

Lancaster County Council Public Safety Committee Regular Meeting Agenda

Tuesday, November 14, 2017

**County Council Conference Room
County Administration Building
101 N. Main Street
Lancaster, SC 29720**

1. **Call to Order – Committee Chair Brian Carnes** 5:00 p.m.
2. **Approval of the agenda** *[deletions and additions of non-substantive matters]*
3. **Citizens Comments**
4. **Approval of Minutes from the August 15, 2017 Public Safety Committee regular meeting – pgs. 2-4**
5. **Discussion / Action Items**
 - a. Revisiting the concept of Impact Fees in the panhandle – *Steve Willis – pgs. 5-31*
 - b. EMS Grant – *Clay Catoe – pgs. 32-43*
 - c. Update on New HQ Building for EMS – *Clay Catoe – pg. 44*
 - d. Discussion of 2018 calendar (Final adoption will be held at the November 27th Council Meeting) – *Steve Willis – pgs. 45-48*
6. **Adjournment**

Anyone requiring special services to attend this meeting should contact 285-1565 at least 24 hours in advance of this meeting.

Lancaster County Council Public Safety Committee agendas are posted at the Lancaster County Administration Building and are available on the Website: www.mylancastersc.org

Members of Lancaster County Council
Public Safety Committee

Brian Carnes, District 7, Chairman
Larry Honeycutt, District 4
Billy Mosteller, District 3

Minutes of the Lancaster County Council Public Safety Committee Meeting

101 N. Main Street, Lancaster, SC 29720

Wednesday, August 15, 2017

Council Members present were Brian Carnes, Larry Honeycutt and Billy Mosteller. Also present were John Weaver, Steve Willis, Sherrie Simpson, Kimberly Hill Chelsea Gardner, and various Department Heads. A quorum of the Lancaster County Public Safety Committee was present for the meeting.

The following press were notified of the meeting by e-mail in accordance with the Freedom of Information Act: *Lancaster News*, *Kershaw News Era*, *The Rock Hill Herald*, *Fort Mill Times*, Cable News 2, Channel 9 and the local Government Channel. The agenda was also posted in the lobby of the County Administration Building and on the county website for the required length of time.

Call to Order

Chairman Brian Carnes called the meeting to order at 5:00 p.m.

Approval of the agenda

Larry Honeycutt moved to approve the agenda as written. Seconded by Billy Mosteller. Passed by unanimous vote of 3-0.

Citizens Comments

There were no citizens that came forward for comments.

DRAFT

Approval of the Minutes from July 12, 2017

Billy Mosteller made the motion to approve the minutes from July 12, 2017. Seconded by Larry Honeycutt. Passed 3-0.

Discussion/Action Items

a. Update/discussion of Peddlers Ordinance

County Administrator, Steve Willis stated that they have some recommendations from Doug Barfield on some suggested wording and wanted to see if Council had any comments. If Council has no changes to the document that was on page 5-6 of the agenda packet then the next step would be to work with the County Attorney and get an ordinance together for Councils consideration.

b. EMS Stretcher Fleet Assessment

Clay Catoe, Lancaster County EMS supervisor spoke regarding the stretchers at EMS. Mr. Catoe stated that the new salesman stated that they would do a fleet assessment once every five years. They were not able to get the fleet assessment done until the very end of June. Out of the 23 stretchers that EMS has they graded 13 of them an F. Receiving a grade of an F means that they recommend that the stretcher be retired and no longer used. Mr. Catoe asked the salesman for a quote. Mr. Catoe would like to replace the stretchers that are 15 years or older and that would be around 3 stretchers and the cost is about 13,000 per stretcher.

Larry Honeycutt made the motion to send to full Council. Seconded by Billy Mosteller. Passed 3-0

c. Payment for Rich Hill Fire Department

Darrin Player stated that they have already sold \$150,000 worth of trucks that was five trucks. One County in Georgia bought all five of the trucks. Darren stated that someone is interested in the two tankers, and those are listed at \$55,000 apiece. There are five 1987 engines and those are listed at \$18,000 apiece but they are straight drive.

Billy Mosteller made the motion to send to full Council. Seconded by Larry Honeycutt. Passed 3-0.

d. Match for the Assistance to Firefighters Grant (AFG)

Darren Player stated that only two of the stations applied for grants this year. There are two grants within the program that you can apply for in each stations name. One being an Apparatus Grant and the other is an Equipment Grant. McDonald green choose to just apply for the equipment grant. Kershaw applied to both grants and it would be the town rescue that they would want to replace. This is for information.

Larry Honeycutt moved that the County pay the match for the assistance to firefighter's grants for Kershaw and McDonald Green fire departments, if awarded and that the motion be moved to full Council with a positive recommendation from the Public Safety Committee. Seconded by Milly Mosteller. Passed 3-0.

Adjournment

Larry Honeycutt moved to adjourn the Public Safety Committee meeting. Seconded by Billy Mosteller. Passed by a unanimous vote of 3-0.

Respectfully Submitted:

Approved by the Public Safety Committee

Chelsea Gardner
Deputy Clerk to Council

Brian Carnes, Chairman

Agenda Item Summary

Ordinance # / Resolution#:	Discussion Item
Contact Person / Sponsor:	Steve Willis
Department:	Administration
Date Requested to be on Agenda:	November 2017
	All Three Committees

Issue for Consideration:

Revisiting the concept of Impact Fees in the panhandle.

Points to Consider:

Council had previously wanted to consider such a fee but only in the panhandle (north of SC 5) area of Lancaster County. This would mean that the proceeds from such a fee may only be spent in that portion of Lancaster County and not in other areas.

At this time I am only asking that the Committees (since this would affect all three areas I am sending this to all three Committees) refresh themselves on this idea and pose any questions they may have in December. Discussions would not commence until the January meetings.

Funding and Liability Factors:

Sample financial impacts are shown but the final financial effect would of course depend upon the fee that is established.

Council Options:

This is for discussion only at the Committee level at this time.

Staff Recommendation:

Resume consideration of the idea with an eye towards implementing this fee to offset the cost of growth in the area that is generating most of the growth related problems.

Committee Recommendation:

To be determined.



Indian Land/Van Wyck Impact Fee Study

August 2017

Prepared by:



www.catawbacog.org

TABLE OF CONTENTS

Overview	1
Population Trends.....	1
Population Projections.....	3
Projected Land Use, Growth & Development	4
Existing Levels of Service	7
Fire Service.....	7
Emergency Medical Services.....	9
Parks & Recreation.....	10
Library	10
Other Public Facilities	10
Impact Fee Calculation Methodology.....	11
Service Units	12
Fire Service Impact Fee	12
Emergency Medical Services Impact Fee.....	14
Parks & Recreation Impact Fee.....	16
Library Facilities Impact Fee.....	17
Discount Rate.....	18
Affordable Housing	19
Household Income	19
Cost of Home Ownership.....	19
Cost of Renting.....	21
Cost Burden Analysis.....	22
Conclusion.....	22

Appendix A – ITE Employee Space Ratio Calculations

OVERVIEW

The adoption of a Capital Improvements Program (CIP) is a statutory prerequisite to the imposition of impact fees. The CIP 2017-2026 prepared by Catawba Regional Council of Governments (CRCOG) and adopted by the Lancaster Council on June 26, 2017 is the companion report to this study and meets the requirements as stated in the South Carolina Development Impact Fee Act, SC Code of Laws Chapter 1, Article 9.

An impact fee system may be a useful tool for Lancaster County; however, impact fees have some limitations including:

- Can only be used to offset the proportion of capital expenses that may be attributed to a new development.
- May not be used to meet existing capital deficiencies.
- Capital equipment and vehicles must have an individual unit purchase price of at least \$100,000.
- Must be expended within five years of receipt or the County must return the funds to the developer who paid them.

This study contains analyses of the total capacity, the level of current usage and commitments of usage of capacity of existing public facilities. Robby Moody, AICP, Senior Planner, Catawba Regional Council of Governments prepared these analyses in consultation with responsible officials of Lancaster County and using generally accepted principles and professional standards. The geographic area for this study is the Indian Land/Van Wyck portion of Lancaster County and is further defined as census tracts 112.01 and 112.02.

POPULATION TRENDS

The population of Lancaster County has grown significantly over the last decade primarily due to rapid development of the Indian Land/Van Wyck community. The US Census Bureau reported the population as 7,059 in 2000 and 19,729 in 2010 for a ten-year growth rate of 179.5%. Lancaster County as a whole grew to 76,652 residents or 24.9% during the decade of the 2000s. American Community Survey (ACS) data estimates for 2014 show continued population growth for Indian Land/Van Wyck to 21,810 residents; a 10.5% increase from 2010.

This accelerated rate of growth for Indian Land/Van Wyck reflects its premier location in the county and proximity to the Charlotte metropolitan area. Table 1 provides a summary of the population trend in Indian Land/Van Wyck and Lancaster County.

Table 1 - Population 2000-2014

Locality	2000 US Census	2010 US Census	2014 ACS Estimate	% change 2000-10	% change 2000-14
Lancaster Co.	61,351	76,652	79,515	24.9%	29.6%
Indian Land/Van Wyck	7,059	19,729	21,810	179.5%	209.0%

Source: US Census Bureau

Figure 1 shows the location of the Indian Land/Van Wyck study area in relation to Lancaster County and surrounding counties in the region.



