for a shooting. They utilized a search warrant on his snap chat account. This was the first on this kind in the state of Pennsylvania. The unit successfully arrested a total of 205 wanted subjects. Listed below is a breakdown of those arrests:

14 subjects arrested for homicide or attempted homicide

26 felony assaults (15 with the use of a firearm)

27 special victim crimes (rape/crimes against children/Megan's law)

71 felony drug

19 felony gun

25 state parole

23 other various warrants

Accident Reconstruction

The lead reconstructionist retired and Ofc. Rykowski was named the lead of this unit and given specific duties to assist in the recommendation of training and to advise on incidents. Two additional officers were added because of another pending retirement. This is not a full time unit, rather it consists of three patrolman who are specifically trained to reconstruct an accident. They were used three times in 2016, all of the work was completed and was useful in completing the overall investigation.

Violent/Property

Detectives involved in violent and property related crime concentrate on Part I level crimes such as robbery, burglar and assaults to include homicides. Five detectives are assigned to these type of cases, however other relatively minor cases are also handled because of its complexity that goes beyond the capabilities of the patrol division. Homicides were down in 2016, 9 incidents in 2015 as opposed to 8 incidents in 2016. Assaults, motor vehicle thefts and robberies increased in 2016. We discovered that different groups of juveniles would cause spikes in these categories. This was discovered by using evidence based policing and this theory was confirmed when we accurately identified the group, targeted the group and arrested the group, which caused a sudden reduction of these incidents, temporarily. The continuous spikes throughout 2016 was in part due to juvenile justice system

restrictions of incarceration for incapacitation and that the groups were not connected with each other. We started tracking all gun related violence in 2016, which includes robberies, burglaries, assaults and possession of guns. This tracking data should not be viewed singularly, meaning a high or low number should be compared with data of gun related assaults to acquire an accurate crime picture. The continued decrease in burglaries over the past 3 years can be attributed to the tenacity of Det. Fetrow and Det. Dehart. Rapes had a sharp decline in 2016 and it is believed that the increase in Megan's Law enforcement and more aggressive investigation of chronic rapists assisted, in part to this decline. Training was increased in 2016 via CVSA operators, crime scene technicians and fingerprint identification training is scheduled for 2017. Several high profile incidents were investigated successfully in 2016, which included the shooting of a York County Sheriff's Deputy, dirt bike incidents that terrorized motorists during the summer and a shooting during a York High Football Game. We were fortunate to receive aid from the Pa. National Guard through the full time assignment of a crime analyst. Although this analyst works mostly with the Drug Task Force, his duties reflect some of our successes in using evidence based policing and identifying patterns and spikes to affect the arrest of chronic offenders. In addition to crime analysis, the position also allowed us to become up to date with our phone dumping, which can be vital to the identification of suspects. In 2017, this analyst will continue with those tasks, to include data collection and analysis for the Gun Violence Initiative Strategy.

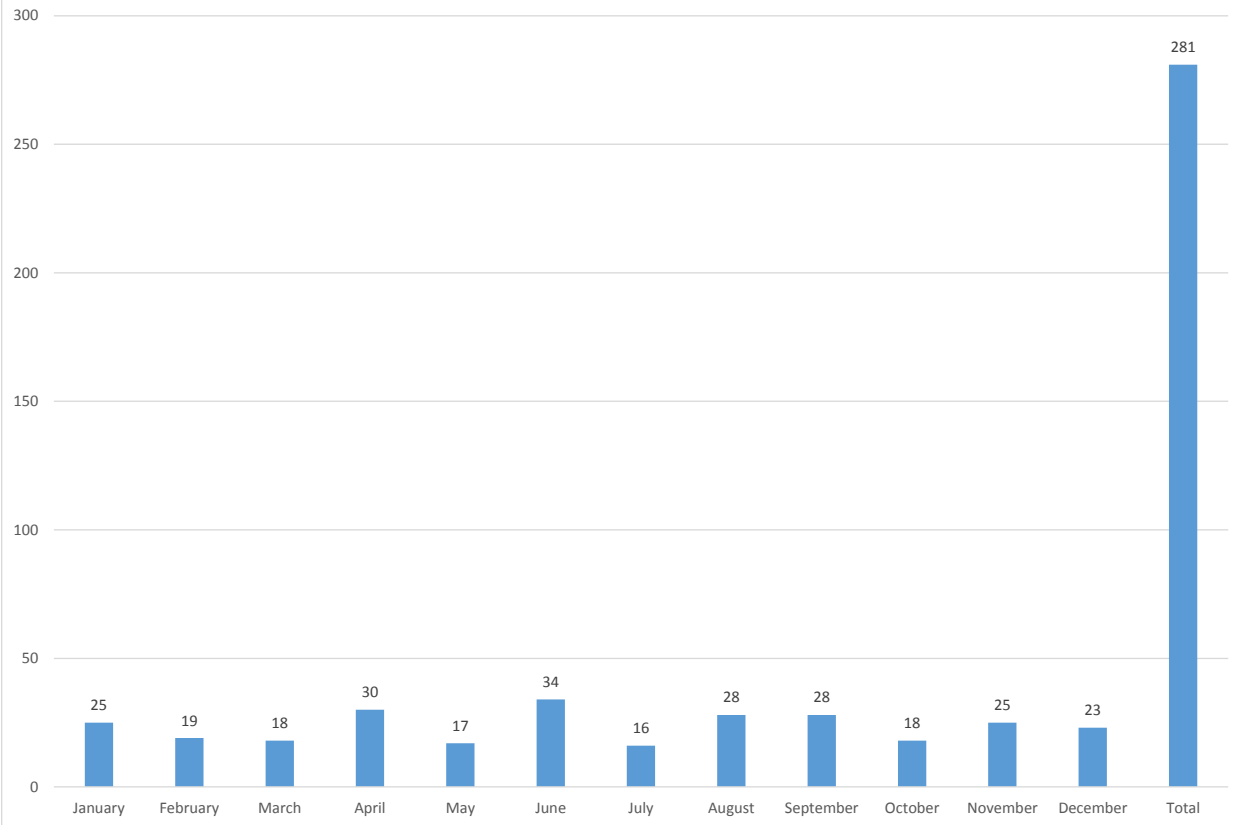
January 17, 2017

COMPSTAT
Tier 1
01/01/2016 to 12/31/2016



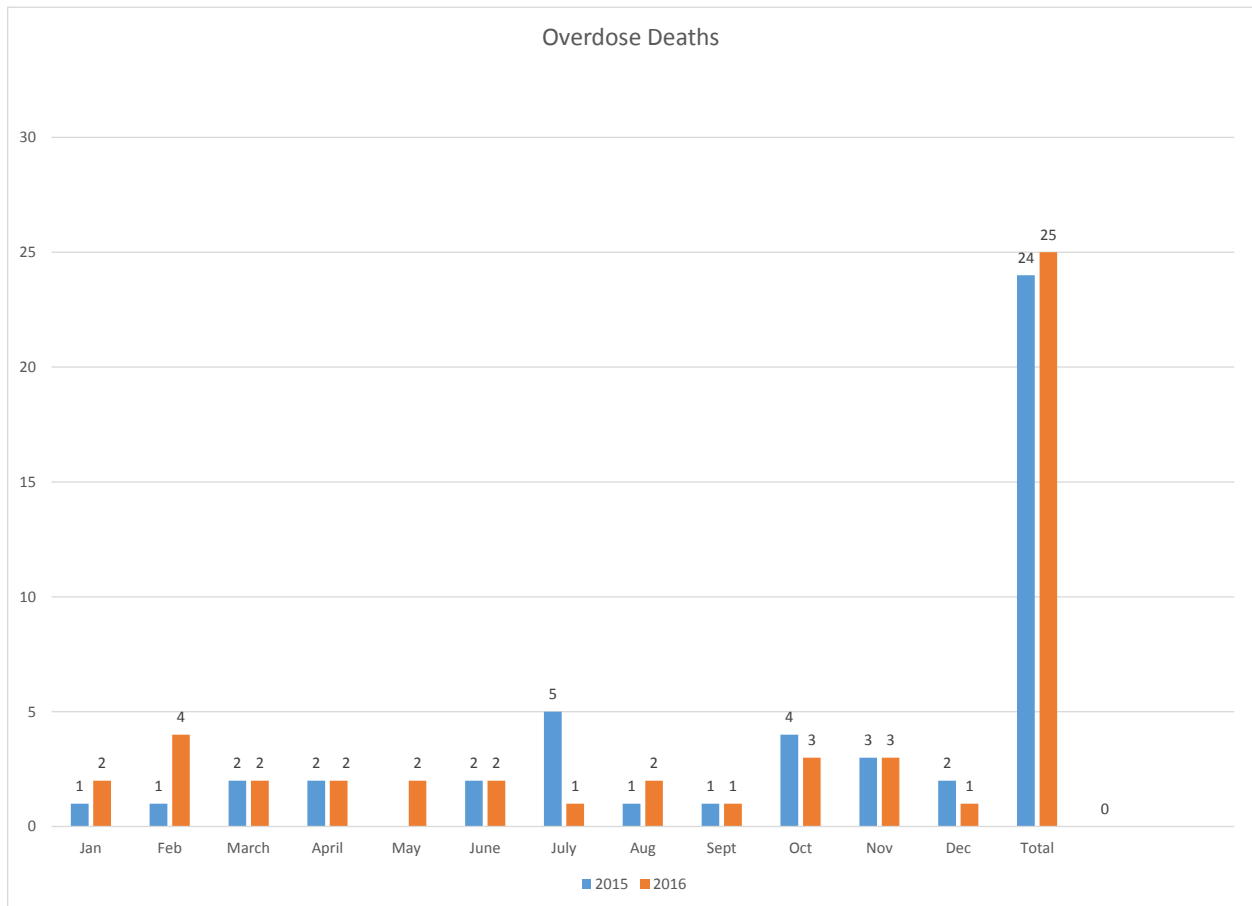
	01/01/16 12/31/16	12/31/14 12/31/15	% Change	12/31/14 12/31/16	12/30/13 12/30/14	% Change	YTD 2016	YTD 2016	% Change	YTD 2016	YTD 2014	% Change
Homicide												
Homicide	8	9	-11%	9	8	13%	8	9	-11%	8	8	0%
Total Homicide	8	9	-11%	9	8	13%	8	9	-11%	8	8	0%
Rape												
Rape	10	20	-50%	20	26	-23%	10	20	-50%	10	26	-62%
Total Rape	10	20	-50%	20	26	-23%	10	20	-50%	10	26	-62%
Robbery												
Robbery	213	181	18%	181	171	6%	213	179	19%	213	171	25%
Total Robbery	213	181	18%	181	171	6%	213	179	19%	213	171	25%
Assaults												
Assaults	171	122	40%	122	154	-21%	171	122	40%	171	154	11%
Total Assaults	171	122	40%	122	154	-21%	171	122	40%	171	154	11%
Burglary												
Burglary	300	340	-12%	340	390	-13%	300	339	-12%	300	391	-23%
Total Burglary	300	340	-12%	340	390	-13%	300	339	-12%	300	391	-23%
Theft												
Theft	936	963	-3%	963	973	-1%	936	962	-3%	936	975	-4%
Total Theft	936	963	-3%	963	973	-1%	936	962	-3%	936	975	-4%
Motor Vehicle Theft												
Motor Vehicle Theft	221	150	47%	150	139	8%	221	150	47%	221	139	59%
Total Motor Vehicle Theft	221	150	47%	150	139	8%	221	150	47%	221	139	59%
Arson												
Arson	12	13	-8%	13	17	-24%	12	13	-8%	12	17	-29%
Total Arson	12	13	-8%	13	17	-24%	12	13	-8%	12	17	-29%
TOTAL REPORT	1871	1798	4%	1798	1878	-4%	1871	1794	4%	1871	1881	(1%)

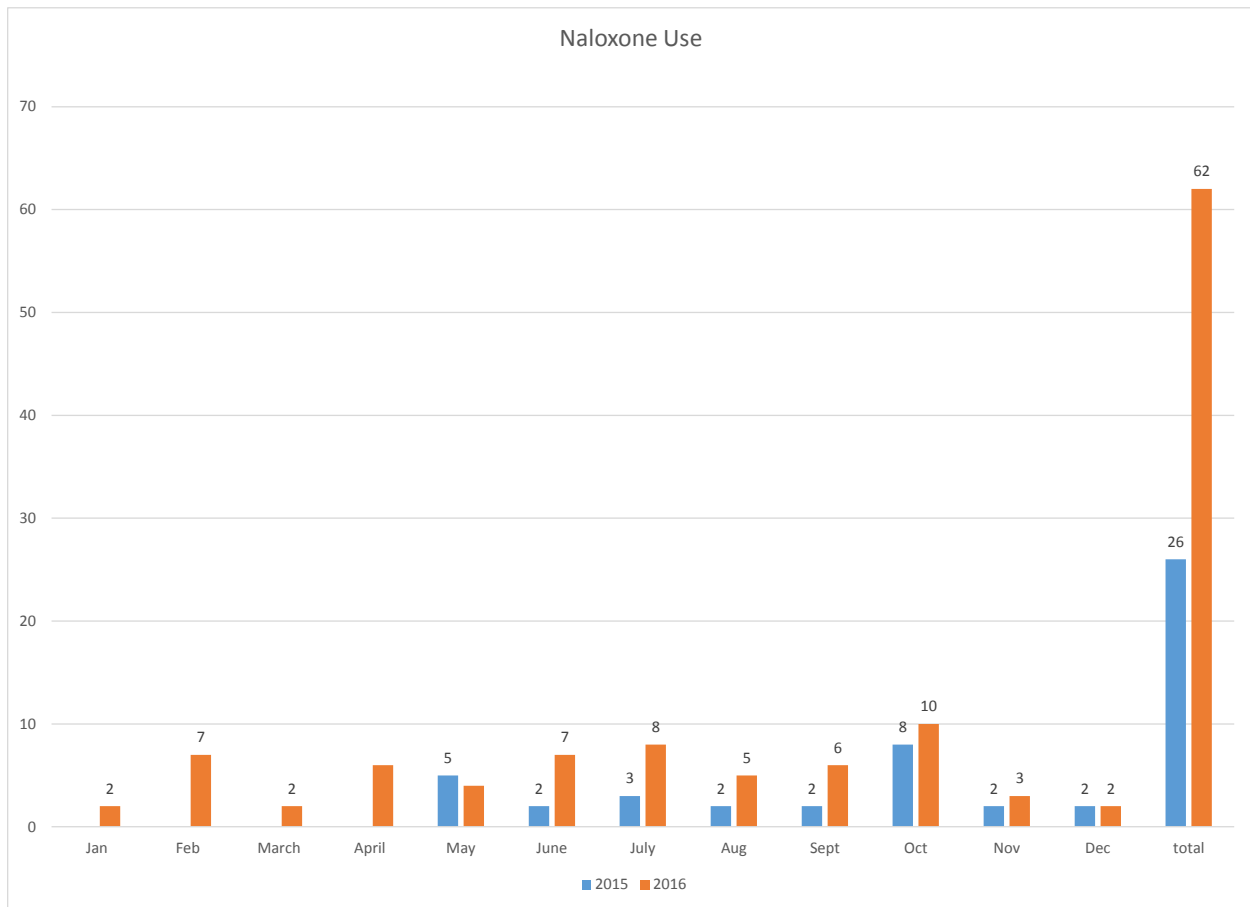
2016 Firearms (All incidents involving a firearm, shots fired, illegal possession and assaults)



Overdose

A total of 25 people died as a result of overdose of heroin in 2016, 1 more than 2015. Naloxone use by officers increased as expected. A total of 62 people received naloxone from officers in 2016. Officer Shermeyer continues to be the leader in the county in reference to criminal charges of Drug Delivery Resulting in Death, with 2 charged federally in 2016 and 2 on the state level. Six cases were referred to district attorney and closed for lack of evidence.





