

# Lancaster County Council Administration Committee Regular Meeting Agenda

Thursday, November 15, 2018

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

1. **Call to Order – Committee Chair Charlene McGriff** 6:00 p.m.
2. **Approval of the agenda** *[deletions and additions of non-substantive matters]*
3. **Citizens Comments**
4. **Approval of Minutes from the October 18, 2018 Administration Committee regular meeting – pgs. 3-7**
5. **Discussion / Action Items**
  - a. **Resolution 1032-R2018 regarding the Referendum on the General Obligation Bonds**  
Resolution Title: A Resolution Declaring The Results Of A Referendum Held On November 6, 2018, On The Question Of The Issuance Of Not Exceeding \$19,000,000 General Obligation Bonds Of Lancaster County, South Carolina. – **John DuBose/Francenica Heizer – pgs. 8-13**
  - b. **Resolution 1033-R2018 regarding Results of the Special Election regarding the Reid Pointe Special Tax District**  
Resolution Title: A Resolution To Publish The Results Of The Special Election Held On The Question Of Creating The Reid Pointe Special Tax District. – **John DuBose/Francenica Heizer – pgs. 14-17**
  - c. Discussion of EMS Headquarters – **Clay Catoe/Nicholas Miller/Chris Steude of Moseley Architects – pgs. 18-21**
  - d. DHEC EMS Grant – **Clay Catoe – pgs. 22-27**
  - e. Updated Airport Capital Improvement Plan (ACIP) for Lancaster County Airport – McWhirter Field (LKR). – **Steve Willis/Paul Moses – pgs. 28-29**
  - f. Discussion of 2019 calendar (Final adoption will be held at the November 26<sup>th</sup> Council Meeting) – **Steve Willis – pgs. 30-35**

**g. Resolution 1028-R2018 regarding the Authorization to Design And Construct a Fleet Maintenance Facility**

Resolution Title: A Resolution To Authorize And Approve The Administrator And All Necessary Staff To Move Forward With All Processes And Procedures Consistent With The Lancaster County Procurement Code For The Design And Construction Of A Fleet Maintenance Facility. – *Steve Willis/Nicholas Miller – pgs. 36-58*

**h. Resolution 1031-R2018 regarding an Inducement Resolution for Project Mustang**

Resolution Title: A Resolution To State The Commitment Of Lancaster County To Enter Into A Fee Agreement With Project Mustang; To Provide The General Terms Of The Fee Agreement Including The Provision Of Special Source Revenue Credits; To State The Commitment Of Lancaster County To Consent To The Transfer And Assignment Of An Existing Fee Agreement To Project Mustang; To Provide That This Resolution Is An Inducement Resolution; And To State The Commitment Of Lancaster County To Place Project Mustang Property In A Multi-County Park. – *Jamie Gilbert – pgs. 59-65*

**i. Monthly Report and discussion of the 2019-2020 budget calendar – *Kim Belk***

**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 Administration Committee agendas are posted at the Lancaster County Administration Building and are available on the Website: [www.mylancastersc.org](http://www.mylancastersc.org)*





Members of Lancaster County Council  
Administration Committee

*Charlene McGriff, District 2, Chairwoman*  
*Steve Harper, District 5*  
*Terry Graham, District 1*

**DRAFT**

**Minutes of the Lancaster County Council Administration Committee  
Regular Meeting**

101 N. Main Street, Lancaster, SC 29720

Thursday, October 18, 2018

Committee members present were Charlene McGriff, Steve Harper and Terry Graham. Also present at the meeting were County Administrator Steve Willis, County Attorney John Weaver, Chief Financial Officer Veronica Thompson, Budget Analyst Kim Belk, Procurement Director Nicholas Miller, Clerk to Council Sherrie Simpson, Deputy Clerk to Council Chelsea Gardner, Stormwater Engineer Scott Edgar and citizens. A quorum of the Lancaster County Administration 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 posted in the lobby of the County Administration Building and also on the county website for the required length of time.

**Call to Order**

Chairwoman Charlene McGriff called the meeting to order at approximately 6:00 p.m.

**Approval of the agenda**

Terry Graham moved to approve the agenda. The motion was seconded by Steve Harper. The Committee approved the agenda by unanimous vote of 3-0.

**Citizens Comments**

There were no citizens that came forward for comments.

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## **Approval of Minutes from the September 18, 2018 Administration Committee regular meeting**

Steve Harper moved to approve the minutes from the September 18, 2018 Administration Committee regular meeting. The motion was seconded by Terry Graham. The motion to approve the September 18, 2018 Administration Committee regular meeting minutes passed by unanimous vote of 3-0.

## **Discussion / Action Items**

### **Ordinance 2018-1541 regarding Approval of a Fee Agreement with Project Pepper**

Ordinance Title: An Ordinance To Authorize The Execution And Delivery Of A Fee Agreement By And Between Lancaster County And Project Pepper Providing For The Payment Of A Fee-In-Lieu Of Taxes And The Provision Of Special Source Revenue Credits; And To Express The Intention Of Council To Provide Monies To The Economic Development Fund.

Steve Harper moved to send Ordinance 2018-1541 forward to full Council with a favorable recommendation from the Administration Committee. The motion was seconded by Terry Graham. The motion to send Ordinance 2018-1541 forward to full Council with a favorable recommendation passed by unanimous vote of 3-0.

### **Second Amendment to the Bretagne Development Agreement (Applicable Only to Phase 7).**

John Weaver stated that there was going to be an Executive Session to discuss Bretagne but he recommended that the Committee cancel the Executive Session and just speak publicly about the project, which the Committee agreed to do. John Weaver explained that the only section left to build out in the Bretagne Development is Phase 7. He stated that the I & R Committee agreed on a three thousand five hundred dollar (\$3500.00) per house roof top fee. He explained the payment agreement for the fees, as recommended by the I & R Committee. He noted that there are one hundred eight (108) lots in the development, which would mean a total fee of three hundred seventy-eight thousand dollars (\$378,000.00).

John Weaver further explained that the Planning Department has been collecting easements along Sugar Creek for the Carolina Thread Trail. He provided a map for the Committee members, which is attached as Schedule A. He stated that Penelope Karagounis, Planning Director, is requesting that one thousand five hundred dollars (\$1500.00) of the three thousand five hundred dollar (\$3500.00) per house roof top fee be designated for construction of the Carolina Thread Trail for the Phase 7 Development. The Developer has agreed to give the easement for the Trail.

Steve Harper moved to delay the decision on the use of the roof top money until all the money is collected and that the decision regarding its use be part of the annual budget process. The motion was seconded by Terry Graham. The motion passed by unanimous vote of 3-0.



Terry Graham moved that the County charge three thousand five hundred dollars (\$3500.00) per roof top for the Phase 7 Bretagne Development. The motion was seconded by Steve Harper. The motion passed by unanimous vote of 3-0.

### **Pending Projects Update.**

Nicholas Miller stated that abatement teams are scheduled to come in on Friday to the Main Branch of the Library so he should have a price for that project soon. He noted that the Library Board had a schematic meeting this past week and that the meeting went well. Terry Graham reported that the I & R Committee recommended moving forward with the Del Webb portion of the library projects. Steve Willis reviewed the proposed funding for each branch.

Nicholas Miller explained that the Animal Shelter is getting ready for the bid phase, which will run parallel with the review phase.

Steve Harper reported that the Barnett Building needs a new roof. Steve Harper stated that the County needs to get occupants in the building. John Weaver noted that the I & R Committee recommended that no Lancaster County departments move into the building until the County has a determination from the Health Department that they will be moving into the building.

Nicholas Miller explained that the EMS Headquarters project is moving forward and showing progress.

### **Staffing review for Stormwater program.**

Scott Edgar stated that he would like flexibility in his budget to move money around so that he can hire additional staff. He noted that he was not asking for additional money but that he is moving money around in the budget. He provided a handout regarding budget projections for Stormwater, which is attached as Schedule B. He noted that Stormwater does not have money in their budget for working on capital projects. Steve Harper asked for a list of potential capital projects for next year and Charlene McGriff asked for the costs for the special projects during the budget process. Scott Edgar stated that their department needs to work from a proactive position rather than a reactive one and that requires more staff.

Steve Willis noted that this item will come to Council in the form of a Resolution. Terry Graham moved to allow Stormwater to adjust their budget to hire additional personnel as long as no money is added to the bottom line of their budget. The motion was seconded by Steve Harper. The motion passed by unanimous vote of 3-0.

### **Acceptance of DUI Enforcement Grant.**

Steve Willis explained that Sheriff Faile had another meeting to attend and so could not be at the Committee meeting. He reported that the Sheriff's Office has received a continuation grant for DUI enforcement. He noted that the funding is one hundred percent (100%) grant and no local match is required.

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### **Equipment and High Security Storage Request for Crime Scene Unit.**

Steve Willis reported that the Sheriff's Office is requesting that money from the Capital Project Sales Tax be used for equipment. He explained that the Sheriff had previously wanted to use the money for personnel but that did not work out because it required two (2) analysts instead of one (1) and that was too expensive; therefore, the Sheriff would like to use the money for equipment. The Sheriff is requesting three handheld analyzers (which will improve officer safety), a ductless fume hood (which will also improve officer safety) and high security storage. He noted that the money is already there from the Capital Project Sales Tax. Veronica Thompson explained the specifics of funding.

Steve Harper moved that the Finance Director be authorized to start the paperwork to fund the equipment and storage request from the Sheriff's Office and to move the request to Council with a favorable recommendation from the Administration Committee. The motion was seconded by Terry Graham. The motion passed by unanimous vote of 3-0.

### **Amending the Fiscal Year 2018-2019 Budget.**

Kim Belk explained that Stormwater will be increasing their budget by thirty-five thousand dollars (\$35,000.00) in order to hire the additional staff. Therefore, she noted that those additional funds will need to be part of the budget amendment that is being proposed.

Steve Harper moved to amend the earlier motion that allowed Stormwater to adjust their budget to hire additional personnel as long as no money is added to the bottom line of their budget and, instead, to hire the additional personnel by the inclusion of the addition of thirty-five thousand dollars (\$35,000.00) to the Stormwater budget. The motion was seconded by Terry Graham. The motion to amend passed by unanimous vote of 3-0.

Committee member Steve Harper left the Committee meeting after the vote on the motion to amend or at approximately 6:45 p.m., after stating that he does not have any problems with the items on the Budget Amendment.

Kim Belk explained the proposed budget amendments, which includes a not to exceed amount of a million dollars for renovations/repairs/design work for the Barnett building (which eventually will require additional funds), funding for School Resource Officers, Evolve Software for growth management departments, the addition to the Stormwater budget, the equipment and storage request from the Sheriff's Office and an audio upgrade for Chambers.

Terry Graham moved that the proposed budget amendment, as recommended by Kim Belk, be moved forward to Council with a favorable recommendation from the Administration Committee. The motion passed by a vote of 2-0.



**DRAFT**

### **Executive Session**

Executive Session was not held since the discussion on the Second Amendment to the Bretagne Development Agreement was addressed publicly earlier in the meeting.

### **Adjournment**

Terry Graham moved to adjourn the Committee meeting. The motion to adjourn passed by a vote of 2-0. There being no further business, the Committee meeting adjourned at approximately 6:55 p.m.

Respectfully Submitted:

Approved by the Administration Committee

Sherrie Simpson  
Clerk to Council

\_\_\_\_\_  
Charlene McGriff, Chairwoman

## Agenda Item Summary

Resolution # 1032-R2018

Contact Person / Sponsor: John K DuBose

Department: County Attorney

Date Requested to be on Agenda: Administrative Committee - November 15, 2018

### **Issue for Consideration:**

Whether to adopt a Resolution Declaring the Results of Referendum on a Nineteen Million (\$19,000,000.00) Dollar Recreation Bond.

### **Points to Consider:**

The results of the referendum vote have been certified, are now official, and the referendum was in favor of the Recreation Bond.

The Administration Committee needs to consider the Resolution adopting the referendum results and make recommendation to County Council regarding approval and adoption. When County Council adopts the Resolution, it will be filed with the Clerk of Court, starting the required twenty (20) day period for contest.

### **Funding and Liability Factors:**

Repayment of Bond

### **Council Options:**

Adopt the Resolution or do not adopt the Resolution

### **Recommendation:**

Adoption of Resolution

STATE OF SOUTH CAROLINA        )  
  )  
COUNTY OF LANCASTER        )        CERTIFIED COPY OF RESOLUTION  
  DECLARING THE RESULTS OF A  
  REFERENDUM

I, the undersigned being the duly qualified Clerk to Council of Lancaster County, South Carolina (the "County"), do hereby certify that attached hereto is a copy of a resolution entitled: "A RESOLUTION DECLARING THE RESULTS OF A REFERENDUM HELD ON NOVEMBER 6, 2018, ON THE QUESTION OF THE ISSUANCE OF NOT EXCEEDING \$19,000,000 GENERAL OBLIGATION BONDS OF LANCASTER COUNTY, SOUTH CAROLINA" (the "Resolution") which Resolution was adopted by the County Council at a meeting duly called and held on November 26, 2018, at which meeting a quorum was present and acting throughout, which Resolution has been compared by me with the original thereof as recorded in the minute book of the County Council, and that such copy is a true, complete and correct copy thereof and that such Resolution has been duly adopted and has not been modified, amended or repealed and is in full force and effect on and as of the date hereof in the form attached hereto.

In witness whereof, I have hereunto set my hand and affixed the seal of the County this 26th day of November, 2018.

(SEAL)

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Clerk to Council, Lancaster County, South Carolina

STATE OF SOUTH CAROLINA     )  
   )  
COUNTY OF LANCASTER         )

**RESOLUTION NO. 1032-R2018**

**A RESOLUTION**

**DECLARING THE RESULTS OF A REFERENDUM HELD ON NOVEMBER 6, 2018, ON THE QUESTION OF THE ISSUANCE OF NOT EXCEEDING \$19,000,000 GENERAL OBLIGATION BONDS OF LANCASTER COUNTY, SOUTH CAROLINA.**

BE IT RESOLVED BY THE COUNTY COUNCIL OF LANCASTER COUNTY, SOUTH CAROLINA, AS FOLLOWS:

**SECTION 1.** The County Council (the "Council"), as the governing body of Lancaster County, South Carolina (the "County"), hereby finds and determines:

(a) By an Ordinance enacted by the Council on August 7, 2018, entitled: "AN ORDINANCE ORDERING A REFERENDUM IN LANCASTER COUNTY, SOUTH CAROLINA, TO SUBMIT THE QUESTION OF WHETHER LANCASTER COUNTY, SOUTH CAROLINA, SHALL ISSUE NOT EXCEEDING \$19,000,000 GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES; IN ONE OR MORE YEARS, PROVIDING FOR THE FORM OF BALLOT TO BE USED; PROVIDING FOR NOTICE OF THE REFERENDUM; AND PROVIDING FOR ALL OTHER THINGS NECESSARY TO SUBMIT THE AFORESAID QUESTION," the Council ordered a referendum to be held in the County on November 6, 2018 (the "Referendum"), for the purpose of submitting to the qualified voters of the County the following question:

Shall the County Council of Lancaster County, South Carolina be empowered to issue, in one or more series, in one or more years, general obligation bonds of the County, in the principal amount of not exceeding \$19,000,000, the proceeds of which shall be used to finance the costs (including architectural, engineering, equipping, and legal and related fees) of the following projects:

Addition to Indian Land Recreation Center;  
Construction of and equipping of Harrisburg Road Soccer Complex;  
Construction of Lindsay Pettus Greenway Phase I;  
Renovations to Barr Street Auditorium;  
Construction of and equipping of Heath Springs Soccer Complex; and  
Acquisition of land, if necessary, for any of these projects?