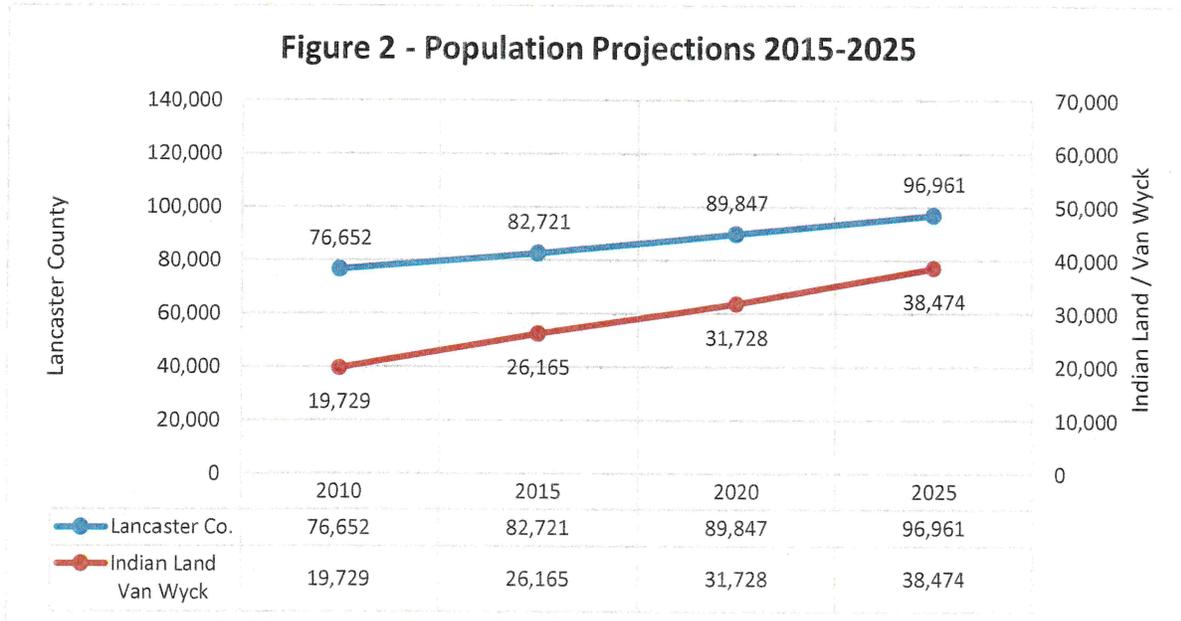
Figure 1 – Indian Land/Van Wyck Study Area

POPULATION PROJECTIONS

While population estimates are prepared annually by the American Community Survey, reliable population projections are not as readily available. *CONNECT: Our Future*, a recent bi-state regional planning effort, set population and employment benchmarks for 2050. Based on this data Lancaster County is projected to have 119,800 residents and 32,400 employees. Esri's *Business Analyst* produced estimates and projections for Indian Land/Van Wyck and Lancaster County for 2015 and 2020.

Using these sources projections have been devised for the population of Indian Land/Van Wyck over the next ten years. These types of projections necessarily involve a level of speculation, because future growth rates could change dramatically from recent trends based on economic forces or policy modifications. However, in order to plan for the future, some projections of population need to be made.

Figure 2 – Population Projections 2015-2025 provides a summary of population projections that show marked growth in both the County (96,961) and Indian Land/Van Wyck (38,474) to 2025. These projections assume that the rate of development will continue on average at 3% per year within Indian Land/Van Wyck.



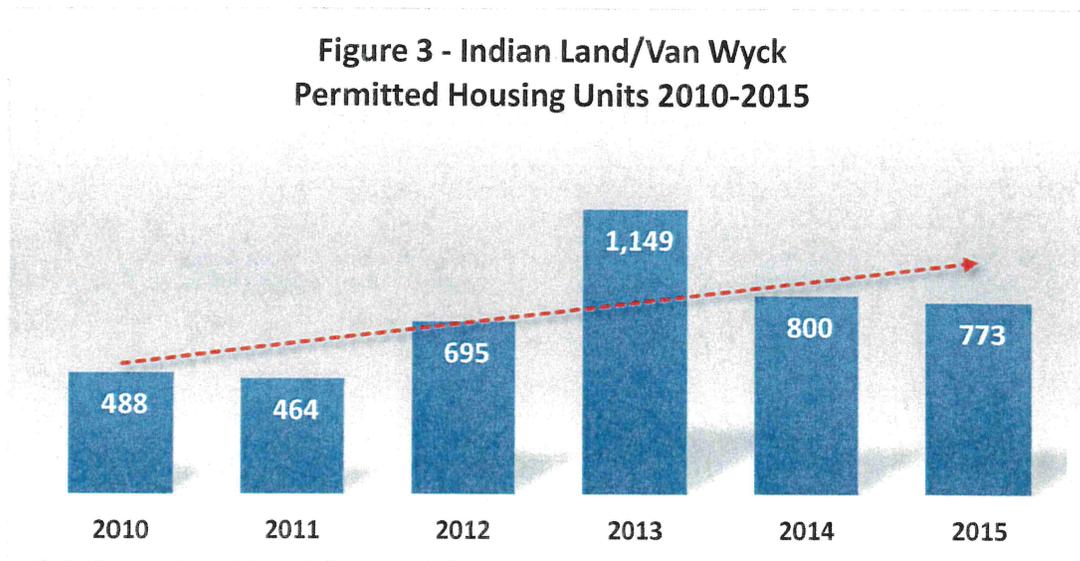
Sources: US Census Bureau, 2010, Table DP01; Esri Business Analyst 2015 & 2020 with computations by CRCOG

PROJECTED LAND USE, GROWTH & DEVELOPMENT

Indian Land/Van Wyck is a rapidly developing community in northern Lancaster County. Its proximity and direct access via US Highway 521 to Charlotte has spurred the proliferation of single-family subdivisions and strip commercial developments along this corridor. Residential is the predominant land use in Indian Land/Van Wyck, with single-family housing out-pacing multi-family at a rate of almost 12:1.

Catawba Regional COG produces a report for its four-county region (Chester, Lancaster, Union and York) that examines building permit activity. This data provides valuable information and can be assigned to individual census tracts to help identify trends and prepare projections for future development. In the case of this study, Census Tracts 112.01 and 112.02 encompass the Indian Land/Van Wyck study area.

Figure 3 depicts residential building permit activity from 2010 to 2015 in the study area. It is apparent construction activity accelerated in the post-recession years with a peak in 2013. The trend line has been positive and promises to continue based on the inventory of approved developments.



Source: Catawba Regional COG Building Permit Database

Several residential projects are in various stages of development in the study area. Some are under construction and others have received plan level approval. This study makes the assumption that developments that have been approved, but that are awaiting building permits will be completed during the 10-year horizon of the study.

The following series of tables was created to help calculate the average number of persons per household by housing category based on American Community Survey data as reported by the US Census Bureau.

Table 2.1 – Occupied Housing Units

Housing Category	Units
Single-family (Attached or Detached)	8,238
Mobile Home	809
Multi-family (2 or more units)	364
Total	9,411

Source: US Census Bureau, American Community Survey, 2010-2014, Table DP04

Table 2.2 – Population in Occupied Housing Units

Housing Category	Units
Single-family (Attached or Detached)	19,348
Mobile Home	2,049
Multi-family (2 or more units)	408
Total	21,805

Source: US Census Bureau, American Community Survey, 2010-2014, Table B25033

Table 2.3 – Persons per Household in Occupied Housing Units

Housing Category	Units
Single-family (Attached or Detached)	2.35
Mobile Home	2.53
Multi-family (2 or more units)	1.12
Study Area Average	2.32

Sources: US Census Bureau, American Community Survey, 2010-2014, Tables DP04 & B25033 with computations by CRCOG

Indian Land/Van Wyck averages 2.32 persons per occupied housing unit. **Table 3 - Projected Housing Units & New Residents by 2025** provides a summary of future housing units and residents per housing category.

Table 3 - Projected Housing Units & New Residents by 2025

Housing Category	Approved	Permitted	Projected	Residents
Single-family (Attached or Detached)	15,250	8,890	6,360	14,937
Multi-family (2 or more units)	3,200	1,994	1,206	1,352
TOTAL	18,450	10,884	7,566	16,289

Source: Lancaster County Planning Department as of December 31, 2015

Single-family housing units are projected to make up 84.1% of new residential development in Indian Land/Van Wyck resulting in approximately 15,000 new residents. The remaining 15.9% share of the housing market will consist of multi-family units drawing almost 1,400 additional residents. These projections exceed those shown in Figure 2 which forecasts approximately 10,000 new residents in Indian Land/Van Wyck by 2025.

The pace at which developments are approved, permitted and sold is market dependent and subject to change; therefore, these projections are intended to be informational for the purposes of this study.

Using 2010 US Census data, estimates from Esri’s *Business Analyst* and incorporating the data from Table 3, the resulting figures and rate of change for population and housing units are shown in **Table 4 – Projected Growth Rates for Housing & Population**. Specifically, the projected number of new housing units and residents was added to the figures for 2015 to calculate the total for 2025. Data for 2020 was produced by Esri’s *Business Analyst*. The annual growth rates for housing and population show strong consistency for the 15-year period. This sustained and accelerated growth will continue to strain County resources.

Table 4 - Projected Growth Rates for Housing & Population

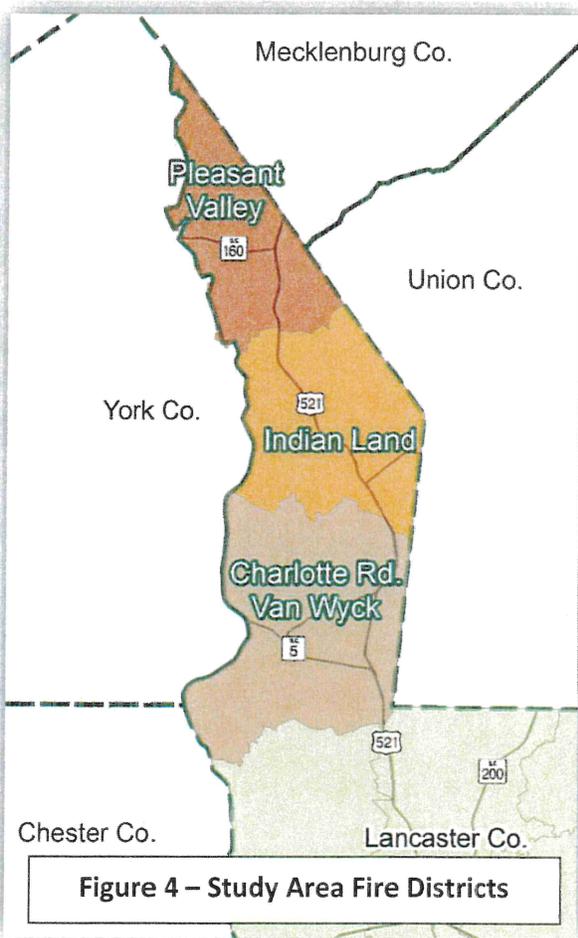
Year	Occupied		Population	% Change
	Housing Units	% Change		
2010	8,008	--	19,729	--
2015	10,715	33.8%	26,165	32.6%
2020	12,997	21.3%	31,728	21.3%
2025	18,281	40.7%	42,454	33.8%

Sources: US Census Bureau 2010, Table DP04, Esri Business Analyst; CRCOG

These new homes and residents will increase the demand for all public services. In particular, demands on public safety including law enforcement, fire protection and emergency medical service and community facilities like recreation centers, parks and libraries create the need for additional facilities and equipment.

