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

County Administrator
Dennis Marstall

County Attorney
John K. DuBose III

Clerk to Council
Sherrie Simpson

March 16, 2022 | **1:00 PM** | **101 North Main Street, Lancaster, SC 29720**

LANCASTER COUNTY COUNCIL
COMMITTEE OF THE WHOLE
County Council Chambers, County Administration Building, 101 North Main Street, Lancaster, SC 29720

BUDGET WORKSHOP AND COMMITTEE OF THE WHOLE AGENDA

1. **Call to Order - Chairman Steve Harper**
2. **Welcome and Recognition - Chairman Steve Harper**
3. **Pledge of Allegiance and Invocation - Council Member Larry Honeycutt**
4. **Approval of 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 before the meeting. Please use the same link above in order to submit input/comments for Public Hearings.]

6. **Discussion and Action Items**

   a. Fiscal Year 2023 Department Budget Request Presentations - Kim Belk

   b. Capital Improvement Plan Discussion - Kim Belk

   c. Potential Ordinance Related to County Departments - Dennis Marstall

7. **Citizen Comments**

   [If Council delays until end of meeting]

8. **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://mylancastersc.org/government/lancaster_county_council/County_Council_Meetings.php

Agenda Item Summary

Ordinance # / Resolution #: N/A
Contact Person / Sponsor: Dennis Marstall / Administration and Kim Belk / Budget Director
Department: Finance
Date Requested to be on Agenda: 3/16/2022

Issue for Consideration:
Department presentations of data and requests for fiscal year 2022-2023 budget.

Points to Consider:
Departments will be reviewing with Council an overview of their departments, the impact of growth on their operations, and, where applicable, budget requests for next fiscal year.

The Administrator is still in the process of analyzing budget request information and will be making recommendations to Council next month as revenue data becomes more available. This information will tie into future discussions on the budget.

Funding and Liability Factors:
Requests will be utilized to formulate the Administrator's Recommended Fiscal Year 22-23 Budget.

Council Options:
This is for information only.

Recommendation:
N/A

ATTACHMENTS:

Description	Upload Date	Type
Department Presentations	3/14/2022	Presentation

Lancaster County South Carolina

Committee of the Whole
March 16, 2022

Budget Goals

- Efficient and Effective Services
  - Maximize Taxpayer Support
  - Communications and Marketing
  - Vehicles pass down / Stretchers pass down
- Innovation and Technology
  - Text 911
- Investment in the future/Forward thinking
- Promote Professionalism and Customer Service
  - o Appropriately compensated employees
  - o Good benefits
  - o Good office environment/facilities
  - o Good equipment
  - o Professional development/training

Lancaster County South Carolina

Flow of Growth

Pre-Development

- Pre-application
- Rezoning Submittal
- Plan Submittal and Review
- Plat Submittal and Review
- Site Construction and Inspection Activities

Development

- Building Permit Submittal
- Inspection Activities
- Mortgage/Deed Recording
- Appraisal/Assessment
- Tax bill generation

Maintenance of Development

- Direct Services—Fire, Sheriff, EMS, Coroner, Recreation, Library, Zoning, Roads, Solid Waste, Treasurer, Etc.
- Indirect/Support Services—Finance, HR, IT, Fleet Operations, Building Maintenance, Etc.

Lancaster County
South Carolina

Lancaster County
South Carolina

Department Presentations

As Presented at the
Committee of the Whole
Meeting 3/16/2022

Risk Management

- Number of Employees:
  - Full-time: 1
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$ 92,685	$92,685
Operating	$ 24,000	$24,000
Capital	$0	$0
Total	**$116,685**	**$116,685**

- Growth Impact Data:
  - Avg.45-55 WC Claims

  $354,208 avg annual cost

  - Avg. 35-45 PL Claims

  $469,898 avg annual cost

- Goals:
  - Maintain strong return to work program
    - Helps lower costs
  - Improve/Maintain 1.0 Modifier
  - Build a Safety Committee

Risk Management

	Requested
Personnel	$0
Operating	$15,000
Capital	$0
Total	**$15,000**

Item	Amount	Additional Notes
SDS Online Database	$2,800	
PPE (shirt, gloves, glasses)	$12,200	PPE for Summer, Winter weather, COVID

Human Resources

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 4
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$ 334,245	$ 344,480
Operating	$ 403,145	$ 433,065
Capital	$0	$0
Total	**$ 737,390**	**$ 777,545**

- Growth Impact Data
  - More people = more staff needed
  - More staff = more interactions with HR

- New Hires Processed:
  - 2019: 254
  - 2020: 311
  - 2021: 317
  - 2022 goal: 300

- Terminations:
  - 2019: 80
  - 2020: 63
  - 2021: 72

7

Human Resources

	Requested
Personnel	$ 75,600
Operating	$ 38,812
Capital	$ 0
Total	**$ 114,412**

Item	Amount	Additional Notes
Human Resources Specialist	$75,600	Enhance workforce retention/recruitment, implement new employee onboarding, supervisor training, staff development, performance evaluations
NEOGOV Insight & Onboarding	$26,212	Insight: $18,364; Onboarding implementation, Facebook integration, text messaging: $7,848
TextMyGov	$12,600	Implementation/Setup Fee $3,600 (one-time); Ongoing cost: $9,000

Procurement

- Number of Employees:
  - Full-time: 3
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$138,075	$138,075
Operating	$76,415	$87,480
Capital	$0	$0
Total	**$214,490**	**$225,555**

- Growth Impact Data:

	FY 18/19	FY 19/20	FY 20/21
Purchase Orders Entered	486	350	579
P-Card Spending	$4,732,639	$5,534,087	$8,298,361
Inventory Tickets	358	244	344
Solicitations Advertised	23	37	26

* FY 20/21 Impacted by COVID

GIS Department

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 1
  - Part-time: 0
- Total Department Budget:

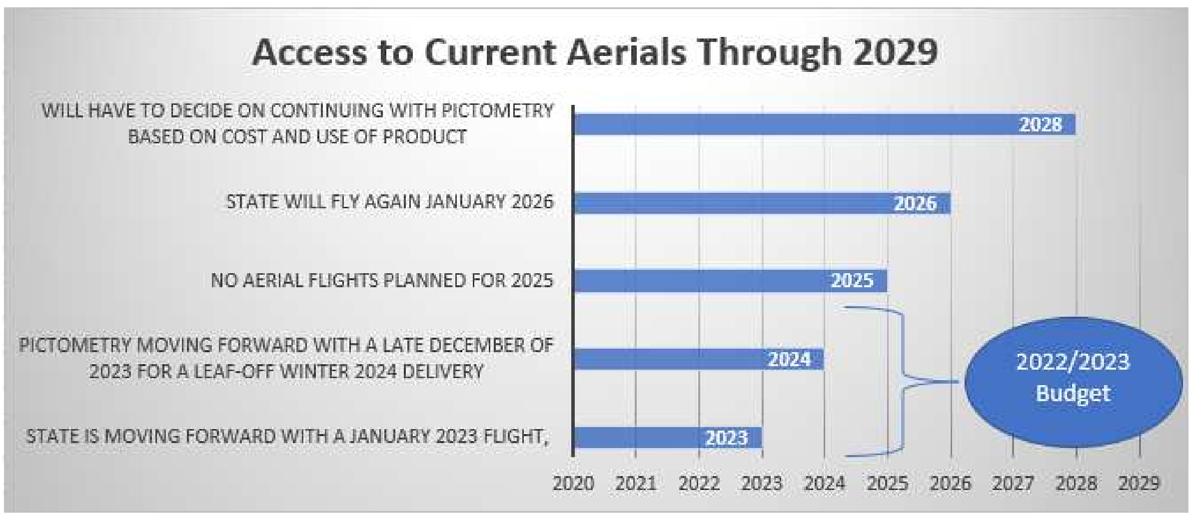
	Current Year	Requested
Personnel	$75,525	$75,525
Operating	$83,100	$151,485
Capital	$0	$0
Total	**$187,350**	**$216,908**

- Growth Impact Data:
- GIS – Tool for Our Future
  - Lancaster County is in a period of continued rapid growth.
  - Population growth, ethnicity, density, cities, and other themes can be quickly accessed, combined with other layers of data, queried, and used in presentations. Many of the layers contain data that goes back in time; others contain forecasted growth and demographics.
  - Reduce costs, increase efficiency, and increase service – especially regarding maintenance schedules, fleet movements, facility planning, collecting field assets or locations.

GIS Department

	Requested
Personnel	$0
Operating	$63,383
Capital	$0
Total	**$63,383**

Item	Amount	Additional Notes
State Aerials Flight 2023	$60,668	SC State aerial photo contract
Pictometry Flight 2024	$7,715	Increase for final payment of contract-- $60,000 already budgeted.



<u>The State Consortium for Aerial Photography</u> is currently asking Lancaster County to become a full contributing partner totaling $4,668 per year for 6” aerial photography flown every 3 years.

In flight years, Lancaster County would budget approximately $56,000.00 more for additional 3” images for rapid growth locations.

Parks & Recreation

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 23
  - Part-time: 9
  - Seasonal: 98
- Growth Impact Data:

Location	Per Capita FY 22	# of Athletic Participants
Lancaster	$19.32	3,724
Kershaw	$25.57	2,149
Sumter	$23.67	2,350

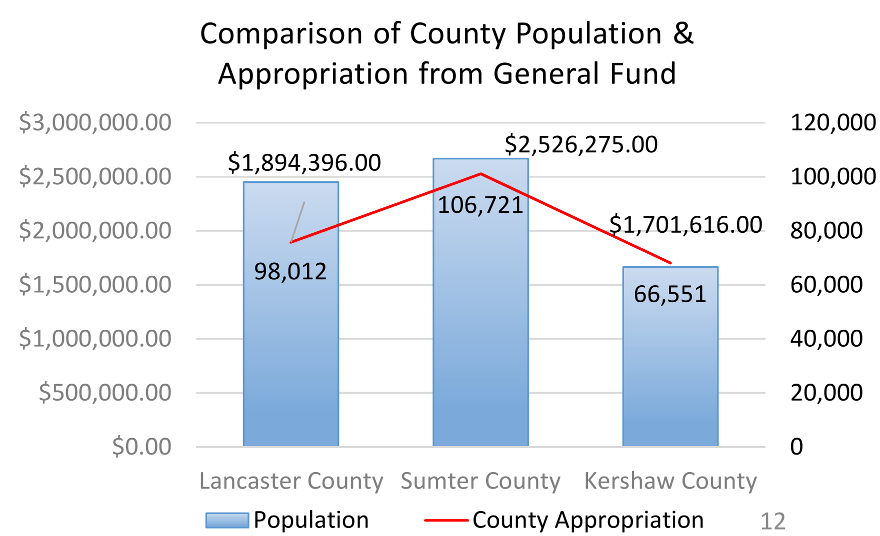
	Lancaster County *(Currently)*	National Standard (NRPA) *Lower Quartile*
Per Capita	$19.32	$58.77
FTE’s	23	34.4