(b) The returns for each respective precinct within the County as certified by the Lancaster County Board of Canvassers showing the total votes cast in favor of and opposed to the aforesaid question are attached hereto and incorporated herein by reference.

(c) A majority of those voting in the Referendum voted in favor of the aforesaid question.

(d) The Referendum was duly and properly held in accordance with the laws of the State of South Carolina, including specifically Title 7 of the Code of Laws of South Carolina, 1976, as amended (the "Code"), and the County Bond Act constituting Title 4, Chapter 15 of the Code.



SECTION 2. It is hereby declared that the Referendum held in the County on November 6, 2018, resulted in favor of the County's issuance of not exceeding \$19,000,000 general obligation bonds.

SECTION 3. The County Administrator shall cause a certified copy of this Resolution and any other documents relating to the Referendum deemed necessary to be filed in the office of the Clerk of Court for Lancaster County.

This Resolution takes effect upon its adoption.

**AND IT IS SO RESOLVED**

Dated this 26<sup>th</sup> day of November, 2018

**LANCASTER COUNTY, SOUTH CAROLINA**

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Steve Harper, Chair, County Council

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Larry Honeycutt, Secretary, County Council

Approved as to form:

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County Attorney

ATTEST:


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Sherrie Simpson, Clerk to Council

**STATE OF SOUTH CAROLINA**  
**Lancaster COUNTY BOARD OF CANVASSERS**  
**STATEMENTS AND RETURNS OF VOTES**  
**FOR**  
**GENERAL ELECTION**

**ELECTION DATE: November 9<sup>th</sup>, 2018**

We the County Board of Canvassers certify that all proper procedures for canvassing votes in this election have been followed, and we have received written confirmation from election commission staff of the same; and upon such confirmation and any further review of our own, we certify the following results of this election are correct in all respects.

	_____
Edna Catherine McQuinn	_____
Marshall Benson	_____
_____	_____
_____	_____

**Certification Date:**

## SUMMARY REPT-GROUP DETAIL

Run Date:11/09/18 01:03 PM

Lancaster County  
Statewide General  
November 6, 2018

Official Results

Report EL45A Page 005

	TOTAL VOTES	%	DS850	M650	DS200	M100	1Votronic	Flash
School Board District 7								
Vote for 1								
Ken Buck.	2,723	55.08	0	0	0	98	2,625	0
Chris Campbell.	2,181	44.11	0	0	0	94	2,087	0
Write-In.	40	.81	0	0	0	2	38	0
Total	4,944		0	0	0	194	4,750	0
Cane Creek Watershed Conservation Dist								
Vote for 2								
James D Boling.	2,540	40.90	0	0	0	55	2,485	0
Tony Sistare	3,618	58.25	0	0	0	62	3,556	0
Write-In.	53	.85	0	0	0	0	53	0
Total	6,211		0	0	0	117	6,094	0
Little Lynches Creek Watershed Conservat								
Vote for 2								
Roy D Croxton Jr	1,009	97.68	0	0	0	12	997	0
Write-In.	24	2.32	0	0	0	0	24	0
Total	1,033		0	0	0	12	1,021	0
Amendment 1								
Vote for 1								
Yes	11,540	36.12	0	0	0	469	11,071	0
No.	20,413	63.88	0	0	0	886	19,527	0
Total	31,953		0	0	0	1,355	30,598	0
County General Obligation Bond								
Vote for 1								
Yes, In favor of the question.	16,711	52.50	0	0	0	734	15,977	0
No, Opposed to the question	15,121	47.50	0	0	0	613	14,508	0
Total	31,832		0	0	0	1,347	30,485	0
Reid Pointe Special Tax District								
Vote for 1								
Yes, In favor of the question.	246	95.72	0	0	0	8	238	0
No, Opposed to the question	11	4.28	0	0	0	1	10	0
Total	257		0	0	0	9	248	0

## Agenda Item Summary

Ordinance # / Resolution#: **1033-R2018**

Contact Person / Sponsor: John K DuBose

Department: County Attorney

Date Requested to be on Agenda: Administrative Committee - November 15, 2018

### **Issue for Consideration:**

Whether to adopt a Resolution to publish the results of the special election held on the question of creating the Reid Pointe Special Tax District.

### **Points to Consider:**

The results of the referendum vote have been certified, are now official, and the referendum was in favor of creation of the Reid Pointe Special Tax District.

The Administration Committee needs to consider the Resolution adopting the referendum results and make recommendation to County Council regarding approval and adoption. When County Council adopts the Resolution, it will be filed with the Clerk of Court, starting the required twenty (20) day period for contest.

### **Funding and Liability Factors:**

NA

### **Council Options:**

Adopt the Resolution or do not adopt the Resolution

### **Recommendation:**

Adoption of Resolution



STATE OF SOUTH CAROLINA

COUNTY OF LANCASTER

)  
)  
)

RESOLUTION NO. 1033-R2018

**A RESOLUTION**

**TO PUBLISH THE RESULTS OF THE SPECIAL ELECTION HELD ON THE QUESTION OF CREATING THE REID POINTE SPECIAL TAX DISTRICT.**

**WHEREAS**, by passage of Resolution No. 720, Council certified that a petition it received calling for the creation of the Reid Pointe Special Tax District met the requirements of state law and that a referendum should be held on the question of creating the Reid Pointe Special Tax District;

**WHEREAS**, the Voter Registration and Elections Board of Lancaster County (the "Board") conducted the referendum on November 6, 2018, and the Commission certified the results to Council on November 12, 2018, a copy of which is attached hereto; and

**WHEREAS**, Section 4-9-30(5)(a)(i) of the Code of Laws of South Carolina 1976, as amended, requires Council to publish the results of the referendum by written resolution.

**NOW THEREFORE, BE IT RESOLVED** by the Council of Lancaster County, South Carolina:

Council publishes the results of the referendum held on the question of the creation of the Reid Pointe Special Tax District attached hereto.

AND IT IS SO RESOLVED this 26<sup>th</sup> day of November, 2018.

**LANCASTER COUNTY, SOUTH CAROLINA**

\_\_\_\_\_  
Steve Harper, Chair, County Council

\_\_\_\_\_  
Larry Honeycutt, Secretary, County Council

Approved as to form:

\_\_\_\_\_  
County Attorney



ATTEST:

\_\_\_\_\_  
Sherrie Simpson, Clerk to Council

**STATE OF SOUTH CAROLINA**  
**Lancaster COUNTY BOARD OF CANVASSERS**  
**STATEMENTS AND RETURNS OF VOTES**  
**FOR**  
**GENERAL ELECTION**

**ELECTION DATE: November 9<sup>th</sup>, 2018**

We the County Board of Canvassers certify that all proper procedures for canvassing votes in this election have been followed, and we have received written confirmation from election commission staff of the same; and upon such confirmation and any further review of our own, we certify the following results of this election are correct in all respects.

	_____
Edna C. McQuinn	_____
	_____
Mayhew Benson	_____
_____	_____
_____	_____

**Certification Date:**

## SUMMARY REPT-GROUP DETAIL

Run Date: 11/09/18 01:03 PM

Lancaster County Statewide General November 6, 2018										Official Results				
SUMMARY REPT-GROUP DETAIL										Report EL45A	Page 005			
Run Date:11/09/18 01:03 PM										iVotronic	Flash			
TOTAL VOTES										M100				
%										DS200				
M650														
DS850														
School Board District 7														
Vote for 1														
Ken Buck	.	.	.	.	.	.	.	.	.	0	0	98	2,625	0
Chris Campbell	.	.	.	.	.	.	.	.	.	0	0	94	2,087	0
Write-In	.	.	.	.	.	.	.	.	.	0	0	2	38	0
Total	.	.	.	.	.	.	.	.	.	0	0	194	4,750	0
Cane Creek Watershed Conservation Dist														
Vote for 2														
James D Boling	.	.	.	.	.	.	.	.	.	0	0	55	2,485	0
Tony Sistine	.	.	.	.	.	.	.	.	.	0	0	62	3,556	0
Write-In	.	.	.	.	.	.	.	.	.	0	0	0	53	0
Total	.	.	.	.	.	.	.	.	.	0	0	117	6,094	0
Little Lynches Creek Watershed Conservat														
Vote for 2														
Roy D Croxton Jr	.	.	.	.	.	.	.	.	.	0	0	12	997	0
Write-In	.	.	.	.	.	.	.	.	.	0	0	0	24	0
Total	.	.	.	.	.	.	.	.	.	0	0	12	1,021	0
Amendment 1														
Vote for 1														
Yes	.	.	.	.	.	.	.	.	.	0	0	469	11,071	0
No	.	.	.	.	.	.	.	.	.	0	0	886	19,527	0
Total	.	.	.	.	.	.	.	.	.	0	0	1,355	30,598	0
County General Obligation Bond														
Vote for 1														
Yes, In favor of the question	.	.	.	.	.	.	.	.	.	0	0	734	15,977	0
No, Opposed to the question	.	.	.	.	.	.	.	.	.	0	0	613	14,508	0
Total	.	.	.	.	.	.	.	.	.	0	0	1,347	30,485	0
Reid Pointe Special Tax District														
Vote for 1														
Yes, In favor of the question	.	.	.	.	.	.	.	.	.	0	0	8	238	0
No, Opposed to the question	.	.	.	.	.	.	.	.	.	0	0	1	10	0
Total	.	.	.	.	.	.	.	.	.	0	0	9	248	0

## Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Clay Catoe

Department: EMS

Date Requested to be on Agenda: November 13, 2018

### **Issue for Consideration:**

EMS HQ

### **Points to Consider:**

Do we want an EMS HQ that includes all aspects of EMS Operations or continue to operate the daily operations spread around in various offices.

### **Funding and Liability Factors:**

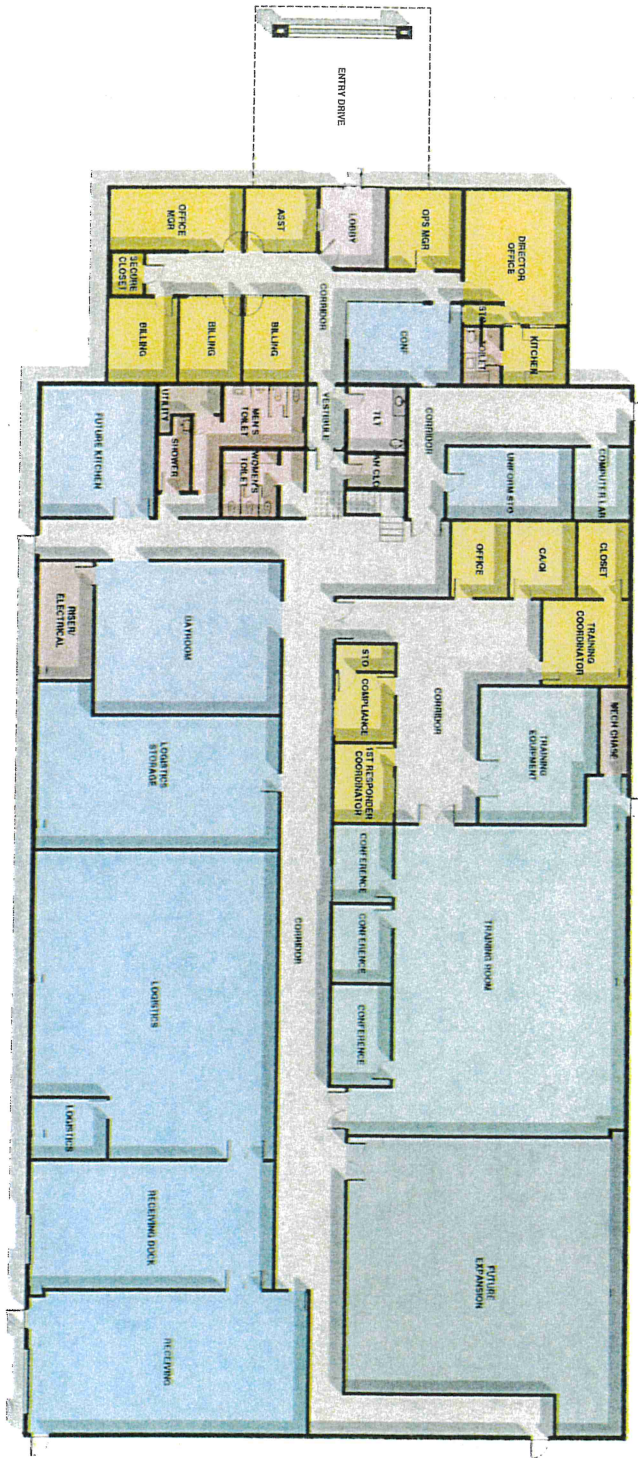
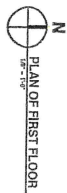
Current funds set aside from excess collections and sell of county property to start project. Current plans will require more funds to meet building specifications.

### **Council Options:**

Approval Additional Funding, Scale Project Back, Cancel Project

### **Recommendation:**





- Room Legend
- OFFICE
  - FUTURE EXPANSION
  - COMMON AND STORAGE
  - OFFICE AREA
  - HALL
  - STAFF AREA
  - TOILET
  - TRAINING
  - BUILDING SUPPORT
  - RECEPTION
  - STAFF EXPANSION
  - OFFICE AND STORAGE

**LANCASTER EMERGENCY SERVICES HQ**  
LANCASTER COUNTY, SC

**MOSELEYARCHITECTS**

11430 NORTH COMMUNITY HOUSE ROAD, GIBSON BUILDING, SUITE 225 CHARLOTTE, NC 28227  
PHONE (704) 540-3755 FAX (704) 540-3754  
MOSELEYARCHITECTS.COM

**MOSELEYARCHITECTS**  
A PROFESSIONAL CORPORATION

Date: October 19, 2018  
 Computed By: CS  
 Checked By: DRM  
 Sheet Number: 1 of 1

CY = Cubic Yard  
LF = Lineal Foot  
LS = Lump Sum  
SF = Square Foot  
SY = Square Yard

**MOSELEYARCHITECTS**  
A PROFESSIONAL CORPORATION

Date: October 19, 2018  
 Computed By: CS  
 Checked By: DRM  
 Sheet Number: 1 of 1

CY = Cubic Yard  
LF = Lineal Foot  
LS = Lump Sum  
SF = Square Foot  
SY = Square Yard



## Agenda Item Summary

Ordinance # / Resolution#:

Contact Person / Sponsor: Clay Catoe

Department: EMS

Date Requested to be on Agenda: November 13, 2018

### Issue for Consideration:

DHEC EMS Grant

### Points to Consider:

Grant Awarded is \$10,274.73 and requesting a county match of \$1511.79

Funds will be used to purchase laptop computers for EMS units that we originally requested in the budget process but cut out due to funding issues.

