

Council Members

District 1: Terry Graham
District 2: Charlene McGriff
District 3: Billy Mosteller, Secretary
District 4: Jose Luis
District 5: Steve Harper, Chair
District 6: Allen Blackmon
District 7: Brian Carnes, Vice-Chair

**County Administrator**

Dennis E. Marstall

County Attorney

Ginny L. Merck-Dupont

Clerk to Council

Sherrie Simpson

July 19, 2023

4:00 PM

**101 North Main Street
Lancaster, SC 29720**

**LANCASTER COUNTY COUNCIL
County Council Chambers, County Administration
Building, 101 North Main Street, Lancaster, SC 29720**

SPECIAL MEETING AGENDA

1. **Call to Order - Chairman Steve Harper**
2. **Welcome and Recognition - Chairman Steve Harper**
3. **Pledge of Allegiance and Invocation - Council Member Brian Carnes**

4. **Approval of the Agenda**

[deletion and additions of non-substantive matter]

5. **Citizens Comments**

[Lancaster County Council welcomes comments and input from citizens who may not be able to attend Council meetings in person. Written comments may be submitted via mail to ATTN: Sherrie Simpson, Post Office Box 1809, Lancaster, SC, 29721, by email to Sherrie Simpson at ssimpson@lancastersc.net or by online submission by selecting the "Citizens Comments" quick link located on the County website homepage at <https://www.mylancastersc.org/>. Comments must be no longer than approximately 3 minutes when read aloud. Comments received will be acknowledged during the Citizens Comments portion of the meeting. Comments will need to be received prior to 4:00 p.m. on the day of the meeting. Please use the same link above in order to submit input/comments for Public Hearings.]

6. **Discussion and Action Items**

- a. Regional Park Phasing Costs - Presentation by Woolpert
- b. Proposal for a New Fleet Operations Building - Presented by Tim Greene, Project Manager
- c. Discussion of Ordinance 2023-1846 regarding Establishing a Policy and Procedure for Naming Rights

Ordinance Title: An Ordinance Establishing A Policy And Procedure For Naming County-Owned Properties Or Structures. - *At the April 11, 2023 Council Meeting, 1st Reading was Postponed until the June 12, 2023 County Council Meeting. At the June 12, 2023 Council Meeting, 1st Reading was Postponed until the August 14, 2023 County Council Meeting. - Chris Clouden*

- d. Discussion regarding Meeting Structures and financial policies for Boards and Commissions - Dennis Marstall

- e. Discussion Around Potentially Amending the Intergovernmental Fire Rescue Service Contract with the Town of Kershaw Fire Contract - Dennis Marstall

7. **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 agendas are posted at the Lancaster County Administration Building and are available on the Website: www.mylancastersc.org

*Meetings are live streamed and can be found by using the following link:
<https://www.youtube.com/@LancasterCoSCGov/streams>*

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Chris Clouden / Parks and Recreation and Dennis Marstall / Administration

Department: Administration

Date Requested to be on Agenda: 7/19/2023

Council Action Requested:

Presentation regarding phases costs for the Regional Park, as requested by Council at the June Committee of the Whole meeting.

An overview of the operational costs will also be presented.

Points to Consider:

The Regional Park Consultants from Woolpert (Andrew Pack) will provide Council with more detailed costs for the phasing of various park amenities.

Funding and Liability Factors:

The Regional Park is being funded via several sources, but primarily the hospitality tax, and could have a \$34 million price tag, or higher, depending on the number and types of amenities, as well as phasing timeframe for the park.

Based on a \$34 million cost projections, the currently hospitality revenue is sufficient to fund all the park phases.

County Council has been presented with the option to fund both the Park and the Detention Center through Installment Purchase Revenue Bonds. County Council will be asked to determine their funding mechanism for the park and the detention center at the August 14, 2023 meeting. Based on the August 14 decision, a first reading of bond sale could be on the September 11 Council agenda, with a scheduled bond sale in mid-November 2023.

Recommendation:

Provide input related to the amenities as well as phasing and funding options.

ATTACHMENTS:

Description	Upload Date	Type
Regional Park costs by phase presentation	7/17/2023	Presentation



Park Master Plan & Plan Development

\$34 M Budget Overview

“New” Parks and Recreation Regional Park

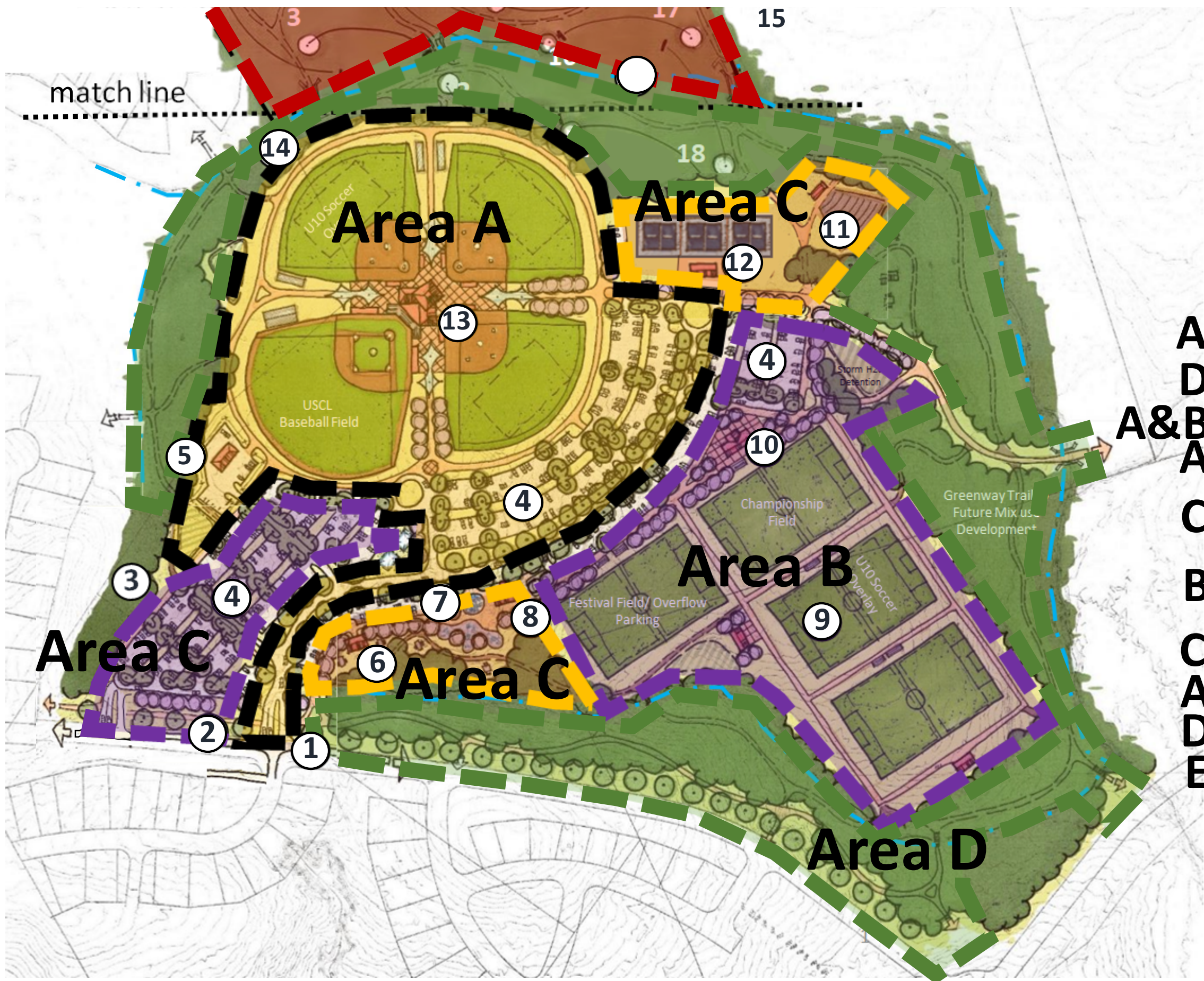
Lancaster County, South Carolina

June 15, 2023



Master Plan

Development
Areas



Legend

A
D
A&B
A
C
B
C
A
D
E

- 1. Park Entrance
- 2. Meandering Sidewalk
- 3. Vegetation Buffer
- 4. Parking (+/- 1050 spaces total)
- 5. Maintenance Area/ Offices
- 6. Pavilion / Passive Picnic Area
- 7. Playground/ Themed Splash Pad
- 8. Pavilion / Restrooms
- 9. Multiuse Field Complex
- 10. Pavilion / Restrooms
- 11. Small Amphitheater
- 12. Multiuse Courts / Pavilion
- 13. Baseball/ Softball Complex/ Park Office
- 14. Multi-use Trail(s)
- 15. Frisbee Golf (18 holes on 20 Acre Parcel)