*** Results from Clemson Study showed the State Average (per capita) in 2015 was $49.53. The State Average for Counties with high quality facilities, programs and services was $73.08.*

**** If all requests are funded, it would bring our per capita to $50.78.*

- Total Department Budget:

	Current Year	Requested
Personnel	$1,925,590	$2,907,178
Operating	$1,150,806	$1,237,291
Capital	$103,000	$831,300
Total	**$3,179,396**	**$4,975,775**



Parks & Recreation

…Creating Community through People, Parks and Programs

	Requested
Personnel	$981,588
Operating	$86,485
Capital	$831,300
Total	**$1,899,373**

Item	Amount	Additional Notes
Athletic Program Supervisor (2) – FTE	$205,736	1- Stationed @ ILRC; 1- Stationed @ WCP
Athletic Park Superintendent (IL) – FTE	$135,610	Park Management for WCP & Harrisburg Athletic Complex; Includes a vehicle
Recreation Center Supervisor (2)	$80,904	Job Title/Pay Grade Change Request
Facility Coordinators (8) – PTE's	$168,694	Evening/Weekend Staff for New Parks & ILRC
Custodian & Receptionist –FTE's	$128,676	ILRC
Recreation Program Supervisor – FTE	$47,153	ILRC
Park Maintenance Crew Workers (3) – FTE's	$214,815	Additional Crew Member to Each Crew-New Parks
Operating	$86,485	Due to inflation
Capital	$831,300	Equip Replacement; Field Lighting and Fencing @ WCP; Renovation of IL EMS; Parks Foundation Endowment

Information Technology

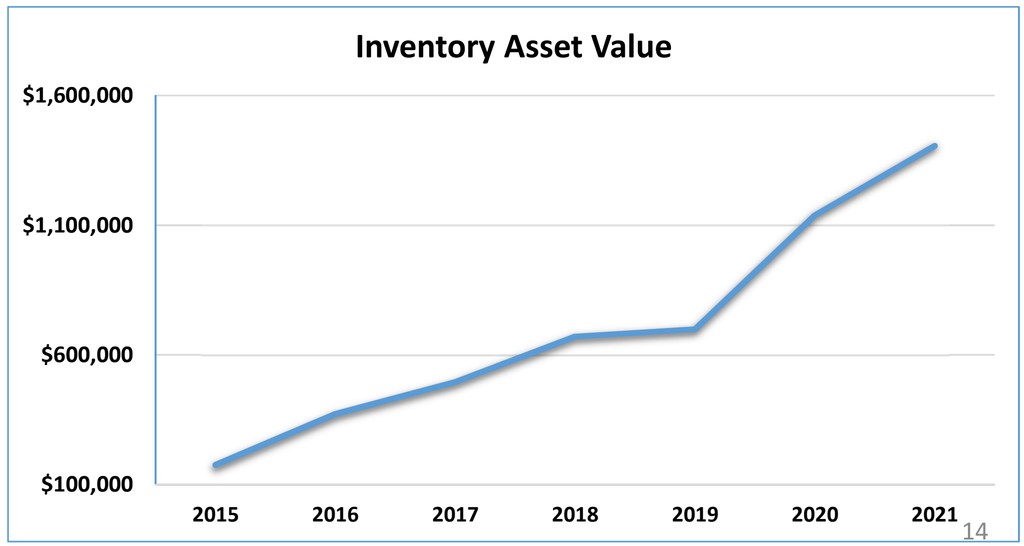
Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 7
  - Open Positions: 3

- Growth Impact:
  - Support tickets almost doubled since 2016
    - 2016 – 2,000
    - 2021 – 3,753
  - Increase in volume of calls
    - Average daily longest wait time in Q2 was 27.58 minutes
  - Inventory asset value almost 10 times that of 2015

- Total Department Budget:

	Current Year	Requested
Personnel	$601,303	$486,221
Operating	$1,563,508	$456,188
Capital	$220,000	$220,000
Total	**$2,384,811**	**$1,151,305**



Information Technology

	Requested
Personnel	$486,221
Operating	$456,188
Capital	$220,000
Total	**$1,151,305**

Item	Amount	Additional Notes
Cybersecurity Administrator	$111,865	Cybersecurity training, threats, and logs
Server Administrator	$118,276	Supports all servers and applications
Jr. Server Administrator	$91,629	Supports Server Admin and operations
Jr. Network Administrator	$91,629	Support Network Admin and operations
IT Helper	$61,718	Assist IT staff with daily operations
Training, Software, Maintenance, and Support	$290,943	Cybersecurity initiatives from prior year, software & training budget increases, renewal of contracts and support
Department Projects	$165,245	6 IT related projects over 5 departments
Computer Replacement	$220,000	Annual computer lifecycle plan

Delinquent Tax/Records/Passports

Lancaster County
South Carolina

- Number of Employees:
  - Full-time:5
  - Part-time:0
- Growth Impact Data
- Past 4 years, # of properties sold decreased, # of properties redeemed increased. Goal is 85% redemption rate.

- Total Department Budget:

	Current Year	Requested
Personnel	$190,080	$271,827
Operating	$245,275	$230,275
Capital	$0	$0
Total	**$435,355**	**$502,102**

Tax Sale Data	Tax Sale 2018	Tax Sale 2019	Tax Sale 2020	Tax Sale 2021
# Properties Sold	270	257	200	158
Redemptions % of total	205 76%	223 87%	147 74%	Currently 31 20%

•Passport applications were around 2700/year when open all day taking appointments and walk-ins.(Net $65,000/Y)

Delinquent Tax/Records/ Passports

	Requested
Personnel	$81,747
Operating	$0.00
Capital	$0.00
Total	**$81,747**

These positions:

- Will pay for themselves in 2-3 years
- Deputy Tax Collector is a reclassification of a current position
  - Proposed cuts of $15,000 to partially pay for position
- The Records Specialist I position would be paid for out of the passport fees

Item	Amount	Additional Notes
Deputy Tax Collector	$26,208	Promotion from within my staff with resulting pay increase
Records Specialist I	$55,539	FT position to assist with clerical work of processing and storage of all records along with assisting in the Passport office

Assessor Department

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 14
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$933,160	$933,160
Operating	$165,280	$119,665
Capital	$0	$0
Total	**$1,098,440**	**$1,052,825**

- Growth Impact Data:
  - Assessed an additional 1,201 residential properties for FY2022. Estimated to have an additional 6,000 properties to handle for Re-Assessment by FY2025.

Performance Indicators	2021 Actual	2022 est.	2023 est.
Measure 1			
# Parcels Reviewed	10,600	11,500*	12,000*
Measure 2			
# New Construction Added	1,100	1,241	1,400*
Measure 3			
# ATI Parcels	3,328	3,500*	3,750*
Measure 4			
# Property Transfers / Plats	6,200	6,700*	7,200*

Assessor Department

	Requested
Personnel	$0
Operating	$8,904
Capital	$0
Total	**$8,904**

Item	Amount	Additional Notes
Patriot Software Contract	$900	Increase in annual service contract
qPublic Website Contract	$8,004	Increase in annual service contract to provide enhanced website functionality including online applications and GIS layers

Register of Deeds

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 5
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$292,205	$378,908
Operating	$104,510	$116,210
Capital	$0	$0
Total	**$396,715**	**$495,118**

- Growth Impact Data:
  - The Register of Deeds workload has increased 31% over the past two years.
  - The Register of Deeds revenue has increased 78% over the past two years.

	2019	2020	2021	% Increase for 2021
Instrument Count	20,115	23,793	26,454	11%
Recording Fees, Deed Stamps, and 3%	$1,434,324	$1,783,097	$2,563,491	43%

Register of Deeds

	Requested
Personnel	$86,703
Operating	$17,200
Capital	$0
Total	**$103,903**

Item	Amount	Additional Notes
Deputy Register of Deeds	$91,403	With the massive workload increase, a deputy is needed to help fulfill duties of the Register of Deeds.
Software Contract Renewal (Upgraded Server)	$4,000 increase annually	The server for the Register of Deeds was last replaced approximately 12 years ago, and has exceeded its life expectancy.
Dual Computer Monitors for Public Searchers (Citizens, Attorneys, Abstractors, etc.)	$3,500	A request was made from searchers for upgraded computer monitors. Dual monitors allow for easier searches for the public.

Auditor

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 7

- Starting pay at **Harbor Freight $14.50** an hour
- **Turn over = more mistakes.** (We don't need mistakes in our department.)

Help us keep a well trained staff.

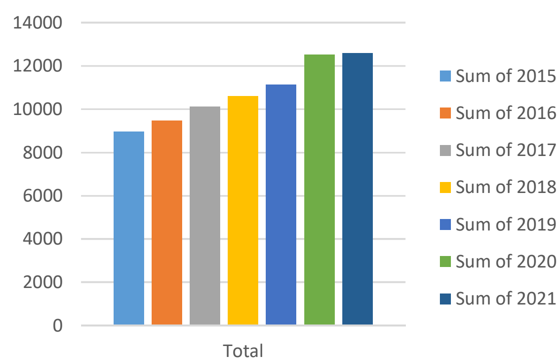
- Total Department Budget:

	Current Year	Requested
Personnel	$362,485	$0
Operating	$29,500	$0
Capital	$0	$0
Total	**$391,982**	**$0**

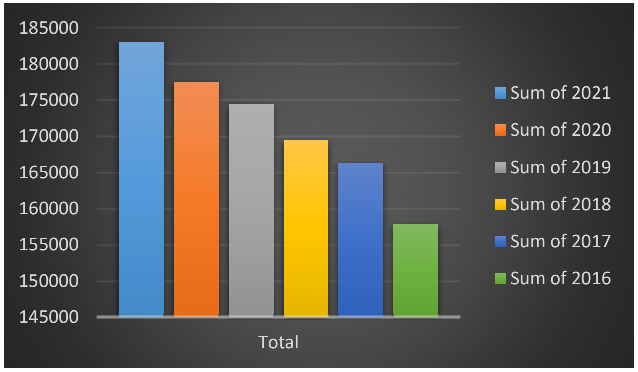
I agree with bringing up to the minimum pay according to the pay scales studies.