### Funding and Liability Factors:

Requesting \$1511.79 match from Grant Matching Account

### Council Options:

Approve Grant Match and Approve Grant or Decline Grant Acceptance

### Recommendation:



# 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
KFDB836	10/24/2018	KFDB836	1494501	\$11,786.52

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Panasonic Toughbook 33 - 12" - Core i7 7600U - 16 GB RAM - 512 GB SSD</a> Mfg. Part#: CF-33BFWLZVM UNSPSC: 43211509 Contract: Sourcewell Formerly NJPA 100614#CDW Tech Catalog (100614#CDW)	2	4704316	\$4,719.37	\$9,438.74
<a href="#">Gamber-Johnson Laptop Vehicle Dock GJ-33-LVD0 - docking station - VGA, HDMI</a> Mfg. Part#: GJ-33-LVD0 UNSPSC: 43211602 Contract: Sourcewell Formerly NJPA 100614#CDW Tech Catalog (100614#CDW)	2	4617716	\$737.35	\$1,474.70

PURCHASER BILLING INFO		SUBTOTAL	\$10,913.44
<b>Billing Address:</b> COUNTY OF LANCASTER ACCTS. PAYABLE PO BOX 1809 LANCASTER, SC 29721-1809 Phone: (803) 285-1565 <b>Payment Terms:</b> Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		SALES TAX	\$873.08
		GRAND TOTAL	\$11,786.52
		<b>DELIVER TO</b>  <b>Shipping Address:</b> LANCASTER COUNTY EMS 2006 PAGELAND HWY LANCASTER, SC 29720-7608 <b>Shipping Method:</b> UPS Ground (2- 3 Day)	
		<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

## Need Assistance? CDW•G SALES CONTACT INFORMATION



Jason Leck

(866) 209-8030

jasonleack@cdwg.com

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**South Carolina General Assembly**  
122nd Session, 2017-2018

**H. 4950**  
General Appropriations Bill for Fiscal Year 2018-2019  
Ratified Version

**PART IB**  
**OPERATION OF STATE GOVERNMENT**

**SECTION 34 - J040 - DEPARTMENT OF HEALTH AND**

**ENVIRONMENTAL CONTROL**

**34.8.** (DHEC: Emergency Medical Services) Funds appropriated herein for Emergency Medical Services, shall be allocated for the purpose of improving and upgrading the EMS system throughout the state. The monies allocated to the Counties are for the purpose of improving or upgrading the local EMS system through the licensed ambulance services, the monies allocated to the EMS Regional Councils are for the administration of training programs and technical assistance to local EMS organizations and county systems. All additional funds are to be allocated as follows: to the counties at the ratio of eighty-one percent of the additional funds appropriated herein, to the EMS Regions at a ratio of twelve percent of the additional funds appropriated herein and to the state EMS Office at the ratio of seven percent of the additional funds appropriated herein. The Department of Health and Environmental Control shall develop criteria and guidelines and administer the system to make allocations to each region and county within the state, based on demonstrated need and local match. Funds appropriated to Emergency Medical Services shall not be transferred to other programs within the department's budget. Unexpended funds appropriated to the program may be carried forward to succeeding fiscal years and expended for administrative and operational support and for temporary and contract employees to assist with duties related to improving and upgrading the EMS system throughout the state, including training of EMS personnel and administration of grants to local EMS providers. In addition, when instructed by the Executive Budget Office or the General Assembly to reduce funds by a certain percentage, the department may not reduce the funds appropriated for EMS Regional Councils or Aid to Counties greater than such stipulated percentage.



**117.21.** (GP: Organizations Receiving State Appropriations Report) Each organization receiving a contribution in this act shall render to the state agency making the contribution by November first of the fiscal year in which funds are received, an accounting of how the state funds will be spent, goals to be accomplished, proposed measures to evaluate success in implementing and meeting the goals, a copy of the adopted budget for the current year, and also a copy of the organization's most recent operating financial statement. The funds appropriated in this act for contributions shall not be expended until the required financial statements are filed with the appropriate state agency. No funds in this act shall be disbursed to organizations or purposes which practice discrimination against persons by virtue of race, creed, color or national origin. The State Auditor shall review and audit, if necessary, the financial structure and activities of each organization receiving contributions in this act and make a report to the General Assembly of such review and/or audit, when requested to do so by the State Fiscal Accountability Authority. From the funds an organization receives from a state agency, for accountability purposes, by June thirtieth organizations receiving contributions in this act shall submit a report to the state agency making the contribution that includes an accounting of how the funds were spent and the outcome measures used to determine the success of the stated goals. State agencies receiving such data from organizations shall forward the information to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee.



October 3, 2018

Steve Willis  
County Administrator  
PO Box 1809  
Lancaster, South Carolina 29721-1809

Re: FY2018 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 2018-2019 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 2018-2019 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 1<sup>st</sup>** 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:

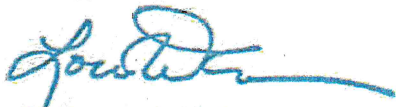
4. Documentation that the receiving party meets the 5.5% matching amount and a description of local Matching funds.

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, 2019.

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](mailto: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](mailto:neelymw@dhec.sc.gov) if you have any questions or need further assistance.

Sincerely,



~~So~~ Shelly Bezanson Kelly  
Director of Health 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, COUNTY ADMINISTRATOR

Print Name (Authorized Party)



Signature (Authorized Party)

10-10-2018

Date

## Agenda Item Summary

Ordinance # / Resolution#:	Discussion/ Action Item
Contact Person / Sponsor:	Paul Moses
Department:	Airport Manager
Date Requested to be on Agenda:	November I&R and Admin Comm./ November 26, 2018 Council meeting

### **Issue for Consideration:**

Updated Airport Capital Improvement Plan (ACIP) for Lancaster County Airport – McWhirter Field (LKR).

### **Points to Consider:**

This has been approved by the Airport Commission for recommendation to County Council. Paul Moses and Airport Engineer Ken Holt will be present to explain the projects and the benefits thereof.

If approved by Council this updated ACIP will be sent to the FAA Atlanta Office for inclusion in their database.

Also requested by the Airport Commission is Council authorization for the County Administrator to execute documents related to two projects; the pre-applications for the Apron Rehabilitation Construction and Terminal Area Plan.

### **Funding and Liability Factors:**

The initial projects, up through Terminal Design, are the standard 90% federal, 5% state, and 5% local match. As you will note, the shares start to change when you are looking at buildings versus in-ground infrastructure and design work. These have been noted on the proposed ACIP.

### **Council Options:**

Approve or reject the updated ACIP.

### **Staff Recommendation:**

Approve the updated ACIP.

### **Committee Recommendation:**

Airport Commission recommends approval. Council Committee recommendations are TBD.

## Lancaster County Airport (LKR) Capital Improvement Plan (CIP) FFY 2020 - FFY 2024

FFY 2018 & FFY 2019 shown for reference

Federal Fiscal Year (FFY)	Project	Phase	Cost		FAA Share	SCAC Share	Sponsor Share
2018	Apron Rehabilitation	Design	\$131,496		\$118,346	\$6,575	\$6,575
	Total		\$131,496		\$118,346	\$6,575	\$6,575
	Entitlements		\$0	+	\$150,000	- \$118,346	= \$31,654
2019	Apron Rehabilitation	Construction	\$800,000		\$720,000	\$40,000	\$40,000
	Total		\$800,000		\$720,000	\$40,000	\$40,000
	Entitlements		\$31,654	+	\$150,000	- \$720,000	= -\$538,346
2020	Terminal Area Plan	Planning	\$90,000		\$81,000	\$4,500	\$4,500
	Total		\$90,000		\$81,000	\$4,500	\$4,500
	Entitlements		\$0	+	\$150,000	- \$81,000	= \$69,000
2021	Terminal Building	Design	\$250,000		\$225,000	\$12,500	\$12,500
	Total		\$250,000		\$225,000	\$12,500	\$12,500
	Entitlements		\$69,000	+	\$150,000	- \$225,000	= -\$6,000
2022	Roll Over Entitlements		\$0	+	\$150,000	- \$0	= \$150,000
2023	Terminal Building	Construction	\$1,300,000		\$300,000	\$500,000	\$500,000
	Total		\$1,300,000		\$300,000	\$500,000	\$500,000
	Entitlements		\$150,000	+	\$150,000	- \$300,000	= \$0
2024	100' X 100' Hangar	Construction	\$1,200,000		\$150,000	\$0	\$1,050,000
	Total		\$1,200,000		\$150,000	\$0	\$1,050,000
	Entitlements		\$0	+	\$150,000	- \$150,000	= \$0

FAA Total (FFY 2020 through FFY 2024) \$756,000

Note: SCAC participates in funding construction of terminal buildings at 50% of the non-federal share up to \$500,000.

Note: SCAC does not participate in funding revenue producing facilities such as hangars.

November 2, 2018



## Agenda Item Summary

Ordinance # / Resolution#:	Discussion Item
Contact Person / Sponsor:	Steve Willis
Department:	Administration
Date Requested to be on Agenda:	Discussion on November 12, 2018 for action on November 26, 2018

### **Issue for Consideration:**

Adoption of the 2019 Lancaster County Calendar.

### **Points to Consider:**

This is an annual process as state law requires we adopt and publish a calendar.

There are no significant changes but we do have a request to bring before Council for consideration. We have been asked to consider adding Veteran's Day as an official County Holiday.

Attached is a report from SCAC regarding County Holidays. Currently 33 of the 46 counties, or 72%, observe Veterans Day. If we add this holiday this would move us from 11 holidays per year to 12 holidays per year. Of the 46 counties the number of holidays ranges from a low of 10 (3 counties) to a high of 15 (1 county). The majority observe 12 holidays (14 counties) or 13 holidays (14 counties). The mode is 12 holidays.

A change would certainly not place us in a position of granting more holidays than average but would bring us up to the average in South Carolina.

This would bring us in line with the state holidays with the exception of Confederate Memorial Day. There is no request to consider such.

### **Funding and Liability Factors:**

N/A

### **Council Options:**

Approve or reject the addition of Veterans Day as a County Holiday.

### **Staff Recommendation:**

Add Veterans Day.

### **Committee Recommendation:**

N/A



# Holidays Observed By Counties in FY 2012<sup>1</sup>

County	MLK Day	Pres. Day	Good Fri.	Confed. Mem. Day	Vet's Day	Day After Thanksgiving	Christmas Eve	Day After Christmas	Other	Total <sup>1</sup>
Abbeville	x		x		x	x	x	x		12
Alken	x		x			x	x	x		11
Allendale	x	x	x	x	x	x	x	x		14
Anderson	x	x		x	x	x	x	x	Any day proclaimed by Governor	13
Bamberg	x		x			x	x	x	2 personal days	13
Barnwell	x	x	x			x	x	x		12
Beaufort	x				x	x	x		General Election Day	10
Berkeley	x		x		x	x	x	x	1 more day at Christmas per council vote	12
Calhoun	x	x			x	x		x		11
Charleston	x	x			x	x	x	x	1 Personal Day	13
Cherokee	x	x		x	x	x	x	x		12
Chester	x				x	x	x	x	Easter Monday, Election Day, Personal Day	14
Chesterfield	x	x			x	x	x		Easter Monday, 1 e1tra day at Christmas if proclaimed by Governor	12
Clarendon	x	x	x		x	x	x	x		13
Colleton	x	x		x	x	x		x	Christmas Eve if proclaimed by Governor	12
Darlington	x		x			x	x	x		11
Dillon*	x	x	x	x	x	x	x	x	General Election Day	15
Dorchester	x	x		x	x	x	x	x		13
Edgefield	x		x		x	x	x	x	1 Personal Day	13
Fairfield	x		x			x	x	x		11
Florence	x		x			x	x		1 e1tra day at Christmas if proclaimed by Governor	10
Georgetown	x	x	x		x	x	x	x		13
Greenville	x		x			x		x	1 Floating	11
Greenwood*	x	x	x			x		x	Employee's Birthday	12
Hampton	x	x	x		x	x	x	x	General Election Day	14
Horry	x		x		x	x	x	x		12
Jasper	x	x			x	x	x	x		12
Kershaw	x	x	x		x	x		x		12
Lancaster	x					x	x	x	Easter Monday	11

County	MLK Day	Pres. Day	Good Fri.	Confed. Mem. Day	Vet's Day	Day After Thanksgiving	Christmas Eve	Day After Christmas	Other	Total <sup>1</sup>
Laurens	x		x			x	x			11
Lee	x	x	x		x	x		x	Election Day	13
Lexington	x	x		x	x	x	x			13
Marion	x		x		x	x			1 Floating	12
Marlboro	x		x		x	x	x	x	General Election Day	13
McCormick	x	x	x		x	x	x			14
Newberry	x	x	x			x		x	Any proclaimed by Governor	11
Oconee	x	x		x	x	x		x		12
Orangeburg	x	x	x		x	x	x			12
Pickens	x	x	x			x	x			11
Richland	x	x			x	x	x			11
Saluda	x	x	x		x	x	x	x		13
Spartanburg	x				x	x	x		1 Floating	12
Sumter	x	x	x		x	x	x		Employee's Birthday	13
Union	x	x	x		x	x	x	x		13
Williamsburg*	x	x	x		x	x	x	x		13
York	x					x		x	1 Floating	10
<b>Summary</b>	<b>46</b>	<b>28</b>	<b>30</b>	<b>8</b>	<b>33</b>	<b>46</b>	<b>37</b>	<b>38</b>	<b>Average =</b>	<b>12.19565217</b>
	<b>100%</b>	<b>61%</b>	<b>65%</b>	<b>17%</b>	<b>72%</b>	<b>100%</b>	<b>80%</b>	<b>83%</b>	<b>Mode =</b>	<b>12</b>

<sup>1</sup> Holidays listed are in addition to New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. These six standard holidays are included in the "Total" Column. Holidays contingent on annual proclamation by SC Governor are not included in totals.

\*Dillon, Greenwood and Williamsburg Counties did not participate in the FY 2012 Wage and Salary Survey; data is from FY 2011 survey.