A PLATOON

Lt. Erik Kleynen

GROUP I

Sgt. J. Veater
Sgt. R. Nestor

PO S. Ross
PO J. Knarr
Det. J. Mayer
PO M. Rykowski
PO A. Riedy
PO T. Clymer
PO J. Gilliland
PO M. Adzema
PO N. Hansel*

CO T. Groff

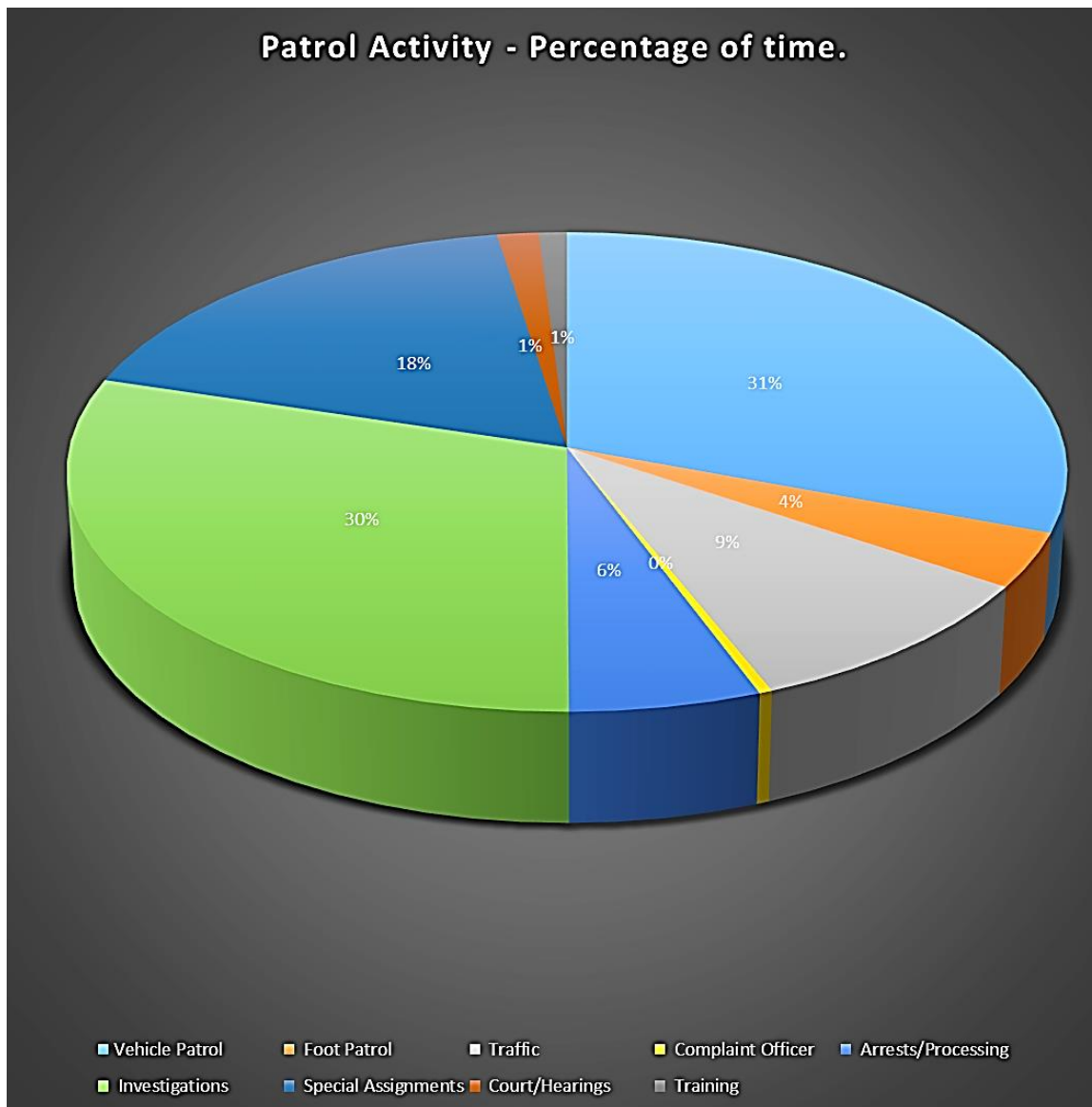
GROUP II

Sgt. R. Barth
Sgt. D. Aikey

PO S. Hansen
PO S. Hooper
PO D. Hartman
PO A. Henty
PO J. Reisenweber
PO M. Reinert
PO J. Hatterer
PO J. Fultz
PO B. Eastman
PO D. Woodring
PO S. Nicholas*

During calendar year 2016, A Platoon was staffed by one lieutenant, four sergeants and twenty patrol officers. Shift operations were also directly supported by several civilian staff positions including Animal Enforcement Officer and several complaint officers. Shift personnel responded to a total of 17,320, which was an increase in the number of incidents handled the previous year. Officers logged 64,838 patrol miles and spent 7,904 hours conducting routine vehicle patrol. Additionally, officers recorded 2,465 hours dedicated to traffic enforcement duties, 7,677 hours conducting investigations and 957 hours of foot patrol typically engaging in "Take 30" details in high crime or known problem areas

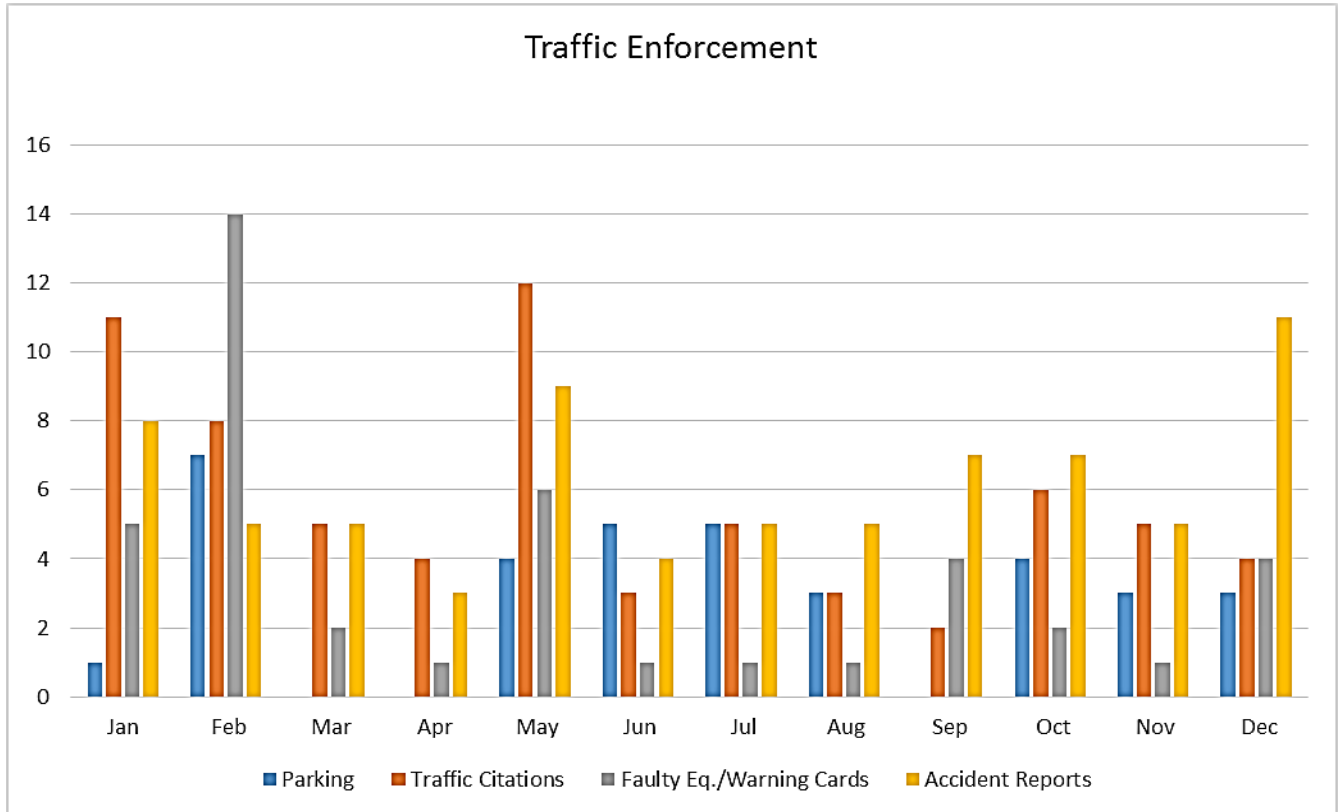
In addition to time spent engaging in enforcement activities, officers assigned to the shift attended 382 hours of court while on duty and participated in 259 hours of training.



2016 A Platoon Statistical Activity Summary

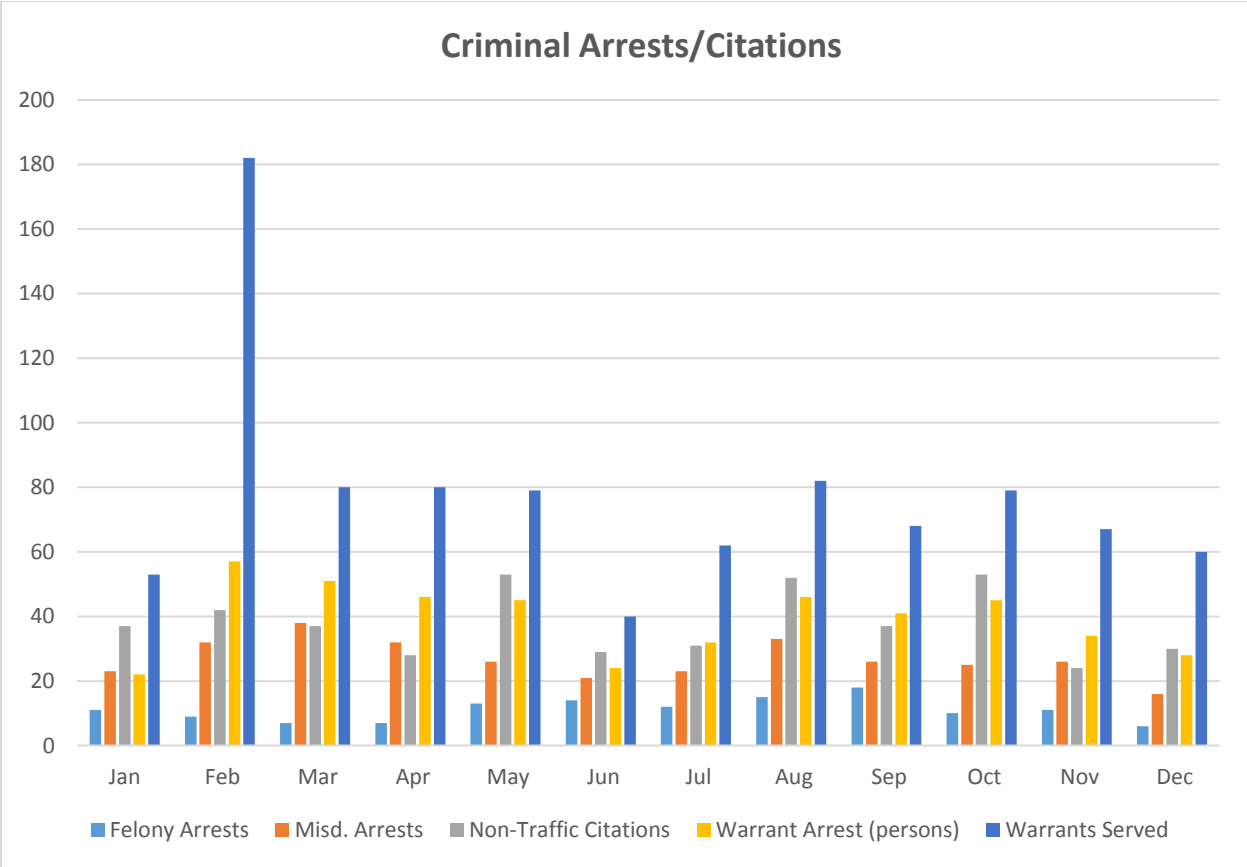
Traffic Enforcement 2016

Parking Tickets.....	819
Traffic Citations.....	1208
Faulty Equipment/Warning Cards.....	518
Accident Reports.....	1027



Criminal Arrests/Citations 2016

Felony Arrests.....	133
Misdemeanor Arrests.....	321
Non-Traffic Citations.....	453
Warrant Arrest (Persons).....	471
Warrants Served.....	932



Other Activity 2016

Calls for Service.....	17320
Incident Reports.....	2454
Follow-up Reports.....	1510
Other reports.....	917
Curfew (First Offense).....	39

B PLATOON

Lt. Glenn Knauer

GROUP I

Sgt. B. McBride
Sgt. W. Wentz
Sgt. N. Figge

PO S. Kelly
PO Davis
PO M. Ebersole
PO M. Tunall
PO J. Huncher
PO G. Schick
PO D. Gehron
PO J. Colahan
PO D. Kling
PO V. Monte

GROUP II

Sgt. D. Millhouse
Sgt. J. Jay

PO S. Rosier
PO B. Lehman
PO B. Smith
PO M. Irvin
PO C. Roosen
PO C. Crumpton
PO B. Praster
PO C. Husted
PO P. Thorne
PO S. Haggarty

CO S. Woodyard (3pm-11pm)

7pm-3am

Sgt. L. Lawrence

PPO Woodring
PPO Sable

PO Meeker

B Platoon provides police service to the City between the hours of 7 p.m. and 7 a.m. During 2016, the platoon was led by a Lieutenant and consisted of four Sergeants, 20 Police Officers working 12 hour shifts. These officers were augmented by a Sergeant and 3 officers who worked 8 hour shifts. Several Probationary Officers were assigned to the shift during various stages of their Field Training Program and after completion of field training. Civilian Desk/Complaint officers (CO Woodyard and CO Collins) worked 3p-11p. The front desk of the Police Department closes between the hours of 11pm -7am Monday thru Thursday. The Desk was also closed from Friday night at 11pm thru Monday morning at 7am.