Growth Impact Data:

- **Transactions** have **grown** an average of **3% each yr.** for the past 6 yrs. With a **17% increase since 2015**.
- Manufacturing, fee-in-lieu and **fee** agreements have increase **68% since 2016.**
- **Homestead** space issue - **continued building of senior developments.** It has increase **41% since 2015**, **78% since 2010, and 160% since 2001.**



HOMESTEADS



TRANSACTIONS

Treasurer

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 7
  - Part-time:
  - Volunteer: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$390,895	$408,249
Operating	$127,000	$127,000
Capital	$0	$0
Total	**$517,895**	**$535,249**

- Growth Impact Data:

	2018-2019	2019-2020	2020-2021
Current	$70,205,480.00	$76,541,491.12	$78,477,644.09
Vehicle	$13,876,170.58	$15,433,721.78	$16,361,420.83
Delinquent	$2,608,789.44	$2,808,918.88	$2,153,197.11
FILOT	$7,453,507.00	$6,926,125.84	$9,064,174.89
Kershaw	$254,155.87	$268,664.09	$282,096.85
Lancaster	$3,931,707.83	$3,135,739.46	$2,689,880.83
USC-L	$1,936,403.52	$2,118,043.63	$2,245,488.02
Total	$100,266,214.24	$107,232,704.80	$111,273,902.62

Treasurer

	Requested
Personnel	$17,354
Operating	$0.00
Capital	$0.00
Total	**$17,354**

Item	Amount	Additional Notes
Personnel	$17,354	Reclassification of staff position and Treasurer's salary to minimum

Finance

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 8
  - Part-time: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$730,740	$730,740
Operating	$71,910	$71,910
Capital	$5,500	$5,500
Total	**$808,150**	**$808,150**

- Growth Impact Data:

Functions added or processed:	**Past 5 years**
# New funds added to GL FY2017- FY2022	6
Hospitality Tax collections began in 2017	-
Average # of AP vouchers annually	12,170

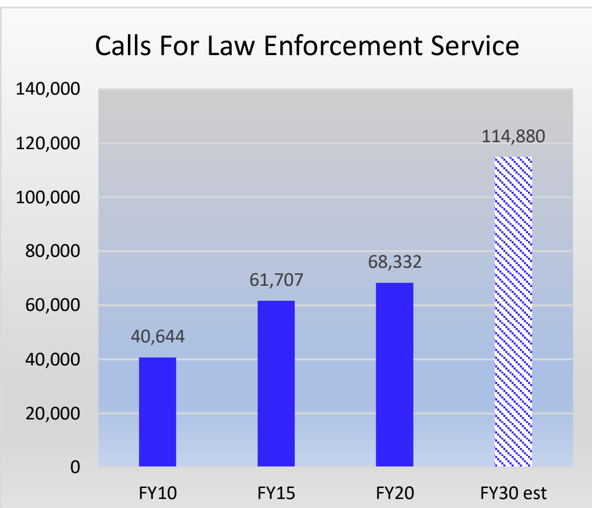
TRANSACTIONS	**FY17**	**FY21**	**% increase**
$$ Amount of AP Vouchers Processed	$55,707,384	$66,145,500	-
General Fund Budget	49,448,518	70,066,507	42%
Total Capital Assets $ (before depreciation)	136,349,569	178,469,815	31%
# of State & Federal Grants recorded	30	42	-

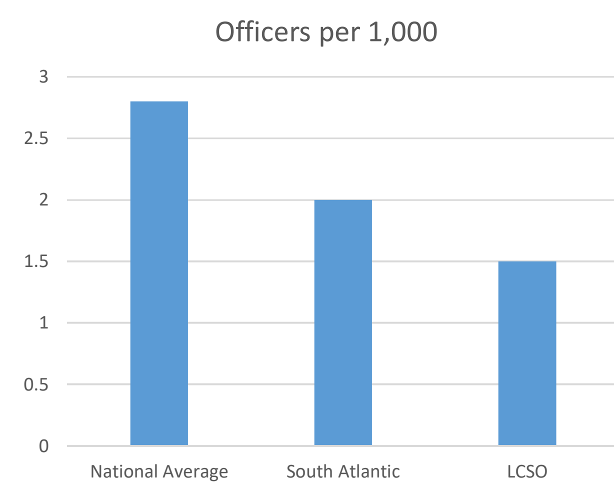
Sheriff's Office- Dept. 110

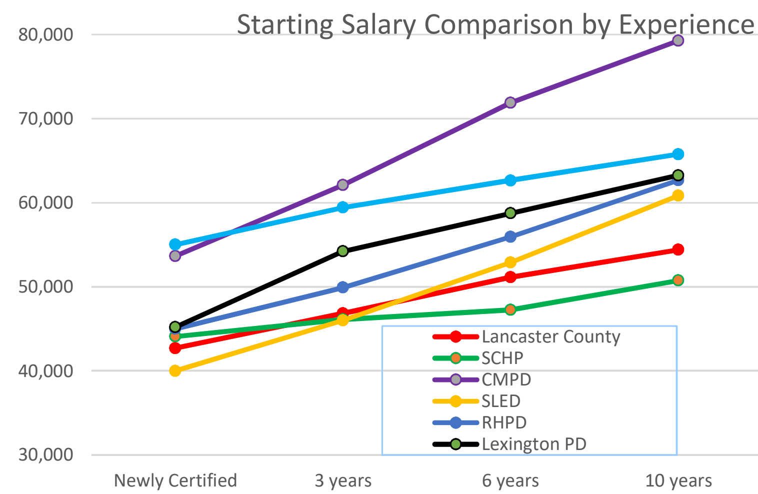
- Number of Employees:
  - Full-time: 146
  - Part-time: 2
- Extreme Growth has affected all aspects of our operations.

- Total Department Budget:

	Current Year	Requested
Personnel	$9,745,250	$1,138,235
Operating	$1,462,328	$67,520
Capital	$540,000	$3,656,974
Total	**$11,747,578**	**$4,862,729**







26

Sheriff's Office-110

	Requested
Personnel	$1,138,235
Operating	$0
Capital	$0
Total	**$1,164,235**

Item	Amount	Additional Notes
Career Ladder	$443,550	Necessary to stay competitive with other agencies.
4 Patrol Deputies	$343,220	Necessary to due to growth and needed to make up for shortfall
2 Investigators	$197,372	Necessary to due to growth and needed to make up for shortfall
PIO	$81,248	Manage growth, Improve Service
Administrative Assistant	$60,029	Manage growth, Improve Service-ARPA request
Victim's Adv. Decrease	$12,816	Grant Decrease from the state. 18%

Sheriff's Office-110

	Requested
Personnel	$0
Operating	$67,520
Capital	$0
Total	**$67,520**

Item	Amount	Additional Notes
Law Enforcement	$17,520	CSI equipment-1 Time purchase
Training	$10,000	Advanced Training
Protective Clothing	$20,000	Replace SWAT and Crowd Control Equipment
Special Projects	$20,000	Parking lot, carpet, paint

Sheriff’s Office- 110

	Requested
Personnel	$0
Operating	$0
Capital	$3,656,974
Total	**$3,656,974**

Item	Amount	Additional Notes
Vehicle Replacement Prog.	$2,212,974	Replace 43 vehicles
Evidence Storage Expansion	$1,444,000	Build 7,000 sq. ft. evidence storage warehouse- ARPA request

Sheriff's Office- Dept. 112

Lancaster County
South Carolina

- Number of Employees:
  - Full-time:18
  - Part-time:0

- Total Department Budget:

	Current Year	Requested
Personnel	$1,515,675	$59,608
Operating	$152,405	$0
Capital	$35,500	$0
Total	**$1,703,580**	**$59,608**

- **In the last 10 years:**
  - **Arrests- Up 41.2%**
  - **Jail Population- Up 34.5%**
  - **Mental Health Transports- Up 47.7%**
  - **Evidence Collected- Up 77%**
  - **Shopliftings- Up 332%**

	Population	% Served	Officers Per Capita	Budget Per Capita
Lancaster	96,016	91.1%	1.5	147,091
Oconee	78,607	80%	2.67	164,476
Sumter	105,556	58%	3.49	166,557
Pickens	131,404	65%	1.88	186,858

Sheriff's Office- 112

	Requested
Personnel	$59,608
Operating	$0
Capital	$0
Total	**$59,608**

Item	Amount	Additional Notes
Career Ladder Improvement	$59,608	Necessary to stay competitive with other agencies.

Detention Center

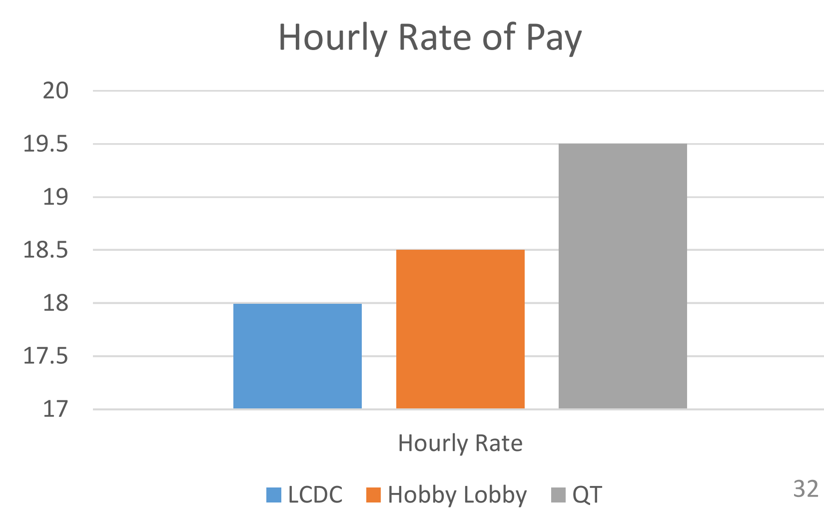
Lancaster County
South Carolina

- Number of Employees:
  - Full-time:37
  - Part-time:0

- Total Department Budget:

	Current Year	Requested
Personnel	$2,356,685	$444,270
Operating	$849,440	$15,000
Capital	$80,000	$358,771
Total	**$3,286,125**	**$818,041**

- LCDC is 37% over capacity
- Arrests are up 41.2% over the last 10 years
- We are 2 positions short of the SCAC recommended guidelines
- 7 Vacant Positions (Feb. 2022)



Detention Center

	Requested
Personnel	$444,270
Operating	$15,000
Capital	$275,789
Total	**$818,041**

Item	Amount	Additional Notes
4 Officers	$281,344	Needed to meet SCAC recommendation and prep for new facility
Career Ladder Improvement	$105,228	Needed to compete with private industry
Maintenance Tech	$57,698	Needed for aging facility and newer larger facility
Contractual Services	$15,000	Painting
Windows and Doors	$275,789	Currently in disrepair

Fire Commission

- Number of Employees:
  - Full-time: 0
  - Part-time: 0
- Total Department Budget:

	Current Year	Requested
Personnel	$0	$0
Operating	$1,077,749	$1,177,749
Capital	$118,000	$198,000
Total	**$1,195,749**	**$1,375,749**

- Growth Impact Data:
  - Over last seven years, total calls have increased by 27% across the county, even with 2020 being a lower year due to restriction of most medical call types being run amid COVID concerns. Over last four years, structure fires have increased by 92% across the county, with 273 structure fires in 2021.
  - This leads to significant increases in supply usage and wear and tear on equipment.