## 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 3<sup>rd</sup> Monday.

			<b>*changed to the 3<sup>rd</sup> Monday of the month**</b>		
January	Monday	January 14, 2019	August	Monday	August 12, 2019
	Monday	January 28, 2019		Monday	August 26, 2019
February	Monday	February 11, 2019	September	Monday	September 09, 2019
	Monday	February 25, 2019		Monday	September 23, 2019
March	Monday	March 11, 2019	October	Monday	October 14, 2019
	Monday	March 25, 2019			*Columbus Day
April	Monday	April 08, 2019		Monday	October 28, 2019
	Monday	April 22, 2019	November	Monday	November 12, 2019
May	Monday	May 13, 2019			<b>*Changed due to Veterans Day</b>
	Tuesday	May 28, 2019 *changed			November 25, 2019
		<b>due to Memorial Day*</b>	December	Monday	December 09, 2019
June	Monday	June 10, 2019		Monday	December 23, 2019 <b>MEETING</b>
	Monday	June 24, 2019			<b>CANCELLED</b> (Christmas Holiday)
July	Monday	July 15, 2019			

The Lancaster County Community Relations Commission meets the third Thursday in Council Chambers, 101 North Main Street, Lancaster, South Carolina at 6:30 p.m.

January	Thursday	January 17, 2019	July	Thursday	July 18, 2019
February	Thursday	February 21, 2019	August	Thursday	August 15, 2019
March	Thursday	March 21, 2019	September	Thursday	September 19, 2019
April	Thursday	April 18, 2019	October	Thursday	October 17, 2019
May	Thursday	May 16, 2019	November	Thursday	November 21, 2019
June	Thursday	June 20, 2019	December	Thursday	December 19, 2019

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 03, 2019	July	Thursday	June 27, 2019
February	Thursday	February 07, 2019	August	Thursday	August 01, 2019
March	Thursday	March 07, 2019	September	Thursday	September 05, 2019
April	Thursday	April 04, 2019	October	Thursday	October 03, 2019
May	Thursday	May 02, 2019	November	Thursday	November 07, 2019
June	Thursday	June 06, 2019	December	Thursday	December 05, 2019

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 13, 2019	October	Wednesday	October 09, 2019
April	Wednesday	April 10, 2019	December	Wednesday	December 11, 2019
June	Wednesday	June 12, 2019	<b>Location for the December 11<sup>th</sup> meeting only will be at the Lancaster Bowling Center.</b>		
August	Wednesday	August 14, 2019			

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 08, 2019	July	Tuesday	July 09, 2019
February	Tuesday	February 12, 2019	August	Tuesday	August 13, 2019
March	Tuesday	March 12, 2019	September	Tuesday	September 10, 2019
April	Tuesday	April 09, 2019	October	Tuesday	October 08, 2019
May	Tuesday	May 14, 2019	November	Tuesday	November 12, 2019
June	Tuesday	June 11, 2019	December	Tuesday	NO MEETING SCHEDULED

The Indian Land Fire Protection District Commission meets the 3<sup>rd</sup> 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 16, 2019	July	Wednesday	July 17, 2019
February	Wednesday	February 20, 2019	August	Wednesday	August 21, 2019
March	Wednesday	March 20, 2019	September	Wednesday	September 18, 2019
April	Wednesday	April 17, 2019	October	Wednesday	October 16, 2019
May	Wednesday	May 15, 2019	November	Wednesday	November 20, 2019
June	Wednesday	June 19, 2019	December	Wednesday	December 18, 2019

The Lancaster County Library Board meets the last Tuesday of the each month at 6:30 pm. The location of the meetings can be held at the Del Webb Library, Lancaster Library or the Kershaw Library. The location will be on the agenda of the each meeting.

January	Tuesday	January 29, 2019	July	Tuesday	July 30, 2019
February	Tuesday	February 26, 2019	August	Tuesday	August 27, 2019
March	Tuesday	March 26, 2019	September	Tuesday	September 24, 2019
April	Tuesday	April 30, 2019	October	Tuesday	October 29, 2019
May	Tuesday	May 28, 2019	November	Tuesday	November 26, 2019
June	Tuesday	June 25, 2019			

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/ 6:00 pm on the third Tuesday for Regular Meeting.

January	Work Session	Thursday	January 3, 2019
	Regular Meeting	Tuesday	January 15, 2019
February	Work Session	Thursday	February 7, 2019
	Regular Meeting	Tuesday	February 19, 2019
March	Work Session	Thursday	March 7, 2019
	Regular Meeting	Tuesday	March 19, 2019
April	Work Session	Thursday	April 4, 2019
	Regular Meeting	Tuesday	April 16, 2019
May	Work Session	Thursday	May 2, 2019
	Regular Meeting	Tuesday	May 21, 2019
June	Work Session	Thursday	June 6, 2019
	Regular Meeting	Tuesday	June 18, 2019
July	Work Session	Thursday	July 4 2019 WORK SESSION CANCELLED (HOLIDAY)
	Regular Meeting	Tuesday	July 16, 2019
August	Work Session	Thursday	August 1, 2019
	Regular Meeting	Tuesday	August 20, 2019
September	Work Session	Thursday	September 5, 2019
	Regular Meeting	Tuesday	September 17, 2019
October	Work Session	Thursday	October 3, 2019
	Regular Meeting	Tuesday	October 15, 2019
November	Work Session	Thursday	November 7, 2019
	Regular Meeting	Tuesday	November 19, 2019
December	Work Session	Thursday	December 5, 2019
	Regular Meeting	Thursday	December 17, 2019

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 15, 2019	July	Tuesday	July 16, 2019
February	Tuesday	February 19, 2019	August	Tuesday	August 20, 2019
March	Tuesday	March 19, 2019	September	Tuesday	September 17, 2019
April	Tuesday	April 16, 2019	October	Tuesday	October 15, 2019
May	Tuesday	May 21, 2019	November	Tuesday	November 19, 2019
June	Tuesday	June 18, 2019	December	Tuesday	December 17, 2019

The Lancaster Recreation Advisory Board 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 08, 2019	July	NO MEETING SCHEDULED	
February	Tuesday	February 12, 2019	August	Tuesday	August 13, 2019
March	Tuesday	March 12, 2019	September	Tuesday	September 10, 2019
April	Tuesday	April 09, 2019	October	Tuesday	October 08, 2019
May	Tuesday	May 14, 2019	November	Tuesday	November 12, 2019
June	Tuesday	June 11, 2019	December	Tuesday	December 10, 2019

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

January	Tuesday	January 01, 2019	July	Tuesday	July 02, 2019
(CANCELLED)			August	Tuesday	August 06, 2019
February	Tuesday	February 05, 2019	September	Tuesday	September 03, 2019
March	Tuesday	March 05, 2019	October	Tuesday	October 01, 2019
April	Tuesday	April 02, 2019	November	Tuesday	November 05, 2019
May	Tuesday	May 07, 2019	December	Tuesday	December 03, 2019
June	Tuesday	June 04, 2019			



**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 meets the Tuesday following the 1<sup>st</sup> 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 15, 2019	July	Tuesday	July 16, 2019
February	Tuesday	February 12, 2019	August	Tuesday	August 13, 2019
March	Tuesday	March 12, 2019	September	Tuesday	September 10, 2019
April	Tuesday	April 09, 2019	October	Tuesday	October 15, 2019
May	Tuesday	May 14, 2019	November	Thursday	November 14, 2019
					<b>*Changed due to Veterans Day</b>
June	Tuesday	June 11, 2019	December	Tuesday	December 10, 2019

**The Infrastructure and Regulation Committee meets on the Tuesday following the 1<sup>st</sup> 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 15, 2019	July	Tuesday	July 16, 2019
February	Tuesday	February 12, 2019	August	Tuesday	August 13, 2019
March	Tuesday	March 12, 2019	September	Tuesday	September 10, 2019
April	Tuesday	April 09, 2019	October	Tuesday	October 15, 2019
May	Tuesday	May 14, 2019	November	Thursday	November 14, 2019
					<b>*Changed due to Veterans Day</b>
June	Tuesday	June 11, 2019	December	Tuesday	December 10, 2019

**The Administration Committee meets on the Thursday following the 1<sup>st</sup> 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 17, 2019	August	Thursday	August 15, 2019
February	Thursday	February 14, 2019	September	Thursday	September 12, 2019
March	Thursday	March 14, 2019	October	Thursday	October 17, 2019
April	Thursday	April 11, 2019	November	Thursday	November 14, 2019
May	Thursday	May 16, 2019	December	Thursday	December 12, 2019
June	Thursday	June 13, 2019			
July	Thursday	July 18, 2019			

**HOLIDAY OBSERVANCES FOR THE YEAR 2019**

Holiday	Date Observed
New Year's Day	Tuesday, January 1, 2019
Martin Luther King Day	Monday, January 21, 2019
Easter Monday	Monday, April 22, 2019
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Labor Day	Monday, September 2, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day After Thanksgiving	and Friday, November 29, 2019
Christmas Eve	Tuesday, December 24, 2019
Christmas Day	Wednesday, December 25, 2019
Day after Christmas	Thursday, December 26, 2019
New Year's Day 2019	Wednesday, January 1, 2020

**\*\*There was a request to consider Veterans Day Monday, November 11, 2019\*\***

## Agenda Item Summary

**Resolution No.:** 1028 -R2018

**Contact Person:** Steve Willis / Jeff Catoe

**Department:** Administration / Public Works

**Date Requested to be on Agenda:** I&R Committee – 11/13/18

Admin. Committee – 11/15/18

County Council – 11/26/18

**Issue for Consideration:** Whether or not it is appropriate for County Council to move forward with a final decision on the construction and the cost of a new Fleet Maintenance Facility?

**Points to Consider:** Council is aware that a presentation has been made to Council by the architects responsible for the design of the facility. The size and configuration is based upon the vehicle maintenance needs of the county in light of both the numbers and the sizes of the vehicles owned by the county. The present garage is forty (40) years old and has long ago surpassed its useful life, thereby making renovation and/or expansion not a viable alternative. Additionally, present day safety requirements cannot be met in the garage's present condition.

**Funding Factors:** The Administrator and the Procurement Director have presented to Council realistic financial figures for a replacement facility. These numbers are based upon calculations made by professional advisors who have the expertise to support their recommendation based upon 2018 construction and labor costs. Contrast this to earlier estimates that were unsubstantiated and/or based upon construction and labor costs from times gone by – all having been provided without design details.

**Recommendation:** It is the recommendation of the Administrator, the Director of Public Works, the EMS Director, the Director of Emergency Operations and the Lancaster County Sheriff that the facility be approved for construction

**STATE OF SOUTH CAROLINA**  
**COUNTY OF LANCASTER**

**RESOLUTION NO: 1028-R2018**

**A RESOLUTION**

**TO AUTHORIZE AND APPROVE THE ADMINISTRATOR AND ALL NECESSARY STAFF TO MOVE FORWARD WITH ALL PROCESSES AND PROCEDURES CONSISTENT WITH THE LANCASTER COUNTY PROCUREMENT CODE FOR THE DESIGN AND CONSTRUCTION OF A FLEET MAINTENANCE FACILITY.**

**WHEREAS**, the county's garage utilized for the maintenance of its government vehicles has proven over the years to be substantially inadequate to provide reasonable and necessary service to the various county departments to whom the maintenance staff provides vehicle services; and

**WHEREAS**, this forty year old garage and staff at present are charged with providing vehicle maintenance service for the following: 35 vehicles for the Administration, 66 vehicles for the county road crew; 14 vehicles for solid waste disposal, 13 vehicles and 18 ambulances for EMS; 29 vehicles and 88 fire trucks for Emergency Operations and Fire Service and 148 vehicles for the Office of the Sheriff, together totaling in excess of four hundred (400+) vehicles; and

**WHEREAS**, the county's outside design consultant, Pond Architects, has indicated the following life safety deficiencies exist in the antiquated garage, including: non-compliance with present building codes; unsatisfactory electrical, HVAC and plumbing components; all roof and metal systems have long exceeded their life expectancies; existing cracks and levelling issues with the concrete flooring and possible Hazmat issues yet to be determined; and

**WHEREAS**, the design team has provided several construction options to the county so as to insure adequate safety systems and specialized equipment known to be necessary for the workload; and

**WHEREAS**, reasonable cost estimates have been itemized to Council that include site preparation and improvements, design of mechanical and electrical utilities, slab foundation and building construction, including associated plumbing, HVAC, electrical, equipment and furnishings that, when combined total within a range of between \$3.291 Million Dollars and \$3.475 Million Dollars; and

**WHEREAS**, an original nebulous project budget of \$2.5 Million Dollars has proven to be inadequate in order to get the size and type of facility that will be necessary, not only for the present demands, but also to meet the future vehicle maintenance requirements as Lancaster County continues to blossom and grow in population and citizen services; and



**WHEREAS**, through the passage of Resolution No. 0968-R2017 on August 28, 2017 and Resolution No. 0980-R2017 on November 27, 2017 [a copy of each being attached], Council committed \$5.5 Million Dollars for the design and construction of the county's animal shelter and fleet maintenance garage; and

**WHEREAS**, as the animal shelter project moves forward at an estimated cost not to exceed \$2.8 Million Dollars, there remains only \$2.7 Million Dollars from the 2017 Resolutions with which to undertake the design and construction of the fleet maintenance garage, a shortage of between \$600,000 Dollars and \$775,000 Dollars; and

**WHEREAS**, Council has studied the options and considered the recommendations of the architects and, accordingly, Council has concluded that it would not be prudent and wise to try and renovate the present garage and simultaneously expand it with a new, modern addition. Rather, the best business practice and the most efficient and effective utilization of taxpayer dollars would be to design and construct a fleet maintenance facility that is free standing and fully removed from the present garage.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of Lancaster County, South Carolina:

Section 1. The Administrator and his staff hereby are authorized to proceed with the design and construction of a new, free standing fleet maintenance garage consistent with the plans and recommendations submitted by Pond Architects.

Section 2. All aspects of the project shall be overseen by the Director of Procurement and shall be in conformity with the Lancaster County Procurement Code.

Section 3. The maximum all-inclusive cost of the fleet maintenance facility authorized by the Council shall not exceed Three Million Five Hundred Thousand (\$3,500,000.00) Dollars.

Section 4. Pursuant to Resolution No. 0980-R2017, funds necessary for the fleet maintenance facility shall be consistent therewith and Council authorizes the use of general fund monies or other funds on hand as a monetary source for the project.

Section 5. Without delay, the Administrator and his staff shall prepare a new Resolution that will serve as a supplement and amendment to Resolution No. 0980-R2017 that will increase the funding from \$5,500,000 to a maximum of \$6,300,000 so as to provide full funding for the fleet maintenance facility. That Resolution, likewise, will be drafted so as to be compliant with Section 1.150-2 of the U.S. Treasury Department Regulations.

SIGNATURES FOLLOW ON NEXT PAGE.