Several changes occurred throughout the year. Sgt. McBride began the year on C Platoon and switched with Sgt. Lawrence who had been on Group 1, B Platoon. Late in the year, several officers were transferred off of B Platoon to the Neighborhood Enforcement Units. Those officers included PO Irvin, PO Crumpton, PO Praster, PO Haggarty, PO Monte and PO Kling. Sgt. Wentz also was transferred to NEU and was replaced by Sgt. Figge who had been working with the Nuisance Abatement Unit. Around the same time, PO Meeker was transferred to B Platoon Group 2 and PO Woodring was transferred to A platoon. PPO Main, PPO Mayberry and PPO Medeiros completed their Field Training and were assigned

to C Platoon –Overlap. PPO D. Davis, PPO Horvath and PPO Phillips completed their Field Training and were assigned to B Platoon Nightshift.

During the year, “B” Platoon answered 24,142 calls for service. The shift also covered 99,184 miles in patrol vehicles. In addition 2845 hours were spent on Traffic Enforcement; 10,333 hours on Investigations and 2813 hours on Foot Patrol.

Shift Activity Report

TRAFFIC ENFORCEMENT

Parking Tickets	1,570
Traffic Citations.....	1,407
Faulty Equipment/Warning Cards.....	945

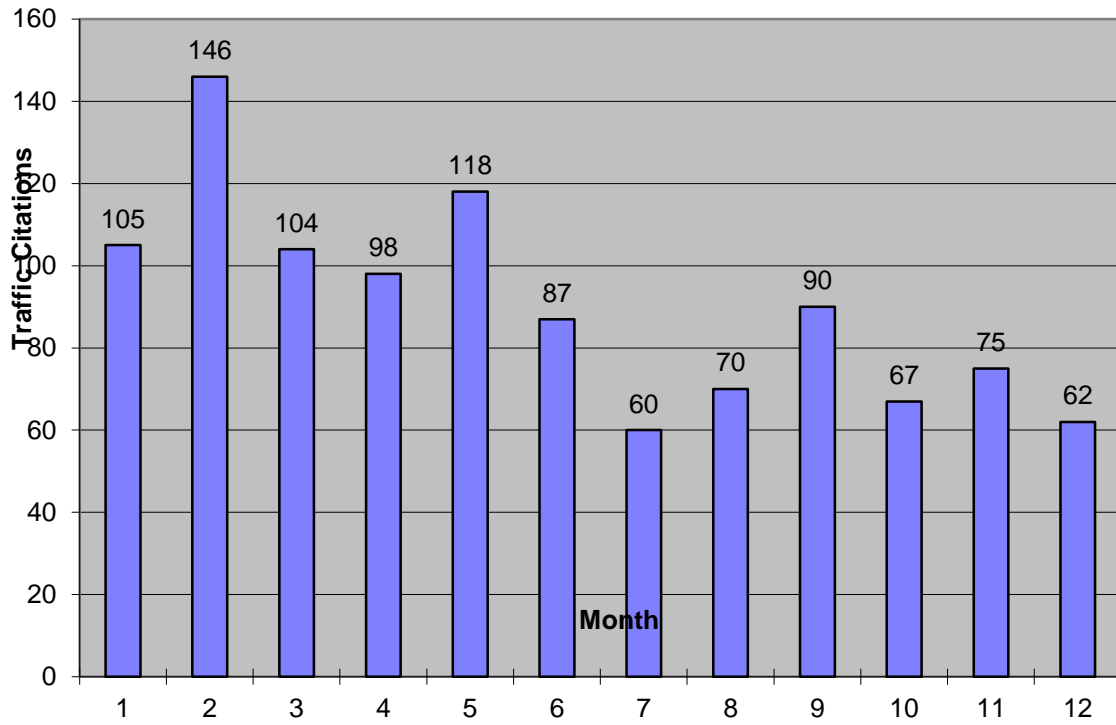
CRIMINAL ARRESTS

Felony Arrests.....	211
Misdemeanor Arrests.....	538
Summary Arrests.....	864
Warrant Arrest (Persons Arrested).....	917
Warrants Served.....	1,817

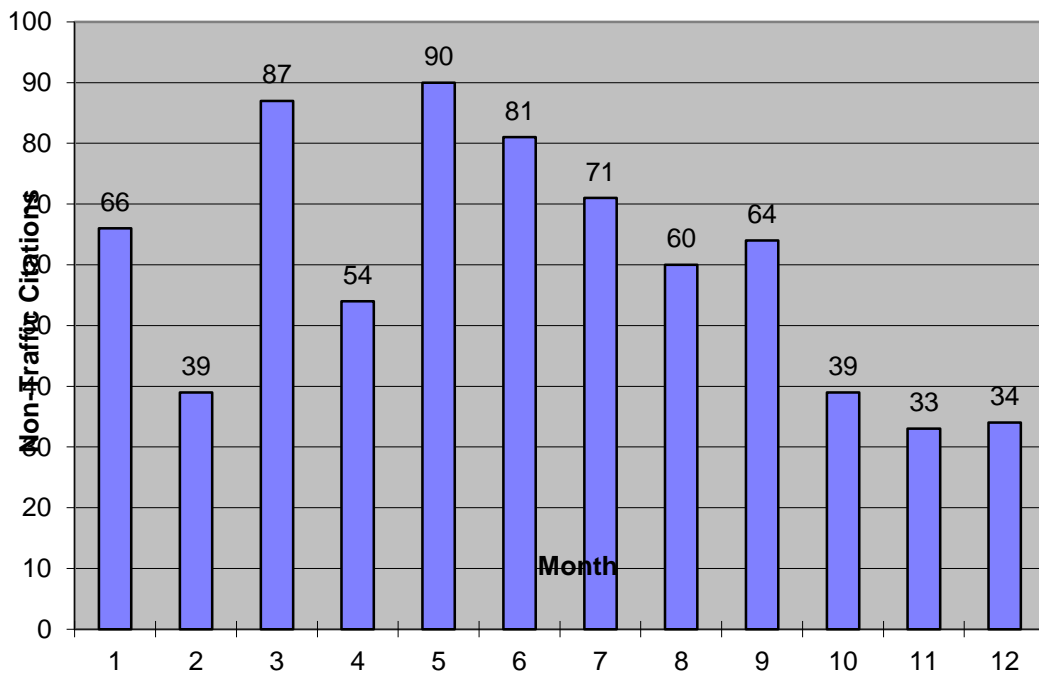
OTHER ACTIVITY

Calls for Service.....	24,142
Incident Reports.....	3,228
Accident Reports.....	633
Follow Up Reports.....	1,527
Curfew.....	47

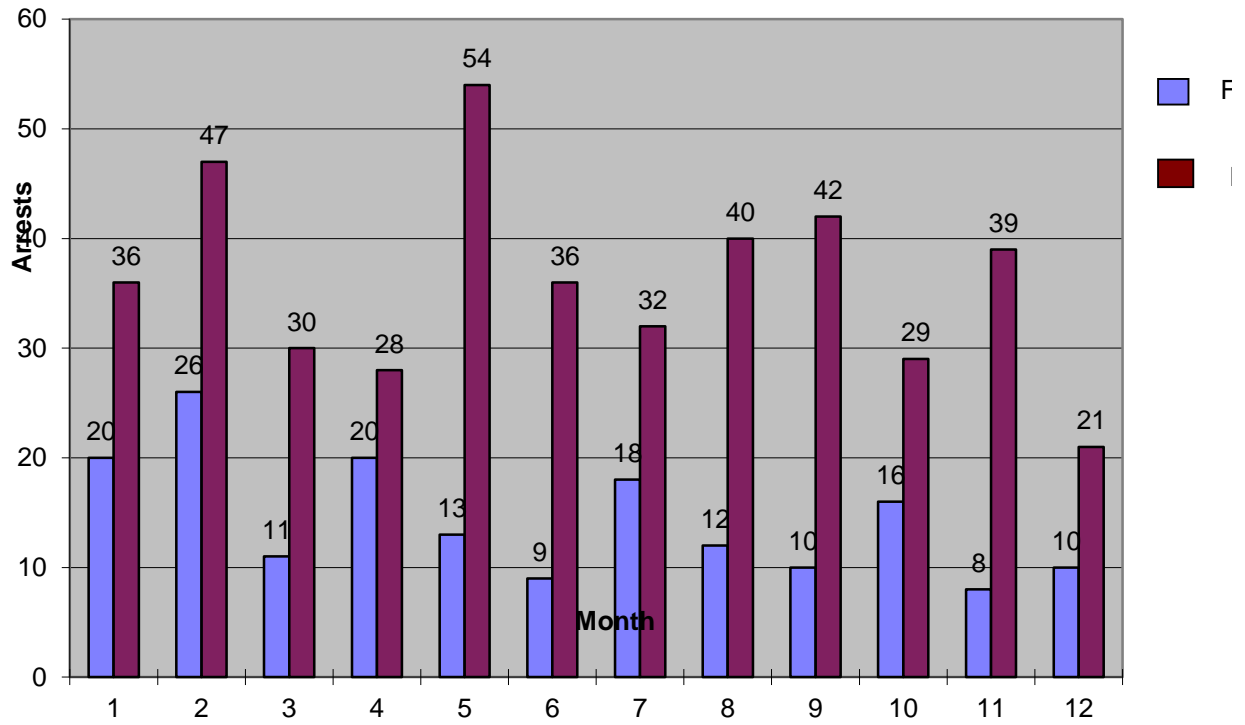
2016 7PM to 7AM Traffic



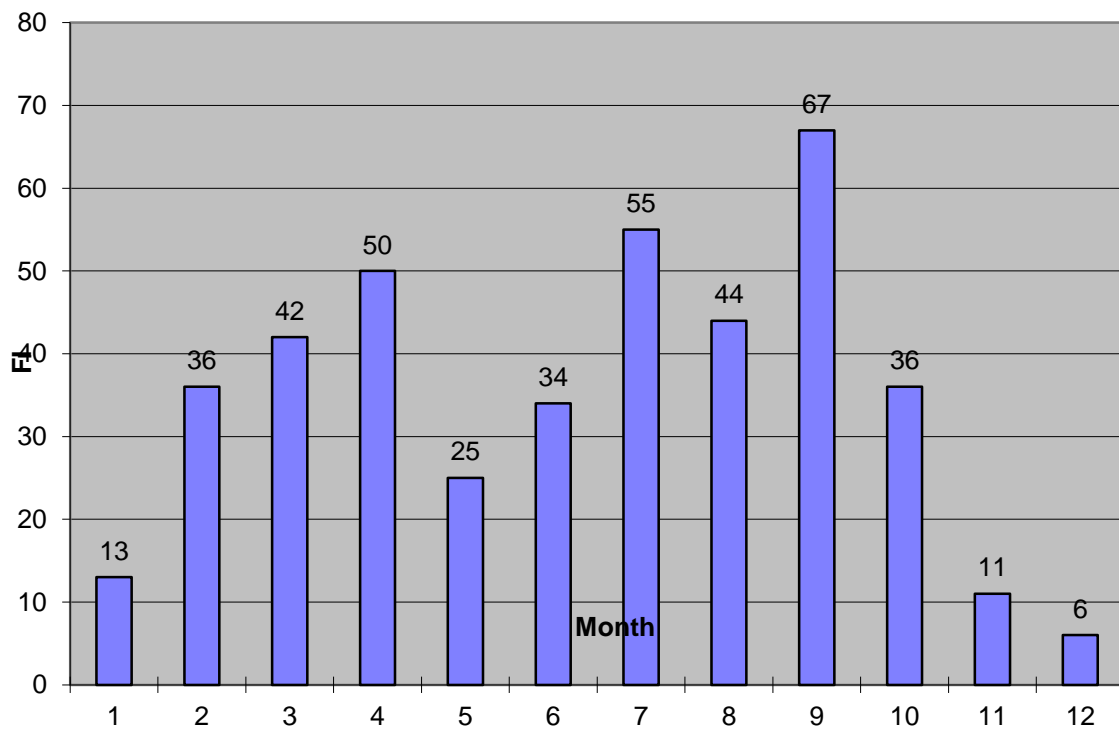
2016 7PM to 7AM Non-Traffic



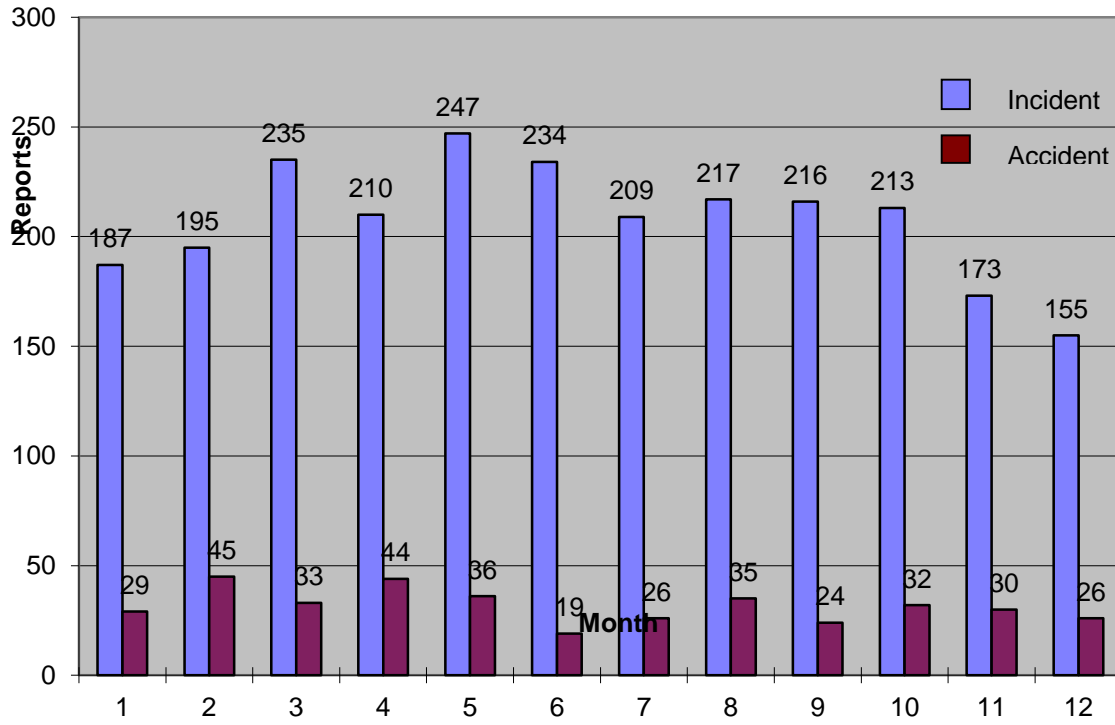
2016 7PM to 7AM Felony and Misdemeanor Arrests