WOOLPERT

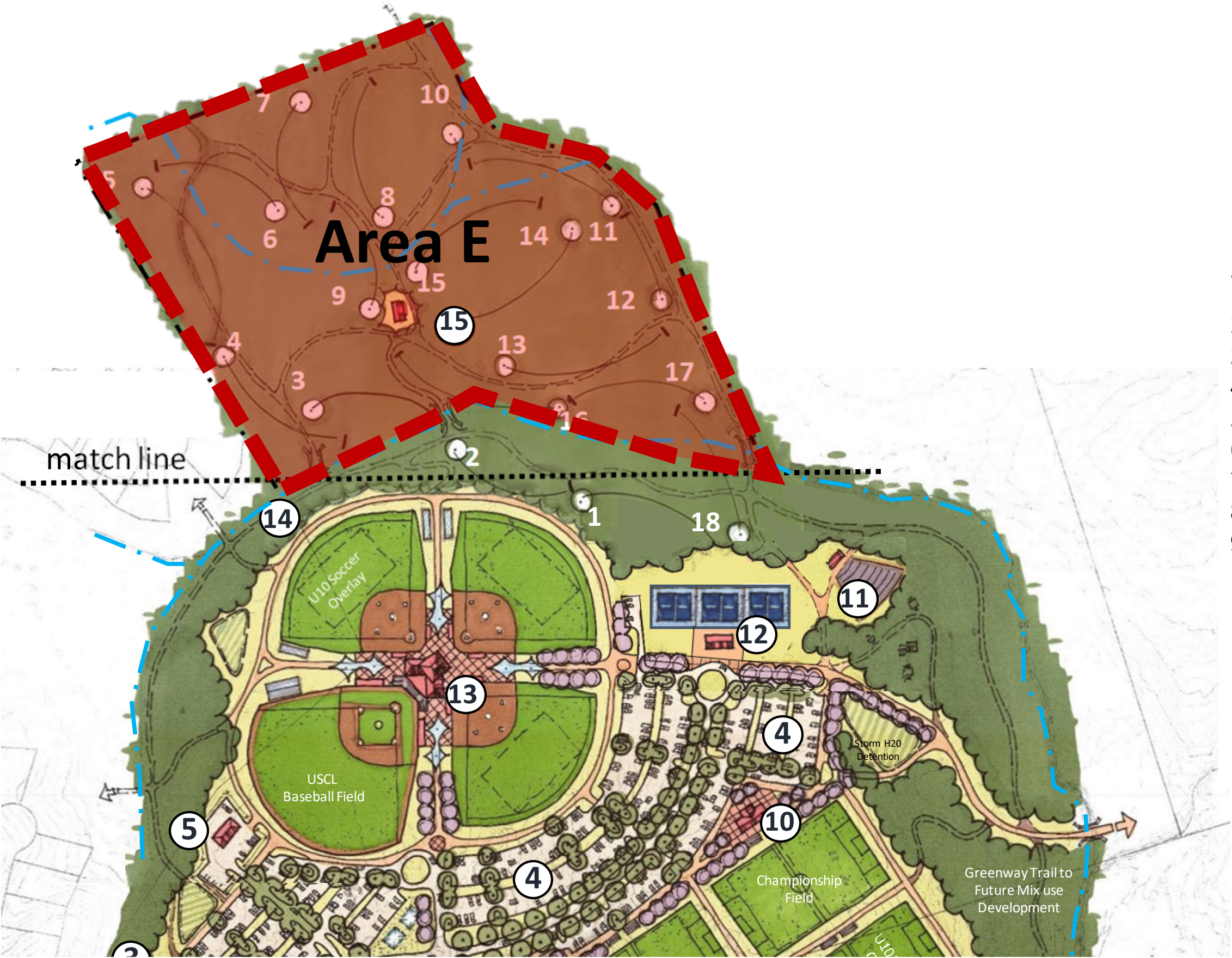
Master Plan

Potential Use of Adjacent
20 Acre Parcel

Area E

Legend

- 1. Park Entrance
- 2. Meandering Sidewalk
- 3. Vegetation Buffer
- 4. Parking (+/-1050 total spaces)
- 5. Maintenance Area/ Offices
- 6. Pavilion / Passive Picnic Area
- 7. Playground/ Themed Splash Pad
- 8. Pavilion /Restrooms
- 9. Multiuse Field Complex
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Master Plan

Development
Areas

Budget Costs Projections

A – Baseball Complex.....	\$ 15,520,000
B – Multiuse Field Complex.....	\$ 10,560,000
C – Passive Recreation Areas.....	\$ 4,320,000
D – Multiuse Trails.....	\$ 2,000,000
E – Expansion Property (trails/ frisbee)	\$ 1,580,000
	\$ 33,980,000

Legend	
1.	Park Entrance
2.	Maintenance Area/ Offices
3.	Vegetation Buffer
4.	Parking
5.	Maintenance Area/ Offices
6.	Pavilion / Restrooms
7.	Playground/ Picnic/ Splash Pad
8.	Pavilion / Restrooms
9.	Multiuse Field
10.	Pavilion / Restrooms
11.	Small Amphitheater
12.	Multiuse Field
13.	Park Office
14.	
15.	Frisbee Golf (18 holes on 20 Acre Parcel)



A – Baseball Complex..... \$ 15,520,000 Master Plan

Development Areas

AREA A- Baseball Complex					
NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
	CLEARING & GRUBBING	1	LS	320,000	\$320,000
	MISCELLANEOUS GRADING/ EC	1	LS	1,500,000	\$1,500,000
	STORM DRAINAGE & BMP	1	LS	250,000	\$250,000
	PAVING/PARKING/ WALKS/CURB	1	LS	1,050,000	\$1,050,000
	DRIVEWAY/ FRONTAGE IMPROVEMENTS/ PED CROSSING	1	LS	90,000	\$90,000
	SITE RETAINING WALLS	1	LS	500,000	\$500,000
	BOLLARDS /GATES	1	LS	50,000	\$50,000
	SITE FURNISHINGS	1	LS	50,000	\$50,000
	MISC. LANDSCAPE PLANTS, GRASS, IRRIGATION	1	LS	175,000	\$175,000
	SIGNAGE	1	LS	15,000	\$15,000
	PARK MAINTENANCE / OFFICE AREA	1	LS	75,000	\$75,000
	MAINT. AREA /DUMPSTER PAD + ENCLOSURE	1	LS	30,000	\$30,000
	PARK MAINTENANCE BUILDING	1	LS	250,000	\$250,000
	CONC./ RESTROOM PAVILION/OFFICES / FIXED SEATS (phase 1)	1	LS	2,100,000	\$2,100,000
	BASEBALL FIELD SYNTHETIC (4)	1	LS	3,800,000	\$3,800,000
	BASEBALL FIELD LIGHTING(4)	1	LS	400,000	\$400,000
	DUGOUTS	1	LS	280,000	\$280,000
	FIELD EQUIPMENT/FENCE/NET	1	LS	100,000	\$100,000
	SPECTATOR AREA/SEATS/SHADE	1	LS	220,000	\$220,000
	MULTI-PURPOSE COURT AREA (ALLOWANCE)	1	LS	250,000	\$250,000
	OPEN PAVILION (1)	1	LS	50,000	\$50,000
	SANITARY AND WATER UTILITIES	1	LS	500,000	\$500,000
	ELECTRICAL SERVICE	1	LS	100,000	\$100,000
SUBTOTAL COST					\$12,155,000

STATE FUNDING ASSISTANCE FOR LARGE (USCL)

**Cost does include receiving the state funding assistance monies*

COST SUB TOTAL	\$11,405,000
MOBILIZATION-BOND-GEN. COND & PM (6%)	\$684,300
CONSTRUCTION COST SUBTOTAL	\$12,089,300
ESTIMATE CONTINGENCY (20%)	\$2,281,000
TOTAL CONSTRUCTION ("Hard Cost")	\$14,370,300
SOFT COSTS (A&E, GeoTech, Testing, Surveying, Wetlands, etc. (8%))	\$1,149,624
PROJECTED TOTAL PROJECT COST	\$15,519,924
rounded number	\$15,520,000

Legend

1. Park Entrance
2. Meandering Sidewalk
3. Vegetation Buffer
4. Parking (+/-1050 spaces total)
5. Maintenance Area/ Offices
6. Pavilion / Passive Picnic Area
7. Playground/ Themed Splash Pad
8. Pavilion /Restrooms
9. Multiuse Field Complex
10. Pavilion /Restrooms
11. Small Amphitheater
12. Multiuse Courts / Pavilion
13. Baseball/ Softball Complex/ Park Office
14. Multi-use Trail(s)
15. Frisbee Golf (18 holes on 20 Acre Parcel)