**AND IT IS SO RESOLVED.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**LANCASTER COUNTY, SOUTH CAROLINA**

[SEAL]

\_\_\_\_\_  
Steve Harper, Chair, County Council

\_\_\_\_\_  
Larry Honeycutt, Secretary, County Council

Attest:

\_\_\_\_\_  
Sherrie Simpson, Clerk to Council

Approved as to form:

\_\_\_\_\_  
John K. DuBose, County Attorney

STATE OF SOUTH CAROLINA           )  
   )  
COUNTY OF LANCASTER           ) RESOLUTION NO. 0980-R2017

RELATING TO THE DECLARATION OF INTENT BY LANCASTER COUNTY, SOUTH  
CAROLINA, TO REIMBURSE CERTAIN EXPENDITURES PRIOR TO THE ISSUANCE BY  
THE COUNTY OF ITS TAX-EXEMPT DEBT.

WHEREAS, the Internal Revenue Service and U.S. Treasury Department have promulgated Section 1.150-2 of the Treasury Regulations (the "Regulations") that authorizes an issuer to reimburse itself from the proceeds of tax-exempt debt; and

WHEREAS, Lancaster County, South Carolina (the “County”), anticipates incurring expenditures (the “Expenditures”) related to certain capital improvements including but limited to constructing and equipping an animal shelter and a fleet facility (the “Project”) prior to the issuance by the County of tax-exempt debt for such purpose; and

WHEREAS, the County intends to fund the Project from proceeds of tax-exempt debt not to exceed \$5,500,000; and

WHEREAS, the Regulations require that the governing body of the political subdivision declare an official intent to reimburse an expenditure prior to the incurrence of the expenditure.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of Lancaster County, South Carolina:

Section 1. The County Council hereby declares that this Resolution shall constitute its declaration of official intent pursuant to Section 1.150-2 of the Regulations to reimburse the County from the proceeds of tax exempt debt of the County to be issued pursuant to South Carolina state law, for Expenditures with respect to the Project. The County Council anticipates incurring Expenditures with respect to the Project prior to the issuance by the County of its tax-exempt debt for such purposes.

Section 2. To be eligible for reimbursement of the Expenditures, the reimbursement allocation must be made not later than 18 months after the later of (a) the date on which the Expenditures were paid, or (b) the date the Project was placed in service, but in no event more than three (3) years after the original Expenditures.

Section 3. The Expenditures are incurred solely to acquire, construct or rehabilitate property having a reasonably expected economic life of at least one (1) year.

Section 4. The County Council hereby authorizes the use of general fund monies or other funds on hand as the source of funds for the Expenditures with respect to the Project.

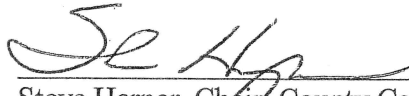


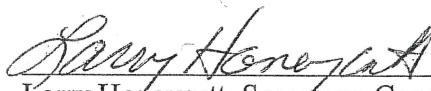
Section 5. This Resolution shall be in full force and effect from and after its adoption as provided by law. This Resolution shall be made available for inspection during normal business hours by the general public at the offices of the County.

Adopted this 27<sup>th</sup> day of November, 2017.

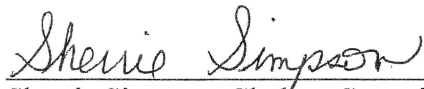
**LANCASTER COUNTY, SOUTH CAROLINA**

[SEAL]

  
\_\_\_\_\_  
Steve Harper, Chair, County Council

  
\_\_\_\_\_  
Larry Honeycutt, Secretary, County Council

Attest:

  
\_\_\_\_\_  
Sherrie Simpson, Clerk to Council

**COPY**

STATE OF SOUTH CAROLINA       )  
  )  
COUNTY OF LANCASTER        )

**RESOLUTION NO. 0968-R2017**

**A RESOLUTION**

**TO ESTABLISH AS A PRIORITY THE FIRST TWO CAPITAL PROJECTS FOR LANCASTER COUNTY FROM AN EXISTING LIST OF KNOWN FUTURE CONSTRUCTION NEEDS.**

**WHEREAS**, Lancaster County Council has charged the Administrator and his staff with determining the capital project needs of Lancaster County over the upcoming years; and

**WHEREAS**, in July, the Administrator presented to Council for its consideration a memorandum wherein the Administrator addressed with specificity the various constructions undertakings that would be of benefit to the citizens and residents of Lancaster County, a copy of that report accompanying, this Resolution, and

**WHEREAS**, after a review of the report and a full discussion by Council as to the capital needs that should receive priority, a determination has been made.

**NOW, THEREFORE, BE IT RESOLVED** that:

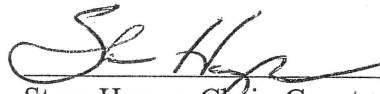
1. The capital project for Lancaster County having first priority has been established and shall be the design and construction of a new animal shelter;
2. The capital project for Lancaster County having second priority has been established and shall be the design and construction of a new fleet operations center;
3. Thereafter, the establishment of an updated priority list for additional capital projects shall be determined at a future date by Council as soon as practical;
4. The Administrator and all necessary staff members hereby are authorized to move forward in determining and reporting to Council without delay the anticipated "turn key" cost, the recommended location, the funding method(s), the likely design and construction schedule and all similar and relevant information regarding, first, the new animal shelter and, second, the fleet operations center.
5. Compliance with all aspects of the Lancaster County Procurement Code shall be mandatory.
6. Within thirty (30) days of this Resolution, a report shall be issued and presented by the Administrator during a regularly scheduled Council meeting as to the status of the

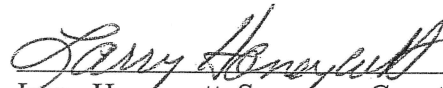
projects, including, but not limited to, what additional action, if any, is needed by Council so as to move these projects forward in a timely fashion.

**AND IT IS SO RESOLVED**

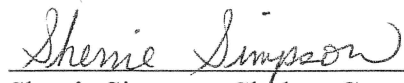
Dated this 28<sup>th</sup> day of August, 2017

LANCASTER COUNTY, SOUTH CAROLINA

  
\_\_\_\_\_  
Steve Harper, Chair, County Council

  
\_\_\_\_\_  
Larry Honeycutt, Secretary, County Council

Attest:

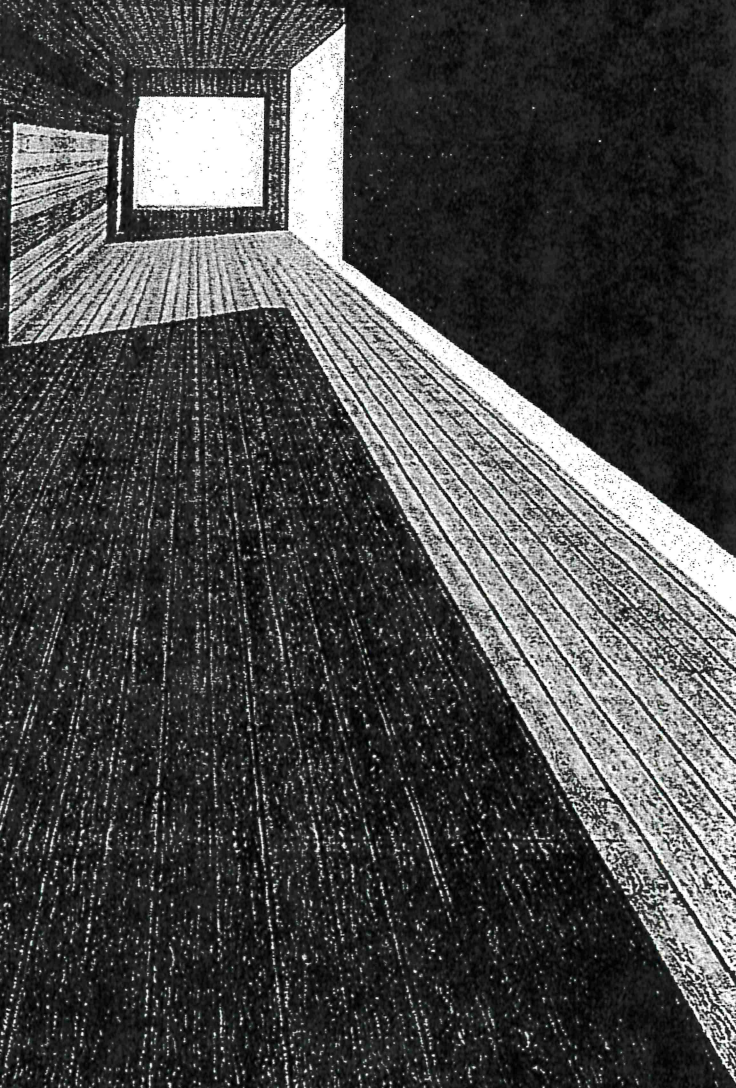
  
\_\_\_\_\_  
Sherrie Simpson, Clerk to Council



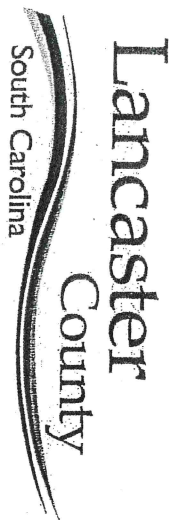
Lancaster County, South Carolina

Fleet Maintenance Operations:  
Architecture & Engineering  
(New Facility Program)

October 29<sup>th</sup>, 2018







# POND




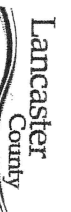

Architects ■ Engineers ■ Planners

## Recent Consulting History

- Publicly solicited RFQ for Lancaster County Fleet Maintenance ("LCFM") Professional A&E Services via County procurement process
- Professional A&E services sourced subsequent to prioritization of funding for capital projects arranged as no.1 (animal shelter) and no. 2 (fleet maintenance); per County Resolution #0980, November 27<sup>th</sup>, 2017
- Solicitation awarded to Pond on February 22<sup>nd</sup>, 2018
- Initial funding support for LCFM set at nebulous project budget of \$2.5M, i.e., indeterminate of total scope: site work, design costs, construction fees, owner expenses
- Also, per Resolution #0980, a cumulative bond of General Fund monies authorized for \$5.5M between both priority no.1 (animal shelter) and priority no.2 (fleet maintenance) programs



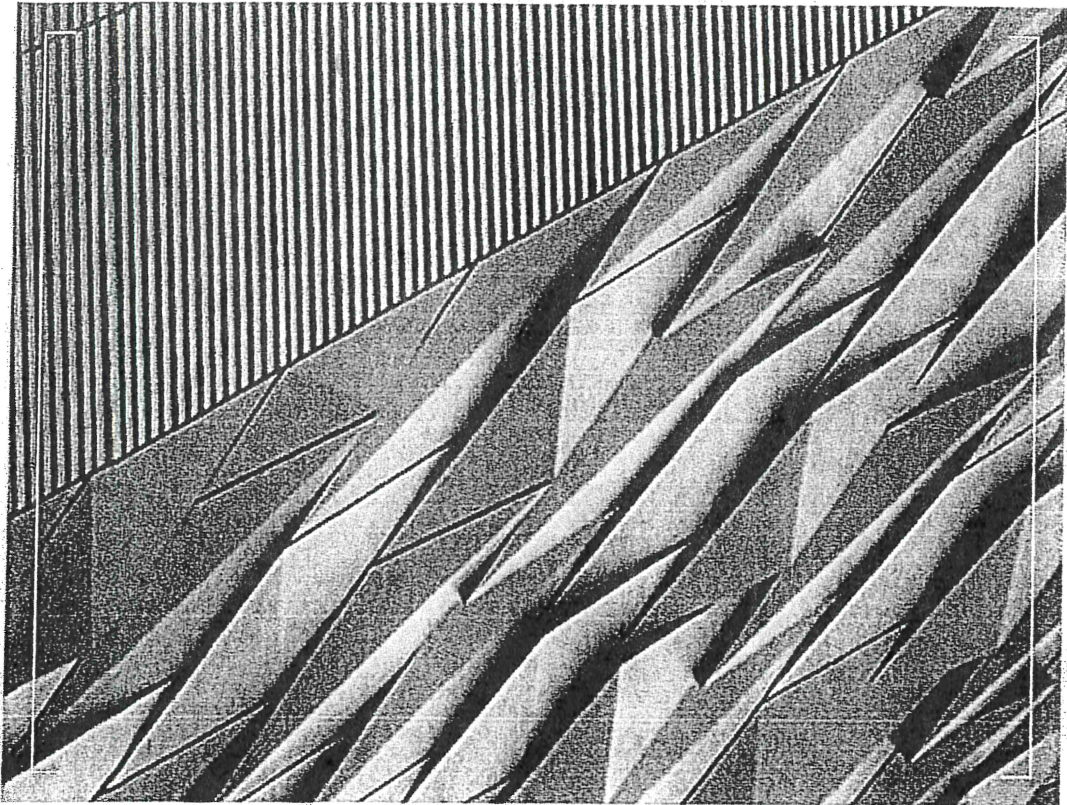
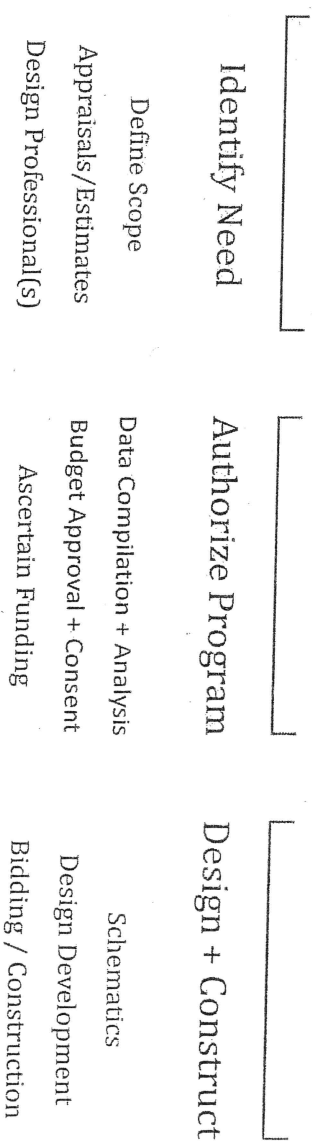
# LCFM: Internal Customer Base

 <p>Brandon Elliott</p> <p>Fleet Maintenance, Director</p> <p>Administrative Fleet: 35 Vehicles</p> <p>*Staffing/safety concerns</p>	 <p>Jeffery Catoe</p> <p>Public Services, Director</p> <p>Roads &amp; Bridges: 66 Vehicles</p> <p>Solid Waste: 14 Vehicles</p> <p>*Greatest space constraints</p>	 <p>Clayton Catoe</p> <p>EMS, Director</p> <p>13 Vehicles + 18 Ambulances</p> <p>*Highest workload consumption (time)</p>	 <p>Darren Player</p> <p>EOC + Fire Rescue, Director</p> <p>29 Vehicles + 88 Fire Trucks</p> <p>*Dedicated bay requirements</p>	 <p>Barry Faile</p> <p>County Sheriff</p> <p>148 Vehicles</p> <p>*Highest usage rate by volume</p>
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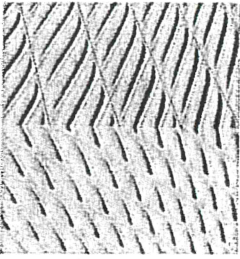


## Fleet Maintenance: Project Approach

To design and construct a fleet maintenance facility with functions and capabilities to serve the spectrum of needs as it relates to Lancaster County's full inventory of vehicles and equipment. This includes, but is not limited to, Administrative fleet vehicles, Public Safety vehicles and apparatuses, and Public Works vehicles and heavy equipment.