Fire Commission

	Requested
Personnel	$0
Operating	$103,000
Capital	$84,000
Total	**$187,000**

Item	Amount	Additional Notes
Equipment General	$63,000	$3000 increase in PPE, equip./Station
Vehicle Maintenance	$5,000	Pricing increases
Maintenance General/Contractual Services	$11,000	Pricing increases across the board
Insurance	$5,000	Annual Accidental Death/Disability renewal increases
Matching Funds	$19,000	$1,000 increase available per station
Additional F-550 Pickup	$84,000	Apparatus & Equipment Officer truck replacement

Lancaster County Fire Rescue

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 24+(3 position funding for Lancaster FD)
  - Part-time: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$1,874,820	$2,431,758
Operating	$372,540	$389,280
Capital	$136,000	$519,290
Total	**$2,383,360**	**$3,340,328**

- Growth Impact Data
  - Over last seven years, total calls have increased by 27% across the county, even with 2020 being a lower year due to restriction of most medical call types being run amid COVID concerns. Over last four years, structure fires have increased by 92% across the county, with 273 structure fires in 2021.
  - This causes increased strain on current daytime career staff, as well as the volunteer departments. Increased career staffing will allow for quicker, more efficient response with safer levels of personnel on scene during both daytime and after hours.

Lancaster County Fire Rescue

	Requested
Personnel	$556,888
Operating	$15,000
Capital	$383,290
Total	**$955,178**

Item	Amount	Additional Notes
3 teams of two firefighters	$516,888	Fitch Study recommendation
F-8 Vehicle Replacement	$152,290	Old Rescue Squad vehicle, 14 y/o, 91k miles; New F-550 – full service vehicle
Pickup Trucks for 3 New Teams of Firefighters	$231,000	(3) F-350 pickups at $77,000 each; includes lighting, badging, camper shell
Lancaster FD FF Positions (3) Rescue Program Commitment	$40,000	Lancaster City salary increase for 3 current county-funded rescue FF positions
Training/Uniforms/Equipmt.	$15,000	Increases in costs, employee turnover, use

Lancaster County Emergency Management

- Number of Employees:
  - Full-time: 3 - ($290,435- salary and fringes)
  - Part-time: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$293,935	$294,435
Operating	$120,810	$126,310
Capital	$0	$0
Total	**$414,745**	**$420,745**

- Growth Impact Data:
  - 25%+ population growth over the last 10 years, much of it in vulnerable populations, with disabled (14,000) and older than 65 (20,000) comprising a much higher percentage than in previous decades. Planning, new plan formulation and plan updates will require more assistance for the existing Chief of Operations, Planning and Implementation. Request $500 increase in part time personnel.

Lancaster County Emergency Management

	Requested
Personnel-Part Time	$500
Operating	$5,500
Capital	$0
Total	**$6,000**

Item	Amount	Additional Notes
Part-Time Planner	$500	Assists with plan updates and new plans for population needs.
Training, Travel, Dues	$2,000	Costs have increased for necessary travel to conference, training in specific field related courses.
Supplies General	$500	Increased costs of daily used supplies
Supplies Clothing	$500	Increased uniform wear costs
Maintenance Service Agrmt.	$2,000	UPS maintenance Agreement increase
Contractual Services	$500	Plum case service; Sat radio monthly

Lancaster EMS

- Number of Employees:
  - Full-time: 71
  - Part-time: 22

- Total Department Budget:

	Current Year	Requested
Personnel	$ 6,722,160	$ 6,977,035
Operating	$ 1,142,250	$ 1,208,750
Capital	$ 653,000	$ 793,000
Total	**$ 8,517,410**	**$ 8,978,785**

- Growth Impact Data
  - Call Volume Increase +1738
  - Response Time Increase .52
  - Medical Supply Usage +1758
  - Hospital Diversion Increase Days 209

Lancaster EMS

	Requested
Personnel	$ 282,716
Operating	$ 50,000
Capital	$ 790,000
Total	**$ 1,152,885**

Item Increases	Amount	Additional Notes
Operations Coordinator	$113,155	Needed for Operational Functions and Growth Management
Paramedic - Instructor	$87,467	New High School EMT Program
Recruitment/Retention Staff	$82,094	Needed to Recruit and Maintain Current Staff. Grant Job Ending
EMS Units (2)	$750,000	2 New EMS Units
Logistics Van	$40,000	Needed to Move Medical Supplies to Eight Stations and 18 Units
Medical Supplies	$50,000	Cost and Usage Increase and Usage
Salary Increases		Request New PT Salaries Increase and Full Time Increase per Study

Coroner's Office

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 5
  - Part-time: 11

- Total Department Budget:

	Current Year	Requested
Personnel	$505,800	$505,800
Operating	$302,500	$307,000
Capital	$0	$0
Total	**$808,300**	**$812,800**

- Growth Impact Data
  - 28% call volume increase from 2019 to 2020
  - 153% drug death increase from 2018 to 2019
  - 1,019% drug death increase from 2016 to 2021

Year	Call Volume/Deaths
2019	629
2020	809
2021	824

Year	Drug Deaths
2019	38
2020	51
2021	56

Coroner's Office

	Requested
Personnel	$0
Operating	$9,500
Capital	$87,830
Total	**$97,330**

Item	Amount	Additional Notes
2 Trucks (req. through Fleet)	$60,000	One replacement for a 2009 – One for transport fleet to safely transport decomp/infectious cases
Radio (req. through PSC)	$5,800	Supply new hire from 2021 with a radio
Technology Upgrade (req. through IT)	$22,030	Laptops for all deputy coroners to work in the field. Currently only response agency w/out field mobile capability.
Training	$2,500	Accommodate mandated training
Supplies	$2,000	Increases in costs and deaths
Stretcher battery replacements	$5,000	Replacing batteries on stretchers from EMS

911 Tariff Fund

- Number of Employees:
  - Full-time: 24
  - Part-time: 0
- Total Department Budget:

	Current Year	Requested
Personnel	$ 107,820	$ 107,820
Operating	$ 735,420	$ 632,220
Capital	$ 0	$ 0
Total	**$ 843,240**	**$ 740,040**

- Growth Impact Data:
  - Total Number of Emergency Calls between January and June of 2015 was 24,672. Same time period of 2021 was 31,555. Increase of 6,883 calls.
  - For the entire year of 2017, we had 1,000 Breathing Problem calls. The total we received for 2021 was 1,816. It has almost doubled in 4 years time. Illustrates COVID impact as well.
  - Structure Fires in Lancaster County: 2017 had 142 Structure Fire Calls. In 2021, we received 295.

911 Tariff Fund

	Requested
Personnel	$ 0
Operating	$ 96,800
Capital	$ 0
Total	**$ 96,800**

Item	Amount	Additional Notes
Contractual Services	$16,800	SEGRA Circuit Monthly Billing
Special Projects	$80,000	Reimbursable Purchases for 911

Public Safety Communications

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 24
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$ 2,027,565	$ 1,365,225
Operating	$ 629,830	$ 662,000
Capital	$ 1,050,000	$ 335,000
Total	**$ 3,707,935**	**$ 2,985,395**

- Growth Impact Data
  - Total Number of Emergency Calls between January and June of 2015 was 24,672. Same time period of 2021 was 31,555. Increase of 6,883 calls.
  - For the entire year of 2017, we had 1,000 Breathing Problem calls. The total we received for 2021 was 1,816. It has almost doubled in 4 years time. Illustrates COVID impact as well.
  - Structure Fires in Lancaster County: 2017 had 142 Structure Fire Calls. In 2021, we received 295.

Public Safety Communications

	Requested
Personnel	$ 0
Operating	$ 0
Capital	$ 335,000
Total	**$ 335,000**

Item	Amount	Additional Notes
Call Center Upgrade	$335,000	Furniture & Flooring replacement

Clerk of Court

- Number of Employees:
  - Full-time: 11
  - Part-time: 5

- Total Department Budget:

	Current Year	Requested
Personnel	$ 720,535	$ 720,535
Operating	$ 164,032	$ 173,232
Capital	$ 0	$ 179,451
Total	**$ 884,567**	**$ 1,073,718**

- Growth Impact Data
  - General Sessions Criminal
    - 2019: Filed=3,650; Disposed=3,343
    - 2020: Filed=2,900; Disposed=1,997
    - 2021: Filed=3,023; Disposed=2,276 (as of 12/8/21)
  - General Sessions Civil
    - 2019: Filed=1,732; Disposed=1,699
    - 2020: Filed=1,697; Disposed=1,997
    - 2021: Filed=1,518; Disposed=1,450 (as of 12/8/21)
  - Family Court
    - 2019: Filed=986; Disposed=941
    - 2020: Filed=904; Disposed=786
    - 2021: Filed=814; Disposed=675 (as of 12/8/21)

Clerk of Court

	Requested
Personnel	$0
Operating	$ 9,200
Capital	$ 179,451
Total	**$ 188,651**

Item	Amount	Additional Notes
Family Court A/V upgrade	$179,451	Fund through 4D account if approved by DSS Child Support Enforcement Division and DSS Controller.
Provide Solicitor and Public Defender with dedicated internet circuit.	$9,200	Request to increase utility line item 10-7-061-571-00 to provide increased internet for Solicitor and Public Defender.

Magistrate's Court

- Number of Employees:
  - Full-time:15
  - Part-time:0

- Total Department Budget:

	Current Year	Requested
Personnel	$1,013,275	$1,045,800
Operating	$86,300	$86,300
Capital	$0	$0
Total	**$1,099,575**	**$1,132,100**

- Growth Impact Data:

Year	Civil Cases Disposed	Criminal/Traffic Cases (filed/disposed)	# Bond Hearings Held
2012	2,192	12,505/12,923	3,444
2013	2,210	14,394/13,574	5,336
2014	2,423	11,522/11,904	3,064
2015	2,453	11,538/11,132	2,877
2016	2,447	14,559/14,273	3,415
2017	2,560	14,067/13,847	3,526
2018	3,031	13,848/13,248	4,209
2019	3,089	12,518/11,966	4,642
2020	[1]2,135	[2]8,339/7,859	[3]3,382
2021	[1]2,145	[2]10,018/9,405	[3]3,795

- Eviction actions for non-payment suspended due to Covid.
  - 2012-2019 represents a 40% increase.
    - These numbers have fluctuated. Expect rise in numbers with increased growth
- Bond hearings down in pandemic era
  - 61% increase from 2015-2019

Magistrate's Court

	Requested
Personnel	$25,268
Operating	0
Capital	$0
Total	**$25,268**

Item	Amount	Additional Notes
Salary adjustments	$25,268	Pay equality for magistrates

Probate Court

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 8
  - Part-time: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$513,270	$513,270
Operating	$76,830	$71,950
Capital	$0	$0
Total	**$590,100**	**$585,220**

Reduction is due to decrease in Maintenance Service Agreement from $11,800.00 to $7,000.00.