B – Multiuse Field Complex..... \$ 10,560,000 Master Plan

Development Areas

AREA B-Multiuse Field Complex					
NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
	CLEARING & GRUBBING	1	LS	40,000	\$40,000
	MISCELLANEOUS GRADING / EC	1	LS	425,000	\$425,000
	STORM DRAINAGE & BMP	1	LS	150,000	\$150,000
	PAVING/PARKING/ PLAZAS / WALKS/CURB	1	LS	700,000	\$700,000
	SITE RETAINING WALLS	1	LS	300,000	\$300,000
	BOLLARDS /GATES	1	LS	25,000	\$25,000
	SITE FURNISHINGS	1	LS	50,000	\$50,000
	LANDSCAPE PLANTS, GRASS, IRRIGATION	1	LS	100,000	\$100,000
	SIGNAGE	1	LS	15,000	\$15,000
	OPEN SHELTER PAVILIONS (2)	1	LS	100,000	\$100,000
	ASPHALT TRAILS	1	LS	75,000	\$75,000
	RESTROOM / CONCESSION PAVILION	1	LS	1,750,000	\$1,750,000
	SOCCER FIELD SYNTHETIC (3)	1	LS	3,200,000	\$3,200,000
	SOCCER FIELD NATURAL TURF / IRRIGATION (1)	1	LS	200,000	\$200,000
	SOCCER FIELD LIGHTING(4)	1	LS	400,000	\$400,000
	FIELD EQUIPMENT/FENCE/NET	1	LS	100,000	\$100,000
	SANITARY AND WATER UTILITIES	1	LS	100,000	\$100,000
	ELECTRICAL SERVICE	1	LS	30,000	\$30,000
SUBTOTAL COST					\$7,760,000
COST SUB TOTAL				\$7,760,000	
MOBILIZATION-BOND-GEN. COND & PM (6%)				\$465,600	
CONSTRUCTION COST SUBTOTAL				\$8,225,600	
ESTIMATE CONTINGENCY (20%)				\$1,552,000	
TOTAL CONSTRUCTION ("Hard Cost")				\$9,777,600	
SOFT COSTS (A&E, GeoTech, Testing, Surveying, Wetlands, etc. (8%))				\$782,208	
PROJECTED TOTAL PROJECT COST				\$10,559,808	
rounded number				\$10,560,000	

Legend

1. Park Entrance
2. Meandering Sidewalk
3. Vegetation Buffer
4. Parking (+/-1050 spaces total)
5. Maintenance Area/ Offices
6. Pavilion / Passive Picnic Area
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8. Pavilion /Restrooms
9. Multiuse Field Complex
10. Pavilion /Restrooms
11. Small Amphitheater
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14. Multi-use Trail(s)
15. Frisbee Golf (18 holes on 20 Acre Parcel)



C – Passive Recreation Areas \$ 4,320,000

Master Plan

Development
Areas

AREA C- Passive Recreation Areas					
NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
	CLEARING & GRUBBING	1	LS	30,000	\$30,000
	MISCELLANEOUS GRADING/ EC	1	LS	325,000	\$325,000
	STORM DRAINAGE & BMP	1	LS	75,000	\$75,000
	PAVING/PARKING/ PLAZAS/ WALKS/CURB	1	LS	300,000	\$300,000
	SITE RETAINING WALLS	1	LS	30,000	\$30,000
	BOLLARDS /GATES/ TRAFFIC CONTROL	1	LS	15,000	\$15,000
	SITE FURNISHINGS	1	LS	50,000	\$50,000
	LANDSCAPE PLANTS, GRASS	1	LS	50,000	\$50,000
	SIGNAGE	1	LS	15,000	\$15,000
	OPEN SHELTER PAVILION (1)	1	LS	100,000	\$100,000
	SMALL AMPHITHEATER STRUCTURE	1	LS	250,000	\$250,000
	TERRACED SEATING (+/-100 PEOPLE)	1	LS	150,000	\$150,000
	PLAYGROUND	1	LS	500,000	\$500,000
	PICNIC TABLES & PADS	1	LS	25,000	\$25,000
	SPRAYGROUND	1	LS	500,000	\$500,000
	ASPHALT TRAILS	1	LS	50,000	\$50,000
	PAVILION / RESTROOM @ PLAY / SPRAYGROUND	1	LS	650,000	\$650,000
	SANITARY AND WATER UTILITIES	1	LS	50,000	\$50,000
	ELECTRICAL SERVICE	1	LS	10,000	\$10,000
SUBTOTAL COST					\$3,175,000

COST SUB TOTAL		\$3,175,000
MOBILIZATION-BOND-GEN. COND & PM (6%)		\$190,500
CONSTRUCTION COST SUBTOTAL		\$3,365,500
ESTIMATE CONTINGENCY (20%)		\$635,000
TOTAL CONSTRUCTION ("Hard Cost")		\$4,000,500
SOFT COSTS (A&E, GeoTech, Testing, Surveying, Wetlands, etc. (8%))		\$320,040
PROJECTED TOTAL PROJECT COST		\$4,320,540
rounded number		\$4,320,000

- Legend
1. Park Entrance

2. Meandering Sidewalk

3. Vegetation Buffer

4. Parking (+/-1050 spaces total)

5. Maintenance Area/ Offices

6. Pavilion / Passive Picnic Area

7. Playground/ Themed Splash Pad

8. Pavilion /Restrooms

9. Multiuse Field Complex

10. Pavilion /Restrooms

11. Small Amphitheater

12. Multiuse Courts / Pavilion

13. Baseball/ Softball Complex/ Park Office

14. Multi-use Trail(s)

15. Frisbee Golf (18 holes on 20 Acre Parcel)

D – Multiuse Trails \$ 2,000,000

Master Plan

Development
Areas

AREA D - Multiuse Trails

NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
	CLEARING & GRUBBING	1	LS	100,000	\$100,000
	MISCELLANEOUS GRADING/ EC	1	LS	250,000	\$250,000
	STORM DRAINAGE & BMP	1	LS	200,000	\$200,000
	ASPHALT TRAIL	1	LS	300,000	\$300,000
	SOFT GRAVEL/ MULCH TRAIL	1	LS	100,000	\$100,000
	PEDESTRIAN CROSSINGS	1	LS	150,000	\$150,000
	PEDESTRIAN BRIDGE (1)	1	LS	160,000	\$160,000
	BOARDWALKS	1	LS	100,000	\$100,000
	SITE FURNISHINGS	1	LS	30,000	\$30,000
	SIGNAGE	1	LS	30,000	\$30,000
	LANDSCAPE PLANTS, GRASS	1	LS	50,000	\$50,000
SUBTOTAL COST					\$1,470,000

COST SUB TOTAL		\$1,470,000
MOBILIZATION-BOND-GEN. COND & PM (6%)		\$88,200
CONSTRUCTION COST SUBTOTAL		\$1,558,200
ESTIMATE CONTINGENCY (20%)		\$294,000
TOTAL CONSTRUCTION ("Hard Cost")		\$1,852,200
SOFT COSTS (A&E, GeoTech, Testing, Surveying, Wetlands, etc. (8%))		\$148,176
PROJECTED TOTAL PROJECT COST		\$2,000,376
rounded number		\$2,000,000

Legend

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E. Expand. Property (trails/ frisbee)\$ 1,580,000

Master Plan

Development Areas

AREA E - Expansion Property (trails/ frisbee)					
NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST
	CLEARING & GRUBBING	1	LS	70,000	\$70,000
	MISCELLANEOUS GRADING/ EC	1	LS	100,000	\$100,000
	STORM DRAINAGE & BMP	1	LS	100,000	\$100,000
	ASPHALT TRAIL	1	LS	50,000	\$50,000
	SOFT GRAVEL/ MULCH TRAIL	1	LS	100,000	\$100,000
	SMALL/ LOW PEDESTRIAN CROSSINGS	1	LS	125,000	\$125,000
	LARGE PEDESTRIAN BRIDGE (1)	1	LS	280,000	\$280,000
	FRISBEE GOLF ALLOWANCE (clearing/ tess/holes/ signage)	1	LS	250,000	\$250,000
	SMALL OPEN WEATHER SHELTER / PAVILION (1)	1	LS	50,000	\$50,000
	SITE FURNISHINGS	1	LS	12,000	\$12,000
	SIGNAGE	1	LS	12,000	\$12,000
	LANDSCAPE PLANTS, GRASS	1	LS	12,000	\$12,000
SUBTOTAL COST					\$1,161,000

COST SUB TOTAL		\$1,161,000
MOBILIZATION-BOND-GEN. COND & PM (6%)		\$69,660
CONSTRUCTION COST SUBTOTAL		\$1,230,660
ESTIMATE CONTINGENCY (20%)		\$232,200
TOTAL CONSTRUCTION ("Hard Cost")		\$1,462,860
SOFT COSTS (A&E, GeoTech, Testing, Surveying, Wetlands, etc. (8%))		\$117,029
PROJECTED TOTAL PROJECT COST		\$1,579,889
rounded number		\$1,580,000

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15. Frisbee Golf (18 holes on 20 Acre Parcel)



Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Dennis Marstall / Administration and Tim Greene / Project Manager

Department: Administration

Date Requested to be on Agenda: 7/19/2023

Council Action Requested:

Provide feedback on a proposal for construction of a new Fleet Operations Building.