Therefore, it is prudent for local leaders to thoughtfully consider the tools available to ensure that the quality of life and existing levels of service (LOS) are not compromised for both current and future residents. To this end, there are several capital projects recommended in the Capital Improvements Program that are consistent with and supportive of the long term goals of Lancaster County.

EXISTING LEVELS OF SERVICE



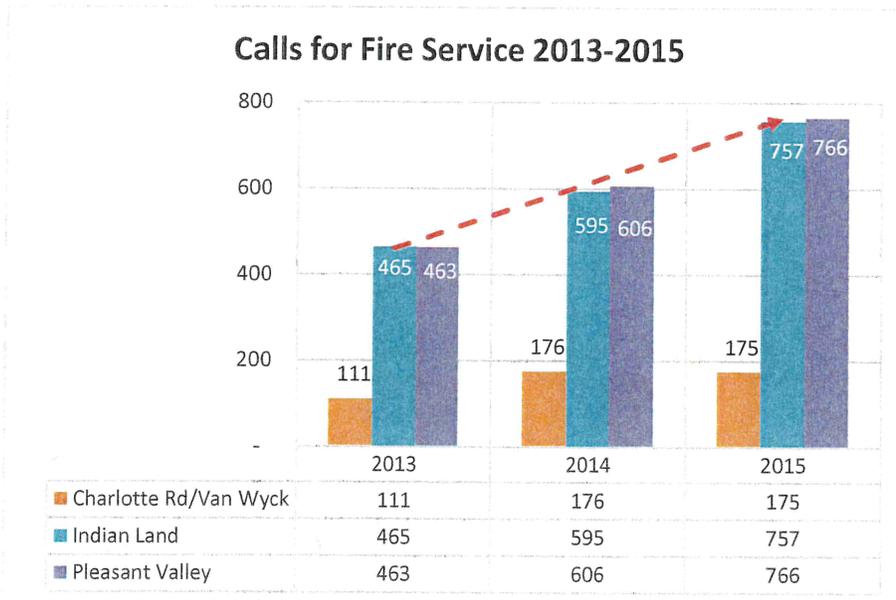
The following section provides information on the current levels of service for selected capital facilities and public services for Indian Land/Van Wyck that are provided by various Lancaster County departments and agencies. In addition, projects that may be funded with impact fees are specifically listed. The Lancaster County CIP has a complete list of equipment and services for the FY2016-2025 period. Current levels of service are provided for approximately 26,165 residents and approximately 10,715 occupied housing units.

Public Safety

Fire Service

The existing level of fire protection service is based on Insurance Services Office (ISO) ratings and National Fire Protection Association standards. There are three fire districts (FD) that serve Indian Land/Van Wyck—Pleasant Valley, Indian Land and Charlotte Road/Van Wyck—see **Figure 4**.

Several factors are involved with the ISO rating including response time, fire protection equipment and personnel. The countywide level of service is ISO 6. Population and land use trends indicate accelerated growth in the ten-year planning horizon for the CIP and this study, therefore, the ISO rating may be in jeopardy. The following capital facility and equipment needs are necessary to maintain the current LOS.



Calls for fire service have increased in each of the three districts based on the data supplied by Lancaster County Fire Rescue Service and shown in the chart above. Over this three-year period Charlotte Road/Van Wyck FD saw a 57.7% increase, Indian Land FD saw a 62.8% increase and Pleasant Valley FD saw a 65.4% increase in service call volumes. New and expanded fire stations and equipment will be needed in each of the three fire districts noted above to maintain the current level of service provided.

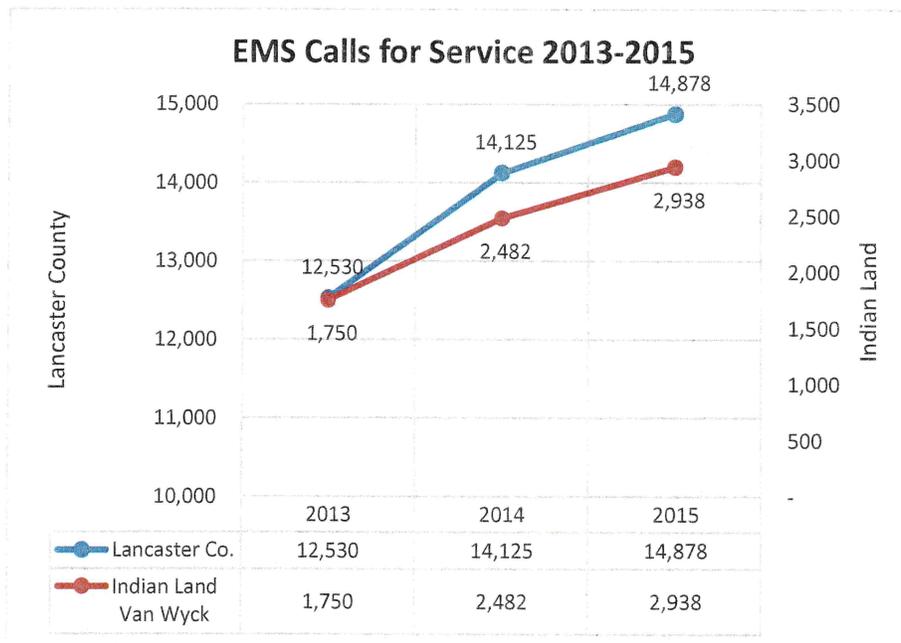
The Charlotte Road/Van Wyck FD station is a new facility that will house existing vehicles and equipment while providing room for a new engine. The Indian Land FD station is a new sub-station that will need a parcel of land (estimated 15% of the construction cost) and new vehicles/equipment. The Pleasant Valley FD station is a re-build to accommodate comprehensive plan goals and to provide expanded space for personnel, vehicles and equipment. The project cost is \$7,300,000.

Fire Department	Land	Projected Facility	Cost
Charlotte Rd/Van Wyck	\$0	\$2,000,000	\$2,000,000
Indian Land	\$300,000	\$2,000,000	\$2,300,000
Pleasant Valley	\$0	\$3,000,000	\$3,000,000
TOTAL			\$7,300,000

Emergency Medical Services (EMS)

Calls for service have increased across the board according to data supplied by Lancaster County Emergency Medical Services and shown in the chart below. The Indian Land/Van Wyck study area saw a steady increase in calls from 2013 to 2015 that resulted in a 67.9% growth rate.

The countywide level of service for ambulances is 1:10,000 population. Based on the location and capacity of existing EMS stations that serve Indian Land/Van Wyck and the projected number of new residents shown in Figure 2, EMS station 4 will need a significant expansion. Plans are under development to re-build this station to accommodate four ambulances for a net increase of three ambulances. An additional ambulance is also designated for EMS station 8 to meet growing demand. The project cost is \$1,511,000.



Projected Facility/Equipment	Cost
4 Ambulances	\$1,000,000
EMS Stations Construction / Relocation	\$511,000
TOTAL	\$1,511,000

Parks & Recreation

Lancaster County Parks & Recreation services and facilities are actively used in Indian Land/Van Wyck by approximately 2,000 participants per week. With the projected 62.3% increase in population over the next decade, the corresponding number of participants in recreation activities is likely to increase at a comparable rate. Therefore, facilities will need to be constructed to meet this demand in order to maintain the current LOS. In anticipation of this demand, the CIP shows the significant upgrades at the Indian Land recreation center to include a gymnasium, playground, picnic shelter and practice fields. The current recreation center is at capacity and additional space will be needed. The project cost is \$5,498,500.

Projected Facility/Equipment	Cost
Gym / Playground / Picnic / Practice Fields	\$5,498,500
TOTAL	\$5,498,500

Library

Lancaster County Library's Del Webb branch serves the Indian Land/Van Wyck community. Although it is the library system's newest facility, it is at capacity and an addition is planned to accommodate the future demand for services at a cost of \$614,000.

Projected Facility/Equipment	Cost
Del Webb Library – addition	\$614,000
TOTAL	\$614,000

OTHER PUBLIC FACILITIES

Transportation

The County's transportation facilities include a system of roads, streets and bridges within the county limits, including rights-of-way, sidewalks, signage and signaling, drainage, curbing and appurtenant facilities.

IMPACT FEE CALCULATION METHODOLOGY

The conceptual basis for the calculation of the proposed impact fees for fire service, emergency medical services, recreation and library for Indian Land/Van Wyck will be addressed in this section. There are generally two approaches for calculating impact fees:

- **System buy-in method** – concentrates on the cost of providing facilities based upon the net equity of the existing assets and is used in cases where facilities have additional excess capacity already in place to serve new growth.
- **Incremental cost method** – concentrates on the cost of adding additional facilities to serve new growth and is used in cases where facilities do not have available capacity to provide service to new customers.

Each of the impact fees was determined based on the incremental cost method and calculated based on a uniform service area. This means that all development will be assessed the same uniform impact fees regardless of the location of the development within the Indian Land/Van Wyck service area. The uniform service area approach is the most appropriate due to the development pattern of Indian Land/Van Wyck, the uniqueness of its panhandle shape due to jurisdictional lines and because it is the most common and defensible approach.

Because Indian Land/Van Wyck is served by three volunteer fire departments—Pleasant Valley, Indian Land and Charlotte Road—their service areas were aggregated for the purposes of this study so that a uniform fire service impact fee could be developed. Emergency medical services are provided by the county-wide system with individual units assigned as first-responders based on districts shown on the accompanying map. Recreation is offered to all residents through a system of public parks, playfields and trails throughout the service area. Library services are provided through the Del Webb Library.