- Growth Impact Data:

- Estate cases added each year have increased 30.74% from 2018 to 2021
- Conservatorship cases have increased by 44.44% from 2018 to 2021
- Emergency detention orders has increased by 19.05% from 2020 to 2021
- Marriage applications have increased 17.7% from 2018 to 2021

Future

- Continued growth in population will require additional staff to give citizens timely and quality service.
- Technology improvements will allow for better tracking of cases and make Probate more accessible to the public by offering more online services.
- Judicial Involuntary Commitment proceedings may require additional staff.

Airport

- Number of Employees:
  - Full-time: 1
  - Part-time: 1

- Growth Impact Data
  - Corporate Aircraft Visits
    - 2019: 87
    - 2020: 56
    - 2021: 92
  - Hangars for rent
    - 34
    - 32 currently spoken for

- Total Department Budget:

	Current Year	Requested
Personnel	$ 101,795	$ 107,795
Operating	$ 173,123	$ 203,123
Capital	$ 0	$ 1,101,610
Total	**$ 274,918**	**$ 1,412,528**

Airport

	Requested
Personnel	$ 40,000
Operating	$ 30,000
Capital	$ 1,101,610
Total	**$ 1,171,610**

Item	Amount	Additional Notes
FT Assistant Airport Manager	$40,000	Difficult to hire someone qualified for part-time hours
Ground Power Unit (GPU)	$60,000-$90,000	Supplemental power to aircraft
Zero Turn Mower	$11,610	Replace worn out mower
Misc. Repairs	$30,000	In case additional repairs needed on Underground Storage Tanks
Above Ground Fuel Farm	$1,000,000	Current underground equipment antiquated

Animal Shelter

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 6
  - Part-time:
- Growth Impact Data:

Year	Total Intake
FY20	1,861
FY21	2,148

- Total Department Budget:

	Current Year	Requested
Personnel	$ 321,020	$ 321,020
Operating	$ 229,860	$ 235,960
Capital	$ 0	$ 0
Total	**$ 550,880**	**$ 556,980**

Vaccine Cost Increases

Vaccine	Current	New Price
Rabies	$58.28	$108.50
Dappv	$83.50	$119.75
DappvL4	$104.55	$182.25
Intra Trac	$80.49	$116.75
HCPCH	$63.76	$107.00

More Animals = More Vaccines

Year	Save Rate
2018	14%
2019	10%
2020	5%
2021	4%

55

Animal Shelter

	Requested
Personnel	$ 0
Operating	$ 5,000
Capital	$ 3,500
Total	**$ 8,500**

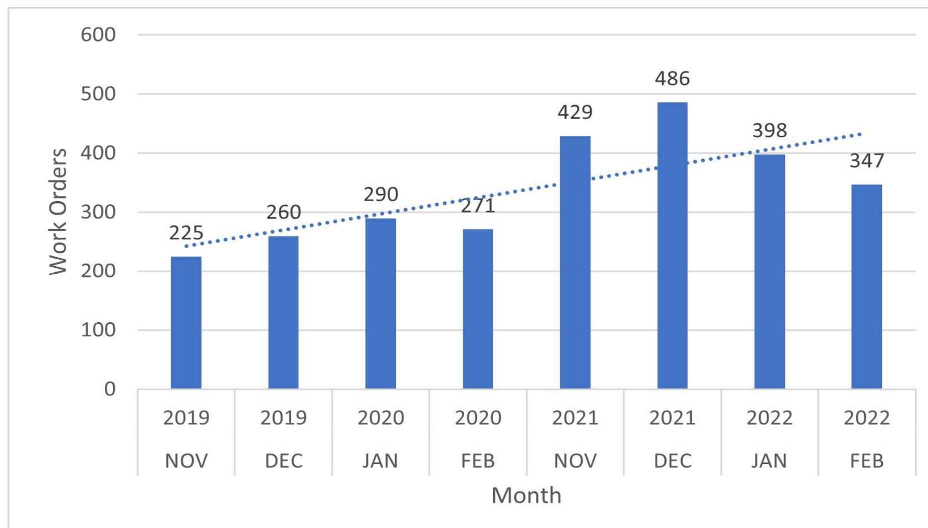
Item	Amount	Additional Notes
541-10 Supplies Medical	5,000	Medicine going up
Dual axle trailer for animal food	3,500	Need this to help offset our food cost

Fleet Operations

- Number of Employees:
  - Full-time: 9
  - Part-time: 0
- Growth Impact Data:
  - Fleet Ops. has gained 2 positions in the last 8 years.
  - The amount of work orders per month have increased since previous years. A graph is provided in next slide.
  - The County Fleet has grown more than 100 vehicles in the last 6 years.
  - FY 16/17 vehicle count was 426, current FY vehicle count is 534. This includes trailers and all other equipment we maintain.

- Total Department Budget:

	Current Year	Requested
Personnel	$552,005	$552,005
Operating	$225,900	$225,900
Capital	$335,820	$483,792
Total	**$1,113,725**	**$1,271,297**



57

Fleet Operations

	Requested
Personnel	$0
Operating	$9,600
Capital	$483,792
Total	**$493,392**

Item	Amount	Additional Notes
Passenger Tire Machine	$20,000	For use mounting tires on passenger vehicles.
Geotab tracking system	$9,600/per year	For use of tracking vehicle's location and speed
Vehicle Replacement	$463,792	Cost of all replacement request that will Be purchased thru Fleet Operations

Building Maintenance

Lancaster County
South Carolina

- Number of Employees:
  - Full-time:8
  - Part-time:0
- Total Department Budget:

	Current Year	Requested
Personnel	$508,893	$508,893
Operating	$1,465,200	$1,465,200
Capital	$ 0	$ 0
Total	**$1,974,093**	**$1,974,093**

- Growth Impact Data:
  - Maintain 62 Facilities (3 being added since 2020) with only 4 Building Maintenance Technicians.
  - Work orders have increased 40% over the past 5 years with most of them coming from the Detention Center.
  - 4 Janitorial employees clean 12 of our Facilities.
  - Janitorial Supplies has increased since there are more residents coming into the Facilities.

Roads & Bridges

Lancaster County
South Carolina

- Number of Employees:
  - Full-time:20
  - Part-time:2

- Total Department Budget:

	Current Year	Requested
Personnel	$1,910,420	$1,922,920
Operating	$1,855,200	$2,183,700
Capital	$520,000	$960,000
Total	**$4,389,120**	**$5,066,620**

- Growth Impact Data
  - Gained 4 positions in the last 3 years (Grounds Crew)
  - Road miles since road closure ordinance
    - 2013: 164.81
    - 2022: 302.21

Roads & Bridges

	Requested
Personnel	$33,554
Operating-Contractual	$325,000
Capital	$650,350
Total	**$1,008,904**

Item	Amount	Additional Notes
Personnel	33,554	Grounds Crew-1 employee 30 hours/week
Operating-Contractual Services	275,000	Road Maintenance Contractual Services-full depth asphalt patching
Operating-Contractual Services	50,000	Stone usage increase
Capital-Dump Truck X 3	205,500	Purchase 3 new Dump Trucks for fleet; 2 trade ins on program with Mack
Capital-Grapple loader	206,500	Purchase 2nd Grapple loader for daily use including inclement weather
Capital-Compact tractor	35,850	Purchase compact tractor for grounds projects(mulch)-Road Maintenance
Capital-Backhoe	202,500	Purchase Backhoe for daily use

Solid Waste

- Number of Employees:
  - Full-time:15
  - Part-time:24

- Total Department Budget:

	Current Year	Requested
Personnel	$1,248,365	$1,255,365
Operating	$2,192,335	$2,372,335
Capital	$370,000	$266,000
Total	**$3,810,700**	**$3,893,700**

- Growth Impact Data
  - Both DHEC permits for tires and yard debris are over capacity
  - Average monthly weight (tons)/cost per calendar year:
    - 2020: 859.35/$36,356
    - 2021: 930.94/$41,422

Solid Waste

	Requested
Personnel	$10,000
Operating-Contractual	$220,000
Capital	$266,000
Total	**$496,670**

Item	Amount	Additional Notes
Personnel	10,000	Overtime increase in the Solid Waste department is necessary due to trend data.
Operating	220,000	Debris Grinding $50,000 grinding more often due to DHEC permit volume; Site Improvements $160,000 to include paving, building improvements; $10,000 fence Indian Land site due to numerous thefts.
Capital-Refuse Cans X 3	45,000	Purchase 3 refuse 40 cubic yard containers @ $15,000 each
Capital-Roll Off Truck	221,000	Purchase new Roll Off Truck

Veterans Affairs

Lancaster County
South Carolina

- Number of Employees:
  - Full-time: 3
  - Part-time: 1

- Total Department Budget:

	Current Year	Requested
Personnel	$242,520	$239,500
Operating	$34,400	$34,550
Capital	$0	$0
Total	**$242,520**	**$274,050**

- Growth Impact Data:

	2016	2017	2018	2019
Office Visits	19,899	18,987	20,558	20,658
Phone Interviews	8,863	19,396	20,789	23,727
Expenditures	$29,094,000	$30,426,000	$29,853,000	$39,431,000

Once a year we receive a spreadsheet known as the GDX report. This report reflects the amount of expenditures each Veteran receives. Federal VA breaks down the monetary totals by county format. These expenditures only measure Veteran Compensation and Pension. This DOES NOT include any benefits that are received by the Spouse once the Veteran is deceased. Why is this number important? Essentially this is the amount of money that our office helps bring into our County by filing Compensation and Pension claims for Veterans.

****Please note in 2019 we had 8,253 Veterans in our Lancaster County VA system, Today we have 11,490.***

Veterans Affairs

	Requested
Personnel	$30,586
Operating	$34,550
Capital	$0
Total	**$306,259**

Item	Amount	Additional Notes
Salaries Full-Time	$30,586	This would cover bringing the Deputy to her minimum, changing the job classification of the Admin Assistant to Benefits Counselor and giving the Director a raise after 16 years of service.
Veterans Day Parade insurance	$150	The cost of insurance for the Veterans Day Parade is increasing

Lancaster County Library

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 13
  - Part-time: 10

Growth Impact:

49%
New Patrons

37.2%
Digital Services

17.9 %
Items Circulated

- Total Department Budget:

	Current Year	Requested
Personnel	$961,215	$961,215
Operating	$335,235	$335,235
Capital	$0	$0
Total	**$1,296,450**	**$1,296,450**

Economic Development

- Number of Employees:
  - Full-time: 2
  - Part-time: 0

- Total Department Budget:

	Current Year	Requested
Personnel	$326,445	$326,445*
Operating	$212,085	$199,085
Capital	$0	$0
Total	**$538,530**	**$525,530**

- Growth Impact Data
  - Facilitated 18 industrial transactions totaling 1,571,000 sq. ft.
  - Since 2016, top 10 for announced projects and 35 new incentive agreements
  - Since 2016, IL has lost over 300 acres of light industrial to residential
  - Lack of water and sewer
    - Has been unable to keep up with demand for new manufacturing projects

Economic Development

	Requested
Personnel	$ 0
Operating	$ (13,000)
Capital	$ 0
Total	**$ (13,000)**

Item	Amount	Additional Notes
Operating Reductions	($13,000)	Reductions to General Supplies, Food, Advertising, Printing, Equipment, and Postage

Registration & Elections

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 4
  - Part-time: 489

- Total Department Budget:

	Current Year	Requested
Personnel	$444,820	$495,340
Operating	$418,120	$167,050
Capital	$25,575	$140,000
Total	**$888,515**	**$802,430**

- Growth Impact Data:
  - 55% increase in absentee voting in 2020.
  - Voter Registration has doubled in past 12 years. In 2014, we had less than 50,000 voters. Currently, we are up to over 72,000.
  - The rapid growing population in the Indian Land area creates the need for more precincts. We cannot create new precincts if we don't have more machines.
  - The increase in registered voters, equipment, and absentee voters is rapidly consuming available workspace and interfering with core functions of the Department.