Points to Consider:

In 2019, County Council considered building a new Fleet Maintenance Facility. During that consideration, County Council had concerns about the facility design and costs.

The original need for a new fleet facility has not changed from four years ago.

The building has several roof leaks, water seeps in from outside rains, the bays are not big enough for the newer trucks, particularly aerial fire trucks and the facility is too confined to properly work the modern vehicles where bumpers have to be removed or cabs lifted to complete repair work.

In addition to space issues to address bigger and more modern vehicles, the County fleet has simply grown, including the number of Sheriff's vehicles.

Similar to other industries, the automotive repair industry is plagued by supply chain issues and delays. A new facility would provide more bays and work space to allow for more vehicles to be inside the facility for multiple days with the cars disassembled while waiting on parts or other vehicles to be prioritized.

Funding and Liability Factors:

There are two proposed locations for a new facility, with both being on the existing public works site on Pageland Highway.

The estimated cost for a new Fleet Facility is \$7 million and is proposed to be financed through General Obligation bonds.

Recommendation:

Provide input and feedback regarding interest in further considering a new Fleet Operations Facility.

ATTACHMENTS:

Description	Upload Date	Type
Presentation regarding Fleet Maintenance Facility	7/17/2023	Presentation

Fleet Maintenance Facility

1960 Pageland
Highway



Council Presentation
July 19, 2023



Fleet Operations

Key Service Delivery

- Fleet Operations provides Preventative Maintenance and repair to county on vehicle assets

Department Goals for FY24:

- To keep the County Fleet on the road
- Reduce the cost of operating the county fleet
- Use advanced telematics and AI to achieve goals

Staff Service Level:

- 1 Director
- 1 Administrative Assistant
- 1 parts/administrative assistant
- 1 Fuel Truck Operator
- 4 Technicians
- 1 Vacancy

Fleet Inventory (includes cars, trucks, trailers, ambulances, fire apparatus)

Sheriff Department	154 Vehicles
Fire / Rescue Squad	128 Vehicles
Roads & Bridges	93 Vehicles
Fleet Maintenance	54 Vehicles
EMS	40 Vehicles
Solid Waste	33 Vehicles
All other	91 Vehicles
TOTAL	593 Vehicles

Operational Demands for Emergency Services

- ✓ 15 EMS Ambulances,
plus 7 Quick Response
Vehicles
- ✓ 140 Sheriff Deputies in
Critical Category
- ✓ All Fire Apparatus
Required for Service (1
Spare Engine, 1 Spare
Tanker)



Fleet Changes Over 5 Years Service Demands

- Computer software to diagnose and repair
 - Almost every part of today's vehicles has some form of computer control; almost all diagnostics begin with a technician and a computer.
- Parts Availability/Supply Chain Demands
 - 4-month delay on parts for Ambulances
- Increased Cost of New Vehicle Purchases
 - \$15k-\$20k/vehicle
- Extend the replacement schedule of non-emergency vehicles as pricing and availability
 - Some fleet vehicles requiring a 2 year wait before they arrive = more costly repairs to current fleet.

Service Performed Over the last 12 months-Total Fleet

- ✓ 836 Tires Replaced
- ✓ 6008 Quarts Oil changed
- ✓ 158 Batteries Replaced
- ✓ 276 Wiper Blades Replaced
- ✓ 199 Brake parts replaced(pads, drums, shoes,etc)



Preventative Maintenance and Inspections*

- 45 Minutes Passenger Cars
- 2.5 Hours for Ambulances
- 5 Hours for Public Works Vehicles and Equipment

*Times vary depending on the deficiencies found during the inspections. Preventive service for Fire Engines and Tankers is conducted at each station.

Current Facility

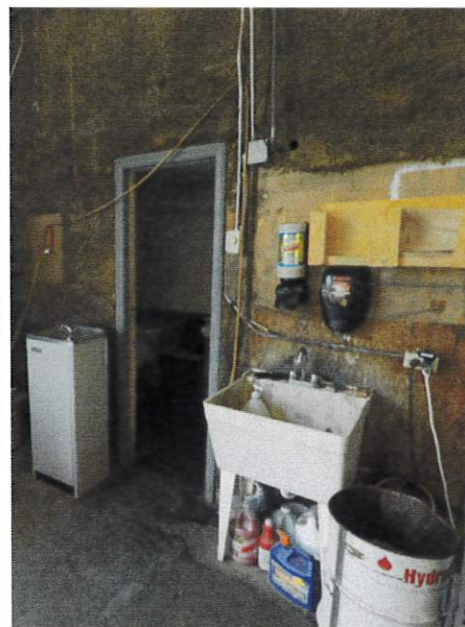
- Single Story Metal Building
50'x120' (6000 sf)
- 4 Bays for Vehicle Maintenance (2 Passenger Vehicles/bay, 1 truck/ambulance per bay)
- Constructed Circa 1970; additions 1976



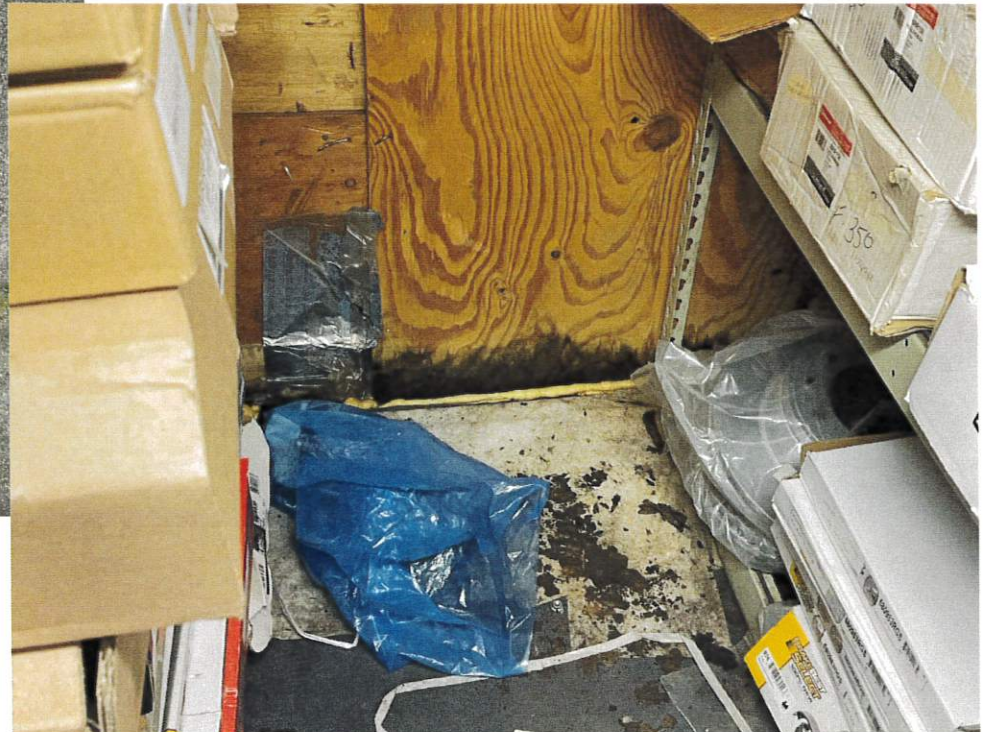
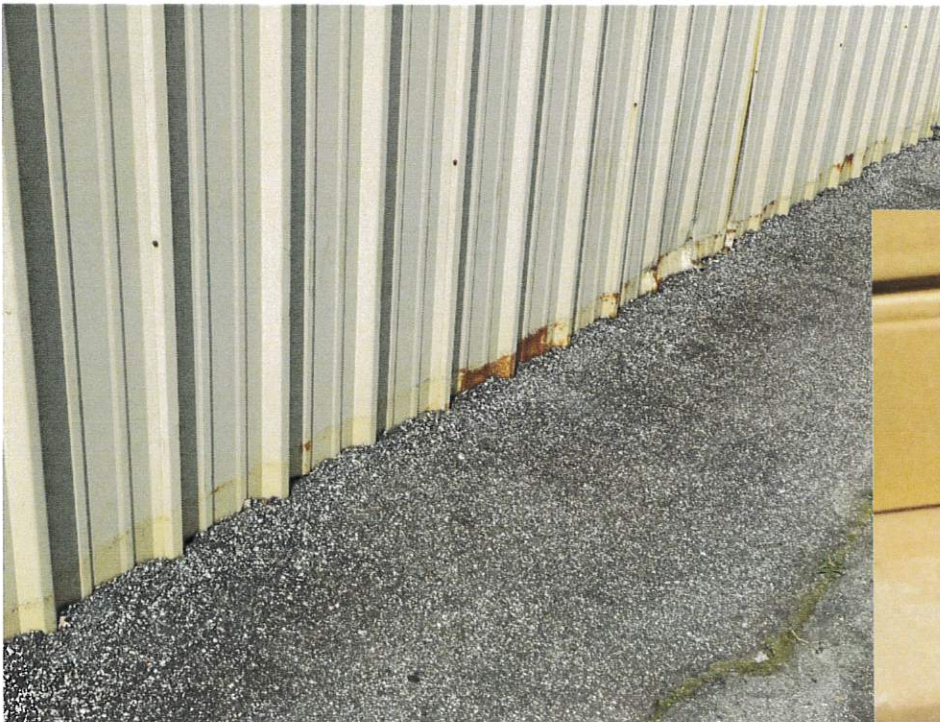
Fleet Maintenance Facility