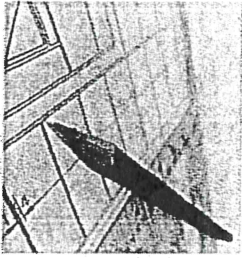


# Project Design Services and Management



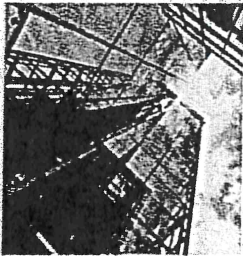
## Strategic Planning

- On-site Visit
- Workflow Analysis
- Engineering Inquiries



## Data + Analysis

- Inventory + Space
- Feasibility Studies
- Civil Sitework Discussion



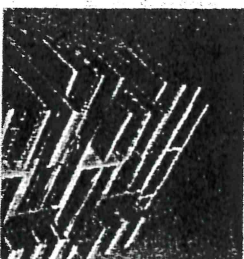
## Schematic Design

- Preliminary Budget
- Generate Project Schedule
- Evaluate Design Options



## Design Development

- Final Architectural Design
- Structural + MEP Drawings
- Civil Engineering Design

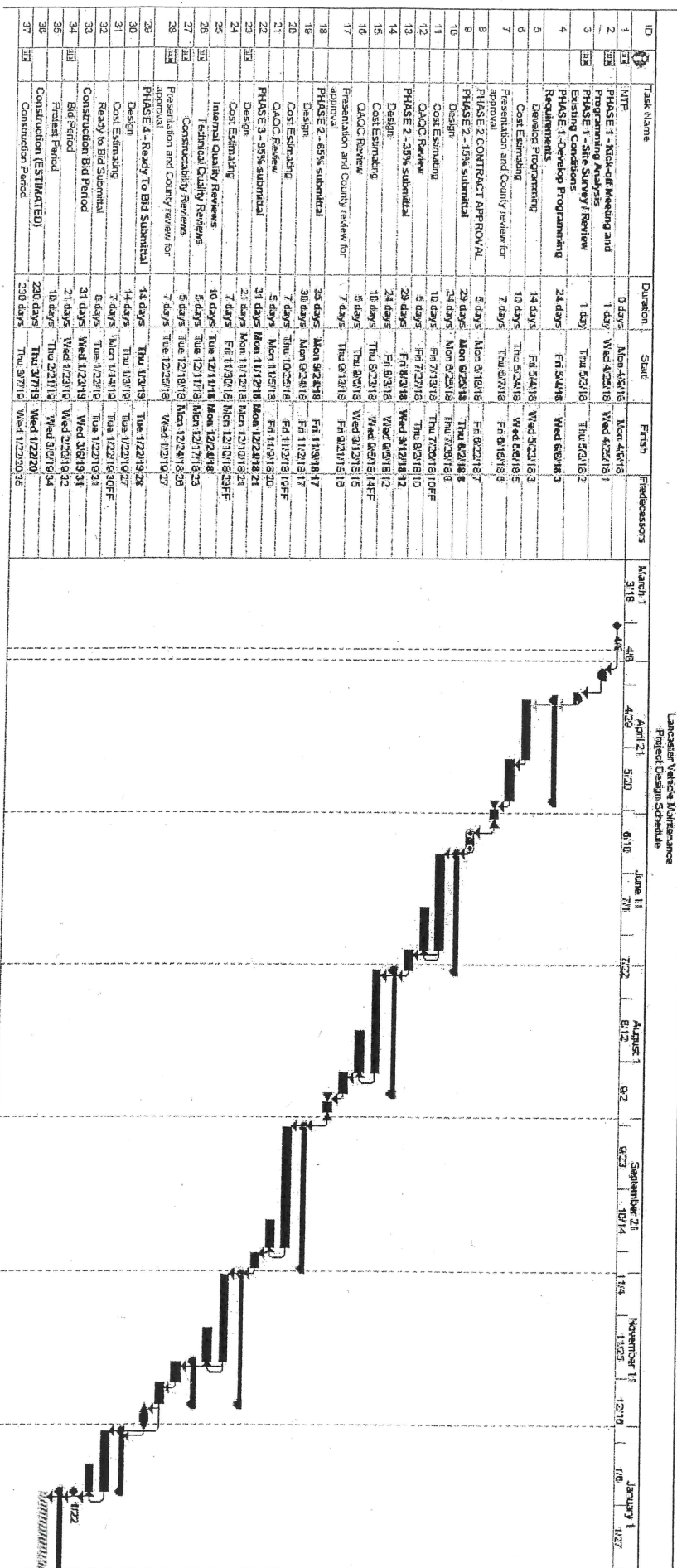


## Construction

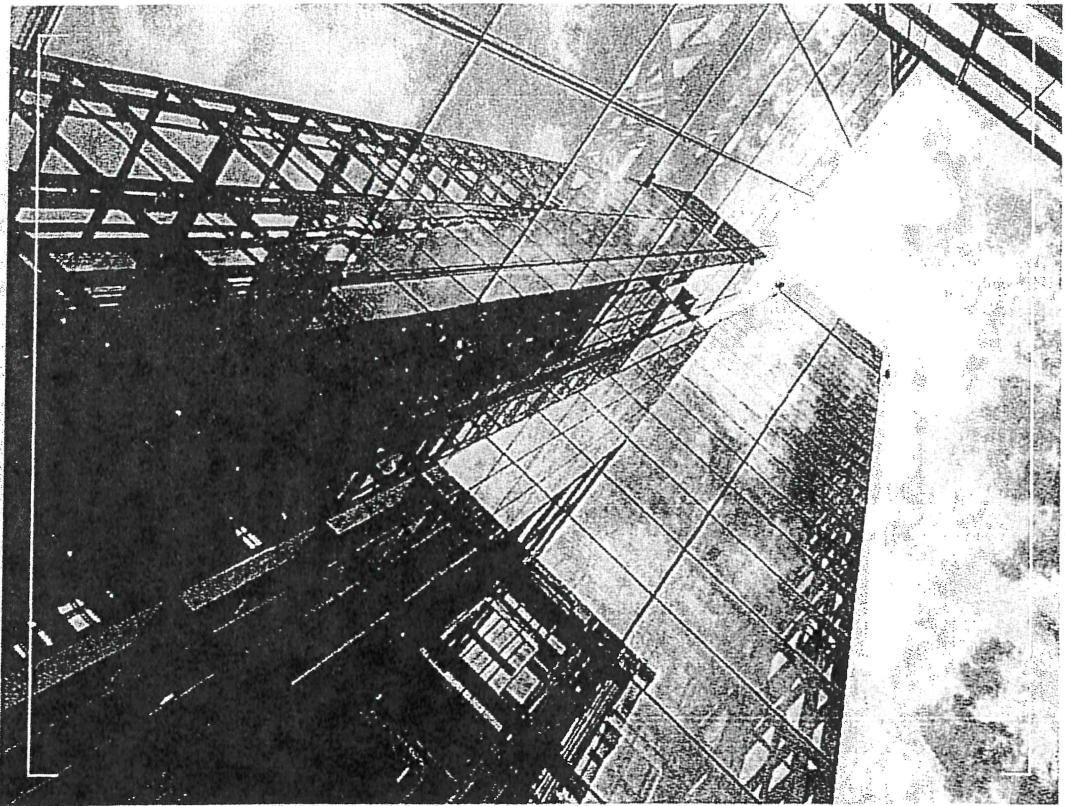
- Review + Permitting
- Public Bid
- Construction Management



# Proposed Project Schedule (Archetypal)







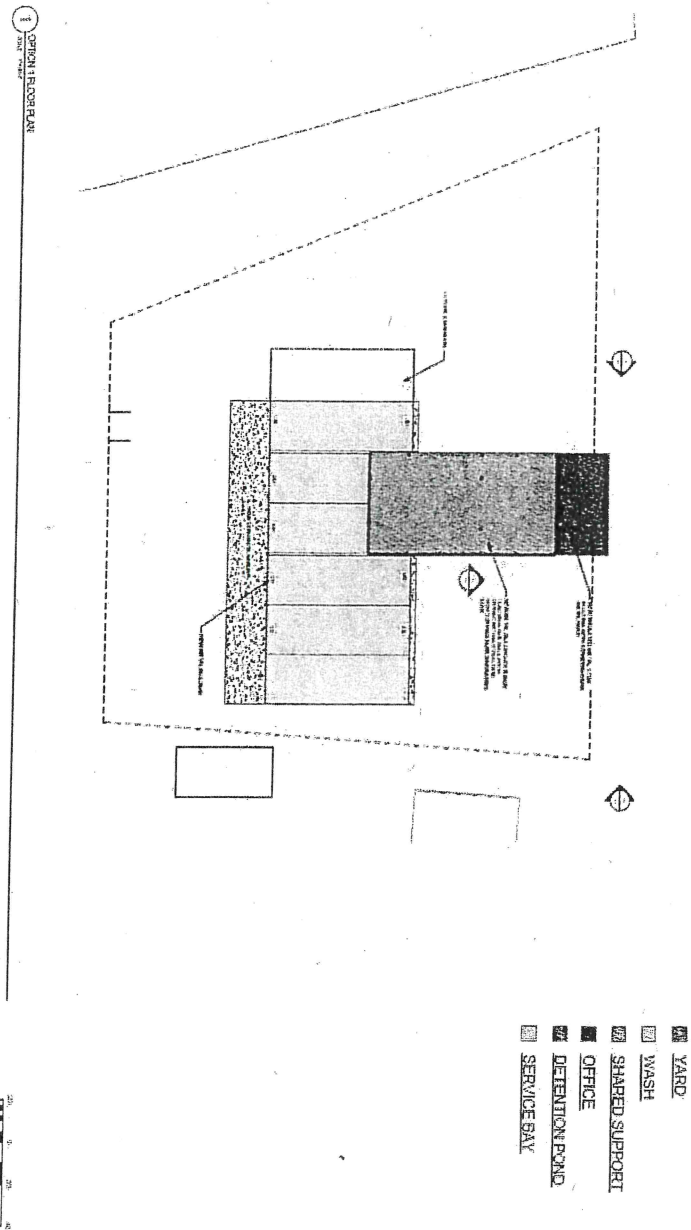
# LCFM: Programming Details

## Schematic Analysis and Facility Considerations:

<u>Existing Conditions</u>	<u>Programming</u>	<u>Code Analysis</u>
<ul style="list-style-type: none"> <li>• Current systems non-compliant with code and life safety practices</li> <li>• Electrical, HVAC, plumbing, and building envelope are unsatisfactory for reuse</li> <li>• Roof and metal systems have exceeded life expectancies</li> <li>• Potential reuse of concrete slab, however, additional topping slab will need be applied due to levelling issues and cracks</li> <li>• Hazmat, i.e., asbestos and LBP analysis have not been completed at this time</li> </ul>	<ul style="list-style-type: none"> <li>• Administrative Offices/Workspaces</li> <li>• File Storage Room</li> <li>• Conference/Break Room</li> <li>• Parts Room</li> <li>• Tire Storage</li> <li>• Battery Charging Area</li> <li>• Welding Area</li> <li>• Wash Bay</li> <li>• Service Bays (5)</li> <li>• Petroleum, Oil, and Lubricant (POL) Room</li> <li>• Generator</li> <li>• Bathrooms (2)</li> <li>• Lockers</li> <li>• IT Server Room</li> </ul>	<ul style="list-style-type: none"> <li>• Using 2015 IBC standards</li> <li>• S-1 (Moderate Hazard Storage) + B (Business) Occupancy, Type IIB (unprotected)</li> <li>• Allowable area is 17,500 sf., proposed program defines footprint as 15,763 sf.</li> <li>• Per 903.2.9.1, building shall be equipped with automatic sprinkler system (current facility does not have one)</li> <li>• Per International Fire Code (IFC), compressed gas shall be kept in secure location</li> <li>• Per IFC, battery charging station shall be ventilated and secure</li> <li>• Per IFC, welding area shall be separated by non-combustible partition and sprinklered</li> </ul>