Registration & Elections

	Requested
Personnel	$50,250
Operating	$7,130
Capital	$140,000
Total	**$197,650**

Item	Amount	Additional Notes
Early Voting Staff	$50,520	State will reimburse 13,000
Additional Machines	$140,000	State may assist with a portion
Additional cost of early voting	$7,130	Supplies, maintenance on new machines. Everything has not been figured out at this point. State is still working on it.

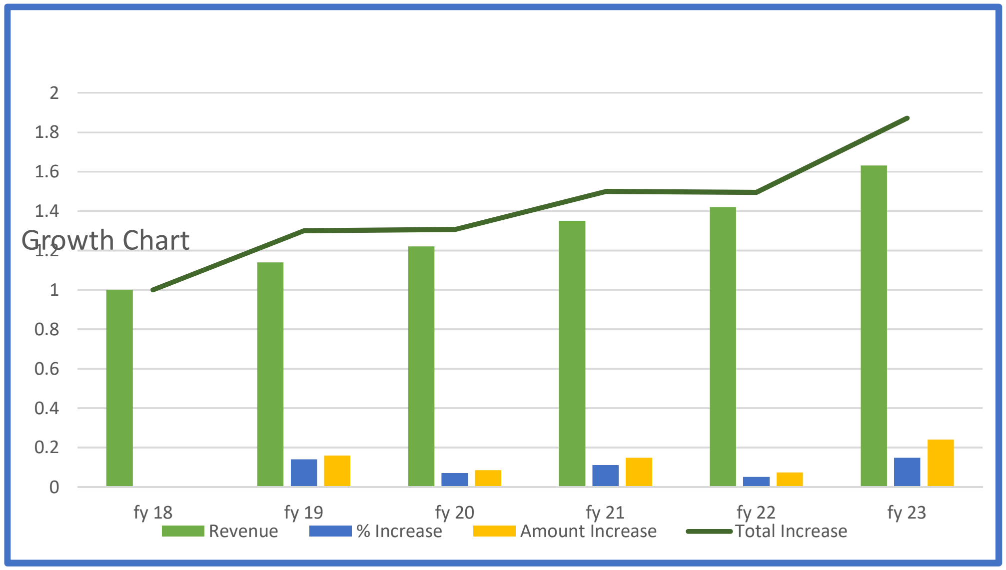
Stormwater Fund Engineering & Environmental Services

Lancaster County South Carolina

- Number of Employees:
  - Full-time: 7
  - Part-time: 0
- Growth Impact Data:
  - Stormwater Inspection staff @ 2.5 FTEs since 2018
  - Residential Building permits have remained above 1,400 annually for last 3 years.
  - Additional S&EC inspector will allow senior staff members to address other mandated permit requirements.
  - Since our inception, we have been focusing on the most immediate threat to water quality - Construction site runoff.

- Total Department Budget:

	Current Year	Requested
Personnel	$649,915	$727,084
Operating	$1,289,090	$2,139,375
Capital	$20,000	$55,000
Total	**$1,959,005**	**$2,921,459**



Stormwater/E&ES

	Requested
Personnel	$ 149,429
Operating	$ 702,500
Capital	$ 55,000
Total	**$ 906,929**

Item	Amount	Additional Notes
SW Inspector	$149,429	Includes salary, fringe, and all needed equipment
Three-quarter ton truck	$59,100	Required to access construction sites
Henry Harris bridge upsizing	$500,000	Required for ultimate flows to watershed
Public Outreach supplies	$2,500	Increased participation with IL community groups
Rent for larger building	$40,000	We have outgrown our current space
New office upfit	$160,000	Placeholder if we move to larger space

Building Department

- Number of Employees:
  - Full-time: 15 (1 Vacant)
  - Part-time: 1 (1 Vacant)

- Growth Impact Data:
  - Building permits have increased 42% over past 5 years/ 60% over past 8 years
  - Building inspections have increased 9% over past 3 years
  - Approx. 10K Residential house lots currently approved for construction
  - Anticipated 3K+ Apartment or Assisted Living units currently submitted in some stage of review (of which 800 Apt. units already permitted in 2022)

- Total Department Budget:

	Current Year	Requested
Personnel	$ 1,135,930	$ 1,160,806
Operating	$ 344,650	$ 414,650
Capital	$ 0	$ 0
Total	**$ 1,480,580**	**$ 1,575,456**

Performance Indicators	FY2019 Actual	FY2020 Actual	FY2021 Actual
#Plan Reviews Completed (w/Revisions)	1,915	2,386	2,986
#Permits Issued	3,386	4,113	4,362
#Inspections Completed	25,630	26,511	28,100
% Inspections Completed Next Day		98%	98%
% Online Permit Submittal		55%	69%
% Failed Inspections		21%	22%
# of Training hours	182.5	93	165

Building Department

	Requested
Personnel	$ 24,876
Operating	$ 70,000
Total	**$ 94,876**

Item	Amount	Additional Notes
Personnel/Wages Increases	$ 24,876	Job reclassifications, pay compaction issues, a promotion, and merit increases
Fee Schedule Updates- Electrical, Gas, Plumbing, and Mechanical	Varies to permits issued (table on next slide)	Fees unchanged since 1994 & comparatively near lowest in State
Fee Schedule Update-New fee for "High Impact" building inspections for only the Commercial R-2 (Multi-family Apt.) & I (Institutional) classified occupancies	5% additional fee amount to affected Building permit fees	Supplement extra resources and time
Demolition Account	$70,000	Increase

Building Department

	$6,000 Mechanical Gas Pack Change-out	$1,000 200 AMP Elec. Service Upgrade	$3,500 Replace Entire House Water Pipe Plumbing
Lancaster County	$37 Proposed $55	$20 Proposed $30	$25 Proposed $35
Chesterfield County	$95	$35	$55
York County	$52	$17	$35
Fort Mill	$55	$25	$49
Richland County	$25.28	$21.07	$21.07
Union County, NC	$60	$125	$60
City of Rock Hill	$60	$35	$50
Spartanburg County	$51	$32	$41.50

Planning and Zoning Dept.

Lancaster County South Carolina

- **Number of Employees**
  - Full-time: 10 (3-vacant)
  - Part-time: 0

- **Total Department Budget**

	Current Year Budget	Requested Budget
Personnel	$1,180,470	$1,378,137*
Operating	$972,650	$288,600*
Capital	$0	$0
Total	**$2,153,120**	**$ 1,666,737**

*Includes Division Expenses Outside Department Budget

Growth Impact Data:

Snapshot View of Plan Reviews by Plan Type

Year	Rezoning	Minor Subdivision	Sketch Plan	Preliminary Plat	MXU Master plan	Civil Plan	Final Plat	Non-Residential New Construction	New Homes	Total Plans	TRC Meetings
2019	32	113	9	36	0	137	77	51	1142	1597	24
2020	24	314	21	2	1	117	80	123	1391	2073	40
2021	35	333	35	20	5	71	47	76	1227	1849	38

76

Planning and Zoning Department

	Requested
Personnel	$ 262,400
Operating	$ 155,000
Total	**$ 417,400**

Item	Amount	Additional Notes
Reclassification and Salary Adjustments	$37,400	○ Address compression with new hires ○ Reclassify Plan. Tech to Planner
New Positions	$225,000	○ CE Officer or similar position ○ Assistant Director ○ Summer Interns
Contract Services	$120,000	○ Placeholder increase for demo/nuisance abatement ○ Increase for transportation support
Grant Match	$35,000	○ Placeholder for potential Cross-State Trail design

Agenda Item Summary

Ordinance # / Resolution #: N/A
Contact Person / Sponsor: Kimberly Belk / Budget Director
Department: Finance
Date Requested to be on Agenda: 3/16/2022

Issue for Consideration:
Review of Capital Improvement Plan (CIP) and summary of capital budget submissions for fiscal year 2023.

Points to Consider:
The CIP included over $18 million of proposed projects for next fiscal year. There were 50 capital budget submissions which included both items in the CIP and items not included.

Some of these requests did not meet the CIP threshold of $100,000 but are still capital in nature. Examples would be equipment, vehicles, and minor building improvements.

Funding and Liability Factors:
There were $18.5 million in capital requests for next fiscal year.

Council Options:
This is for information only. Final recommendations will be given as part of the Administrator's Recommended Budget presentation in April.

Recommendation:
N/A

ATTACHMENTS:

Description	Upload Date	Type
CIP Presentation for Discussion	3/11/2022	Presentation

Lancaster County South Carolina

Capital Improvement Plan Discussion

As Presented at the Committee of the Whole Meeting 3/16/2022

Summary of Submissions

- 50 capital projects submitted for FY2023
  - Includes vehicles, equipment, building construction/renovations, facility upgrades, infrastructure, etc.