Existing Deficiencies

- Non-Compliant with Building Code and Life Safety Requirements
- Combustible Construction
- No **Fire Protection Sprinkler** System
- Voids Identified under Concrete Slabs
- Building Enclosure (Roof and Metal Wall Systems) Has Exceeded Useful Service Life Expectancy
- Energy-Inefficient Thermal Enclosure
- Water Infiltration and Roof Leaks
- Poor Indoor Air Quality
- Poor Ventilation
- Plumbing, HVAC, Electrical, and Lighting Systems are Inadequate for Reuse
- Small Service Bays



Rust and Mold; Asbestos Floor Tile



Electrical and Insulation



Unsecured Insulation





Tire Storage



Fleet Maintenance Facility

Ceiling, Ceiling Support – Administrative Assistant Office/Parts



Lockers, Directors Office



Fleet Maintenance Facility



Holes in Siding

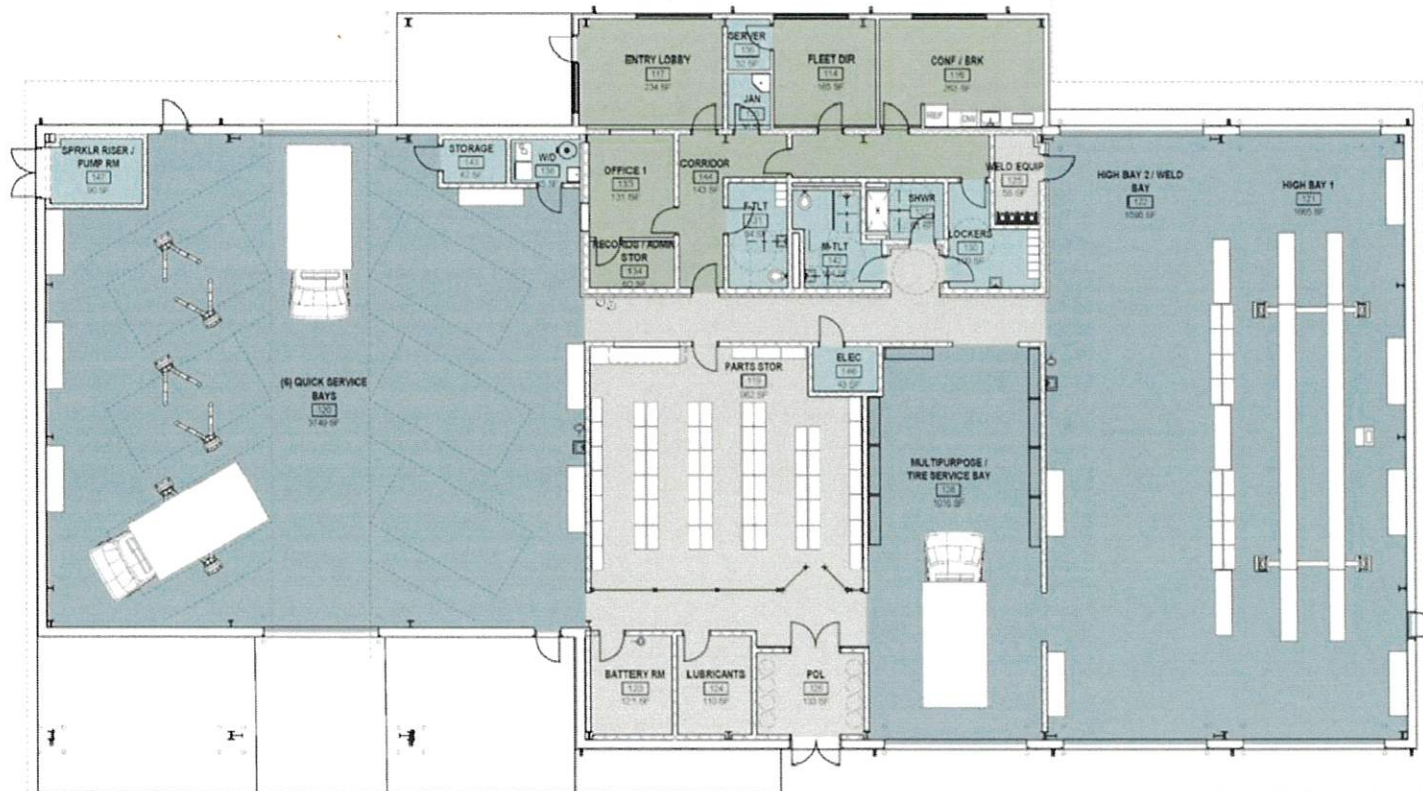


Proposed in 2019

- ✓ 12,289 Square Feet Steel Structure
- ✓ 6 Service Bays on West Side- standard size vehicles
- ✓ 2 High Service Bays on East Side- large size vehicles
- ✓ Tire Service Bay
- ✓ Parts Storage
- ✓ Open Office, 1 Private Office
- ✓ Locker Room, Shower
- ✓ Break Room