Table 5 - Growth Rates 2010-2025

	Housing Units	% Change	Population	% Change	Employment	% Change
2010	8,008	---	19,729	---	5,901	---
2015	10,715	338%	26,165	32.6%	10,218	72.2%
2020	12,997	21.3%	31,728	21.3%	13,551	32.6%
2025	18,281	35.3%	42,454	33.8%	16,432	21.3%
Net Growth						
2015-2025	7,566	70.6%	16,289	62.3%	6,214	60.8%

Sources: US Census Bureau 2010, Table DP04; OnTheMap; Esri Business Analyst; InfoGroup and CRCOG

The number of employees in 2020 and 2025 were projected using the same approximate rate of change as the population growth for the previous 5-year period since job creation tends to lag behind housing growth. This assumption is founded on the notion that the number of employees in Indian Land/Van Wyck will parallel the rate of population growth.

Based on the data shown in **Table 5 – Growth Rates 2010-2025**, Indian Land/Van Wyck can expect to see 7,566 additional housing units, 16,289 new residents and 6,214 new jobs between 2015 and 2025. These figures will be used in each of the following sections to calculate the respective impact fees. Additionally, a large number of Development Agreements have been approved by Lancaster County Council and the projects covered by these contracts are not subject to an impact fee assessment. The resulting effect is that only 1,060 or 14% of the 7,566 proposed new housing units are subject to be charged impact fees.

Service Units

While the impact fees will be determined individually, some common ‘service units’ will be used in the calculation of each fee. The service units are meant to create an equitable assignment of the fees based on the number of new residents and employees projected to demand services from Lancaster County in the future. The residential service unit includes all single- and multi-family homes in Indian Land/Van Wyck. The non-residential service unit has several sub-categories in order to provide for more distinction in allocating the cost per employee based on a service unit that represents the average number of employees per 1,000 square feet of non-residential development.¹ **Appendix A – ITE Employee Space Ratio Calculations** contains the information for non-residential service units used to develop the following impact fees.

Fire Service Impact Fee

The previous discussion and justification for additional fire protection facilities and equipment resulted in the specific need for a new fire station in each of the three fire districts. The table below provides some detail for each district and shows a discount rate based on expansion of existing facilities that already serve existing customers.

Fire Department	Project Cost	Discount	Net Cost
Charlotte Road/Van Wyck	\$2,000,000	0%	\$2,000,000
Indian Land	\$2,300,000	0%	\$2,300,000
Pleasant Valley	\$3,000,000	50%	\$1,500,000
		TOTAL	\$5,800,000

The Charlotte Road/Van Wyck FD station is a new facility that will house existing vehicles and equipment while providing room for one new fire engine. The Indian Land FD station is a new sub-station that will need a parcel of land, new vehicles and equipment. The Pleasant Valley FD

¹ Averages based on the study contained in *Trip Generation*, Ninth Edition by the Institute of Transportation Engineers.

station is a re-build/re-location to accommodate comprehensive plan goals and to provide expanded space for personnel, vehicles and equipment.

The proportionate share of the new Pleasant Valley FD station to serve existing customers and accommodate new customers results in a 50-50 share of the projected capital cost of the facility. Therefore, a 50% rate was applied as a discount to the cost estimate resulting in a net cost of \$1,500,000. A review of the fire service calls from January 1, 2015 to June 7, 2016 shows that the average split of residential to non-residential calls is 82:18. Assuming that this trend will continue, the project cost of \$5,800,000 is assigned as 82% residential or \$4,756,000 and 18% non-residential or \$1,044,000.

Residential Fire Service Impact Fee:

$$\text{Cost per Capita} = \frac{\text{Cost of New Facilities } (\$4,756,000)}{\text{Net Population Growth } (16,289)}$$

Based on this analysis, the calculated cost per capita to provide new fire service facilities and equipment is \$291.98.

Example Residential Fire Service Impact Fee:

100-lot Single-family Subdivision:

$$\text{Cost per Capita} \times \# \text{ of Households} \times \text{Persons per Household} = \text{Impact Fee}$$

$$\$291.98 \times 100 \times 2.35 = \$68,615.30$$

Non-Residential Fire Service Impact Fee:

$$\text{Cost per Employee} = \frac{\text{Cost of New Facilities } (\$1,044,000)}{\text{Net Employment Growth } (6,214)}$$

Based on this analysis, the calculated cost per employee to provide new emergency medical services facilities and equipment is \$168.01.

Example Non-Residential Fire Service Impact Fee:

10,000 s.f. General Office Building:

$$\text{Cost per Employee} \times \frac{\text{Building size}}{1,000 \text{ s.f.}} \times \text{Employee Space Ratio} = \text{Impact Fee}$$

$$\$168.01 \times \frac{10,000 \text{ s.f.}}{1,000 \text{ s.f.}} \times 3.32 = \text{Impact Fee}$$

$$\$168.01 \times 10 \times 3.32 = \$5,577.93$$

Emergency Medical Services Impact Fee

The emergency medical services impact fee is calculated to recover the capital costs of one new station and four new ambulances in anticipation of increased calls for service based on population and employment projections. This cost is then allocated to new development based on the idea that the relative demand for services from new customers will be proportionally equal to the present demand and that the current staffing levels and available space are now at capacity. Because emergency medical services are location-based, failure to add additional locations will result in a decrease in the present level of service provided by this department.

A discount rate is applied to the construction cost of EMS station 4 since it already has one ambulance and serves a relative share of customers. Increasing its capacity to four ambulances results in a 3:4 ratio or 75% proportionate share of the construction cost of the new station. Therefore, the cost attributable to building the new station is 75% of \$511,000 or \$383,250. The cost of the ambulances is not discounted since all vehicles will be new and not replacements. The discounted projected cost is \$1,383,250.

Residential Emergency Medical Services Impact Fee:

$$\text{Cost per Capita} = \frac{\text{Cost of New Facilities } (\$1,383,250)}{\text{Net Population Growth } (16,289)}$$

Based on this analysis, the calculated cost per capita to provide new emergency medical services facilities and equipment is \$84.92.

Example Residential Emergency Medical Services Impact Fee:

100-lot Single-family Subdivision:

$$\text{Cost per Capita} \times \text{\# of Households} \times \text{Persons per Household} = \text{Impact Fee}$$

$$\$84.92 \times 100 \times 2.35 = \$19,956.20$$

Non-Residential Emergency Medical Services Impact Fee:

$$\text{Cost per Employee} = \frac{\text{Cost of New Facilities } (\$1,383,250)}{\text{Net Employment Growth } (6,214)}$$

Based on this analysis, the calculated cost per employee to provide new emergency medical services facilities and equipment is \$222.58.

Example Non-Residential Emergency Medical Services Impact Fee:

10,000 s.f. General Office Building:

$$\text{Cost per Employee} \times \frac{\text{Building size}}{1,000 \text{ s.f.}} \times \text{Employee Space Ratio} = \text{Impact Fee}$$

$$\$222.58 \times \frac{10,000 \text{ s.f.}}{1,000 \text{ s.f.}} \times 3.32 = \text{Impact Fee}$$

$$\$222.58 \times 10 \times 3.32 = \$7,389.66$$

Parks & Recreation Impact Fee

Residential customers are the primary users of parks and recreation facilities in Indian Land/Van Wyck. The new facilities that will be constructed to accommodate growth are directly attributed to the proliferation of new residents. The new recreation facilities are estimated to cost \$5,498,500. Therefore, calculating the cost per capita is necessary to determine the proportionate share of the new facilities.

$$\text{Cost per Capita} = \frac{\text{Cost of New Facilities } (\$5,498,500)}{\text{Net Population Growth } (16,289)}$$

Based on this analysis, the calculated cost per capita to construct the new parks and recreation facilities is \$337.56.

**Table 6 - Maximum Allowable Impact Fee Schedule
Parks & Recreation**

Housing Category	Cost per Person	Persons per Household	Maximum Allowable Impact Fee
Single-family (Attached or Detached)	\$337.56	2.35	\$793.27
Mobile Home	\$337.56	2.53	\$854.03
Multi-family (2 or more units)	\$337.56	1.12	\$378.07

Example Residential Parks & Recreation Impact Fee:

100-lot Single-family Subdivision:

$$\text{Cost per Capita} \times \text{\# of Households} \times \text{Persons per Household} = \text{Impact Fee}$$

$$\$337.56 \times 100 \times 2.35 = \$79,326.60$$

Library Facilities Impact Fee

Residential customers are the primary users of library facilities in Indian Land/Van Wyck. The new facilities that will be constructed to accommodate growth are directly attributed to the proliferation of new residents. The new library addition is estimated to cost \$614,000. Therefore, calculating the cost per capita is necessary to determine the proportionate share of the new facilities.

$$\text{Cost per Capita} = \frac{\text{Cost of New Facilities } (\$614,000)}{\text{Net Population Growth } (16,289)}$$

Based on this analysis, the calculated cost per capita to construct the new library addition is \$37.69.

A maximum allowable impact fee schedule was developed to quantify a fair share for each housing category based on persons per household.

**Table 7 - Maximum Allowable Impact Fee Schedule
Library Facilities**

Housing Category	Cost per Person	Persons per Household	Maximum Allowable Impact Fee
Single-family (Attached or Detached)	\$37.69	2.35	\$88.57
Mobile Home	\$37.69	2.53	\$95.36
Multi-family (2 or more units)	\$37.69	1.12	\$42.21

Example Library Facilities Impact Fee:

100-lot Single-family Subdivision:

$$\text{Cost per Capita} \times \text{\# of Households} \times \text{Persons per Household} = \text{Impact Fee}$$

$$\$37.69 \times 100 \times 2.35 = \mathbf{\$8,857.15}$$

**Table 8 - Summary of Impact Fees
Cost per Person and Employee**

Impact Fee	Project Cost	Cost per Person	Cost per Employee
Emergency Medical Services	\$1,383,250	\$84.92	\$222.58
Fire Service	\$5,800,000	\$291.98	\$168.01
Library Facilities	\$614,000	\$37.69	-
Parks & Recreation	\$5,498,500	\$337.56	-
TOTALS	\$13,295,750	\$752.15	\$390.59

The following examples are for illustrative purposes only.