- Total: $18,468,988

Lancaster County
South Carolina

Capital Improvement Plan Overview

	FY21-22			FY22-23	
	CIP PROPOSED	**BUDGETED**		**CIP PROPOSED**	**REQUESTED**
Coroner's Office - Office Space	1,300,000	1,770,000			
EMS - Ambulances	600,000	610,000		660,000	750,000
Fire-Aerial Apparatus/Mobile Command Post		6,750,000		9,000,000	
IT- Hardware Improvements	220,000	220,000		220,000	220,000
Roads					
Fleet Garage and Public Works Admin	4,946,025	-			5,000,000
Road Preservation	400,000	400,000		410,000	410,000
Road Paving	6,750,000	7,599,221			
Bush Hog Replacements (2)	200,000	300,000			
Motorgrader Replacement (5)	200,000	200,000		200,000	
Tandem Dump Truck Replacements (4)				175,000	200,000
Track Excavator	300,000	-			
Solid Waste		-			
Recycling Center Upgrades	2,120,000				160,000
Refuse Trucks (4)				175,000	221,000

Capital Improvement Plan Overview

	FY21-22			FY22-23	
	CIP PROPOSED	BUDGETED		CIP PROPOSED	REQUESTED
Parks & Recreation					
Lancaster County Regional Park				6,000,000	
Recreation Centers Security Systems				210,000	
Parking Lot at Springdale				1,100,000	1,100,000
Gym Floors at AJRC and BRC	300,000	-			
Indian Land Recreation Center	4,221,000	4,221,000			
Soccer Fields at Indian Land	4,991,000	4,991,000			
Soccer Fields at Heath Springs	5,033,000	5,033,000			
Stormwater - Stream Gauging Stations				187,500	
911 - Console Replacement	1,100,000	1,050,000			
Sheriff					
Detention Center	47,246,120				
In Car Cameras and Body Worn Cameras				150,000	
Armored Vehicle				300,000	

Capital Improvement Plan Overview

	FY21-22			FY22-23	
	CIP PROPOSED	BUDGETED		CIP PROPOSED	REQUESTED
Total	$32,681,025	$33,144,221		$18,337,500	$8,061,000

CIP Revenue by Source

	FY2021/22	FY2022/23
Capital Project Sales Tax 2	6,750,000	
Capital Project Sales Tax 3 Bond	47,246,120	
Capital Fund	1,300,000	1,210,000
Impact Fee*		
G.O. Bond	21,311,025	9,000,000
Hospitality Tax Bond		6,000,000
General Fund Reserves	1,620,000	1,780,000
Other	1,700,000	797,500

*Impact Fee revenue will not generate enough to begin projects as specifically identified in the impact fee study until next fiscal year.

Lancaster County
South Carolina

Major Capital Requests for FY2023

Capital Improvement Fund

- Equipment Replacement--$4,426,766

Bond Issuance

- Fleet Operations--$5 million
- Detention Center

Stormwater Fund

- Infrastructure--$500,000
- Building/Facility Upgrade--$160,000
- Equipment--$55,000

General Fund

- Equipment--$905,600
  - Vehicles--$195,290
- Building/facility upgrades--$2,035,000
- Other--$50,000

- Fund Balance
  - Airport Terminal--$3.3 million

June 30, 2021	$39,617,495
Assigned in FY2022 Budget	$(5,419,504)
Airport Terminal	$(3,300,000)
Remaining Balance	$30,897,991

Lancaster County
South Carolina

Next Steps

- Staff will continue reviewing and analyzing budget requests
  - Department notifications of recommendations April 20-21
- Operating budget will be spotlighted at April 13th Committee of the Whole
- Administrator's Recommended Budget Presentation April 28th
- First reading will be on May 9th

Lancaster County South Carolina

Agenda Item Summary

Ordinance # / Resolution #: Ordinance Number Not Yet Assigned
Contact Person / Sponsor: Dennis Marstall /Administration and John DuBose/County Attorney
Department: Administration
Date Requested to be on Agenda: 3/16/2022

Issue for Consideration:
Potential future ordinance related to County departments.

Points to Consider:
Before the new Administrator began his duties in October 2021, the former Administrator had reviewed the County codes pertaining to County staffing.

In looking at the County's staffing and organizational structure, there are many archaic code sections that need to be cleaned up to address contemporary terminology and staffing structures and provide the County Administrator with more flexibility in organizing staff functions.

Attached is a draft Ordinance for County Council input and information as the County Administrator begins to tweak and adjust the organizational structure under his purview.

Funding and Liability Factors:
N/A

Council Options:
N/A

Recommendation:
Some action will be needed so that old County Code sections do not limit the County Administrator and Council in structuring the organization to better address growth and the future needs of the County.

ATTACHMENTS:

Description	Upload Date	Type
Draft Ordinance of County Staffing	3/14/2022	Ordinance

STATE OF SOUTH CAROLINA)
) **ORDINANCE NO. 2022- draft**
COUNTY OF LANCASTER)

~~Indicates Matter Stricken~~
Indicates New Matter

AN ORDINANCE

TO AMEND THE LANCASTER COUNTY CODE RELATED TO CERTAIN DEPARTMENTS TO PROVIDE LANCASTER COUNTY INCREASED FLEXIBILTY IN THE ORGANIZATIONAL STRUCTURE OF LANCASTER COUNTY GOVERNMENT

WHEREAS, the Lancaster County Administrator ("County Administrator"), pursuant to SC Code 4-9-630, is charged with the statutory power and duty to direct and coordinate operational agencies and administrative activities of the county government; and

WHEREAS, the County Administrator, pursuant to SC Code 4-9-620, shall be responsible for the administration of all departments of the county government which the Council of Lancaster County ("County Council") council has the authority to control; and

WHEREAS, the County Administrator intends to review and amend the organizational structure of Lancaster County departments and divisions to increase efficiency of county operations and the services provided to the citizens of Lancaster County; and

WHEREAS, the County Council wishes to amend the County Code to provide the County Administrator increased flexibility in reviewing and organizing county departments and divisions; and

WHEREAS, County Council finds that it should remove certain prescriptive and restrictive language from the County Code to provide greater flexibility to the County Administrator in organization of county departments and divisions.

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

Section 1. Section 2-82 of the Lancaster County Code is hereby amended as follows:

Sec. 2-82. - ~~Office created; functions~~. Deputy and/or Assistant County Administrator

~~The position of deputy county administrator is hereby created.~~ The deputy county administrator and/or assistant county administrator shall be appointed by and serve at the pleasure of the county administrator. The deputy county administrator and/or assistant county administrator shall assist the county administrator in all aspects of his duty and shall have primary oversight of such divisions/departments as may be assigned by the county administrator.

In the absence or incapacitation of the county administrator the deputy county administrator and/or assistant county administrator shall have those powers and duties provided for in S.C. Code 1976, § 4-9-620 et seq. and such other powers and duties as may be required by the council.

(Ord. No. 1610, § 1, 10-28-2019)

Section 2. Section 2-91 of the Lancaster County Code is hereby amended as follows:

Sec. 2-91. - ~~Office created; functions.~~ Chief Financial Officer

~~The office of director of finance is herein established.~~ The ~~director of finance~~ chief financial officer, under the direction of the county administrator, will perform administrative work in planning, organizing, coordinating, and directing ~~the accounting, financing, purchasing, data processing and cost control activities of the county~~ such departments as may be assigned by the county administrator. The ~~director of finance~~ Chief Financial Officer shall perform any additional duties assigned him or her by the county administrator.

(Ord. No. 23, 10-3-77; Ord. of 2-7-83; Ord. No. 851, 9-24-07)

Section 3. Section 2-101 through 2-105 of the Lancaster County Code are hereby amended as follows:

Sec. 2-101. - Selection.

The county administrator shall appoint a qualified attorney to serve as county attorney. The county attorney shall serve at the pleasure and discretion of the county administrator and the salary of the county attorney shall be determined by the county administrator.

(Ord. No. 1327, 2-9-2015; Ord. No. 1327(Rev.), 8-24-2015)

Sec. 2-102. - Status as employee.

The county attorney is an employee of the county, unless otherwise contracted by the county administrator, but not an officer of the county and has no authority except that specifically authorized by the county administrator or county council.

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(Ord. No. 1327, 2-9-2015; Ord. No. 1327(Rev.), 8-24-2015)

Reserved

Sec. 2-103. - Duties.

The ~~office of the~~ county attorney, under the direction of the county administrator, provides the delivery and coordination of legal services for the county; processing and managing tort claims; handling county litigation through direct representation or coordination of retained counsel; prosecution of code and zoning violations and vehicle forfeitures; court appearances; representation before regulatory agencies; processing public finance and economic development tax issues; attendance at conferences and meetings; legal opinions; legal research; drafting ordinances, resolutions, interpretation of council rules; monitoring new legislation and compliance requirements. Provide legal consultation with county departments, elected officials, and certain boards and commissions. Provide labor and employment advice on human resource issues. Involved professionally with the South Carolina Bar, Lancaster County Bar, SCAC, SCACA and IMLA.

(Ord. No. 1327, 2-9-2015; Ord. No. 1327(Rev.), 8-24-2015)

Sec. 2-104. - Authorization required for use of other attorney.

No county agency, commission, board, department, committee, utility district, service district or fire district shall employ an attorney other than the county attorney unless specifically authorized by the county administrator. County council may, at any time, retain contractual legal services for a contract term not to exceed six months.

(Ord. No. 1327, 2-9-2015; Ord. No. 1327(Rev.), 8-24-2015)

Cross reference— Historical commission legal counsel, § 2-318; airport commission legal counsel, § 3-28; farmers' market commission legal counsel, § 13-28; volunteer fire commission legal counsel, § 14-28; planning and development commission legal counsel, § 25-31; board of assessment appeals legal counsel, § 28-49.

Sec. 2-105. - Other legal representation.

Notwithstanding any conflicting employee policy of Lancaster County relating to outside employment, the county attorney ~~shall be considered~~, if employed as a full-time employee, ~~and~~ shall not solicit, accept or participate in any legal representation other than that associated with the duties and responsibilities of county attorney.

(Ord. No. 1327(Rev.), 8-24-2015)

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Reserved

Section 4. Section 2-121 of the Lancaster County Code is hereby amended as follows:

Sec. 2-121. - ~~Office created; appointment; term.~~ Register of Deeds

~~There is hereby created the office of register of deeds, which shall be and shall function as a department of Lancaster County.~~ The ~~department~~ register of deeds office shall be headed by the register of deeds, who shall be appointed in accordance with Section 30-5-12 of the South Carolina Code of Laws ~~whose position is hereby created and authorized~~. The term of office of the register of deeds shall be at the pleasure of the county council.

(Ord. No. 983, § 1, 5-4-09)

Section 5. Section 2-258 of the Lancaster County Code is hereby amended as follows:

Sec. 2-258. - Procurement director.

(a) ~~There is created the position of~~ The procurement director, under the direction of the county administrator, ~~who~~ shall be the county's chief procurement officer for procurement and contract services. ~~The procurement director shall report to the general services division director.~~

(b) The procurement director shall not incur any obligation on behalf of the county if sufficient funds have not been appropriated by the county council.

(c) Responsibilities of the procurement director include, but are not limited to: directing the day-to-day operations of the procurement department, including the supervision of staff and the review of their work; ensuring compliance with applicable policies, laws, and regulations; administering and maintaining the procurement card program for the county; establishing standard contract clauses for use in contracts, solicitations, and purchase orders; conducting contract negotiations and contract administration; attending staff, committee, and council meetings as needed; coordinating the disposal of all surplus property and equipment; assisting grant recipients in ensuring proper procurement procedures are followed; maintaining a complete record of all purchasing transactions; conducting pre-bid conferences and bid openings; handling bid advertisements, logging bids, and posting notice of awards and rejection notices as needed; properly maintaining records of all bid information; establishing and updating a bidders list; assisting county government entities with writing bid specifications; developing, reviewing, and updating procurement and contract procedures to ensure effective and efficient operations; receiving and responding to inquiries from county government entities and vendors regarding procurement procedures; and providing instruction and guidance to county government entities and officials.