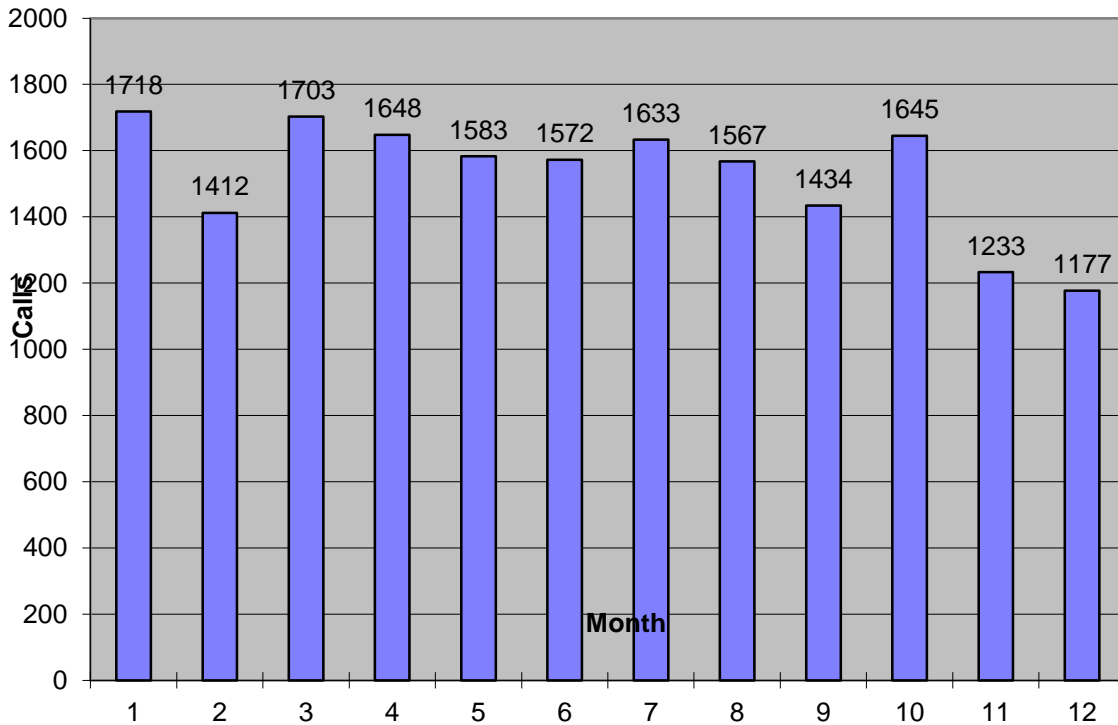
2016 7PM to 7AM Field Interviews



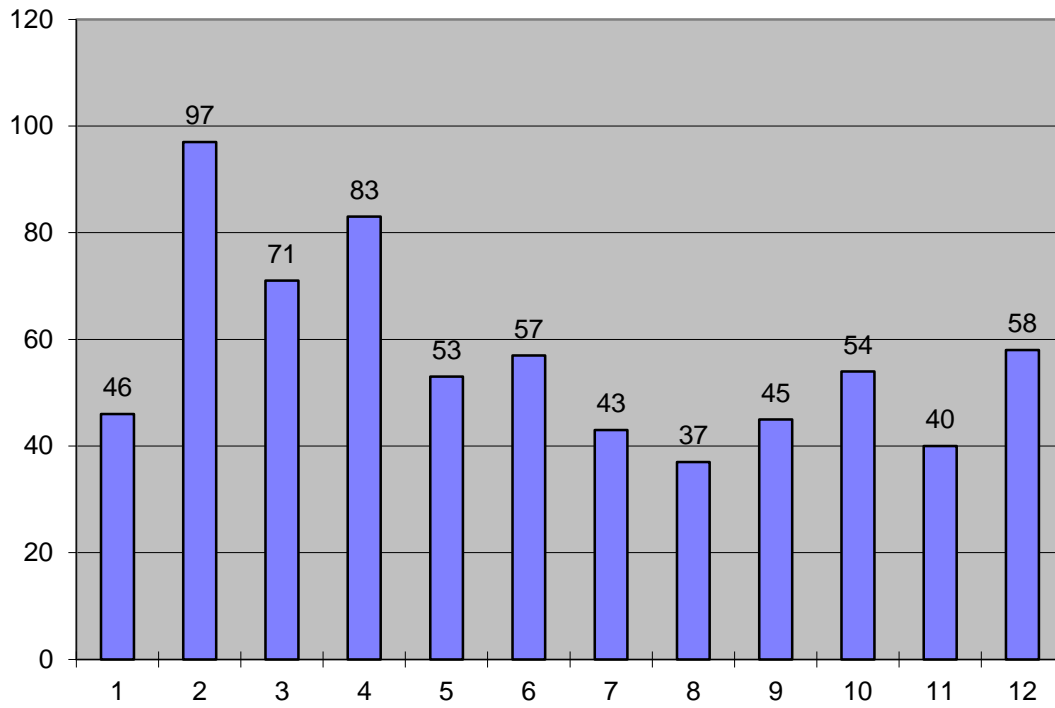
2016 7PM to 7AM Reports



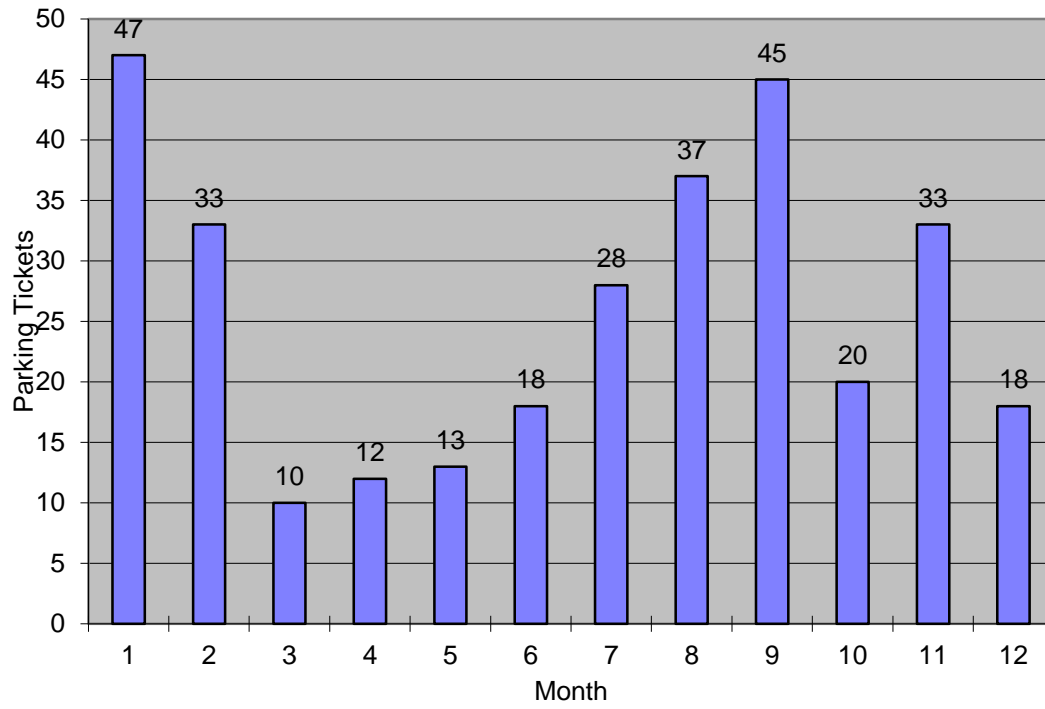
2016 7PM to 7AM Calls



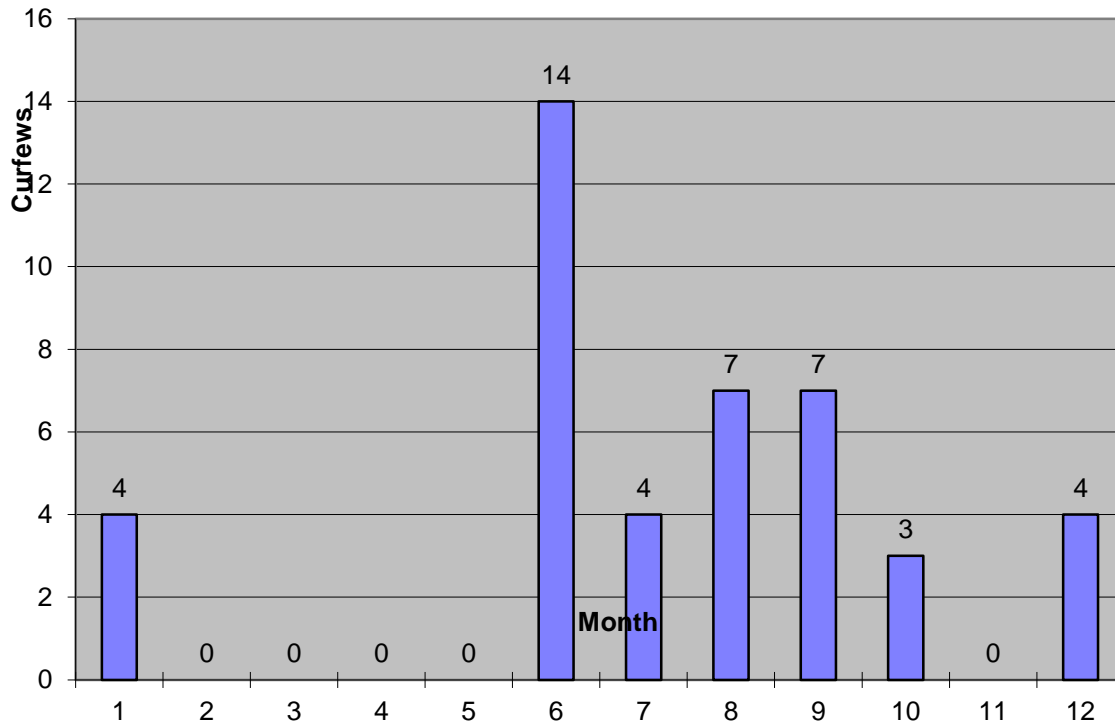
2016 7PM to 7AM Faulty Equip



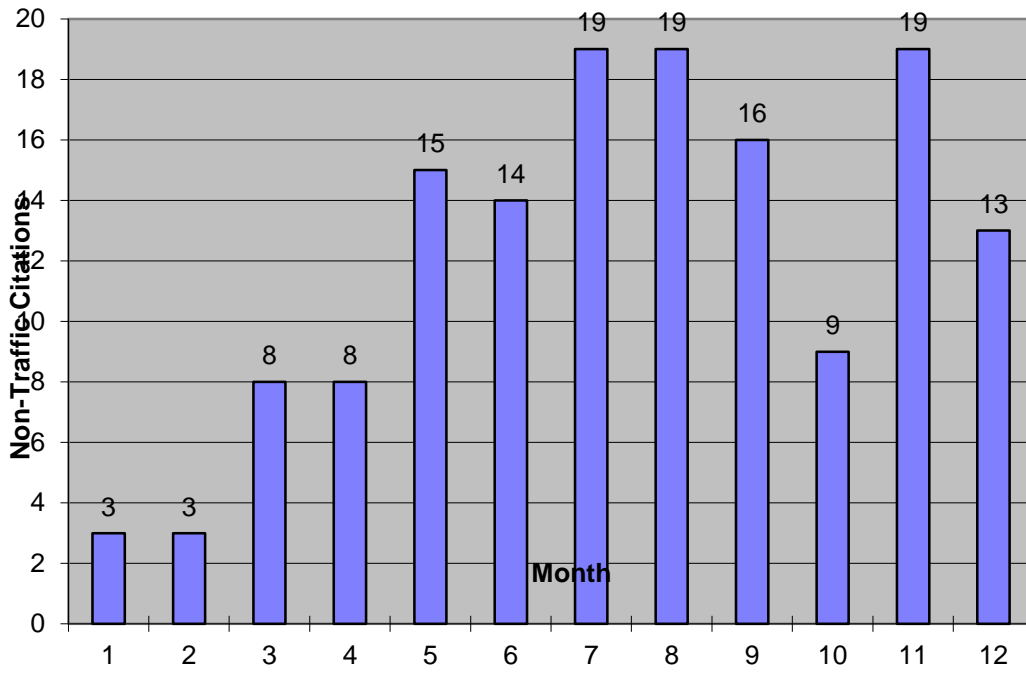
2016 7PM to 3AM Parking