Typical Single-family Impact Fee

Cost per Person	\$752.15
Persons per Household	2.35
TOTAL	\$1,767.55

Typical General Office Impact Fee

Cost per Employee	\$390.59
Employee Space Ratio	3.32
Building Size (square feet)	10,000
TOTAL	\$12,967.59

DISCOUNT RATE

Lancaster County Council may choose to apply a discount rate to the maximum allowable impact fees presented herein. The discount rate could be used to provide a reasonable fee for continued residential or non-residential investment or to ensure that impact fees collected for county facilities do not exceed the cost of providing capital improvements identified to accommodate new growth.

Maximum allowable impact fees may be adopted at less than 100% of the amounts presented in previous sections. The discount rate does not need to be the same across all four impact fee

categories; however, a discount rate for any one impact category must be applied uniformly across all the land use categories represented in the schedule.

AFFORDABLE HOUSING

The South Carolina Development Impact Fee Act specifically mandates that local governments understand the effect that impact fees will have, if any, on affordable housing in their jurisdictions. Under SC Law, affordable housing is defined as:

“housing affordable to families whose incomes do not exceed eighty percent of the median income for the service area or areas within the jurisdiction of the governmental entity.”

In May 2007, the South Carolina Priority Investment Act further refined the definition of affordable housing to read:

‘Affordable housing’ means in the case of dwelling units for sale, housing in which mortgage, amortization, taxes, insurance, and condominium or association fees, if any, constitute no more than twenty eight [28%] percent of the annual household income for a household earning no more than eighty percent [80%] of the area median income, by household size, for the metropolitan statistical area as published from time to time by the U.S. Department of Housing and Community Development (HUD) and, in the case of dwelling units for rent, housing for which the rent and utilities constitute no more than thirty percent [30%] of the annual household income for a household earning no more than eighty percent [80%] of the area median income, by household size for the metropolitan statistical area as published from time to time by HUD.

Household Income

The median annual household income reported for the study area is \$61,076 (US Census Bureau, 2011-2015 American Community Survey). Annual household income assumed for a family making 80% of the reported median is \$48,861. This would translate to a monthly household income of \$4,072 for these families.

Cost of Homeownership

Purchase Price:

The median home value was used to estimate the purchase price of a home. The American Community Survey estimates the median value of a home is \$245,300 (US Census Bureau, 2011-2015 American Community Survey).

Mortgage Payment:

A conventional, fixed-rate 30-year mortgage was used to estimate typical monthly costs of principle and interest on a home loan. The down payment was assumed to be 20% of the

purchase price ($\$245,300 \times 20\% = \$49,060$). The loan amount for the mortgage was determined by subtracting the down payment from the purchase price ($\$245,300 - \$49,060 = \$196,240$). An interest rate of 3.75% was assumed according to the current rate at www.bankrate.com. The estimated monthly payment for this mortgage is \$908.82.

Property Tax:

The Lancaster County Tax Assessor calculates property tax using a millage rate of 0.1635 per \$1,000 of value for residential properties that are owner-occupied. For this analysis, property taxes for a home valued at \$245,300 would be \$1,604.26 or \$133.69 per month.

Electric Utilities:

According to Electricity Local, the electricity rate in Lancaster County is 9.84¢/kWh. The average electricity consumption in South Carolina is 1,119kWh/month. This would result in a monthly bill of approximately \$110. (www.electricitylocal.com/states/south-carolina/lancaster/)

Water & Sewer:

Lancaster County Water and Sewer District is the primary service provider in the study area. A typical residential customer's average consumption is 4,500 gallons per month and results in a monthly charge of \$71.70 based on current rates.

Storm Water Fee:

Lancaster County will begin collecting a residential stormwater fee of \$75/year (\$6.25/month) on January 1, 2018.

Telephone, Cable & Internet:

Comporium is the primary provider for telephone, cable and internet services in Lancaster County. The Comporium website estimates the following fees for services in Lancaster County zip codes: Telephone - \$15.37 per month, Cable (Basic) - \$15.95 per month, and Internet (Entry Package) - \$34.94 per month. (www.comporium.com)

Homeowners Insurance:

Homeowners insurance provides financial protection against natural disasters. It generally insures the home and the belongings in it. The price of homeowners insurance varies depending on the location of the home, deductible levels, size of the home and the insurance company providing the policy. The average cost of homeowners insurance for a home in Lancaster County in the price range of \$200,000-\$249,999 is \$1,338 per year or \$112 per month. (www.vhomeinsurance.com)

**Table 9 - Estimated Monthly Cost
Owner-Occupied Single-Family Residential**

Category	No Impact Fees	With Impact Fees
Purchase Price	\$245,300	\$245,300
Single-Family Residential Impact Fee	-	\$1,768
Down Payment	\$49,060	\$49,414
Loan Amount	\$196,240	\$197,654
Loan Length (Years)	30	30
Yearly Interest Rate	3.75%	3.75%
Mortgage Payment	\$908.82	\$915.37
Property Tax	\$133.69	\$133.69
Electric, Water and Sewer Utilities	\$181.70	\$181.70
Telephone, Cable and Internet	\$66.26	\$66.26
Storm Water Fee	\$6.25	\$6.25
Fire Service Fee*	\$6.25	\$6.25
Homeowners Insurance	\$112.00	\$112.00
Total Monthly Cost	\$1,414.97	\$1,421.52

*Indian Land and Pleasant Valley fire districts only.

Cost of Renting

The cost of renting a multi-family unit was estimated based on information from the US Census Bureau. The median gross rent (including all utilities and rental insurance) in the study area was estimates as \$1,118 (US Census Bureau, 2011-2015 American Community Survey, Table B25064).

Table 10 - Maximum Allowable Impact Fees

Impact Fee Category	Per Capita	Owner-Occupied	Renter-Occupied
Emergency Medical Services	\$84.92	\$199.56	\$95.11
Fire Service	\$291.98	\$686.15	\$327.02
Library Facilities	\$37.69	\$88.57	\$42.21
Parks & Recreation	\$337.56	\$793.27	\$378.07
Total Fees	\$752.15	\$1,767.55	\$842.41

Cost Burden Analysis

Cost burden for affordable housing is measured as the ratio between payments for housing (including property taxes, fees, utilities and insurance) and reported gross household income. A cost burden analysis for Indian Land/Van Wyck was prepared for residents that purchase single-family residences and residents that rent multi-family units. Average monthly income was used to compute maximum allowable monthly payments for buying or renting a home. For the study area, a cost burden ratio of 30% for owner-occupied housing and 28% for renter-occupied housing was used to calculate housing affordability.

Cost Burden Analysis with No Impact Fees

Condition	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,072	\$1,415	34.7%
Renter-Occupied	\$4,072	\$1,118	27.5%

Based on these figures, renter-occupied housing is affordable to residents in the study area, however, owner-occupied housing costs exceed the threshold of affordability. This situation remains unchanged after calculating the monthly cost of impact fees for both groups as noted in the table below. Under current conditions, owner-occupied housing in the study area is not affordable for households earning 80% or less than the median family income based on the HUD maximum of 30% of monthly income.

Cost Burden Analysis with Impact Fees

Condition	Monthly Income	Monthly Cost	Cost Burden
Owner-Occupied	\$4,072	\$1,422	34.9%
Renter-Occupied*	\$4,072	\$1,141	28.0%

* Monthly cost assumes 36-month payback period for landlord to recoup impact fees.

Conclusion

The South Carolina Development Impact Fee Act requires preparation of a report that estimates the effect of imposing development impact fees on the affordability of housing in the jurisdiction or study area. The results of this analysis determined that the impact fees would increase the monthly cost burden by \$7 (0.46% change) for owner-occupied housing and \$23 for renter-occupied housing (2.09% change).

Appendix A
ITE Employee Space Ratio Calculations

Land Use Category	ITE Code	Units	Reported Trips per Unit	Reported Trips per Employee	Employee Space Ratio
Hotel/Motel					
Hotel	310	room	8.17	14.34	0.57
Business Hotel	312	room	7.27	72.67	0.10
Recreational					
Golf Course	430	hole	35.74	20.52	1.74
Multiplex Movie Theater	445	1,000 s.f.	4.91	4.45	1.10
Institutional					
Elementary School	520	1,000 s.f.	15.43	15.71	0.98
Middle/Junior High School	522	1,000 s.f.	13.78	16.39	0.84
High School	530	1,000 s.f.	12.89	19.74	0.65
Junior/Community College	540	1,000 s.f.	27.49	15.55	1.77
University/College	550	student	1.71	8.96	0.19
Day Care Center	565	1,000 s.f.	74.06	26.73	2.77
Library	590	1,000 s.f.	56.24	52.52	1.07
Medical					
Hospital	610	bed	12.94	4.50	2.88
Nursing Home	620	bed	2.74	3.26	0.84
Assisted Living	254	bed	2.66	3.93	0.68
Clinic	630	1,000 s.f.	31.45	8.01	3.93
Medical/Dental Office	720	1,000 s.f.	36.13	8.91	4.05
Commercial-Office					
General Office Building	710	1,000 s.f.	11.03	3.32	3.32
Office Park	750	1,000 s.f.	11.42	3.50	3.26
Business Park	770	1,000 s.f.	12.44	4.04	3.08
Commercial-Retail					
Shopping Center	820	1,000 s.f.	42.70	N/A	2.22*
Building Materials/Lumber Store	812	1,000 s.f.	45.16	32.12	1.41
Free Standing Discount Store	815	1,000 s.f.	57.24	28.84	1.98
Nursery/Garden Center	817	1,000 s.f.	68.10	21.83	3.12
New Car Sales Center	841	1,000 s.f.	32.30	21.14	1.53
Tire Store	848	1,000 s.f.	24.87	5.03	4.94
Supermarket	850	1,000 s.f.	102.24	92.74**	1.10
Furniture Store	890	1,000 s.f.	5.06	12.19	0.42
Industrial					
General Light Industrial	110	1,000 s.f.	6.97	3.02	2.31
General Heavy Industrial	120	1,000 s.f.	1.50	0.82	1.83
Industrial Park	130	1,000 s.f.	6.83	3.34	2.04
Warehousing	150	1,000 s.f.	3.56	3.89	0.92
Services					
Drive-In Bank	912	1,000 s.f.	148.15	30.94	4.79
High-Turnover Sit Down Restaurant	932	1,000 s.f.	127.15	N/A	5.64*
Fast Food w/ Drive-Thru Window	934	1,000 s.f.	496.12	N/A	5.00*

Notes:

*An employee space ratio could not be calculated using rates published in ITE's Trip Generation Manual. The employee ratio used in this analysis was developed by TischlerBise as part of the Development Impact Fee Study completed in May 2002.