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~~(1) Directing the day-to-day operations of the procurement department, including the supervision of staff and the review of their work;~~
~~(2) Ensuring compliance with applicable policies, laws, and regulations;~~
~~(3) Administering and maintaining the procurement card program for the county;~~
~~(4) Establishing standard contract clauses for use in contracts, solicitations, and purchase orders;~~
~~(5) Conducting contract negotiations and contract administration;~~
~~(6) Attending staff, committee, and council meetings as needed;~~
~~(7) Coordinating the disposal of all surplus property and equipment;~~
~~(8) Assisting grant recipients in ensuring proper procurement procedures are followed;~~
~~(9) Maintaining a complete record of all purchasing transactions;~~
~~(10) Conducting pre-bid conferences and bid openings;~~
~~(11) Handling bid advertisements, logging bids, and posting notice of awards and rejection notices as needed;~~
~~(12) Properly maintaining records of all bid information;~~
~~(13) Establishing and updating a bidders list;~~
~~(14) Assisting county government entities with writing bid specifications;~~
~~(15) Developing, reviewing, and updating procurement and contract procedures to ensure effective and efficient operations;~~
~~(16) Receiving and responding to inquiries from county government entities and vendors regarding procurement procedures; and~~
~~(17) Providing instruction and guidance to county government entities and officials.~~

(d) The procurement director is authorized to develop, prepare and publish rules, regulations, manuals, guidelines, interpretations and other directives to aid in the implementation and use of the Lancaster County Procurement Code.

(Ord. No. 1677, § 1, 9-14-20)

Section 6. Sections 11-21 through 11-24 of the Lancaster County Code are hereby amended as follows:

Sec. 11-21.~~ - Replacement of civil defense chairman; office created.~~ Office of Emergency Management

The position of civil defense chairman as established by section 44-308 of the Code of Laws of South Carolina, 1962, is hereby abolished and there is hereby created as the successor of the position the office of ~~the~~ emergency management ~~preparedness coordinator~~.

(Ord. No. 83, 6-10-82; Ord. of 1-10-83)

Sec. 11-22. - Purpose of ~~o~~Office of Emergency Management.

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The purpose of the office of emergency management ~~preparedness coordinator~~ shall be to prevent, prepare, and manage emergencies, disaster, and other incidents ~~coordinate civil defense and emergency planning~~ in the county and adjacent areas, including establishment in the county of civil defense plans in accordance with state guidelines, ~~and to coordinate local volunteer fire departments~~.

(Ord. No. 83, 6-10-82; Ord. of 1-10-83)

~~*Cross reference— Fire prevention, Ch. 14.*~~

~~**Sec. 11-23. - Appointment.**~~

~~The emergency preparedness coordinator shall be a county employee of department head level hired by the administrator.~~

~~*(Ord. No. 83, 6-10-82; Ord. of 1-10-83)*~~

~~*Cross reference— Departments of county government, generally, § 2-131 et seq.*~~

Reserved

~~**Sec. 11-24. - Duties.**~~

~~The emergency preparedness coordinator shall perform such duties as assigned by the administrator. The administrator may prepare a job code description for the emergency preparedness coordinator to specify more exactly his duties.~~

~~*(Ord. No. 83, 6-10-82; Ord. of 1-10-83)*~~

Reserved

Section 7. Section 14-75 of the Lancaster County Code is hereby amended as follows:

Sec. 14-75. - Fire marshal's office.

The ~~LCFM~~ Lancaster County Fire Marshall (LCFM) will operate out of the office of the Lancaster County Fire Rescue Service. ~~Until such time as sufficient staffing is available, the~~ The function of the office shall be to review new commercial structure plans and inspect those buildings and premises as often as may be necessary for the purpose of ascertaining and causing to be corrected any conditions which could cause fire, endanger life from fire, or any violations of the provisions of this article and any other law or ordinance affecting fire safety.

~~When staffing is at a sufficient level, the~~ The LCFM, or his duly authorized agent, shall inspect ~~all~~ commercial buildings and premises as often as may be necessary for the purpose of ascertaining and causing to be corrected any conditions which could cause fire, endanger life

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from fire, or any violations of the provisions of this article and any other law, ordinance, or statutorily adopted code affecting fire safety. The fire marshal ~~will report administratively to the fire service deputy director, and~~ will serve as the authority having jurisdiction (AHJ) on all code related issues, questions, and decisions. The fire marshal's decisions may be appealed to the fire board of appeals.

(Ord. No. 921, § I, 6-2-08)

Section 8. Section 25-41 of the Lancaster County Code is hereby amended as follows:

Sec. 25-41. - ~~Creation, function and duties.~~ Planning

(a) ~~Through this section, the county council creates the Lancaster County Planning Department. This~~ The planning staff is charged with creating, revising, and periodically updating the comprehensive plan(s) for Lancaster County ~~and its three (3) municipalities~~. In addition to the duties involved in gathering data and maintaining the comprehensive plan, the planning staff will be involved in the following activities directly associated with implementing the comprehensive plan:

~~(1) Regional studies.~~
- ~~a. Transportation network.~~
- ~~b. Water supply.~~
- ~~c. Sewage treatment.~~
- ~~d. Solid waste.~~

~~(2) Small area/focal point studies.~~
- ~~a. Police and fire protection.~~
- ~~b. Hospitals and public health.~~
- ~~c. Recreation.~~

~~(3) Capital programming.~~
- ~~a. General government.~~
- ~~b. Education.~~
- ~~c. Libraries and cultural facilities.~~

~~(4) Environmental planning.~~
~~(5) Housing and redevelopment.~~
~~(6) Grantsmanship.~~
~~(7) Special projects.~~

~~(8) Research:~~
- ~~(1) Census data.~~
- ~~(2) Database.~~
- ~~(3) Budget and policy analysis.~~

(1) Regional studies of the transportation network, water supply, sewage treatment, and solid waste.

(2) Small area/focal point studies related to police and fire protection, hospitals and public health, and recreation.

(3) Capital programming for general government, education, and libraries and cultural facilities.

(4) Environmental planning.

(5) Housing and redevelopment.

(6) Grantsmanship.

(7) Special projects.

(8) Research of census data, database, and budget and policy analysis.

(9) Provide growth management strategies ~~to all councils~~ (i.e. zoning and subdivision changes).

(10) Comment on rezonings, annexations, major subdivisions, major developments, and all topics that are related to and have impact on the Lancaster County comprehensive planning process.

(b) By separate ordinance, the county council will consider and adopt changes to the Unified Development Ordinance.

(c) Should a municipality in Lancaster County desire to have planning services performed by Lancaster County such an arrangement shall be by an Intergovernmental Agreement, ratified by both governing bodies.

(Ord. No. 234, § 6, 5-23-94)

Section 9. Section 25-61 of the Lancaster County Code is hereby amended as follows:

Sec. 25-61. - ~~Created, function and duties.~~ Building

(a) ~~Through this section, the county council creates the Lancaster County Building Department.~~ ~~This~~ The Building staff shall perform the daily enforcement activities associated with the following ordinances, codes, and topics:

(1) Issuing: construction permits, mobile home permits, mobile home de-title permits, application for Building Code appeals, monument or pole sign permits.

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(b) Performing: building codes inspection, building codes enforcement, construction plan reviews, investigation and verification of appeals, mobile home de-title inspections.

(c) Administering building codes.

~~(1) Issuing:~~

~~a. Construction permits.~~
~~b. Mobile home permits.~~
~~c. Mobile home de-title permits.~~
~~d. Application for Building Code appeals.~~
~~e. Monument or pole sign permits.~~

~~(2) Performing:~~
~~a. Building codes inspection.~~
~~b. Building codes enforcement.~~
~~c. Construction plan reviews.~~
~~d. Investigation and verification of appeals.~~
~~e. Mobile home de-title inspections.~~

~~(3) Administering:~~
~~a. Building codes.~~

(d) ~~The building staff shall serve as the enforcement staff to the towns of Heath Springs and Kershaw, and enforce only those ordinances and codes that have been duly adopted by the respective councils.~~ Should a municipality in Lancaster County desire to have building services performed by Lancaster County such an arrangement shall be by an Intergovernmental Agreement, ratified by both governing bodies.

(e) By separate ordinance, the county council will consider and adopt building and construction codes to be enforced by the building department.

(Ord. No. 234, § 7, 5-23-1994; Ord. No. 2017-1458, § 1, 9-12-2017)

Section 10. Section 2-82 of the Lancaster County Code is hereby amended as follows:

Sec. 25-71. - ~~Created, function and duties.~~ Zoning

(a) ~~Through this section, the county council creates the Lancaster County Zoning Department. This~~ The Zoning staff shall perform the daily enforcement activities associated with the following ordinances, codes, and topics:

(1) Issuing: mobile home moving permits, mobile home change of ownership, application for zoning appeals and variances, use/occupancy permits, septic tank permits.

(2) Performing: Unified Development Ordinance code inspections, Unified Development Ordinance enforcement, site plan reviews, investigation and verification of Unified Development Ordinance appeals and variances, etc.

(3) Administering the flood damage prevention ordinance.

~~(1) Issuing:~~

~~a. Mobile home moving permits.~~
~~b. Mobile home change of ownership.~~
~~c. Application for zoning appeals and variances.~~
~~d. Use/occupancy permits.~~
~~e. Septic tank permits.~~
~~f. Alarm permits.~~

~~(2) Performing:~~

~~a. Unified Development Ordinance code inspections.~~
~~b. Unified Development Ordinance enforcement.~~
~~c. Site plan reviews.~~
~~d. Investigation and verification of Unified Development Ordinance appeals and variances, etc.~~

~~(3) Administering:~~

a. ~~Flood damage prevention ordinance~~.

(b) ~~The zoning staff shall serve as the enforcement staff to the towns of Heath Springs and Kershaw, and enforce only those ordinances and codes that have been duly adopted by the respective councils.~~ <u>Should a municipality in Lancaster County desire to have zoning services performed by Lancaster County such an arrangement shall be by an Intergovernmental Agreement, ratified by both governing bodies.</u>

~~(c) By separate ordinance, the county council will consider and adopt changes to the Unified Development Ordinance.~~

(Ord. No. 2017-1458, § 2, 9-12-2017)

<u>Section 3.</u> **Severability.**

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

<u>Section 4</u>. **Conflicting Provisions.**

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To the extent this ordinance contains provisions that conflict with provisions contained in the Lancaster County Code or other County ordinances, the provisions contained in this ordinance supersede all other provisions and this ordinance is controlling.

Section 5. **Effective Date.**

This ordinance is effective upon third reading.

AND IT IS SO ORDAINED, this ____ day of __________, 2022.

LANCASTER COUNTY, SOUTH CAROLINA

Steve Harper, Chair, County Council

Billy Mosteller, Secretary, County Council

ATTEST:

Sherrie Simpson, Clerk to Council

First Reading: TBD
Second Reading: TBD
Third Reading: TBD

Approved as to form:

John DuBose, County Attorney

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