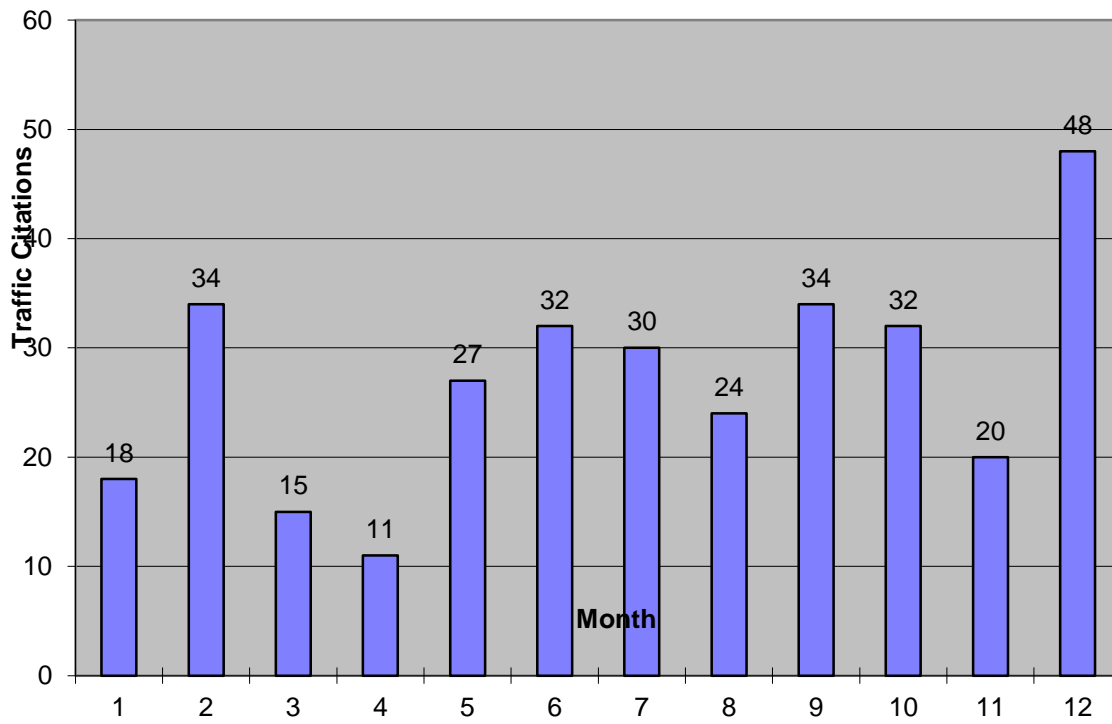
2016 7PM to 7AM Curfew



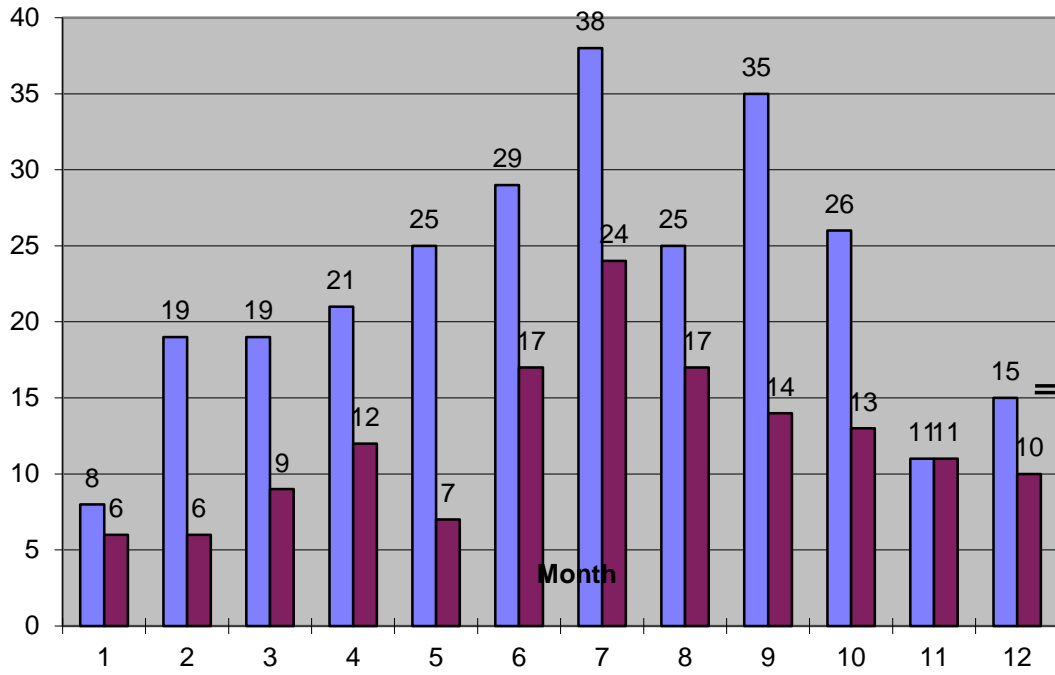
2016 7PM to 3AM Non-Traffic



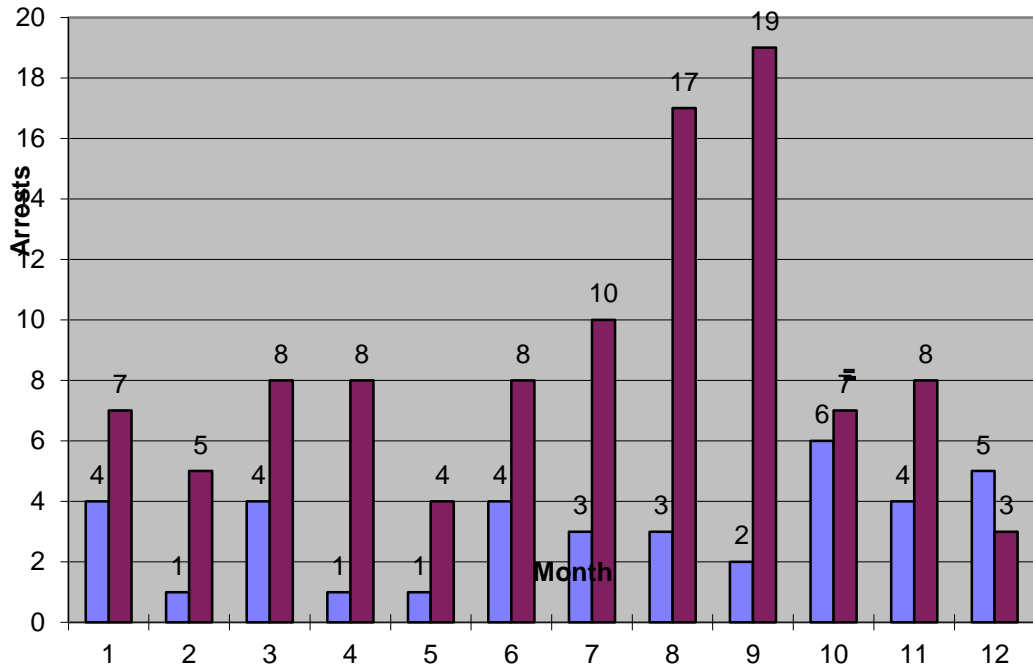
2016 7PM to 3AM Traffic



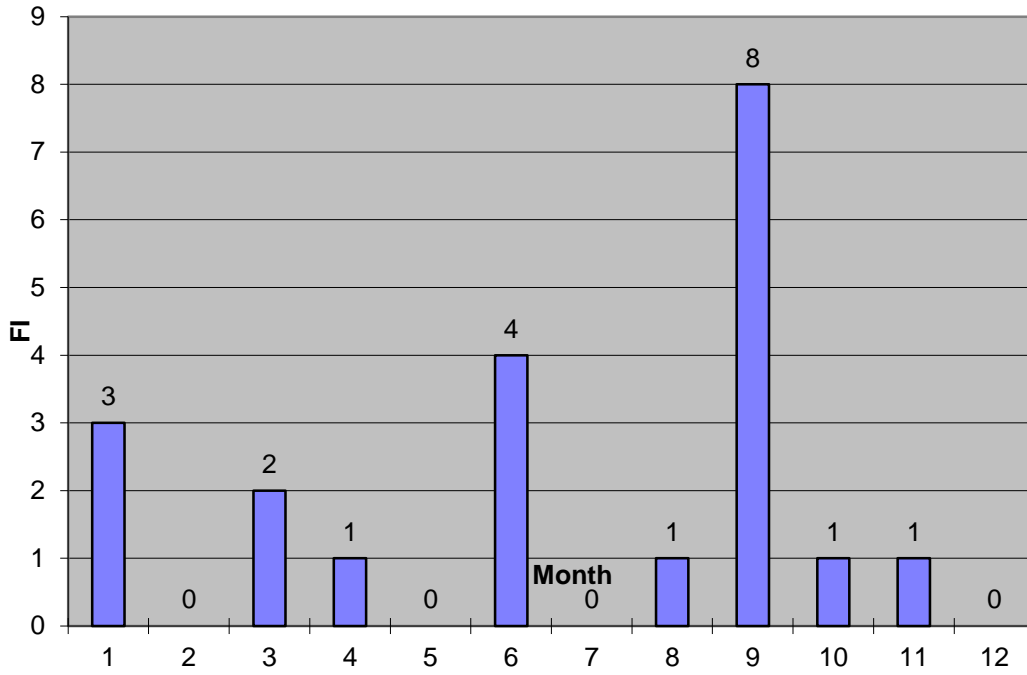
2016 7PM to 3AM Warrant Service



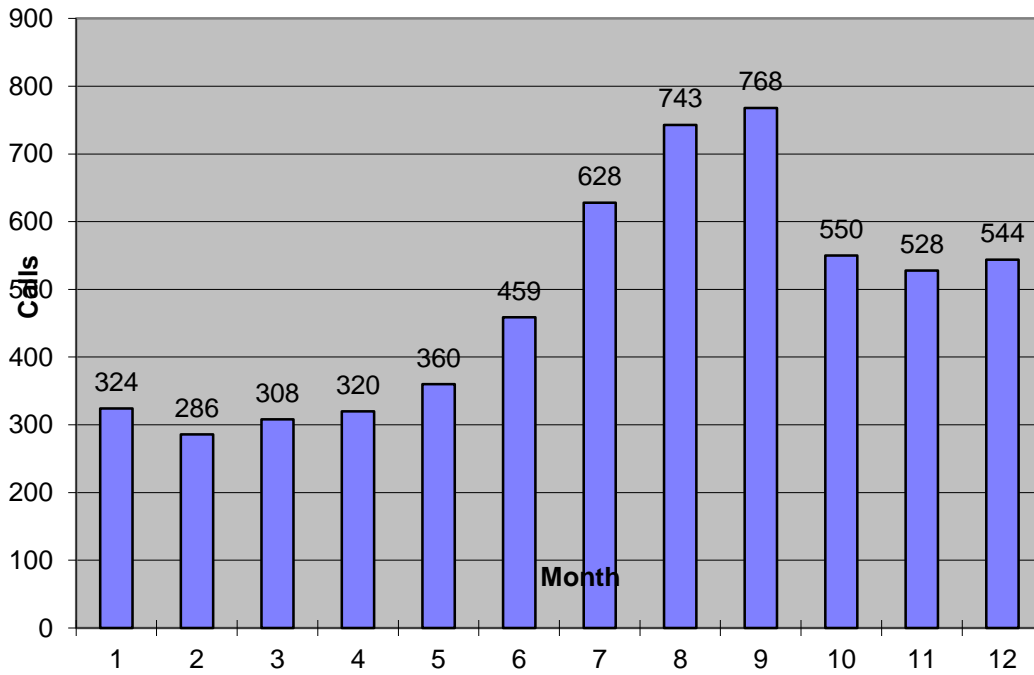
2016 7PM to 3AM Felony and Misdemeanor Arrests