**An employee space ratio could not be calculated using rates published in ITE's Trip Generation Manual. The employee ratio used in this analysis was developed by Stantec as part of the Development Impact Fee Study prepared for the Town of Fort Mill in 2015.

SUMMARY TABLE-UPDATED

Impact Fee	Project Cost	Cost per Person	Cost per Employee
Emergency Medical Services	\$1,383,250	\$84.92	\$222.58
Fire Service	\$5,800,000	\$291.98	\$167.99
Library Facilities	\$614,000	\$37.69	-
Parks & Recreation	\$5,498,500	\$337.56	-
TOTALS	\$13,295,750	\$752.15	\$390.57

Typical Single-family Impact Fee

Cost per Person	\$752.15
Persons per Household	2.35
TOTAL	\$1,767.55

Typical General Office Impact Fee

Emergency Medical Services	\$222.58
Fire Service	\$167.99
Cost per Employee	\$390.57
Employee Space Ratio	3.32
Building Size (s.f.)	10,000
TOTAL	\$12,966.92

Typical Commercial (Discount Store) Impact Fee

Emergency Medical Services	\$222.58
Fire Service	\$167.99
Cost per Employee	\$390.57
Employee Space Ratio	1.98
Building Size (s.f.)	10,000
TOTAL	\$7,733.29

Dollar General

Typical Industrial Park Impact Fee

Emergency Medical Services	\$222.58
Fire Service	\$167.99
Cost per Employee	\$390.57
Employee Space Ratio	2.04
Building Size (s.f.)	60,000
TOTAL	\$47,805.77

Spec. building in a business park

Typical Service (Fast Food w/ Drive-thru) Impact Fee

Emergency Medical Services	\$222.58
Fire Service	\$167.99
Cost per Employee	\$390.57
Employee Space Ratio	5.00
Building Size (s.f.)	4,000
TOTAL	\$7,811.40

Chick-Fil-A

Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Clay Catoe

Department: EMS

Date Requested to be on Agenda: November 14, 2017

Issue for Consideration:

EMS Grant

Points to Consider:

Cost and possible match vs budgeted funds

Funding and Liability Factors:

5.5 % match

Council Options:

Allow for Grant Matching funds or us fiscal year 17/18 budgeted funds

Recommendation:

This is a \$10,274.73 grant with county funding match of \$1511.79 for computers to be used in EMS units to complete patient care reports. Grant was due by Nov 1 after being awarded on September 13 and therefore could not be discussed at the Public Safety Committee due to Octobers meeting being canceled.



September 13, 2017

Steve Willis
County Administrator
PO Box 1809
Lancaster, SC 29721-1809

Re: FY2017 Grant-in-Aid fund

Dear Mr. Willis:

The South Carolina Department of Health and Environmental Control ("DHEC"), in accordance with Proviso 34.8 of the 2017-2018 Appropriations ("Act"), will distribute state appropriated funds among Counties for the purpose of improving and upgrading the Emergency Medical Services system throughout the state. The funds are allocated in accordance with the following methodology or formula: 50% of the funds appropriated will be allocated equally among the 46 counties in SC and the remaining 50% will be allocated based on the proportion of the population in each county. Lancaster County's allocation for Fiscal Year 2016-2017 is determined to be \$10,274.73.

By signing and returning this letter to DHEC, Lancaster County agrees that it is entitled to a portion of funds and understands how the money was allocated. The funds will be used in accordance with Proviso 34.8 of the Act and any applicable statutes and regulations. Please sign and send the **original** letter to Mary Neely, Grant in Aid, DHEC Bureau of EMS, 2600 Bull Street, Columbia, SC 29201.

Proviso 117.21 in the Miscellaneous Provisions section of the Act requires organizations receiving contributions from DHEC to provide the following documentation by **November 1st** of the year that the funds are to be received:

1. An accounting of how the state funds will be spent;
2. A copy of your adopted budget for the current year; and
3. A copy of your organization's most recent operating financial statement.

In addition to these requirements, Proviso 34.8 requires local matching funds to be provided by the recipients of the allocations. In order to meet these requirements we will need the following:

4. Documentation that the receiving party meets the 5.5% matching amount and a description of local Matching funds.

Disbursement of these funds will take place once this information has been received and processed by DHEC. If the funds are used in a manner that is different from what was described in the submission under item #1, you must submit a letter describing the use of the funds with a statement that the funds were spent in accordance with the two Provisos, on or before June 30, 2018.

The above documentation must be sent by mailing paper copies to Mary Neely, Grant in Aid, Bureau of EMS at 2600 Bull Street, Columbia, SC 29201 or by emailing electronic copies to neelymw@dhec.sc.gov. Links to websites will not be accepted.

Please contact Mary Neely at (803) 545-4273 or email at neelymw@dhec.sc.gov if you have any questions or need further assistance.

Sincerely,



Shelly Bezanson Kelly
Director of Heath Regulation

I have reviewed the methodology provided by DHEC and I agree both that the method is reasonable and this is the correct amount using this formula. I also verify that there are local matching funds as indicated. I am an authorized party of Lancaster County to legally commit this organization.

STEVE WILLIS

Print Name (Authorized Party)

Steve Willis

Signature (Authorized Party)

9-23-17

Date



**Lancaster
County**

P.O. Box 1809
101 N. Main St.
Lancaster, SC 29721

Telephone:
803-285-1565

October 26, 2017

Mary Neely
Division of Emergency Medical Services and Trauma
2600 Bull Street
Columbia, SC 29201

Dear Ms. Neely,

This letter is to confirm Grantee performance for the period ending June 30, 2018. State funds will not be used to replace EMS county funds. In addition, Lancaster County Financial Procedures will be followed for all purchases. We will be purchasing laptop computers and docking stations that were requested but not funded in the county allocation for fiscal year 17/18. The attached documentation confirms potential acquisition of items specified in the grant application.

Vendor:	Amount:
CDW:	\$10,274.73
County Match	\$1,511.79
Total :	\$11,786.52

Should you have any questions concerning this request please feel free to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Steve Willis".

Steve Willis
Lancaster County Administrator

SW/sgc
Cc: Clay Catoe



**Emergency Medical Services
Community EMS Assistance Program**

1. Lancaster County County
 2. 10/26/2017 Date of Application
 3. Grant Project Period:
 From: July 1, 2016
 To: June 30, 2017
 4. 1 Year 2 Year

5. State Funds Requested	\$	10,274.73	Source of Local Funds
Total Local Cash	\$	1,511.79	
Total Project Cash	\$	11,786.52	<input checked="" type="checkbox"/> County <input type="checkbox"/> Community <input type="checkbox"/> Private

6. Ambulance Service:
Lancaster County EMS PO Box 1809, Lancaster, SC 29720 803-416-9901
 Name Mailing Address Telephone
ccatoe@lancastercountysc.net
 E-Mail Address
Clayton Catoe
 Director / Chief / Name  Signature

7. County Authorization:

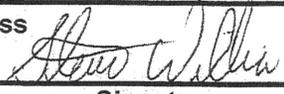
Choice of Funding Formula

The county has chosen a local formula for distribution of monies among the ambulance service and all the services have agreed in writing on this formula. The documentation of their agreement with signatures is attached.
 If yes, initial here: _____

The county has chosen to fund each of the ambulance services based on the percentage of the county's total emergency runs which were run by each ambulance service.
 If yes, initial here: _____

I certify that I understand and agree to comply with the general and fiscal requirements of this application and that I am duly authorized to commit the application to these requirements. I also understand that the funds available through this grant are not to be used to replace existing dollars now used for the EMS assistance through this grant program.

8. Authorizing Official

<u>Lancaster County</u>	<u>Steve Willis</u>	<u>County Administrator</u>
County	Name	Title
<u>101 North Main Street</u>	<u>Lancaster, SC</u>	<u>29720</u>
Street	City	Zip
<u>swillis@lancastercountysc.net</u>		<u>803-416-9993</u>
Email Address		Telephone
		<u>10-26-17</u>
Signature		Date

4. Communications Equipment

Quantity	Cost per Item	Item	Total
2	\$4,719.37	Panasonic Toughbook	\$9,438.74
2	\$737.35	Laptop Docking Station	\$1,474.70
			\$0.00
1	\$873.08	Tax	\$873.08
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Communication Equipment Total			\$11,786.52

5. Training

Quantity	Cost per Item	Item	Total
			#VALUE!
			#VALUE!
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Training Total			#VALUE!