Fleet Maintenance Facility

Proposed in 2019

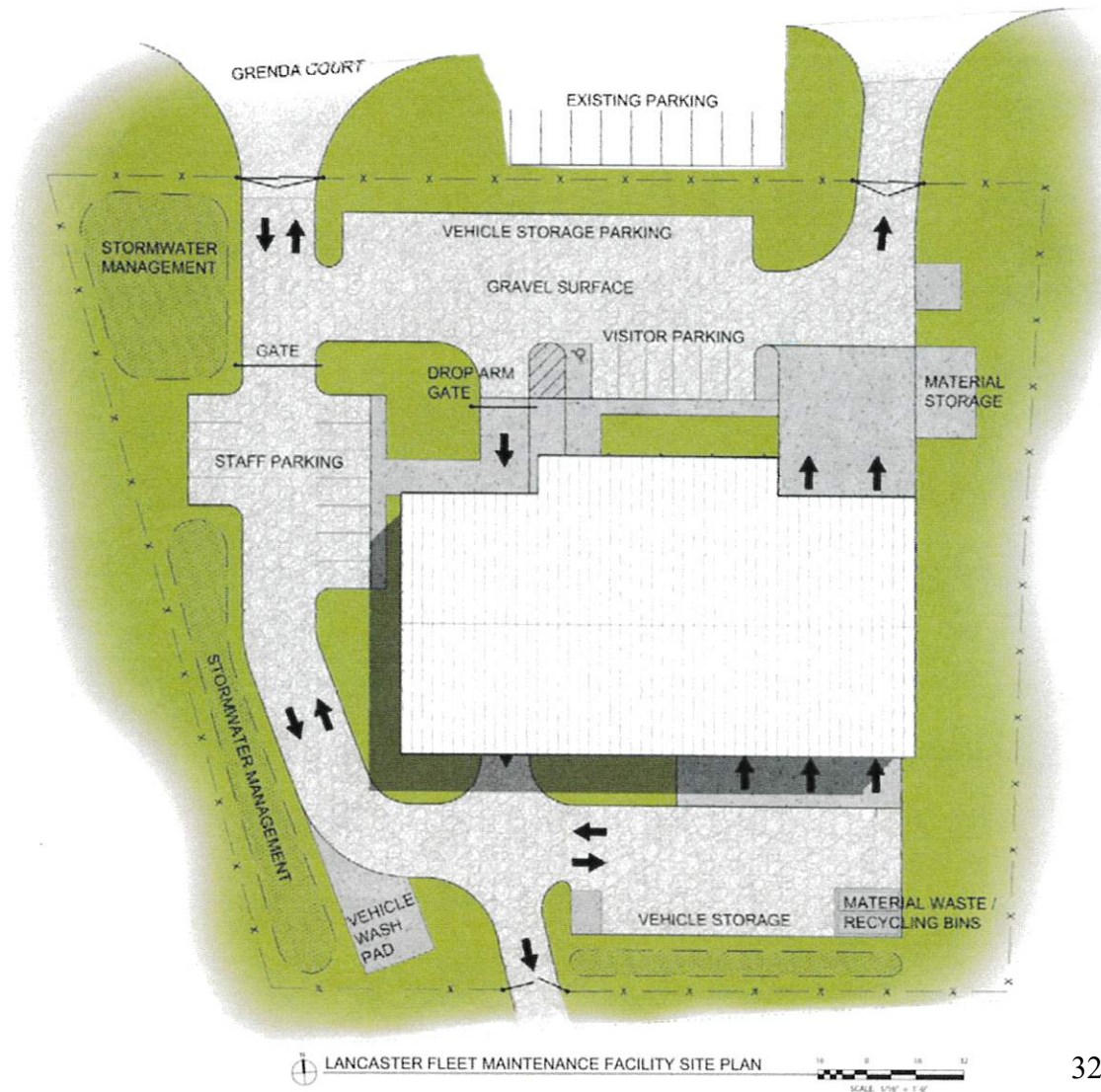


SPACE USE LEGEND

- OFFICE/ADMIN
- OFFICE/STAFF SUPPORT
- STORAGE SUPPORT
- VEHICLE SERVICE

Fleet Maintenance Facility

Proposed in 2019

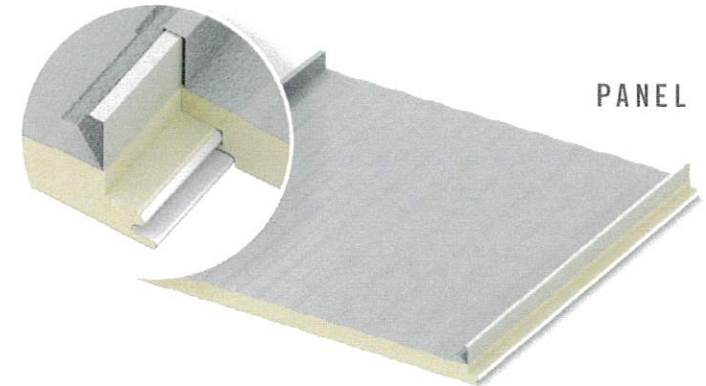


Proposed in 2019

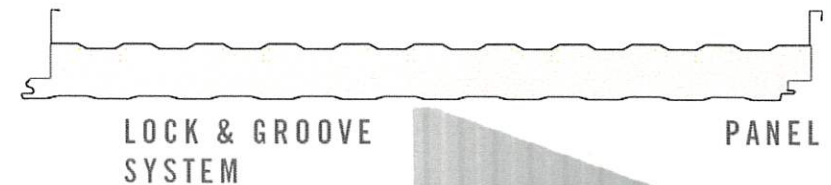
Exterior Specifications

- Insulated Standing Seam Metal Roof Panel
- Insulated Metal Wall Panel

LOCK & GROOVE
SYSTEM



PANEL PROFILE



S

PANEL PROFILE



Fleet Maintenance Facility

Proposed in 2019



Fleet Maintenance Facility

Proposed in 2019

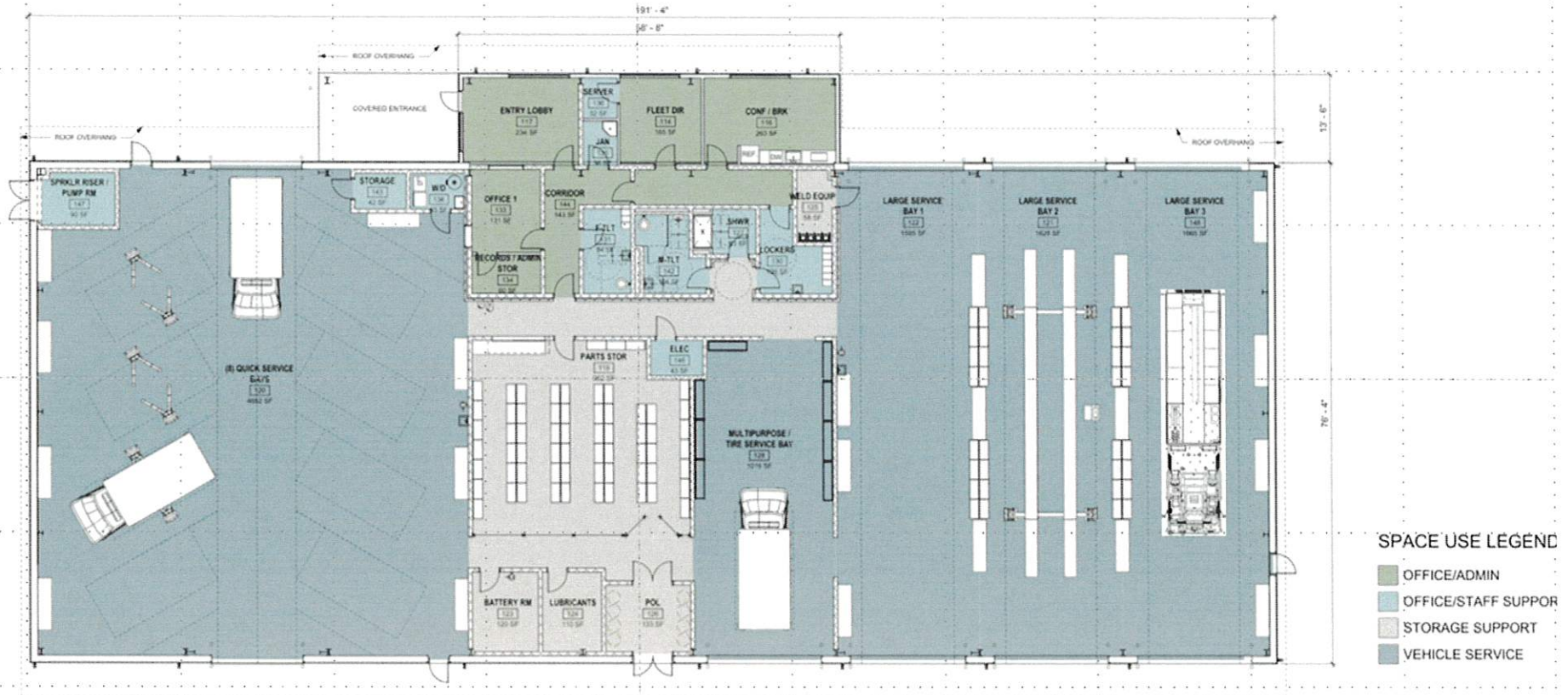


Proposed 2024

- ✓ 15,519 Square Feet Steel Structure
- ✓ 8 Service Bays on West Side- standard size vehicles
- ✓ 3 High Service Bays on East Side- large size vehicles
- ✓ Tire Service Bay
- ✓ Parts Storage
- ✓ Open Office, 1 Private Office
- ✓ Locker Room, Shower
- ✓ Break Room