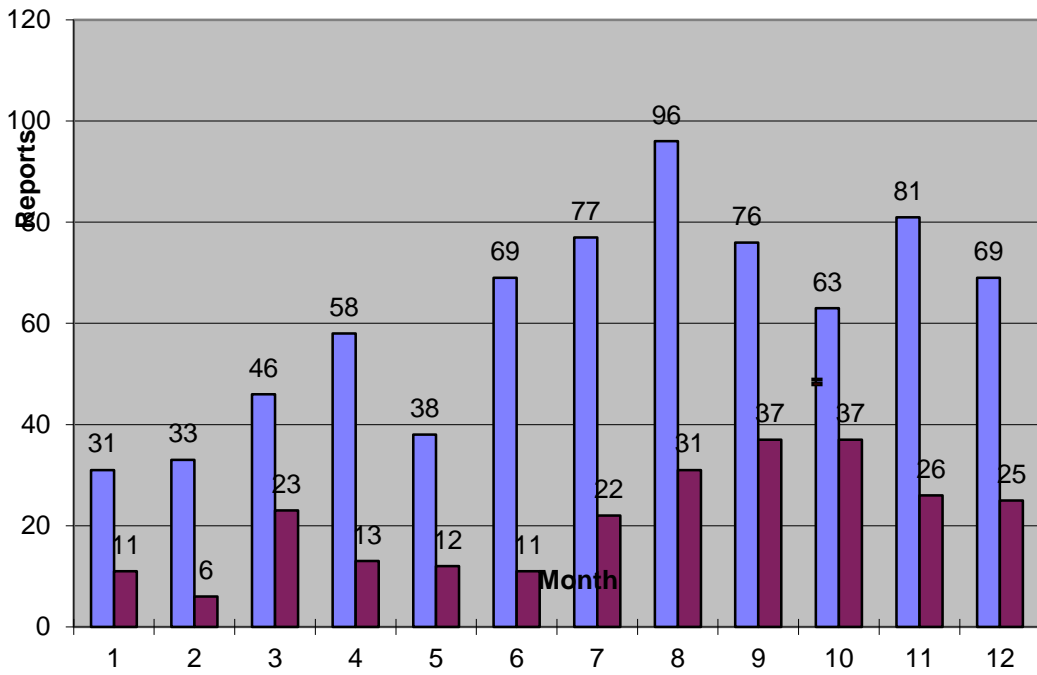
2016 7PM to 3AM Field Interviews



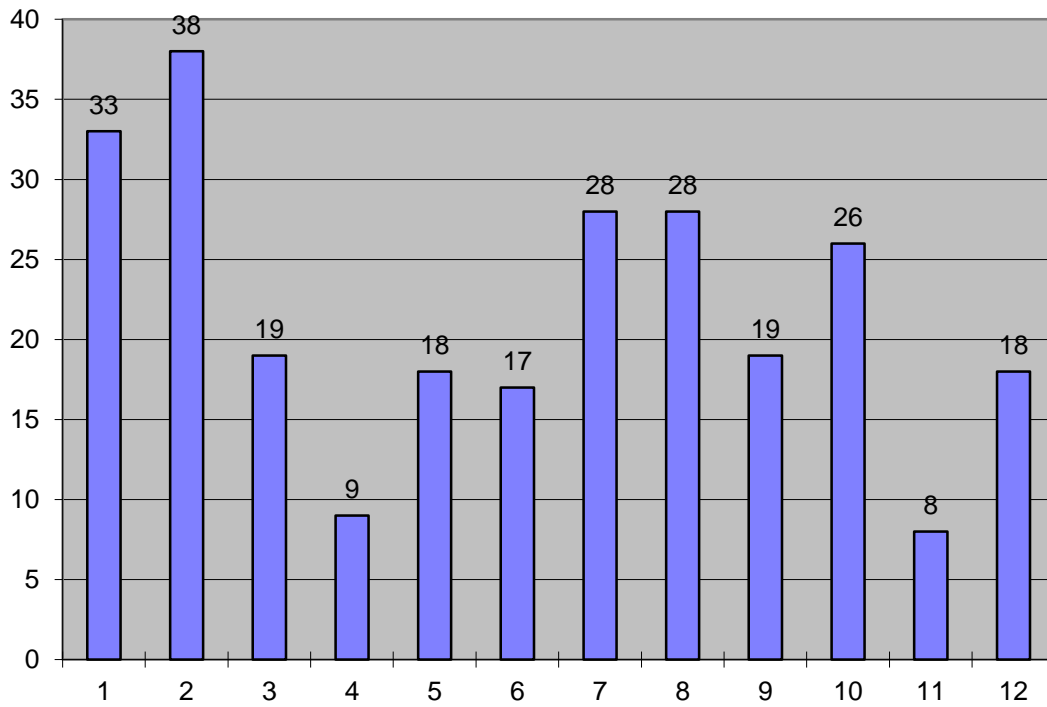
2016 7PM to 3AM Calls



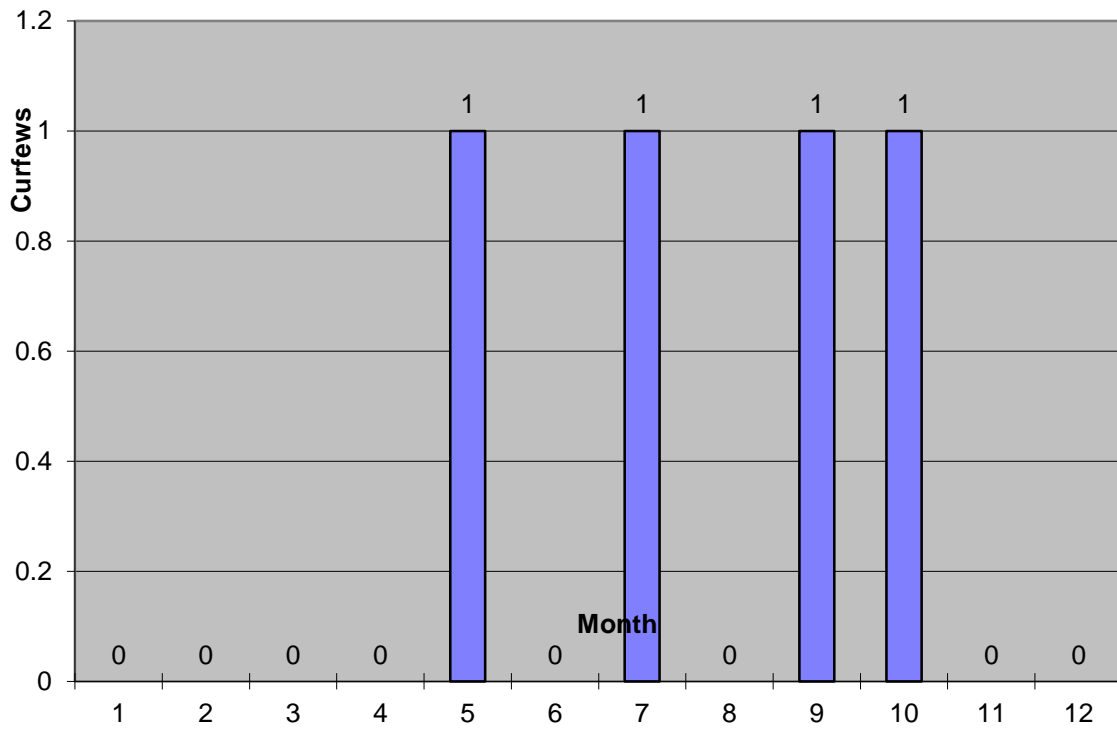
2016 7PM to 3AM Reports



2016 7PM to 3AM Faulty Equip



2016 7PM to 3AM Curfew



INTERNAL AFFAIRS DIVISION

Inspector Craig Losty

It is the policy of the York City Police Internal Affairs Division that every complaint or allegation of misconduct by a member of the York City Police Department is thoroughly investigated and the results of the investigation are documented by a written report. These complaints are registered and records are maintained of each complainant's disposition. Inspector Craig Losty is assigned to the Internal Affairs Division and reports directly to Chief Wes Kahley. A final report of each investigation is submitted to Chief Kahley and the corresponding Division Captain for their review, resolution and disposition.

During 2016 a total of 12 formal Citizen Complaints were registered and investigated. (Up from 11 in 2015)

Characterization of Citizen Complaint	Total for each category
Excessive Force	2
Improper Arrest/ Poor Investigation	6
Unprofessionalism	3
Release of Protected Info	1

Internal Affairs Division is also responsible for investigating complaints involving City of York municipal employees, including police officers that arise during the course of employment with the City. These investigations are generated from "other information sources", not the formal citizen complaints that are filed. Internal Investigations of municipal workers including police employees: 7 Internal Investigations. (Down from 12 in 2015)

Another function of the Internal Affairs Division is to conduct extensive and thorough pre-employment background investigations of City of York Civil Service Applicants that have successfully completed the initial phases of the Civil Service Board Employment selection process. Internal Affairs Division initiated 20 pre-employment background investigations of civil service police and fire applicants for potential hire by the City of York in 2016. (Down from 37 in 2015)

The Internal Affairs Division also conducts pre-employment criminal background investigations of all City of York municipal employee applicants to determine if the applicants are suitable for consideration for employment. This pre-employment criminal investigation is to verify that no persons are hired with a criminal record that the City is not aware of. In 2015 the following background investigations were conducted for various positions within the City of York: 109 Criminal background investigations for general municipal employees. (Up from 85 in 2015)

SUPPORT SERVICES DIVISION

Captain Steven M. Butler **Commander**

The Support Services Division is responsible for administrative and support services for the Police Department. The primary duties of the division are budget preparation and administration, and equipment procurement and distribution. The Administrative Division works closely with the City's Grant Coordinator on the financial management duties for all grants received by the police department, including JAG Grants, COPS Technology Grants, Local Law Enforcement Block Grants, Bulletproof Vest Partnership, and other sources such as Pennsylvania Commission on Crime and Delinquency.

The Administrative Services Division includes the Community Services, Professional Development (Training and Accreditation), Police Records, and Property Management Sections.

The Community Services Division fosters a spirit of cooperation between the members of the police department and the community through a variety of programs, academies, trainings, and services. Members of Community Services include the crime prevention coordinator, neighborhood development coordinator, resource center staff, Police Chaplains, and animal enforcement officer.

The Professional Development section has responsibilities for accreditation management, recruiting, selecting and hiring new officers and is the primary liaison for the Police Civil Service Board, as well as the responsibility for the training of all the personnel in the department.

The Police Records Division manages the department's computerized Records Management System and provides coordination between the courts and police officers for their court appearances. The Records supervisor manages contracted overtime, certain special event permits, and oversees the Parking Enforcement Supervisor.

The Property Management Division is responsible for cataloging and storing all evidence and recovered property.

RECORDS DIVISION/SPECIAL EVENTS

Sgt. Robert Goshen

York City Police Records Division was made up of eight full time civilian employees and one sworn police supervisor – Sgt. Robert Goshen. The records office was open to the public from 8am-4pm Monday thru Friday. Four Employees worked full time processing police records. Two employees provided front desk coverage which is open to the public from 630am-11pm Monday-Friday. One employee is an IT (Information Technology) specialist who handles the police department's computer and technology systems. Another employee is assigned to Fleet Maintenance but also performs tasks supportive to the daily functions of the Records Division and Police Department as a whole.

Records Division and Front Desk

The specific detailed duties performed on a daily basis can be found in the Records Operation Manual. A brief description of duties follows.

Front desk duties include the following:

Telephone	Messages (Email and voicemail)
In Person – Walk-ins	Faulty Equipment Cards
Fax	QRT Log/QRT Callout
MDC	Towed/Impounded Vehicles
Taking and updating reports	Chaplains
Clean/NCIC Hits	Prisoner Release
Referrals and Call-Outs	Officer Calling off shift
DOMV assessment files	False Alarm Billing/Entry

Records Operation duties include the following:

Traffic Citations	PCCD
Non-Traffic citations	Microfilm
Call Sheets	Clery requests
Overtime Details	Records Checks
Overtime request	UCR
Pursuit forms	Clean/NCIC
Written Warnings (5-day cards)	Validations
Fax	Statistics/Analysis
Crash Reports	Records Retention
Protection from abuse	Right to Know Requests
DA's Office	Court Coordination/Subpoenas
Magistrates	*State mandated reporting

Information & Technology Services performs maintenance in the following areas:

Computers	Cameras
Phones	Metro
Fax	Telestaff
Printers	Software
Copier	Network Server

Additional Duties performed by Records Division Supervisor

Payroll

Sgt. Goshen is responsible for maintaining and submitting the uniformed police payroll to the finance department on a bi-weekly basis.

Police Overtime / Special Events

In addition to organizing special events, the police department is sometimes called upon to provide traffic control and/or security during these special events. These events include races, parades, street fairs, etc. All special events are managed through this office. Responsibilities include meeting with customers to develop a traffic control/security plan, scheduling details and assigning the details. Many events require the coordination of several agencies throughout the city. This office acts as the lynch pin between police services, fire services, parks and recreation, public works, fire police, and the event organizers. In some cases, this office will provide police supervision as the OIC for the events.

In 2016, the City of York organized 75 Special Events, some of which included:

Creek Fire Art Festival	Equality Fest
First Fridays	First Friday in Royal Square
Saint Patrick's Day Parade	Labor Day Parade
Oysterfest	Quarterback Club 5K race
Victim's Rights March & Candlelight Vigil	Foodstruck
YWCA Race against Racism	Bike Night
Yorkfest Arts Festival	York Halloween Parade and Run
Olde York Street Fair	York White Rose Run
National Street Rod Parade	YMCA Turkey Trot
YMCA Kids Triathlon	Light Up Night
The YMCA Marathon	Walk a Mile in Her shoes
July 4 th Fireworks	Cigar Box Festival
FestivICE	Easter Egg Hunt
Go-Green	William Shaffer Fishing Derby
Rediscover York	Emerg. Prep. Lollapalooza

In addition to security services and special event services, this office also handles grant money that is allocated for traffic safety. Typically, this money is used to fund traffic enforcement details and public awareness details that relate to improving traffic safety in the city.

Traffic enforcement details were funded by grants from Buckle-Up Pennsylvania and Aggressive Driver. In addition to the details generated through the grants, there were several details throughout the year filled through the use of directed patrol at the shift level. The patrol details were instrumental in addressing citizen traffic complaints received throughout the year as well as matching the "in-kind" hours required by the state agencies funding these grants.

Fire Police

The York City Fire Police assist the Police Department and Fire Department by providing traffic and pedestrian control at emergency calls and special events. The members of the York City Fire Police donate their time in all types of weather, and at all times of day. Their efforts make many of the scheduled events possible at no cost to the City. Participation had been decreasing as the ranks of the Fire Police is aging and recruitment has been virtually non-existent. As such, their dependability diminished, as have the calls to assist the Police and Fire Departments. Use of this department ceased in August of 2016.

The following Fire Police members served as Officers during 2016:

President	Brent Morthland
Vice President	Clarence March
Recording Secretary	Bonnie Shilke
Treasurer	Raymond Sneddon (deceased)

Towing Ordinance

The Records Office oversees the City's Towing Ordinance. Currently there are three companies licensed to tow vehicles. Darrah's, Louie's, and J&K Auto. This office is responsible to oversee the towing companies are licensed to operate in the city. Inspections of facilities & equipment, license renewals and required paperwork (applications) occurs on a yearly basis.

False Alarm Billing

The Records office was also responsible for the issuance of False Alarm Invoices for multiple activations that occur at private residences as well as businesses in violation of the City Ordinance. In 2016, the actual revenues collected for this year totaled \$33,275.00. \$1,900.00 remain on outstanding account invoices, and \$6,150.00 in delinquent accounts have been forwarded to the Solicitor's Office for collection activities.

Portable Radio Maintenance

The Records Supervisor is also responsible for the maintenance and repairs of the officers' portable radios and the equipment that accompanies these radios. This includes programming radios for new hires as well as reprogramming radios for officers who are given special assignments.

Arrest Records Transferal

Arrest information that has been collected over the years for both juveniles and adults had been transferred to an off-site facility during the building reconstruction phase. Since the construction and development of a records storage room in the basement of the Police Dept., we have continued the transition of re-collecting those records and permanently storing them on shelving units in the storage area. By the end of the year we were roughly 75 % completed. Significant progress was made with the assistance of newly hired officers awaiting the beginning of the police academy.

Parking Enforcement

In 2016, The Parking Enforcement division was restructured and transferred to fall under the command of the Police Department. The unit consists of a supervisor, five full time and one seasonal (street cleaning) enforcement officers, who ultimately report to the Records Division supervisor. Parking Enforcement Officers wrote 34,384 tickets in 2016 (which is an increase over the number in 2015) which generated approximately \$1,099,848.00 in ticket revenue. More than half of tickets come from street sweeping, one fourth come from meter violations and the other one fourth come from other violations such as double parking, No Parking Zones, inspections, registrations, etc....

Additionally PEO's spent 640.25 hours in the parking garages in 2016 covering cashier shifts that Finance Dept. could not find coverage for.

TRAINING & ACCREDITATION

Lt. Roy E. Kohler

The Training and Accreditation Division is responsible for the training of all department personnel, recruiting, hiring, and meeting the PLEAC standards for accreditation.

Each officer within the department received the following mandatory training:

Spring Use of Force

Fall Use of Force

Legal updates/mandatory in service

Recertification of Taser, OC, Mental Health, ASP and Stop Sticks occurred in-house.