6. Other/ Describe (Ambulance)

Quantity	Cost per Item	Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
Other/ Describe (Ambulance) Total			\$0.00

QUOTE CONFIRMATION



DEAR RANDALL REYNOLDS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JJDN363	10/23/2017	JJDN363	1494501	\$11,786.52

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Panasonic Toughbook 33 - 12" - Core i7 7600U - 8 GB RAM - 512 GB SSD Mfg. Part#: CF-33BFWLZVM UNSPSC: 43211509 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	2	4704316	\$4,719.37	\$9,438.74
Gamber-Johnson Laptop Vehicle Dock GJ-33-LVD0 - docking station Mfg. Part#: GJ-33-LVD0 UNSPSC: 43211602 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	2	4617716	\$737.35	\$1,474.70

PURCHASER BILLING INFO		SUBTOTAL	\$10,913.44
Billing Address: COUNTY OF LANCASTER ACCNTS. PAYABLE PO BOX 1809 LANCASTER, SC 29721-1809 Phone: (803) 285-1565 Payment Terms: Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		SALES TAX	\$873.08
		GRAND TOTAL	\$11,786.52
		DELIVER TO Shipping Address: COUNTY OF LANCASTER RANDALL REYNOLDS PO BOX 1809 LANCASTER, SC 29721-1809 Phone: (803) 285-1565 Shipping Method: FEDEX Ground	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Jason Leak	(866) 209-8030	jasolea@cdwg.com
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This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

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BUDGET REPORT BY DEPARTMENT - EXPENDITURE

Current Period: 09/01/2017 To 09/30/2017

County Of Lancaster

FY 2017-2018

Ideal Remaining Percent: 75 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Department: 153 Lancaster Ems						
10-7-153-500-00 Wages & Salaries Full Time	2,437,911.00	201,307.42	549,129.67	0.00	1,888,781.33	77
10-7-153-500-05 Salaries - Overtime	1,290,000.00	89,646.51	251,258.27	0.00	1,038,741.73	81
10-7-153-500-10 Wages & Salaries Part-Time	120,000.00	13,352.88	37,754.88	0.00	82,245.12	69
10-7-153-510-00 Fica-Employers Contrib.	294,365.00	22,352.83	66,331.77	0.00	228,033.23	77
10-7-153-510-05 Sc Ret Employers Contrib	521,780.00	39,612.51	116,213.27	0.00	405,566.73	78
10-7-153-510-15 Health/Life Ins Employers	475,210.00	34,858.08	105,067.68	0.00	370,142.32	78
10-7-153-510-25 Workers Compensation	400,815.00	17,430.65	51,595.98	0.00	349,219.02	87
10-7-153-520-25 Personnel Disease Prev.	17,500.00	2,185.82	5,961.23	0.00	11,538.77	66
10-7-153-530-00 Travel, Training, Dues	66,950.00	6,044.61	12,901.66	2,363.00	51,685.34	77
10-7-153-540-00 Supplies-General	50,000.00	8,014.63	16,015.51	0.00	33,984.49	68
10-7-153-541-00 Supplies- Postage	13,500.00	187.17	2,948.24	0.00	10,551.76	78
10-7-153-541-10 Supplies-Medical	255,000.00	18,379.21	42,339.89	0.00	212,660.11	83
10-7-153-542-00 Supplies-Clothing	49,500.00	4,526.56	5,092.26	0.00	44,407.74	90
10-7-153-543-00 Supplies-Laundry	3,000.00	103.35	292.30	0.00	2,707.70	90
10-7-153-551-00 Equipment-General	30,000.00	3,386.70	3,386.70	19,582.33	7,030.97	23
10-7-153-551-30 Communications	1,000.00	0.00	11.90	0.00	988.10	99
10-7-153-560-00 Equipment - Capitalized	150,000.00	0.00	0.00	39,400.00	110,600.00	74
10-7-153-570-00 Utilities-General	50,000.00	5,114.82	13,862.78	0.00	36,137.22	72
10-7-153-571-00 Utilities-Telephone	62,000.00	4,676.00	9,933.85	0.00	52,066.15	84
10-7-153-590-00 Maintenance-Vehicles	136,000.00	7,868.04	26,569.24	0.00	109,430.76	80
10-7-153-590-05 Gasoline	130,000.00	8,993.82	16,313.55	0.00	113,686.45	87
10-7-153-591-00 Maintenance-General	19,000.00	1,036.71	1,259.53	0.00	17,740.47	93
10-7-153-593-00 Maintenance-Service Agree.	83,000.00	1,396.68	25,188.70	3,472.00	54,339.30	65
10-7-153-600-00 Contractual Services (Cs)	24,810.00	1,750.46	1,750.46	0.00	23,059.54	93
10-7-153-650-01 Insurance- Other	6,500.00	0.00	4,640.00	0.00	1,860.00	29
10-7-153-670-00 Advertising	1,500.00	0.00	0.00	0.00	1,500.00	100
10-7-153-750-00 Lease- Copiers	3,000.00	608.59	608.59	0.00	2,391.41	80
11-7-153-560-00 Equipment - Capitalized	550,000.00	0.00	0.00	0.00	550,000.00	100
Lancaster Ems Subtotal	7,242,341.00	492,834.05	1,366,427.91	64,817.33	5,811,095.76	80

BUDGET REPORT BY DEPARTMENT - EXPENDITURE

Current Period: 09/01/2017 To 09/30/2017

County Of Lancaster

FY 2017-2018

Ideal Remaining Percent: 75 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Report Total Expenditure	7,242,341.00	492,834.05	1,366,427.91	64,817.33	5,811,095.76	80

ANNUAL BUDGET ESTIMATE - EXPENDITURE
Amended - 2017-2018

COUNTY OF LANCASTER
FY 2016-2017

Account	2015 - 2016		2016 - 2017		6/30/2017		2016 - 2017		2017 - 2018	
	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved		
Department: 163 Lancaster Ems										
10-7-153-500-00	2,422,832.00	2,282,657.00	2,350,197.00		-3	2,536,910.00	2,437,911.00			
Wages & Salaries Full Time										
Recommended: 3 medics Requested: 6 medics to move towards 24/7 schedule										
10-7-153-500-05	1,226,811.00	1,290,000.00	1,211,332.00		6	1,290,000.00	1,290,000.00			
Salaries - Overtime										
10-7-153-500-10	108,599.00	120,000.00	114,686.00		4	120,000.00	120,000.00			
Wages & Salaries Part-Time										
10-7-153-510-00	284,933.00	282,488.00	274,437.00		3	301,940.00	294,365.00			
Fica-Employers Contrib.										
10-7-153-510-05	408,718.00	426,871.00	416,767.00		2	535,200.00	521,780.00			
Sc Ret Employers Contrib										
10-7-153-510-10			7.00							
Sc Police Ret Employers Co										
10-7-153-510-15	399,711.00	426,381.00	393,769.00		8	509,910.00	475,210.00			
Health/Life Ins Employers										
10-7-153-510-25	354,496.00	383,921.00	308,270.00		20	411,645.00	400,815.00			
Workers Compensation										
10-7-153-520-25	10,760.00	17,500.00	15,266.00		13	17,500.00	17,500.00			
Personnel Disease Prev.										
Requested: Price increases on supplies (gloves, vaccines, mattresses, etc.)										
10-7-153-530-00	57,282.00	60,000.00	59,861.00		0	66,950.00	66,950.00			
Travel Training, Dues										
Billing Training										

023KH
bp-annual-budget-estimate

10:20:10am 06/27/2017

ANNUAL BUDGET ESTIMATE - EXPENDITURE
Amended - 2017-2018

COUNTY OF LANCASTER
FY 2016-2017

Account	2015 - 2016		2016 - 2017		6/30/2017		2016 - 2017		2017 - 2018	
	Actual (\$)	Budget (\$)	Budget (\$)	Actual (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-7-153-540-00 Supplies-General	51,611.00	50,000.00	50,000.00	48,300.00			3	50,000.00	50,000.00	
10-7-153-541-00 Supplies- Postage	13,632.00	13,500.00	13,500.00	11,892.00			12	13,500.00	13,500.00	
10-7-153-541-10 Supplies-Medical	232,267.00	245,000.00	245,000.00	226,842.00			7	255,000.00	255,000.00	
Increase in Medical supplies due to increased cost and gold mine										
10-7-153-542-00 Supplies-Clothing	41,582.00	48,000.00	48,000.00	38,304.00			20	48,000.00	48,500.00	
Requested: Add'l staff										
10-7-153-543-00 Supplies-Laundry	2,940.00	3,000.00	3,000.00	2,966.00			1	3,000.00	3,000.00	
10-7-153-551-00 Equipment-General	21,791.00	30,000.00	30,000.00	28,986.00			3	50,000.00	30,000.00	
Requested: Replace Tough book computers										
10-7-153-551-30 Communications	15,886.00	16,000.00	16,000.00	10,993.00			31	1,000.00	1,000.00	
BASE-MOVED TO RADIO BUDGET										
10-7-153-560-00 Equipment - Capitalized	364,274.00	25,000.00	25,000.00	23,632.00			5	175,000.00	150,000.00	
Recommended: \$85k for EMS 2; \$40k for generators at EMS 5 and 8 Requested: UTV Rescue Unit \$65,000; \$65k EMS 2 Bay upgrade to allow for Dodge units to fit										
10-7-153-570-00 Utilities-General	45,601.00	50,000.00	50,000.00	46,092.00			8	50,000.00	50,000.00	
10-7-153-571-00 Utilities- Telephone	61,004.00	55,000.00	55,000.00	60,081.00			-9	62,000.00	62,000.00	

Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Clay Catoe

Department: EMS

Date Requested to be on Agenda: November 14, 2017

Issue for Consideration:

New HQ Building

Points to Consider:

Cost and time frame for transition

Funding and Liability Factors:

Funds have been potential allocated but a total cost will be coming from engineers/contractors

Council Options:

Just for information only today

Recommendation:

This is just an update on the progress and transition that will need to take place.

Agenda Item Summary

Ordinance # / Resolution#:	Action Item
Contact Person / Sponsor:	Steve Willis
Department:	Administration
Date Requested to be on Agenda:	All November Council Committees November 27, 2017 Council Meeting

Issue for Consideration:

Adoption of Lancaster County 2018 calendar.

Points to Consider:

We are required by state law to adopt and publish an annual calendar.

This version has been reviewed by applicable departments and Boards. It needs to be reviewed by the three Council Committees prior to coming to Council..

Nothing prevents the calendar from being amended at a later date.

Funding and Liability Factors:

N/A

Council Options:

Approve as presented or amend the 2018 calendar. One must be adopted.

Staff Recommendation:

Approve as presented. A motion and vote by Council is needed.

Committee Recommendation:

To be determined.

Lancaster County Meeting and Holiday Schedule

Anyone requiring special services to attend any meeting should contact 803-285-1565 at least 24 hours in advance of the meeting

County Council meets the second and fourth Monday in the County Administration Building Council Chambers, 101 North Main Street, Lancaster, South Carolina at 6:00 p.m. *Please Note: There is only one meeting scheduled in July. It will be the 3rd Monday.

January	Monday	January 8, 2018	July	Monday	July 16, 2018
	Monday	January 22, 2018	August	Monday	*changed to the 3 rd Monday of the month**
February	Monday	February 12, 2018		Monday	August 13, 2018
	Monday	February 26, 2018	September	Monday	August 27, 2018
March	Monday	March 12, 2018		Monday	September 10, 2018
	Monday	March 26, 2018	October	Monday	September 24, 2018
April	Monday	April 09, 2018		Monday	October 08, 2018
	Monday	April 23, 2018	November	Monday	October 22, 2018
May	Monday	May 14, 2018		Monday	November 12, 2018
	Monday	May 28, 2018	December	Monday	November 26, 2018
June	Monday	June 11, 2018		Monday	December 10, 2018
	Monday	June 25, 2018		December 24, 2018	MEETING
					CANCELLED (Christmas Holidays)

The Lancaster County Community Relations Commission meets the third Thursday at the Marine Corps League Lodge, 347 East Brooklyn Ave Lancaster, South Carolina at 6:30 p.m.