Fleet Maintenance Facility

Proposed 2024 – 8 Service Bays, 3 High Service Bays

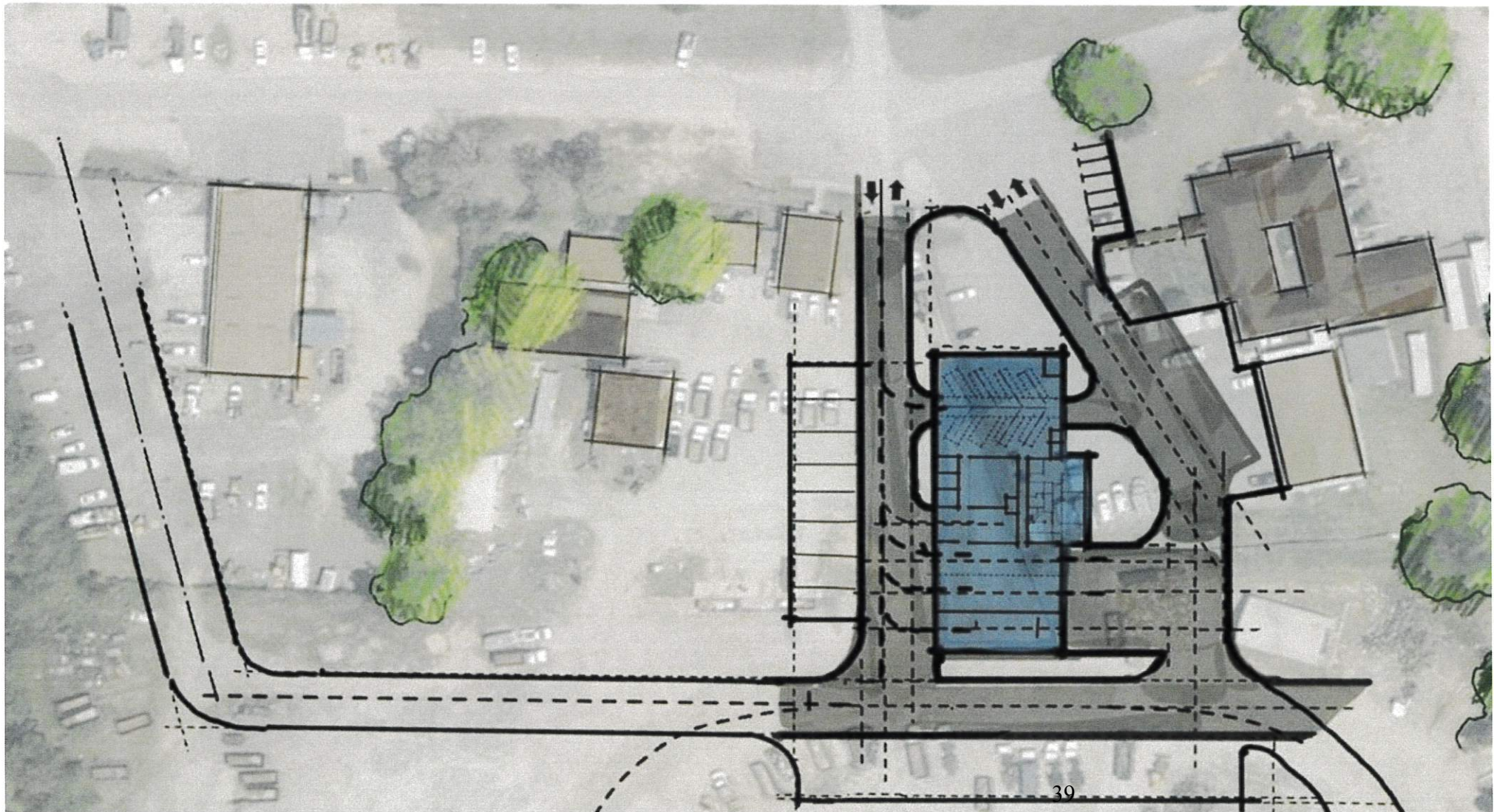


Proposed – Existing Location



Fleet Maintenance Facility

Proposed – New Location



Opinion of Project Cost*

New Building Existing Location	\$7 Million
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New Building New Location	\$7 Million
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Repurpose Existing Fleet Maintenance Building to Office Space	\$3 Million
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***Includes Construction, Contingency, Furniture,
Equipment, Design Fees, Materials Testing, Etc.**

Questions?

Agenda Item Summary

Ordinance # / Resolution #: Ordinance 2023-1846

Contact Person / Sponsor: Chris Clouden / Parks & Recreation and Dennis Marstall / Administration

Department: Administration

Date Requested to be on Agenda: 7/19/2023

Council Action Requested:

Adopt criteria by which County Council will consider in the naming or renaming of County property and facilities.

Points to Consider:

This item was presented at the March COW meeting and County Council asked at that meeting for more information to clarify that names can be canceled or changed at any time by Council vote. The attached draft Ordinance reflects that change as well as some other subsequent discussion related to naming after deceased honorees and renamings and any impact related to financial contributions made related to naming rights.

Lancaster County has numerous assets of real property and facilities, particularly in the parks and recreation department, that can be utilized to honor local residents or even monetized to maximize revenue for the County.

The County recently added two new athletic / soccer complexes, plus renovated the Indian Land Recreation Center. In addition, the County is embarking on the construction of a new 84-acre regional park and new Detention Facility.

These new facilities, plus others planned, give the County Council an opportunity to determine names for these new facilities.

There are a myriad of ways the County Council can approach naming of County property and facilities, with this proposed ordinance identifying some criteria or parameters to consider.

This ordinance outlines a general naming policy, but would be used in tandem with an administrative policy related to sponsorships, for the instance when sponsorships can be parlayed into naming rights that would be presented to County Council.

Funding and Liability Factors:

Naming of public property or facilities can evoke a lot of emotions depending on the name and rationale utilized. Having a policy and transparent process can mitigate any concerns for how names are determined.

The only funding factor is having expenses to pay for signage and potential advertising. However, there could be significant revenue generated based on sponsorship opportunities with naming rights.

Recommendation:

Approve the ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Ordinance 2023-1846	7/7/2023	Ordinance

STATE OF SOUTH CAROLINA)
) **ORDINANCE NO. 2023-1846**
COUNTY OF LANCASTER)

AN ORDINANCE

ESTABLISHING A POLICY AND PROCEDURE FOR NAMING COUNTY-OWNED PROPERTIES OR STRUCTURES.

WHEREAS, naming opportunities for County-owned properties or structures exist to recognize extraordinary efforts, accomplishments, service, generosity, geography, history and natural elements which are valuable to Lancaster County; and

WHEREAS, naming opportunities for County-owned properties or structures are expected to reflect the history, tradition and values of Lancaster County; and

WHEREAS, Lancaster County Council has determined that it is in the best interest of the Citizens of Lancaster County for there to be a written policy and procedure for naming County-owned properties or structures to ensure that naming practices properly reflect the history, tradition and values of Lancaster County.

NOW, THEREFORE, by the power and authority granted to the Lancaster County Council by the Constitution of the State of South Carolina and the powers granted to the County by the General Assembly of the State, it is ordained and enacted that:

SECTION I. **Title**

Lancaster County Code of Ordinances is hereby amended to add a section entitled “Naming of County-Owned Properties or Structures or Portions Thereof” as follows:

A. Objective.

To set the policy and guidelines for official naming of County owned properties or structures or portions thereof, which is defined as a meeting room or conference room or other public space owned by the County. This policy shall not apply to any privately owned properties or structures or portions thereof in the County.

B. Policy and Priorities.

Council may receive recommendations as to the naming of County-owned properties or structures or portions thereof from the public, staff and related advisory bodies. All final decisions on naming or renaming of any County owned property or structures or portions thereof will be made by County Council in its sole and complete discretion and shall require a unanimous vote of County Council.

C. Guidelines for Naming of County Owned Properties or Structures or Portions Thereof.

(1) Initial naming of County owned properties or structures or portions thereof shall be handled as follows:

- a. Properties or structures or portions thereof owned by the County may be named for an elected or appointed public official or public employee. The elected or appointed official must be deceased for a minimum of three (3) years and the complete name of the individual must be used. The last name of the individual so honored may be used in referring informally to the property or structure of portion thereof.
- b. Properties or structures or portions thereof owned by the County may be named for areas of geographic interest located within Lancaster County.
- c. Properties or structures or portions thereof owned by the County may be named for persons or events of historical or patriotic significance in the United States provided they are related to Lancaster County. Any persons of historical or patriotic significance must be deceased for a minimum of three (3) years and the complete name of the individual must be used. The last name of the individual so honored may be used in referring informally to the property or structure or portion thereof.
- d. Properties or structures or portions thereof owned by the County may be named for nature or wildlife which are indigenous to Lancaster County.
- e. Properties or structures, or a portion of a property or structure, such as a meeting or conference room or other public space owned by the County may be named for individuals who, in the opinion of Council, have made exceptional contributions to the community by having met one or more of the following:
 1. Contribution which resulted in the long-term health and/or well being of the people of Lancaster County.
 2. Must not have any other property or structures named for them in the County.
 3. Nominated individuals must be supported by five letters of recommendation from groups, individuals or communities within the County.
 4. Individual must have been actively involved in Lancaster County community affairs for no less than 10 years.
 5. Contribution of individual must be of an exceptional quality and/or significance.

6. Efforts of individual must have made a lasting, significant contribution to the County's goals and objectives.

In addition to the requirement to have met one or more of the factors outlined above in (C)(1)(e)(1-6), the individual must be deceased for a minimum of three (3) years and the complete name of the individual must be used. The last name of the individual so honored may be used in referring informally to the property or structure.

- f. Properties or structures, or a portion of a property or structure, such as a meeting or conference room or other public space owned by the County may be named for individuals, groups or businesses who have made significant donations of land, money or facilities to the County pursuant to the following criteria:
 1. Any individual, group or business that donates a significant amount of money, land or facilities may be eligible for naming rights to said property or a portion of the property or structure as outlined above.
 2. When the proposed naming of a property or structure or portion thereof is in honor of an individual, the complete name of the individual must be used. The last name of the individual so honored may be used in referring informally to the facility.