Members (16) of the Honor Guard attended 4 days of in-service training (same as 2015).

Members of the York County Quick Response Team (10) attended 18 days of in-service training (same as 2015) with members who have specialized skills utilizing additional days for their specialized skill sets.

PO Pelton successfully completed the Basic SWAT School instructed by the Prince George County Police Agency.

Members of the York County Negotiation Team (4) attended 12 days of in-service training.

PO Lentz successfully completed the basic Wiretapping Certification conducted by PSP in Hershey.

11 New Police Officers were hired by the department in 2016. 8 attended the Basic Police Academy at Harrisburg Community College while 3 went straight into the Field Training Program due to prior certifications. The training budget was not exceeded.

Department personnel attended other courses as detailed below:

OC Recertification	ASP Recertification	Taser Recertification
PLEAC Conference	Basic Firearms Instructor	Mental Health Recert
Glock Armorer	MCSAP update	Stop Stick Recert
Lethal Weapon Cert	Recruiting/Hiring for LE	Crime Prevention
PELRAS	PCP Annual Conf.	Firearms Spring and Fall
Civ Response to Act. Shoot	Spear	Instructor Development
Multiple Evid. Scene Schs	FTO	Narcotic Off Assoc
POSIT	Accreditation Conf	Motorcycle Acc Invest
High Impact Supervision	Sniper Sch	Tactical Shooting Schs
Tactical Command Sch	Wiretap	JNET Conf.
Taser Certification	Humane Officer Sch.	CAC Conf.
US Treasury Fin Crimes	Social Media	Evidence Collection
CVSA Eximiner	Crime Prevention	Suicide Prevention
Critical Thinking/Analysis	Civil Disorders	SWAT Sch.
Child Sex Abuse	Forensic Mapping	Explosive Breaching
Herion Inv and Prevention	Safe Schools	CIT Training
First Aid Instructor	Field Sobriety Testing	Problem Analysis
CIT Training	Civil Disorder	Tactical Command

Some training worthy of noting:

- Det. Perry and Pitts attended Practical Homicide Investigations
- Our Evidence Tech officers attended numerous schools at HACC in advancement of our crime scene processing.
- Officer Eastman attended classes for MCSAP recertification.
- POs Gladfelter, Eastman, Reidy, Lietzel and Ames did advanced QRT training in Hostage Rescue, Tactical Breaching, and Tactical Command
- New Sgts. McBride, Lawrence, Jay and Wentz attended two Supervisor development schools
- POs Reidy, Huncher and Meeker became new Dept. First Aid Insts.
- Community Service was trained in Civilian Response to Active Shooters and have provided numerous classes to organizations within the community and it has been very well received.

The department is in the second year of its accreditation process and all appears to be going well. We continue to transfer for training onto the PowerDMS program which as minimized training expenditures and streamlined training reducing lost manpower hours to training. We have also transitioned to Telestaff which has been a slow but ongoing process.

FIELD TRAINING

7 Officers completed the program: Mederios, Mayberry, Davis, Phillips, Horvath and Main. 1 Officer, Salazar chose not to complete the program and 4, Thompson, Clark, Engle and Pickel are currently in the program.

RECRUITING/HIRING

11 Officers were hired in 2016 and one of those officers resigned.

ACCREDITATION

The York City Police Department completed their annual compliance review and are in year 2 of the 3 year accreditation

PROPERTY AND EVIDENCE

Denise Conrad, Supervisor

As expected, 2016 brought us an overall increase in the Evidence Room's workload. 2016's statistics include a significant increase in transactions logged, in property returned to owners, in items copied for discovery, and in monies forfeited.

There were 15,590 *Metro VisualAlert* transactions logged. That's 1,400 more entries in 2016 versus 2015. Part of that increase can be attributed to the fact that we saw a 1,145 unit increase in new evidence intake. However, that increase in transactions does not include the much higher volume of discovery requests which were received from the DA's Office this year. Those numbers more than doubled in 2016 versus in 2015.

Here are some of the relevant stats:

Incoming items:

Total 2016 tagged units entered by officers: 7,369

Total 2016 new guns received: 123

Total 2016 cash intake: \$67,183.98

Total Rx drugs dropped off to the MedReturn Bin in the lobby: approx. 123 lbs

Outgoing items:

Total items (individual tags) returned to owners: 340

Total tagged units destroyed: 2,284

Total cash released to owners: \$19,150.82

Total cash forfeited to DA's Office in 2016: \$96,753.07

Total cash turned over to PA State Treasury Bureau of Unclaimed Property: \$510.66

Total copies of discs/documents provided for DA's Office: 276

As in the past few years, we continue to reap the benefits of our case disposition database. 2016 was a research-heavy year, however we managed to eliminate all of 2015's list and then some. This was thanks in large part to the assistance of new officers, temporarily assigned to the Evidence Office in June.

We ended 2016 with a list of 3,149 items, newly identified for disposal in the coming year. This is 1,000+ more items on our 'To Be Destroyed' report than this time last year. Many of these items are already staged for our next incinerator visit and gun destruction. This list is ever-growing, and we do hope to one day grow its size to balance the number of items coming in with the number of items disposed. While this was previously an unattainable goal, we ended 2016 on an optimistic note. Thanks to the introduction of an additional evidence clerk in January of 2017, we can look forward to even greater productivity in the new year.

COMMUNITY SERVICES

Lt. Gene Fells

Jacqueline Marrero – Crime Prevention Coordinator

Danny Evans – Neighborhood and Youth Outreach Coordinator

Jeri Zimmerman - Resource Center Staff

Mark McCartney – Animal Enforcement Officer

York City Police Chaplain's Corp

Pastor Darnell Bowman (Co-Captain)

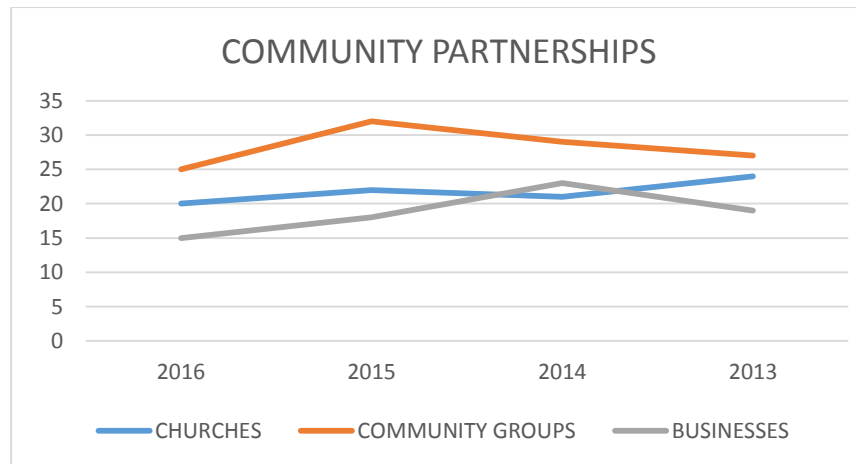
Pastor Carlos Kelly (Co-Captain)

In 2016, the Community Services Division was involved in more crime prevention educational trainings than any of the last four years. Including more home/business security checks and class room visits. Community Services Staff Member attended over 612 community meetings and responded to 43 Neighborhood Complaints and provided 38 Police Officer visits to local schools

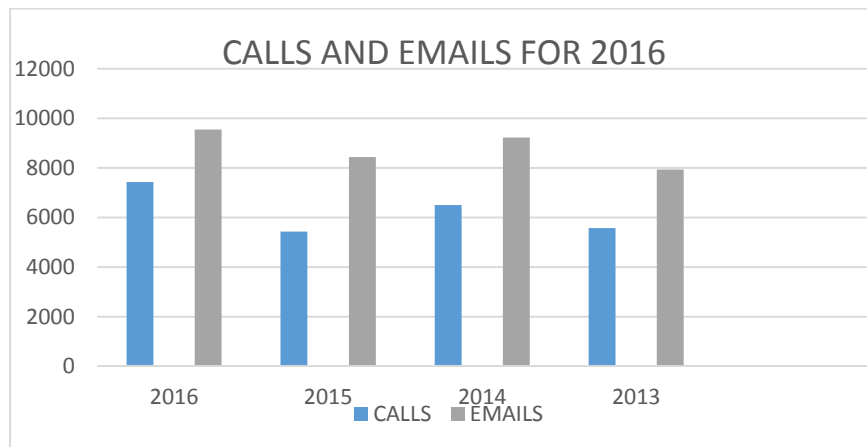
In January of 2016, staff members were trained as instructors for the “Civilian Response to Active Shooters” program, in doing so, the Department conducted 51 trainings with more than 1100 people in attendance.

Also in 2016, Over 51% of the Police Department’s staff and officers, through normal working hours, overtime or volunteering, were involved in, sponsored or created partnership activities.

The Department hosted 1 Adult and 1 Youth Police Academy, with 56 people attending.



In 2016 Community Services worked over 60 Community Groups on Neighborhood events and projects



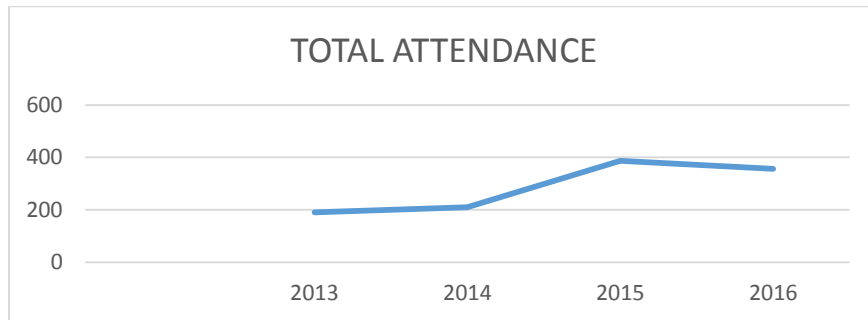
Community Services responded to over 16,883 phone calls and emails for assistance and information. The division also provided a crime prevention resource table with safety brochures to 48 businesses and community groups and conducted 18 tours of the newly remodel police station and

Youth Bicycle Safety Training

Working with the York Health Department and the YWCA Community Services and Uniform Patrol Officers hosted 2 Bike Safety Programs. 208 young people attended the bike safety courses in the City, 218 bike helmets were custom fit and given out, and minor repairs were made to 7 bikes.

Youth Outreach

353 young people attended the Youth Outreach program held at Martin Memorial Library.



COMMUNITY SERVICES 2016 HIGHLIGHTS

Operated Two Resource Centers in the York Community

- With a total walk-in contact of 1,680
- 218 Referrals for services
- 300 Blankets given away
- 2 Christmas parties hosted, with 83 students, And supported 6 other Non-profit Agencies Christmas projects

York Detention Center

- In 2016, for 8 months, a Community Services staff member was assigned to YDC for Two (2) days a week.

Hosted 12 College intern students

Worked with 30 Groups at 29 locations for National Night Out

York City Police At The York Fair

- Booth was staffed with 22 Volunteers, 19 Police Officers and Community Services Staff
- Booth had over 4300 contacts
- 918 Crime Prevention Quiz's Performed
- 1800 Safety and Crime Prevention Brochures and Incentives given away.
- 148 Bike Helmets fitted and given away.

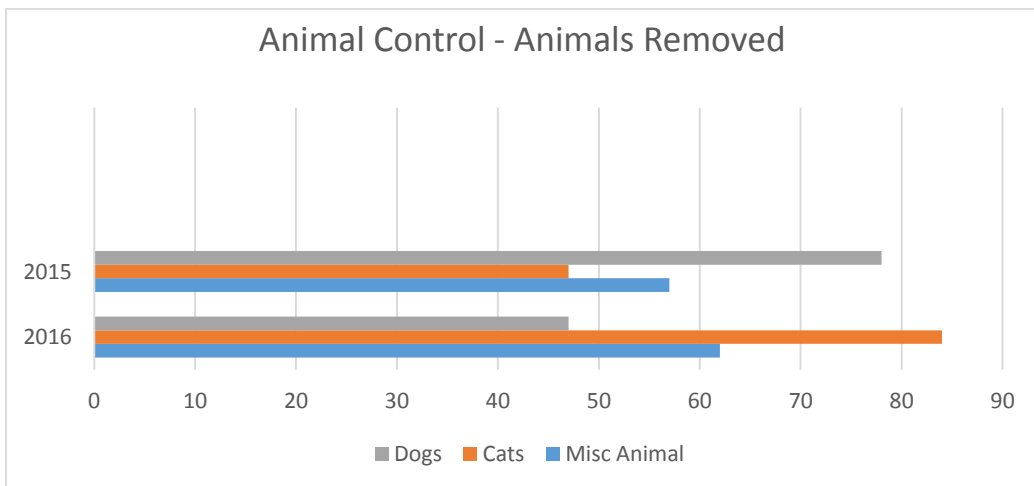
National Crime Prevention Month – October 2016

- Recognized 130 Non-profit Groups, Churches and Business for their Crime Prevention efforts
- In 2016, Community Services staff members served on 12 Advisory boards, representing York City Police Department in the York Community

York City Animal Control Report 2016

Month/ Days Worked	Calls	Cats Removed	Dogs Removed	Citations	Reports	Court Time	Investigations	Miscellaneous Animals
January 19	64	0	3	10	6	.5	60	0
February 21	62	2	7	20	6	2.75	60	3
March 22	79	2	4	2	4	4.0	72	6
April 21	82	2	2	9	7	4.75	76	3
May 21	75	5	6	8	5	2.5	70	3
June 21	110	36	6	18	3	2.0	102	4
July 17	81	17	3	12	6	0	75	9
August 18	80	6	2	7	4	1.5	78	10
September 19	100	7	5	21	7	1.75	35	8
October 15	74	3	2	3	2	0	45	7
November 15	49	4	3	10	3	1.75	46	5
December 16	52	0	4	4	6	3.5	34	4