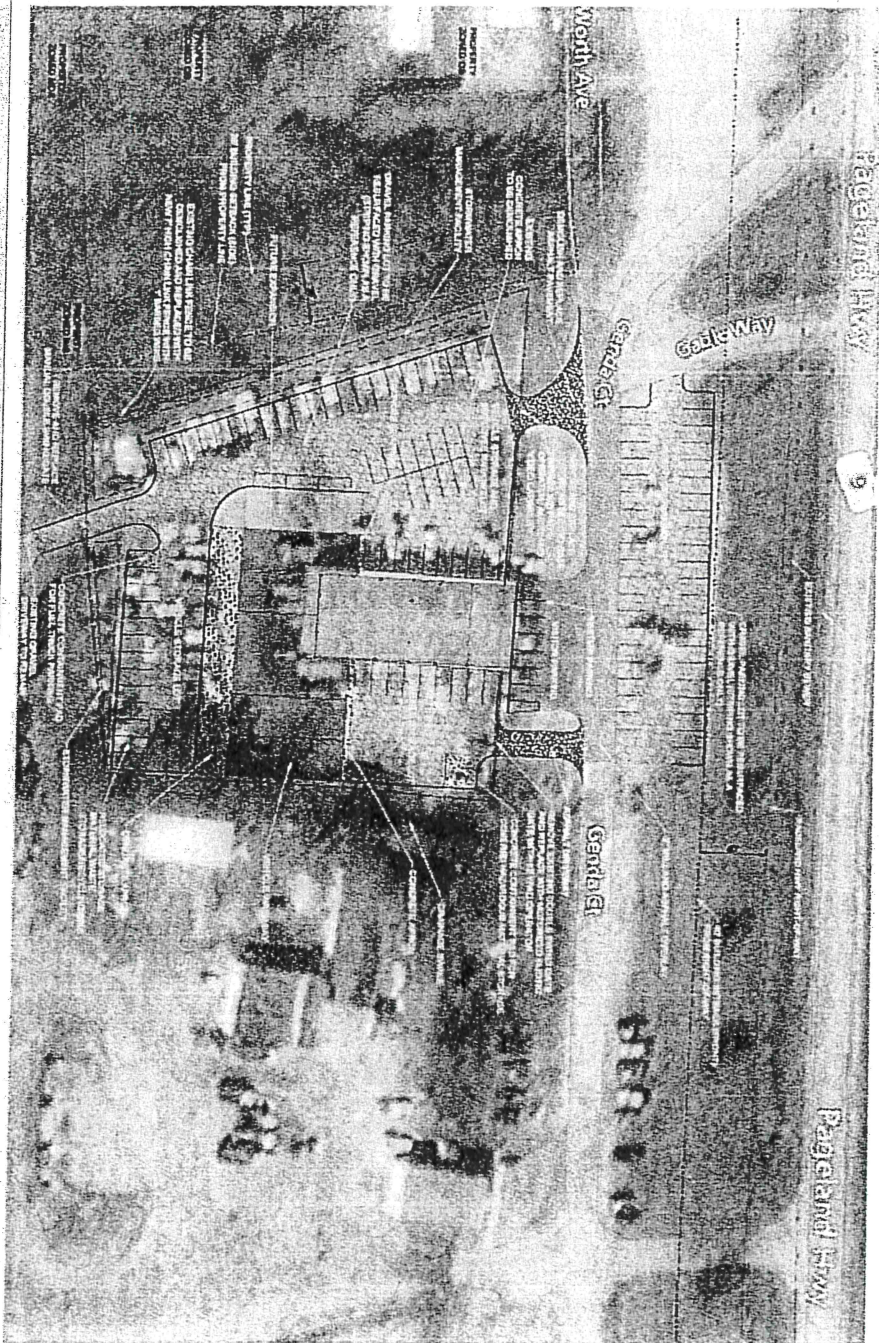
# Design Option No. 1

## Renovation + Addition Schematic





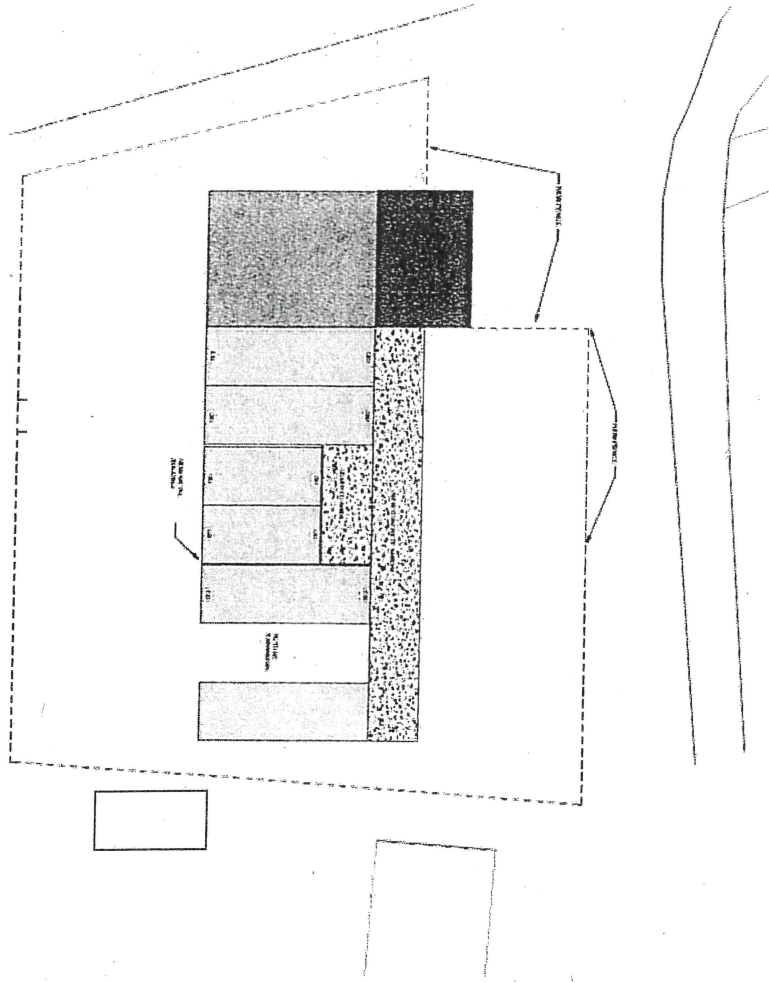
## Renovation + Addition Aerial





# Design Option No. 2

## New Construction Schematic



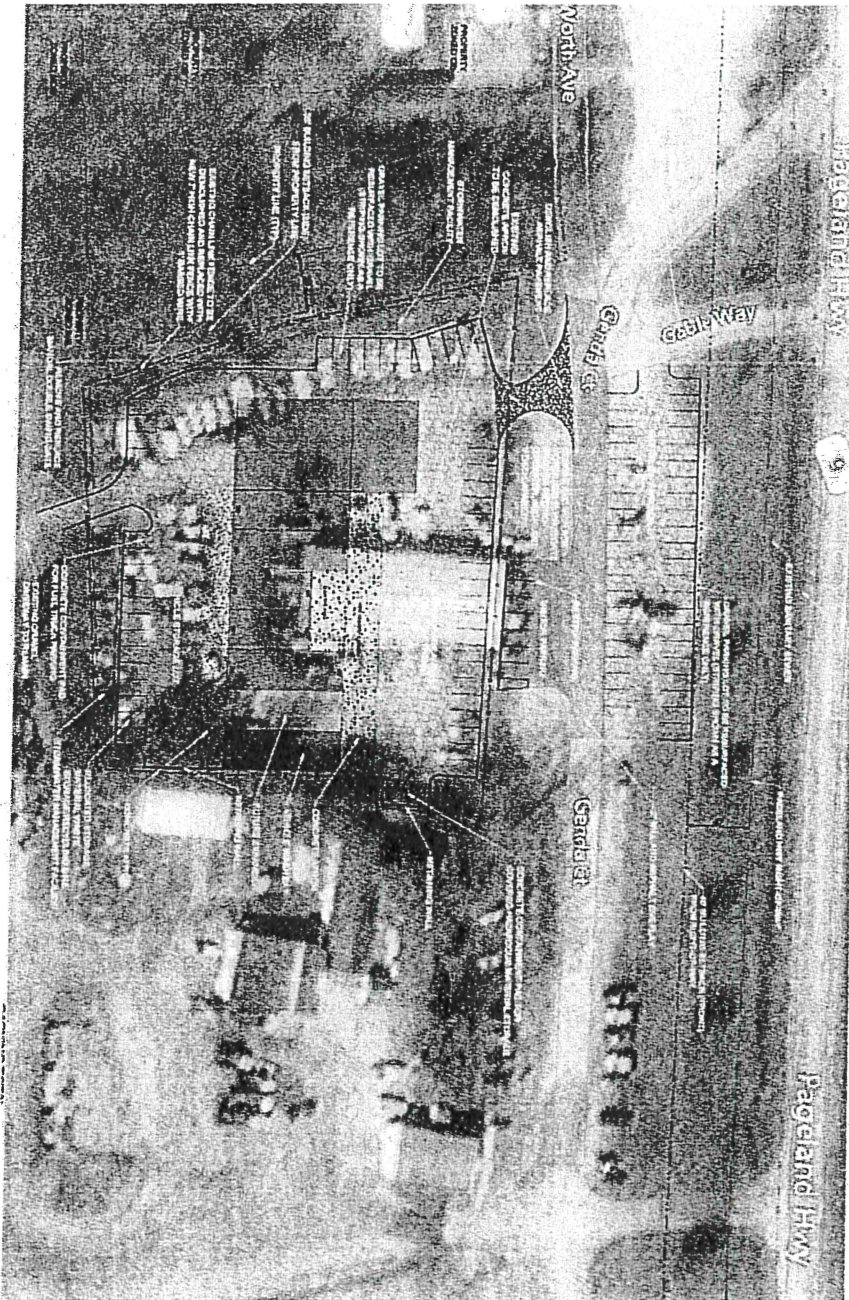
- YARD
- WASH
- SHARED SUPPORT
- OFFICE
- DETENTION POND
- SERVICE BAY

① OFFICE/2500 PLAN  
TOTAL: 7,740

0 10 20 30  
SCALE: 1" = 30'-0"

# Design Option No. 2 (cont'd)

## New Construction Aerial



# Special Facility Considerations

## Architectural and Engineering Inputs

### Safety Systems

- Ventilation/Air Exhaust
- Temperature Controls
- Fire Suppression/Alarm
- Hazard Mitigation Areas
  - Welding
  - Batteries
  - POL
  - Tire storage
  - Eye wash station/shower
- Security System

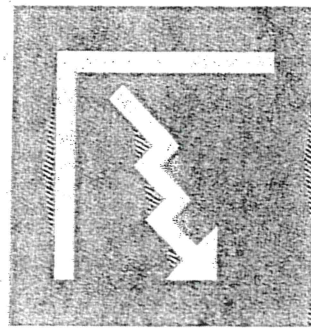
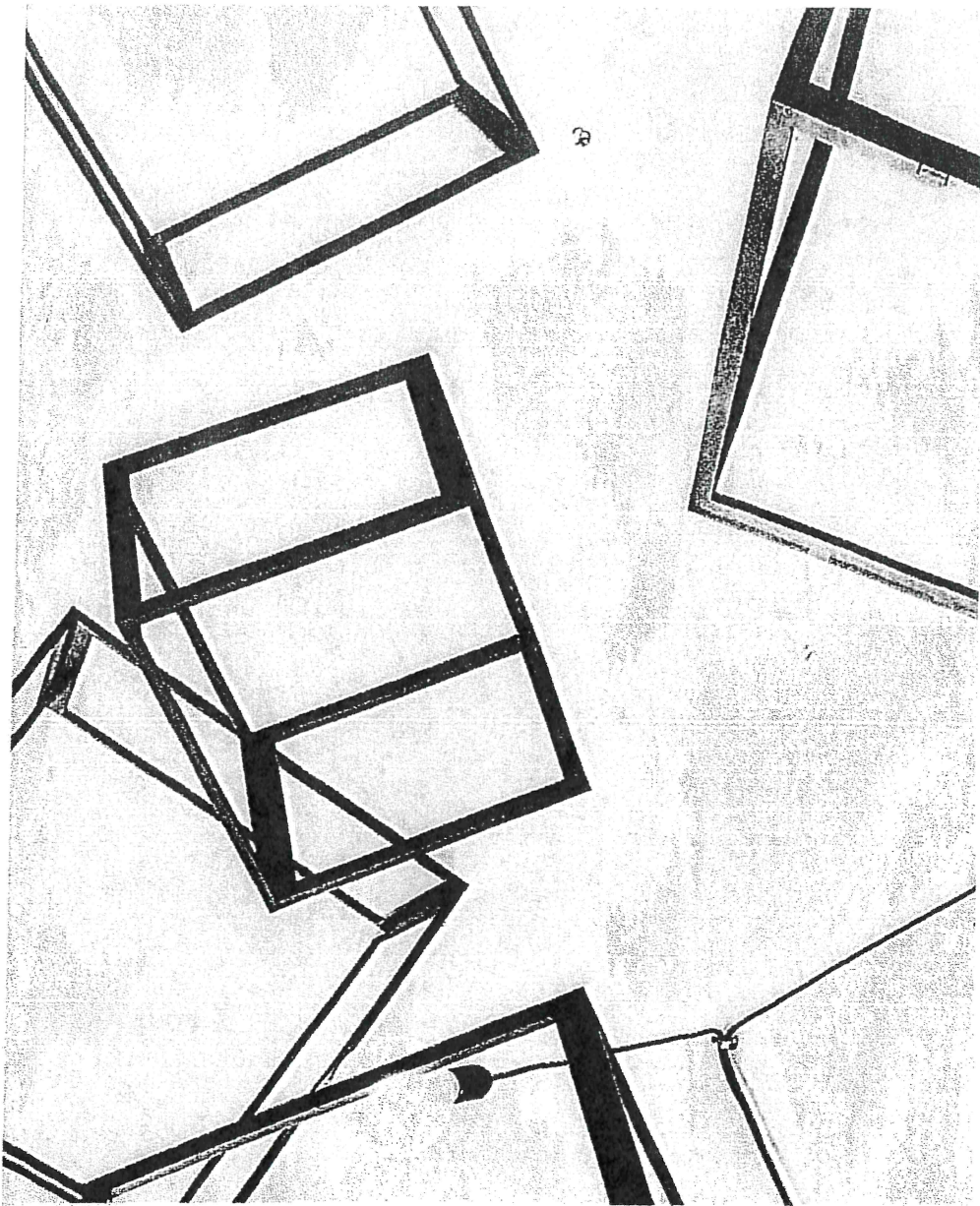
### Specialized Equipment

- Hydraulic Vehicle Lift(s)
- Air Compressor
- Drain Systems
- Tire Balancer/Mounter
- Chemical/Fluid Storage
- Welding
- Vehicle Circulation
- Wash Bay
- Secure Storage: Tires

### Backup Generator

- Due to its subsidiary function of County Emergency Management Services and first responder departments, power at LCFM necessitates some level of auxiliary support
- Dependent upon decided systems to receive power, generator and/or transfer switch of some magnitude to be included with design





# Wait...How Much?

Third party estimates are used as checkpoints to understand itemized cost drivers; they allow stakeholders to make informed decisions about design features as well as cost prohibitive options.

# Cost Estimate Breakdown (Completed June 2018)

## Construction

Option No.1: \$2,555,727  
 Option No.2: \$2,465,659  
 Considers slab foundation, walls & partitions, plumbing, HVAC, electrical, wiring, equipment, furnishings, and specialized construction

## Civil

Option No.1: \$661,892  
 Option No.2: \$668,814  
 Considers site preparation, site improvements, mechanical utilities, and electrical utilities

## Total\*

Option No.1: \$3,475,029  
 Option No.2: \$3,291,196  
 \*Includes contingencies, fees, permits, bid climate factors, and profit. Does not include design fees and owner's expenses.