(2) Renaming of County Owned Properties or Structures of Portions thereof:

- a) Renaming of a property or structure or portion thereof may occur when a property or structure or portion thereof that has been named in accordance with Section (C)(1) of this ordinance has reached the end of its useful life, deemed to be the length of time the structure or portion thereof is reasonably used for the benefit of the citizens of Lancaster County, and will be replaced or substantially renovated. The replaced or renovated property or structure or portion thereof may be renamed in recognition of another honoree per the criteria set forth herein.
- b) Renaming of a property or structure or portion thereof may occur when a property or structure or portion thereof that has been named in accordance with Section (C)(1) of this ordinance has been designated for another use by the County and may be named in recognition of a different honoree pursuant to the guidelines outlined in Section (C)(1) of this ordinance.
- c) In the event of a renaming of a property of structure or portion thereof pursuant to subsection (C)(2)(a) and (b) of this ordinance, appropriate recognition of earlier honorees shall be included in or adjacent to the newly renovated property or structure of portion thereof as well as on any redeveloped property or structure of portion thereof.

- d) County Council may rename a property or structure or portion thereof at anytime for any reason with or without cause at its sole discretion and beyond the requirements of subsection (C)(2)(a) and (b) of this ordinance. The renaming of a property by Council will cancel all agreements and Lancaster County shall not be required to issue refunds on prior monetary collections. The return of any refunds or portion of refunds on prior monetary collections shall be at the discretion and direction of Council.
- (3) Nominations for Naming of County Owned Properties or Structures or Portions thereof:
- a) Nominations for naming of County owned properties or structures or portions thereof may be submitted to the Clerk to County Council in writing, accompanied by a justification for the recommended honoree.
 - b) Requests will be reviewed by the County Administrator and other appropriate staff before being submitted to County Council.
- (4) Proposed name(s) for County owned properties or structures or portions thereof must be in good taste per local community standards and must not be insulting or derogatory.

SECTION II. Severability

If any section, subsection or clause of this Ordinance is held to be unconstitutional or otherwise invalid, the validity of the other sections, subsections and clauses shall not be affected.

SECTION III. Conflicting Provisions

To the extent this Ordinance contains provisions that conflict with provisions contained elsewhere in the Lancaster County Code or other County Ordinances, the provisions contained in this Ordinance supersedes all other provisions and this Ordinance is controlling.

SECTION IV. Effective Date of Ordinance

This Ordinance is effective upon passage of Third Reading.

AND IT IS SO ORDAINED

Dated this _____ day of _____, 2023.

LANCASTER COUNTY, SOUTH CAROLINA

Steve Harper, Chair, County Council

Billy Mosteller, Secretary, County Council

ATTEST:

Sherrie Simpson, Clerk to Council

First Reading:
Second Reading:
Third Reading:
Public Hearing:

Approved as to form:

Virginia Merck-Dupont, County Attorney

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Dennis Marstall / Administration

Department: Administration

Date Requested to be on Agenda: 7/19/2023

Council Action Requested:

Provide feedback to staff regarding structure and authorizations for Boards and Commissions.

Points to Consider:

A variety of questions have arisen recently related to the procedures and operations of the 24 boards and commissions the Council has created over time.

Such questions relate to voting procedures, how items are placed on Committee agendas, committee funding, grant submissions by Committees and other structural items for Boards and Committees.

The County Code of Ordinances (Section 2-42 Applicability; deviation from rules) outlines that Committees and appointed bodies follow the same Rules of Parliamentary Procedure as County Council, which generally follows Roberts Rules of Order.

Staff would like to obtain feedback from Council, particularly around funding issues and regarding possible financial policies and procedures for Boards and Commissions.

Funding and Liability Factors:

At least five Committees or Commissions receive some type of funding each year from the County, There are no stipulated policies or oversight of these funds.

In addition to financial issues, there is lack of clarity for Committees that want to seek grant funding or fundraise on behalf of the Committee.

Recommendation:

Provide feedback to staff regarding whether Council would like to see an updated ordinance regarding policy and procedures for Boards and Commission or some other oversight parameters.

ATTACHMENTS:

Description

Code of Rules for Council and Committees

Upload Date

7/17/2023

Type

Ordinance

Sec. 2-41. - Short title.

This division may be cited as the Lancaster County Rules of Parliamentary Procedure.

(Ord. No. 1674, § 1, 8-10-20)

Sec. 2-42. - Applicability; deviation from rules.

- (a) These rules shall apply to all meetings of county council, including committee meetings, and to all boards and commissions for which the county council appoints a majority of the members. As used in these Rules, the term "meeting" means the convening of a quorum of the membership of county council, or such other board or commission, to discuss or act upon a matter over which county council or such other board or commission has supervision, control, jurisdiction, or advisory power; the term "quorum" means a simple majority of the membership of the county council, or committee of county council, or such other board or commission. Where applicable, the term "county council" means not only the county council, but also any other board or commission in the county governed by these rules.
- (b) These rules were adopted as guidelines to assist county council, and county boards and commissions in conducting orderly and productive meetings. Any deviation from or waiver of these rules shall not affect or void any action taken by county council, or a county board or commission. Furthermore, such deviation or waiver does not convey any right or cause of action to third parties not otherwise imposed by law.
- (c) These rules were formulated as a tool to be used by county council and other boards and commissions, and not as a weapon to be used against them in the courts. The rules will be used to conduct meetings and hearings often regarding emotionally-charged subjects. Council chairs will be required to make quick decisions and may reach conclusions in which reasonable minds may differ. The second paragraph makes clear that the rules were adopted as guidelines to assist council and should not be interpreted by the courts as a basis for striking down actions taken by county council or for conveying rights to third parties.

(Ord. No. 1674, § 1, 8-10-20)

Sec. 2-43. - Model Rules of Parliamentary Procedure for South Carolina Counties and Robert's Rules of Order Newly Revised (current edition) to govern other cases.

County council will refer to the Model Rules, and the Comment sections contained therein, as the primary resource in determining the intent and meaning of these rules. In all cases not covered by these rules, county council shall be governed by such rules as are set out in the most recent edition of Robert's Rules of Order Newly Revised ("RONR"). Provided, however, that state and federal law shall take precedence

over these rules in all cases. Whenever possible, these rules should be interpreted to conform to state and federal law; if an irreconcilable difference occurs, only the portion of the rule or rules directly in conflict with state or federal law is to be overruled, the remaining portions surviving.

(Ord. No. 1674, § 1, 8-10-20)

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Dennis Marstall / Administration

Department: Administration

Date Requested to be on Agenda: 7/19/2023

Council Action Requested:

Discuss any potential changes to the Intergovernmental Fire Rescue Service Contract with the Town of Kershaw

Points to Consider:

The County and Town of Kershaw have an annual agreement, whereby the Town pays for two fire positions (Captain and Firefighter) and associated expenses including equipment and training, while the County pays for one fire position (Lieutenant) and associated costs. In addition the Town pays for a part-time fire position, when available, to cover weekend shifts.

At the June 26, 2023 meeting, County Council considered the request by the Town of Kershaw for the county to pay for two of the three positions assigned, instead of the one. During that deliberation, a motion was made for the County and Town to split the costs of the third position, so each jurisdiction would pay for one and a half positions. That motion failed.

The Town of Kershaw has restated their request for the County to re-evaluate the funding split for the fire positions assigned to the Town of Kershaw.

Funding and Liability Factors:

The contract for FY 24 is \$211,651.

The FY24 salary and benefits costs for the Captain position is \$108,381 and the salary and benefits cost for the firefighter position is \$65,349.20 totaling \$173,731.04 as the salary and benefits portion that the Town is paying in the current contract.

In addition to the contracted amount, the County also provides equipment maintenance and repair, capital purchases, station utilities and other support averaging \$40,000 per year.

Recommendation:

Provide direction on any changes to the Intergovernmental Fire Rescue Service Contract with the Town of Kershaw.

ATTACHMENTS:

Description	Upload Date	Type
Letter from Town of Kershaw	7/18/2023	Letter

TOWN OF KERSHAW

*Continued Progress,
A Goal*



*Community Pride,
A Reality*

June 30, 2023

Mr. Dennis Marstall, Administrator
Lancaster County Council
PO Box 1809
Lancaster, SC 29721

RE: Lancaster County Fire Service Contract

Dear Mr. Marstall:

The Kershaw Town Council voted unanimously to approve the fire service contract with the County at our June 29, 2023, meeting. Town Council also voted unanimously to request that Lancaster County Council reconsider the Town's request that the County fund two of the three full-time firefighter positions assigned to the Kershaw Fire Department.

As I presented in my letter of May 16, 2023, in 2022 the Kershaw Fire Department responded to a total of 613 calls of which 397 (65%) were outside of the Kershaw town limits and 216 (35%) were within the Town. I, along with Town Council, would greatly appreciate County Council's reconsideration of the Town's request at the County's earliest convenience.

Please let me know if you need additional information or have any questions. We look forward to hearing back from the County as soon as feasible.

Sincerely,

Mark Dorman
Mayor