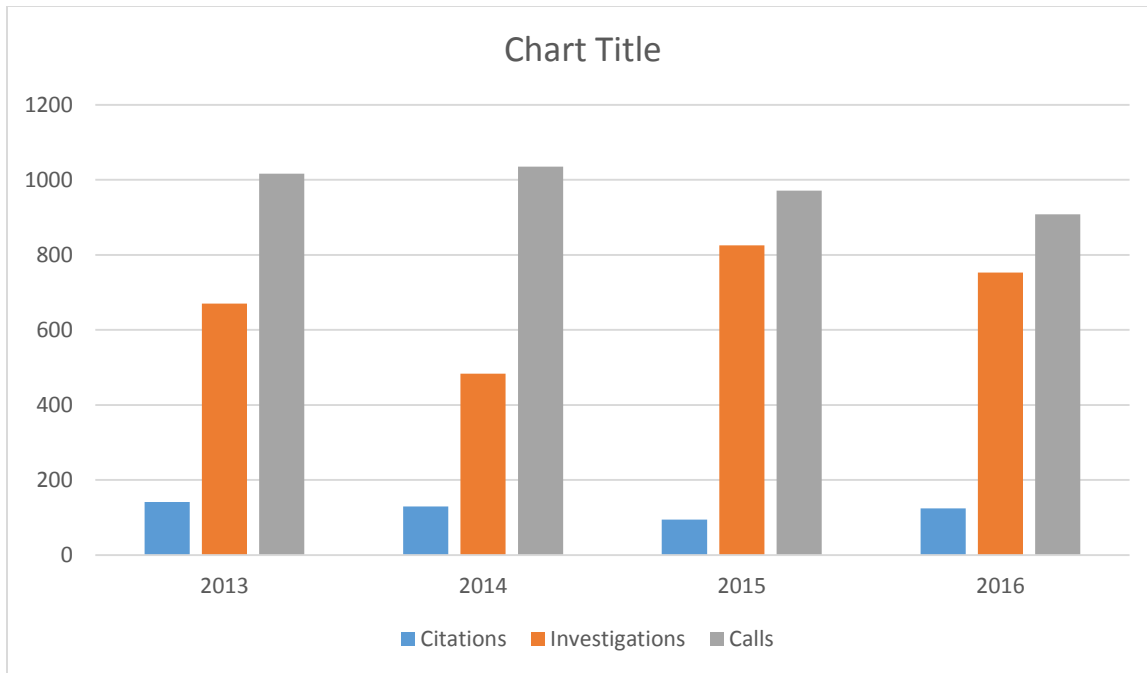
225 908 84 47 124 59 25 753



Miscellaneous animals- 62 total: 2 bats, 31 opossums, 2 ground hogs, 1 goose, 8 squirrels, 6 birds (2 sparrows, 1 swift, 1 hawk, 1 dove, 1 starling), 2 raccoons, 1 slider turtle, 7 skunks, 1 garter snake, 1 rabbit.

Training-16 hours firearms January, 15 hours humane seminar May, 5 hours firearms December

Citations may be 'down' due to referrals to private prosecutions, calls may appear 'down' due to handling of more matters over the phone, animals removed numbers always vary because those calls are 'cyclical', reports appear 'up' due to more familiarity with Metro/Visual Alert.



COMMUNITY RELATIONS

C. Kim Bracey, Mayor

Edquina Washington, MHS

Director

CITY OF YORK INITIATIVES

2016 MLK America's Sunday Supper: Where Do We Go From Here?

The 2016 MLK America's Sunday Supper: Where Do We Go From Here?, was held on January 17, 2016. The event is a national initiative of the organization Points of Light, in cities and states across the United States with the premise to acknowledge the legacy of Dr. Martin Luther King Jr, through providing a community meal, discussion, and documentary on the issue of homelessness of unaccompanied youth in our community.

The event consisted of a community dinner, community discussion, and a feature presentation of *Inocente*, an Academy Award Winning documentary, an intensely personal and vibrant coming of age documentary about a 15 year old artists' fierce determination to never surrender to the bleakness of her surroundings, while being homeless.

Community partners and sponsors: Points of Light, Global Citizen 365, Lincoln Charter School, Helen Thackston Charter School, Pennsylvania Education for Children and Youth Experiencing Homelessness, Popeye's, Asbury Church, and The Black Minister's Association of York County.

Healthy Movin' Mondays

Healthy Movin' Mondays initially began in February 2016, as a healthy, fun, and enjoyable opportunity to encourage community members to embrace being healthy, while enjoying themselves. The event was held monthly on the second Monday of every month for free to community members and included line dancing as the healthy activity.

Merchant of the Month

Since 2011, local businesses have been celebrated by Mayor C. Kim Bracey and Downtown, Inc. monthly, highlighting their benefit to the city of York with a community celebration at their place of business, a parking pass for the current month, and the utilization of professional video advertisement of the services they offer to our community.

My Brother's Keeper York, PA

Mayor C. Kim Bracey and Jamiel Alexander, accepted President Obama's "My Brother's Keeper Community Challenge," August 22, 2015, joining together over 60 men in the community focused upon eliminating opportunity gaps, barriers, and challenges facing youth in our community, including boys and young men of color, to ensure that all young people in the community succeed.

The men involved in the program collaborated with organizations to hold the 100 Men Reading Program, which encouraged men from the community to read to children in the York City School District. My Brother's Keeper York, PA also held their first annual Fatherhood Cookout, which encouraged fathers in the community to join together to provide a safe and positive outlet for the youth and families to join together. The event included free food, games, and activities for the entire family.

Mayors Day of Recognition for National Service

Joining hundreds of Mayors across the United States on April 13, 2016, Mayor C. Kim Bracey recognized the impact and value that national service volunteers provide to the city of York, by organizing a ceremony in collaboration with the Corporation for National and Community Service, the National League of Cities, and Cities of Service.

National service volunteers from United Way of York County, Community Progress Council, SpiriTrust Lutheran, Crispus Attucks, RSVP, and the American Red Cross were recognized by Mayor C. Kim Bracey, with each personally received a token of her appreciation for the service that they provide to our community.

Let's Walk w/Mayor Bracey

Let's Walk With Mayor Bracey was birthed out of National Take A Walk In The Park Day, which is held March 30th yearly. Mayor Bracey held the event at one of our local parks in the City of York, encouraging community members and staff to join together for a community walk during noontime during a work day, which caused us to hold the event monthly during months with pleasant weather. The event is free of cost to anyone that would like to participate and does not require any registration.

Play Ball

On July 14, 2016, Mayor Bracey held her 2nd Annual Play Ball Event, which included the City of York's Summer Parks & Playground Program. The Play Ball initiative was developed by the United States Conference of Mayors (USCM), in support of Major League Baseball's "Play Ball" initiative, which focused on the fun nature of baseball and encourages widespread participation in related activities.

Youth had an opportunity to join in on baseball interval games with York Revolution players and peers.

2016 State of the City Address

The declaration of the past accomplishments and future direction of the city of York under the leadership of Mayor C. Kim Bracey is held annually, in the format of her State of the City Address. This year's State of the City Address was held on April 27, 2016 at Hannah Penn Middle School.

The following outstanding community leaders were honored at the event: **Jeffrey Spence** (White Rose Hall of Fame Award), **Jeff Stabley** (White Rose Award), **Dr. Deborah McMillan** (White Rose Award), **Aaron Anderson** (York Unity Award), **Central Market York** (York Entrepreneur Award), **Rodney Washington** (York Leadership Award), **Bob Tome** (York Leadership Award), **Centro Hispano**, (York Humanitarian Award), **City View Community Church** (York Recreation and Parks Volunteer Award), **Matt Carey – York Rescue Mission** (York Special Events Volunteer Award), **Mateo Maldonado** (York Scape Award), and **Ophelia Chambliss** (York Public Arts Award).

Gun Violence Intervention Initiative

In 2016, The City of York contracted with National Network for Safe Communities to assist in combatting the influx of Gun Violence in the community. The initiative an evidenced based approach to gun violence, which provides the opportunity for people from disparate backgrounds, often with competing priorities, to work together in unusual ways and focus on the single goal of reducing serious gun violence in the City of York.

Welcoming Cities

In collaboration with YMCA of York County, Welcoming America, and several community partners, Mayor C. Kim Bracey celebrated Welcoming Week in the City of York, during the week of September 19th – 24th, 2016, which included a full week of activities focused upon unity and people of all backgrounds coming together to create stronger communities, as well as to raise awareness in the City of York of the benefits of welcoming everyone, including new Americans. The event included a Citizenship Workshop, PediCab Tour of new American businesses, and a Cultural Festival.

Ray Crenshaw Neighborhood Awards

On November 5, 2016, Mayor C. Kim Bracey held the Ray Crenshaw Neighborhood Awards, to honor the legacy of service and dedication that Mr. Ray Crenshaw gave to the City of York. The event highlighted and celebrated 18 City of York community members, businesses, and organizations that have made our community the lively, diverse, and robust York that it is.

SOLICITOR'S OFFICE

C. Kim Bracey, Mayor

Donald B. Hoyt, Assistant Solicitor
Jason R. Sabol, Assistant Solicitor

Pennsylvania's Third Class City Code establishes the position of the City Solicitor. The Mayor, with the advice and consent of City Council, appoints the Solicitor. The Solicitor is the chief law officer of the City, and represents the City in all legal actions brought by or against the City. In addition, the Solicitor renders legal opinions to the Mayor, City Council, department heads, administrative boards, the Controller, and the Treasurer upon request.

Two Assistant Solicitors and a paralegal staff the Solicitor's Office. Donald B. Hoyt has been an Assistant Solicitor with the City of York since 1994. The other Assistant Solicitor, Jason R. Sabol, began working for the City in April, 2013.

The major function and activities of the Solicitor's Office during 2016 are summarized below.

LITIGATION

As of December 31, 2016, there are fourteen open lawsuits involving the City of York. Eight of these cases are defenses. Five cases name police officers or detectives as defendants, sometimes along with the City itself or other City officials. Eight involve the supervision of outside counsel, hired by the City's insurance companies. In those cases where outside counsel is involved, the Solicitor's Office monitors the progress of the case, coordinates contact between the counsel and other City employees, and acts as a conduit for any files or records required by the outside counsel, as well as meeting with employees involved, and participating in depositions and trials. This oversight function is especially important in cases involving law enforcement, where the City's \$100,000 deductible makes it necessary for the Solicitor's Office to carefully monitor outside counsel's billing, and to provide them with as much assistance as is practicable.

BUSINESS PRIVILEGE TAX

The Solicitor's Office works with an outside auditor and the York-Adams County Tax Bureau, monitoring the results of audits, representing the City when an audit result is appealed, and ensuring that money due as a result of an audit is collected. The Assistant Solicitor appeared on behalf of the City at two audit appeal hearings in the Court of Common Pleas.

The Pennsylvania Supreme Court decided in the City's favor in the matter of S & H Transport. That case is now back in the York County Court of Common Pleas for the purpose of determining the amount of Business Privilege tax due to the City of York. A second case has been remanded to the York County Court of Common Pleas after having been appealed to the Commonwealth Court, pending the decision of the Supreme Court in the first case mentioned. This case is currently in settlement discussions.

The Assistant Solicitors also provide opinions to the City's auditor and The York-Adams Tax Bureau regarding questions about the interpretation of the regulations.

ADMINISTRATION

The Solicitor's Office handled at least 155 administrative actions during 2016. These include responses to appeals of tax assessment decisions from the County Tax Assessment Board, review and drafting of ordinances and resolutions, responding to legal questions of City staff members, sending collection letters, and other miscellaneous projects, such as the Waste Water Treatment Plant. The Solicitors also assist Human Resources with new hire investigations. The Solicitor's Office provides advice (confidential and otherwise, as determined under the circumstances) on legal matters to City employees and elected officials as requested, drafts ordinances, reviews contracts and agreements, and writes formal opinions on specific questions of law.

No new claims were filed against the City before the PHRC or EEOC in 2016. A final determination in a case from 2014 was received in which the EEOC adopted the findings of a local agency stating that the complaint should be dismissed.

As of December 31, 2016, the City currently has an interest in eighty-five tax assessment appeals, having started the year with 63. These appeals include the City's intervention in situations where the property owner has appealed a decision, or appealing a decision where the County Tax Assessment Board has reduced the assessment. At least thirteen of these appeals were settled during the year (either by stipulation or trial); however, the City gained thirty-five new cases over the course of 2016.

The Solicitor's Office also assists the City in its efforts to collect unpaid taxes.

During 2016, the Solicitor's Office was aware of eight potential lawsuits, although some of these suits date from prior years. An attorney representing a potential plaintiff usually notifies the City of an injury or damage claim, or a sends a formal notice of intent to file suit. Occasionally, the individual files a claim with one of the City's insurers and the insurer notifies the Solicitor's Office or the Solicitor's Office is otherwise made aware of a situation where there seems to be lawsuit potential.

The Assistant Solicitors attended Blight Task Force meetings, which are normally scheduled to be held monthly. These meetings decide if a property should be preliminarily noted as in need of repair and a letter goes to the property owner. Some properties are then referred to the Planning Commission to start the process of condemning a property as outlined under the Urban Redevelopment Act. Property owners have the right to appeal the declaration of blight to the Nuisance Abatement Appeals Board. The Solicitor's Office also responded to numerous internal requests for property owner information to PPZ and Fire Department. The Solicitor's Office also tracks bankruptcy filings that may affect City properties and alerts the Finance Department of any new filings. Research regarding the status of an automatic stay is also performed prior to posting properties for shut-off, when a bankruptcy is known or suspected to be involved.

RIGHT TO KNOW LAW

The Solicitor's Office processes requests for information under Pennsylvania's Right to Know law. During 2016, the Solicitor's Office received 349 Right to Know requests, with one reporter submitting requests for information for over eighty properties. This was an increase from 2015. Eight requestors whose requests were denied appealed the City's denial of information. The Office of Open Records issued decisions in the City's favor in six of the appeals; one appeal was withdrawn. The District Attorney's Office decided against the City in a case concerning York City Police Department body camera video, which is currently pending on appeal in the York County Court of Common Pleas.

DISTRICT JUSTICE HEARINGS

Assistant Solicitor Jason Sabol attended two hundred forty-seven District Justice hearings on behalf of the City, working with Property Maintenance Inspectors, fire department officials, and the City's lead technician in defending the citations issued, resulting in guilty findings or settlement in the City's favor in approximately 73% of the cases.

Summary Conviction Appeals of District Justice decisions are held at the Court of Common Pleas twelve times each year. Appeals of decisions involving the City were heard at the 2016 Summary Conviction Appeals, involving seven cases. In those cases, five were confirmed as guilty and two were withdrawn.

In summation, it is likely that the activities of the Solicitor's Office will increase in 2017 largely due to the volume of litigation, Business Privilege tax appeals, tax assessment appeals, and Right to Know requests currently being handled.