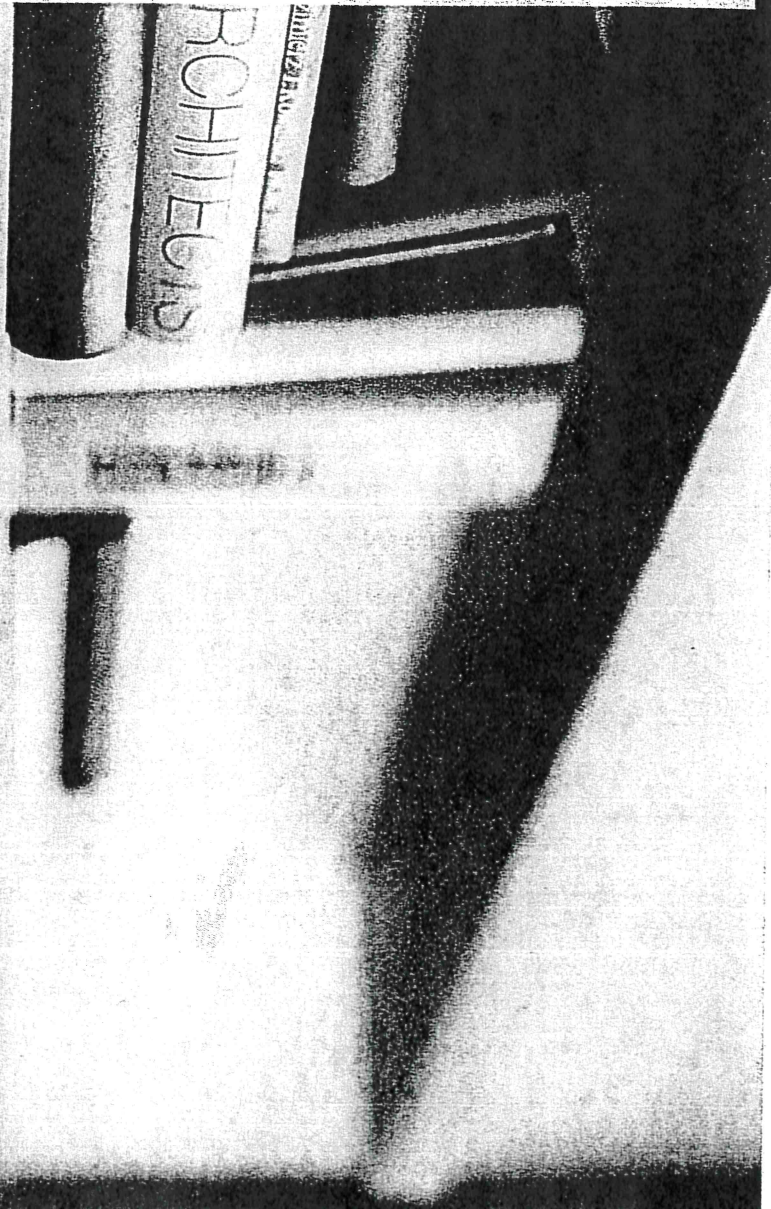
Lancaster County, South Carolina

# Thank You

Nicholas Miller

803-285-6323

nmiller@lancastercountysc.net







Resolution#: 1031-R2018  
Contact Person / Sponsor: Jamie Gilbert  
Department: Economic Development  
Date Requested to be on Agenda: November 15, 2018

**Issue for Consideration:**

Project Mustang is a corporate headquarters/customer service operation that the Lancaster County Department of Economic Development (LCDED) has been working to locate in Lancaster County since February 2018. The project is projected to invest \$24,000,000 in real and personal property, and create over 997 new jobs within five years beginning in March 2019. Hourly wage rates for all of the new jobs at Project Mustang will exceed the county average of \$20.47. Over 900 of the new positions will have a salary of at least \$26.25/hour. The project has looked at multiple locations in the Charlotte Region.

The Lancaster County Department of Economic Development (LCDED) and South Carolina Department of Commerce (SCDOC) have worked with Project Mustang to identify suitable properties in the County for the company and applicable county/state incentives. In October 2018, Project Mustang identified an existing building in Lancaster County which they would lease short term until their permanent building can be constructed at commercial location in Lancaster County. LCDED and SCDOC have prepared and presented a comprehensive incentive package to Project Mustang to facilitate the project in Lancaster County. These incentives have been verbally accepted by the company.

LCDED is recommending the following county incentives be provided to Project Mustang to facilitate the project in Lancaster County:

- 1) A 30 Year Fee-In-Lieu-of-Taxes (FILOT) agreement that provides a property tax assessment rate of 6%, a locked in millage rate of 317.6 mills and a five year investment period.
- 2) A 12 Year Special Source Revenue Credit (SSRC) of 55% for each investment made during the investment period.
- 3) A minimum of 500 new qualified jobs are required by the end of 2023 in order to receive the 55% SSRC. If the 500 new qualified jobs are not met but at least 400 new qualified jobs have been achieved, the SSRC will be reduced to 50% until the 500 qualified job number is achieved.

**Points to Consider**

- The project will result in a large number of corporate jobs and substantial investment coming to Lancaster County.
- The company's executive team are well respected and leaders in their industry sector.

**Funding and Liability Factors**

There is no direct funding required or liability factors. The property tax incentives are expected to generate \$9,950,000 in net new property tax revenues over the term of the FILOT/SSRC agreement. Tax savings to Project Mustang are estimated at \$4,600,000.

**Committee Options**

Vote to approve or decline sending Resolution #R2018 to the Lancaster County Council for full consideration at the November 26, 2018 County Council Meeting.

**Recommendation**

Vote to approve sending Resolution #R2018 for Project Mustang to the Lancaster County Council for full consideration at the November 26, 2018 County Council Meeting.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LANCASTER )

RESOLUTION NO. 1031-R2018

**A RESOLUTION**

**TO STATE THE COMMITMENT OF LANCASTER COUNTY TO ENTER INTO A FEE AGREEMENT WITH PROJECT MUSTANG; TO PROVIDE THE GENERAL TERMS OF THE FEE AGREEMENT INCLUDING THE PROVISION OF SPECIAL SOURCE REVENUE CREDITS; TO STATE THE COMMITMENT OF LANCASTER COUNTY TO CONSENT TO THE TRANSFER AND ASSIGNMENT OF AN EXISTING FEE AGREEMENT TO PROJECT MUSTANG; TO PROVIDE THAT THIS RESOLUTION IS AN INDUCEMENT RESOLUTION; AND TO STATE THE COMMITMENT OF LANCASTER COUNTY TO PLACE PROJECT MUSTANG PROPERTY IN A MULTI-COUNTY PARK.**

**WHEREAS**, Lancaster County, South Carolina (the "County"), acting by and through its Council (the "Council"), is empowered under and pursuant to the provisions of the Fee in Lieu of Tax Simplification Act, Title 12, Chapter 44 of the Code of Laws of South Carolina 1976, as amended (the "Act"), to enter into fee agreements with industries in connection with the acquisition, enlargement or improvement of industrial and commercial enterprises within South Carolina (the "State");

**WHEREAS**, the County, acting by and through its Council, is authorized and empowered to establish multicounty parks (an "MCP") pursuant to Article VIII, Section 13(D) of the Constitution of South Carolina, and Sections 4-1-170, 4-1-172, and 4-1-175 of the Code of Laws of South Carolina 1976, as amended (the "MCP Act") to further the investment of capital and the creation of jobs in the County;

**WHEREAS**, Section 12-44-70 of the Act, Section 4-1-175 of the MCP Act and Section 4-29-68 of the Code of Laws of South Carolina 1976, as amended, authorizes the Council to provide special source revenue credits ("SSRCs") that are applied against fee-in-lieu of tax ("FILOT") payments ("FILOT Payments") made pursuant to the Act and MCP Act to reimburse a project for the costs of designing, acquiring, constructing, improving, or expanding, among other things, (i) infrastructure serving the project, or (ii) improved or unimproved real estate and personal property, including machinery and equipment used in the operation of a manufacturing or commercial enterprise;

**WHEREAS**, a company, whose identity is confidential at this time, and one or more affiliates (collectively, the "Company"), is considering the acquisition, construction and installation of a project known by the Company as "Project Mustang" upon property located in the County (the "Project"), provided that the County enters into certain incentive arrangements with the Company, as set forth herein;

**WHEREAS**, the Project is anticipated to result in an investment of approximately \$24,000,000 in real and personal property over five (5) years and the creation of up to 997 new jobs;



**WHEREAS**, in connection with the Project, the Company has requested that the County consent to the assignment to the Company of rights and obligations under an existing Fee Agreement (the "Existing Fee Agreement") to which the County is party; and

**WHEREAS**, the County intends by this Resolution to commit itself to (i) enter into a Fee Agreement with the Company, (ii) include SSRCs in the Fee Agreement, (iii) consent to the assignment of the Existing Fee Agreement to the Company, and (iii) locate the Project in an MCP.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of Lancaster County, South Carolina:

1. The adoption of this Resolution is an official action by the Council to identify, reflect and induce the Project under the Act. For purposes of the Act, this Resolution is an "Inducement Resolution." For purposes of Section 12-44-110 of the Act, and for such other similar statutory provisions, this Resolution constitutes preliminary approval by the County prior to the execution of a fee agreement.

2. The County commits to enter into a negotiated FILOT arrangement with the Company for the Project, the terms of which shall be set forth in a fee agreement in form and manner satisfactory to the County and the Company containing substantially the following terms:

- a. an Investment Period, as defined in the Act, of five (5) years;
- b. the Company's commitment to invest at least \$2,500,000 in economic development property for the Project, not later than the end of the Investment Period (the "Investment Commitment");
- c. the Company's commitment to create new full-time jobs (*i.e.*, at least thirty (30) hours per week), all with health care benefits and an hourly wage rate not less than twenty dollars and forty-seven cents (\$20.47) ("New Full-Time Jobs") at the following employment levels and in the designated timeframes, hereinafter referred to as the "Jobs Commitment":
  - (i) to have employed in New Full-Time Jobs an average of not less than one hundred (100) during the twelve month period ending December 31, 2019,
  - (ii) to have employed in New Full-Time Jobs an average of not less than two hundred (200) during the twelve month period ending December 31, 2020,
  - (iii) to have employed in New Full-Time Jobs an average of not less than three hundred (300) during the twelve month period ending December 31, 2021,
  - (iv) to have employed in New Full-Time Jobs an average of not less than four hundred (400) during the twelve month period ending December 31, 2022,
  - (v) to have employed in New Full-Time Jobs an average of not less than five hundred (500) during the twelve month period ending December 31, 2023, and each twelve month period thereafter in which the Company is receiving a Special Source Revenue Credit.

The number of New Full-Time Jobs shall be based on the average number of New Full-Time Jobs for each month during the year.

The hourly wage rate of twenty dollars and forty-seven cents (\$20.47) contained in the Jobs Commitment shall be adjusted on December 31, 2024, to the then current per capita hourly wage rate for the County as published by the South Carolina Department of Revenue, and used in determining eligibility for the SSRC for the years of the Project after December 31, 2024 through the year ending December 31, 2029. On December 31, 2029, the hourly wage rate shall be adjusted to the then current per capita hourly wage rate for the County as published by the South Carolina Department of Revenue and applied to the years thereafter in which the Company receives an SSRC;

- d. calculation of FILOT Payments using an assessment ratio of six percent (6%) and a millage rate fixed for the life of the FILOT Payments at 317.6, *provided, however*, that in any year after December 31, 2019 in which the Company fails to have employed in New Full-Time Jobs an average of not less than ten (10), the Company shall pay to the County an additional fee equal to the difference between the total amount of property taxes that would have been paid by the Company had the Project been subject to *ad valorem* property taxes and the total amount of FILOT Payments actually made by the Company;
- e. a term of thirty (30) years for the Fee Agreement and for each phase of the Project;
- f. SSRCs to be provided to the Company equal to fifty-five percent (55%) of FILOT Payments applicable to investment by the Company in personal property and real property improvements made during the Investment Period, for a twelve (12) year period for each phase of the Project (the "Fifty-Five Percent SSRC"). Beginning with the twelve (12) month period ending December 31, 2023, and for each twelve (12) month period thereafter, if the number of New Full-Time Jobs does not average at least four hundred (400) for the then applicable twelve (12) month period, then the SSRC provided to the Company for that year is fifty-percent (50%) (the "Fifty Percent SSRC");
- g. provisions requiring the Fifty-Five Percent SSRC and the Fifty Percent SSRC to be reduced to the extent that the Company fails to meet the total number of jobs set in the Jobs Commitment in the prior year, in a percentage amount equal to (A) the amount by which the number of jobs satisfying the Jobs Commitment at the Project at the end of such year is less than the number of jobs contained in the Jobs Commitment for such year, *divided by* (B) the number of jobs contained in the Jobs Commitment for such year;
- h. provisions requiring the Company to provide documentation to the County Economic Development Director to prove compliance by the Company with the Jobs Commitment and the Investment Commitment. The documentation may include providing completed South Carolina Department of Revenue job tax credit



forms, such as form TC-4, and completed South Carolina Department of Employment and Workforce quarterly contribution and wage reports, such as form UCE 120;

- i. the Company's commitment to reimburse the County for its administrative expenses associated with the review, negotiation and preparation of all documentation and authorizing proceedings, including attorney's fees, for the Project and for its administrative expenses associated with the annual computation of the FILOT and SSRCS, subject to maximum amounts to be set forth in the applicable governing documents; and
- j. the Company's commitment to maintain a membership in the Lancaster County Chamber of Commerce for the term of the Fee Agreement.

3. The County commits to consent to the transfer and assignment of the Existing Fee Agreement to Project Mustang. The terms of the consent shall be set forth in a resolution of Council in form and manner satisfactory to the County.

4. Council shall use its best efforts to include the land on which the Project is located in an MCP. The period of time for inclusion of the land in an MCP shall be at least for the same period that the Fee Agreement is effective.

5. (A) The County shall use its best efforts to (i) assist the Company in locating potential grants from the State and utilities for any public infrastructure costs associated with the Project, (ii) assist the Company in applying for state economic development incentives that flow through the County, and (iii) assist the Company in securing job training through the ReadySC program.

(B) As used in Section 4 and in this Section 5, "best efforts" include, without limitation, filing all required and necessary documents and applications relating to the grants or assistance, formally recommending approval of the grants or assistance and making the grants or assistance available at the commencement of the construction of the Project if provided by the granting or assisting entity and giving the Company written evidence of the grants or assistance when approved.

6. Council shall approve the resolution consenting to the assignment of the Existing Fee Agreement, the Fee Agreement, and any other agreement or document contemplated by this Resolution in accordance with South Carolina law and the rules and procedures of the Council.

7. The provisions of this Resolution are declared to be separable and if any section, phrase or provision shall for any reason be declared by a court of competent jurisdiction to be invalid or unenforceable, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereof.

8. Council finds that (i) the Project is anticipated to benefit the general public welfare of the County by providing services, employment, recreation or other public benefits not otherwise



adequately provided locally, (ii) the Project gives rise to no pecuniary liability of the County or incorporated municipality and to no charge against the general credit or taxing power of either the County or any incorporated municipality, (iii) the purposes to be accomplished by the Project are proper governmental and public purposes, and (iv) the benefits of the Project to the public are greater than the costs to the public.

9. To the extent that this Resolution contains provisions that conflict with other orders, resolutions, and parts thereof, the provisions contained in this Resolution supersede all other orders, resolutions and parts thereof and this Resolution is controlling.

10. This Resolution takes effect upon its adoption.

**AND IT IS SO RESOLVED**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2018

**LANCASTER COUNTY, SOUTH CAROLINA**

\_\_\_\_\_  
Steve Harper, Chair, County Council

\_\_\_\_\_  
Larry Honeycutt, Secretary, County Council

ATTEST:

\_\_\_\_\_  
Sherrie Simpson, Clerk to Council

Approved as to form:

\_\_\_\_\_  
County Attorney