January	Thursday	January 18, 2018	June	Thursday	June 28, 2018
February	Thursday	February 15, 2018	August	Thursday	August 16, 2018
March	Thursday	March 15, 2018	September	Thursday	September 20, 2018
April	Thursday	April 19, 2018	October	Thursday	October 18, 2018
May	Thursday	May 17, 2018	November	Thursday	November 15, 2018
June	Thursday	June 21, 2018	December	Thursday	December 20, 2018

The Lancaster County Fire Commission meets the first Thursday in the Emergency Operations Center, 111 Covenant Place, Lancaster, South Carolina at 7:00 pm.

January	Thursday	January 4 2018	July	Thursday	July 05, 2018
February	Thursday	February 01, 2018	August	Thursday	August 02, 2018
March	Thursday	March 01, 2018	September	Thursday	September 06, 2018
April	Thursday	April 05, 2018	October	Thursday	October 04, 2018
May	Thursday	May 03, 2018	November	Thursday	November 01, 2018
June	Thursday	June 07, 2018	December	Thursday	December 06, 2018

The Lancaster County Health and Wellness Commission meets the second Wednesday – EVERY OTHER MONTH, at the Lancaster Council on Aging Building, 309 S. Plantation Road, Lancaster, South Carolina at 11:45 am.

February	Wednesday	February 14, 2018	August	Wednesday	August 8, 2018
April	Wednesday	April 11, 2018	October	Wednesday	October 10, 2018
June	Wednesday	June 13, 2018	December	Wednesday	December 12, 2018

The Lancaster County Historical Commission meets the second Tuesday at the Lancaster County Historic Courthouse, 100 North Main Street, Lancaster, South Carolina at 6:00 pm, and at other times at the call of the chair.

January	Tuesday	January 09, 2018	July	Tuesday	July 10, 2018
February	Tuesday	February 13, 2018	August	Tuesday	August 14, 2018
March	Tuesday	March 13, 2018	September	Tuesday	September 11, 2018
April	Tuesday	April 10, 2018	October	Tuesday	October 09, 2018
May	Tuesday	May 08, 2018	November	Tuesday	November 13, 2018
June	Tuesday	June 12, 2018	December	Tuesday	NO MEETING SCHEDULED

The Indian Land Fire Protection District Commission meets the 3rd Wednesday of each month at the Indian Land Fire Station, 285 Six Mile Creek Road, Indian Land, South Carolina at 7:00 pm.

January	Wednesday	January 17, 2018	July	Wednesday	July 18, 2018
February	Wednesday	February 21, 2018	August	Wednesday	August 15, 2018
March	Wednesday	March 21, 2018	September	Wednesday	September 19, 2018
April	Wednesday	April 18, 2018	October	Wednesday	October 17, 2018
May	Wednesday	May 16, 2018	November	Wednesday	November 21, 2018
June	Wednesday	June 20, 2018	December	Wednesday	December 19, 2018

The Lancaster County Library Board meets the last Tuesday of the month, every other month, at the County Library, 313 South White Street, Lancaster, South Carolina at 6:30 pm.

January	Tuesday	January 30, 2018
March	Tuesday	March 27, 2018
May	Tuesday	May 29, 2018
July	Tuesday	July 31, 2018
September	Tuesday	September 25, 2018
November	Tuesday	November 27, 2018

The Lancaster Planning Commission meets in the County Administration Building, 101 North Main Street, Lancaster, South Carolina at 5:00 pm on the first Thursday for Work Session/ 6:30 pm on the third Tuesday for Regular Meeting.

January	Work Session	Thursday	January 4, 2018
	Regular Meeting	Tuesday	January 16, 2018
February	Work Session	Thursday	February 1, 2018
	Regular Meeting	Tuesday	February 20, 2018
March	Work Session	Thursday	March 1, 2018
	Regular Meeting	Tuesday	March 20, 2018
April	Work Session	Thursday	April 5, 2018
	Regular Meeting	Tuesday	April 17, 2018
May	Work Session	Thursday	May 3, 2018
	Regular Meeting	Tuesday	May 15, 2018
June	Work Session	Thursday	June 7, 2018
	Regular Meeting	Tuesday	June 19, 2018
July	Work Session	Thursday	July 5, 2018
	Regular Meeting	Tuesday	July 17, 2018
August	Work Session	Thursday	August 2, 2018
	Regular Meeting	Tuesday	August 21, 2018
September	Work Session	Thursday	September 6, 2018
	Regular Meeting	Tuesday	September 18, 2018
October	Work Session	Thursday	October 4, 2018
	Regular Meeting	Tuesday	October 16, 2018
November	Work Session	Thursday	November 1, 2018
	Regular Meeting	Tuesday	November 20, 2018
December	Work Session	Thursday	December 6, 2018
	Regular Meeting	Thursday	December 18, 2018

The Pleasant Valley Fire Protection District Commission meets on the third Tuesday at the Pleasant Valley Fire Station #1, 9370 Possum Hollow Road, Indian Land, South Carolina at 7:00 pm.

January	Tuesday	January 16, 2018	July	Tuesday	July 17, 2018
February	Tuesday	February 20, 2018	August	Tuesday	August 21, 2018
March	Tuesday	March 20, 2018	September	Tuesday	September 18, 2018
April	Tuesday	April 17, 2018	October	Tuesday	October 16, 2018
May	Tuesday	May 15, 2018	November	Tuesday	November 20, 2018
June	Tuesday	June 19, 2018	December	Tuesday	December 18, 2018

The Lancaster Joint Recreation Commission meets on the second Tuesday in the Springdale Recreation Center, 260 South Plantation Road, Lancaster, South Carolina at 6:30 pm. Special meetings are held at the call of the chair.

January	Tuesday	January 09, 2018	July	NO MEETING SCHEDULED	
February	Tuesday	February 13, 2018	August	Tuesday	August 14, 2018
March	Tuesday	March 13, 2018	September	Tuesday	September 11, 2018
April	Tuesday	April 10, 2018	October	Tuesday	October 09, 2018
May	Tuesday	May 08, 2018	November	Tuesday	November 13, 2018
June	Tuesday	June 12, 2018	December	Tuesday	December 12, 2018

The Lancaster County Board of Zoning Appeals meets on the 1st Tuesday in the County Administration Building, 101 North Main Street, Lancaster, South Carolina at 6:00 pm.

January	Tuesday	January 02, 2018	July	Tuesday	July 03, 2018
February	Tuesday	February 06, 2018	August	Tuesday	August 07, 2018
March	Tuesday	March 06, 2018	September	Tuesday	September 04, 2018
April	Tuesday	April 03, 2018	October	Tuesday	October 02, 2018
May	Tuesday	May 01, 2018	November	Tuesday	November 06, 2018
June	Tuesday	June 05, 2018	December	Tuesday	December 04, 2018

The following Boards or Commissions meet at the call of the Chair:

- Lancaster County Airport Commission
- Lancaster County Board of Assessment Appeals
- Lancaster County Construction Board of Appeals
- Lancaster County Fire Code Appeals Board
- Lancaster County Transportation Commission

Council Standing Committees

The Public Safety Committee will now meet the Tuesday following the 1st Council Meeting of the month in the County Administration Building, Council Conference Room, 101 N. Main Street, Lancaster, South Carolina at 5:00 p.m., and at other times as called by the Chair.

January	Tuesday	January 09, 2018	July	Tuesday	July 17, 2018
February	Tuesday	February 13, 2018	August	Tuesday	August 14, 2018
March	Tuesday	March 13, 2018	September	Tuesday	September 11, 2018
April	Tuesday	April 10, 2018	October	Tuesday	October 09, 2018
May	Tuesday	May 15, 2018	November	Tuesday	November 13, 2018
June	Tuesday	June 12, 2018	December	Tuesday	December 11, 2018

The Infrastructure and Regulation Committee meets on the Tuesday following the 1st Council Meeting of the month in the County Administration Building, Council Conference Room, 101 N. Main Street, Lancaster, South Carolina at 3:00 p.m., and at other times as called by the Chair.

January	Tuesday	January 09, 2018	July	Tuesday	July 17, 2018
February	Tuesday	February 13, 2018	August	Tuesday	August 14, 2018
March	Tuesday	March 13, 2018	September	Tuesday	September 11, 2018
April	Tuesday	April 10, 2018	October	Tuesday	October 09, 2018
May	Tuesday	May 15, 2018	November	Tuesday	November 13, 2018
June	Tuesday	June 12, 2018	December	Tuesday	December 11, 2018

The Administration Committee meets on the Thursday following the 1st Council Meeting of the month in the County Administration Building, Council Conference Room, 101 N. Main Street, Lancaster, South Carolina at 6:00 p.m., and at other times as called by the Chair.

January	Thursday	January 11, 2018	August	Thursday	August 16, 2018
February	Thursday	February 15, 2018	September	Thursday	September 13, 2018
March	Thursday	March 15, 2018	October	Thursday	October 11, 2018
April	Thursday	April 12, 2018	November	Thursday	November 15, 2018
May	Thursday	May 17, 2018	December	Thursday	December 13, 2018
June	Thursday	June 14, 2018			
July	Thursday	July 19, 2018			

HOLIDAY OBSERVANCES FOR THE YEAR 2017

Holiday	Date Observed
New Year's Day	Monday, January 1, 2018
Martin Luther King Day	Monday, January 15, 2018
Easter Monday	Monday, April 02, 2018
Memorial Day	Monday, May 28, 2018
Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Thanksgiving Day Day After Thanksgiving	Thursday, November 22, 2018 and Friday, November 23, 2018
Christmas Eve Christmas Day Day after Christmas	Monday, December 24, 2018 Tuesday, December 25, 2018 Wednesday, December 26, 2018
New Year's Day 2019	Tuesday, January 1, 2019