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

December 13, 2023 | **4:00 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

AGENDA

1. **Call to Order - Secretary Billy Mosteller**

2. **Welcome and Recognition - Secretary Billy Mosteller**

3. **Pledge of Allegiance and Invocation - Council Member Allen Blackmon**

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. *Please note that any handouts presented to Council or Council Boards and Commissions become an official part of the record and a copy is attached to the legal minutes for the meeting.]

6. **Discussion and Action Items**

   a. Lancaster County Criminal Justice Coordinating Council (CJCC) - Sheriff Barry Faile

   b. American Rescue Plan Act (ARPA) Update and Barnett Building Proposal - Dennis Marstall

   c. Discussion of Proposed Ordinance regarding Amending Ordinance 2022-1796 regarding the State Budget Proviso and the Capital Project Sales Tax - Ginny Merck-Dupont/Frannie Heizer

   d. Funding for Kershaw Pool Partnership with Young Men's Christian Association (YMCA) - Dennis Marstall

e. General Discussion regarding Grants and Fundraising for Boards and Commissions - Dennis Marstall

f. Follow-up Discussion on the Number of Times a Parcel can be Subdivided - Allison Hardin

g. Budget Calendar Discussion - 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: Sheriff Barry Faile / Lancaster County Sheriff's Department
Department: Sheriff Department
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
The purpose of the CJCC is to make data-driven recommendations to improve our criminal justice system and improve public safety and community well-being.

CJCC will consist of leaders of Lancaster County's criminal justice system or a designee including appointed members from County Council (one Council member) and one representative from each area of Lancaster County. The total membership will be approximately 16 positions, including the one Council member, 4 citizens from different areas of the County, and leaders of the criminal justice system, such as the Sheriff and Lancaster Police Chief.

Points to Consider:
The responsibilities of the CJCC are to evaluate the criminal justice system, utilize quantitative and qualitative methods to study current policies and practices, review expected/actual outcomes, and identify opportunities for systematic improvements.

The council will work with entities to ensure the right people are detained in the detention center for the right reasons. Recommendations will be made that are informed by data and research. In addition, strengths, challenges, and strategies will be identified.

Funding and Liability Factors:
The CJCC federal grant will allow for a full-time position to oversee all aspects of operation to include scheduling, project management, coordination of public awareness, convene meetings, performance measures, data collection, and reporting. This grant is for three years.

In addition to the personnel salary and fringe, there is training, community engagement and outreach funding, as well as Risk Terrain modeling diagnostic software funding.

The total for this project is as follows:

Year One - $99,985.00
Year Two - $99,985.00
Year Three - $99,985.00

As of 11-30-2023, the funding for this grant has not been released.

Recommendation:
It is recommended that when the funding for the CJCC has been released, the County is prepared to move forward with appointments to the CJCC.

ATTACHMENTS:

Description	Upload Date	Type
Rural Crime Budget Grant	12/4/2023	Backup Material

BUDGET JUSTIFICATION

Line Item	Justification	Year 1	Year 2	Year 3
PERSONNEL Program Coordinator	One full time position to oversee all aspects of operation including scheduling, project management, coordination of public awareness, convene CJCC meetings, performance measure submission, data collection, and reporting	$56,000	$56,000	$56,000
FRINGE	Includes FICA (7.65%), retirement (20.24%) health /dental & workers comp (3.46%). All benefits provided as per county/city policy.	$21,335	$21,335	$21,335
Training	Host one annual regional "crime fighters conference/training" in collaboration with BJA. Materials, speaker/keynote to be covered in this line item.	$5,000	$5,000	$5,000
Community Engagement	Host quarterly community engagement sessions moving to various spots within the county. Handouts, fliers, brochures to be covered in this line item.	$1,000	$1,000	$1,000
Community Outreach	Project Knock-Knock- Extra Duty-deputies to conduct home visits as part of the community engagement component. driving, drugged driving, etc. $30 per hour x 5 hours x 25 nights.	$3,750	$3,750	$3,750
Risk Terrain Modeling Diagnostics Software	Identify and communicate environmental factors associated with specific events. Reports produced can be used to anticipate places where illegal behavior and new crime incidents will emerge and/or cluster. Resources can then be developed for place-based interventions, strategically and tactically allocating resources, and prioritizing efforts to mitigate crime risks.	$12,900	$12,900	$12,900
	TOTAL FOR PROJECT	**$99,985**	**$99,985**	**$99,985**

Agenda Item Summary

Ordinance # / Resolution #: Not Yet Assigned
Contact Person / Sponsor: Dennis Marstall / Administration
Department: Administration
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
Review the status of the American Recue Plan Act (ARPA) funding spent to date and receive information about proposed plans to use ARPA funds to renovate the Barnett Building and identify a new location for the elections and voter registration function.

Points to Consider:
Lancaster County was allocated $19,037,681.64 through the American Rescue Plan Act as part of the COV-19 pandemic recovery.

To date, the County has expended or assigned $15,537,681.60 over 33 projects, leaving $3.5 million still to be assigned or allocated. These remaining funds reflect that funding for the Nisbet Property acquisition, the Barnett Buidling Renovation and the relocation of the Elections / Voter Registration offices have not formally been assigned or expended.

All ARPA funds must be encumbered (on purchase orders or contracts) by December 31, 2024 and expended by December 31, 2026.

Funding and Liability Factors:
ARPA-funded projects are in various stages of completion with over half of the funds being expended to date. Some projects are finishing up and some still have to be designed and bid.

Many of the projects costs will evolve, but all the projects combined will not exceed the $19 million allocated to the County.

Recommendation:
Staff would like feedback on the Barnett building proposal, before bringing formal action before Council to engage an architecture firm to design renovations for the building, plus discuss options to relocate the elections and voter registration functions.

ATTACHMENTS:

Description	Upload Date	Type
ARPA Summary Update_12_8_23	12/8/2023	Ordinance

ARPA Funds
Expenditure Category Summary
06/30/2023

Approved Projects Assigned to: Revenue Replacment Category				
		Maximum Allowed for this Category:	$10,000,000.00	
No.	**Project**	**Category**	**Amount Allocated**	**Amount Expended**
1	Admin Building Security Upgrades - IT	6.1 Revenue Replacement - Government Services	$63,900.00	$0.00
2	Fiber Internet Capability - Airport	6.1 Revenue Replacement - Government Services	$20,800.00	$0.00
3	Vendor Software - Procurement	6.1 Revenue Replacement - Government Services	$34,435.00	$0.00
4	Camera System for 911 Communication - 911 Communications	6.1 Revenue Replacement - Government Services	$50,295.00	$0.00
5	GIS Seerver Replacement - IT & GIS	6.1 Revenue Replacement - Government Services	$43,115.00	$0.00
6	Badge controller for Admin - Administration	6.1 Revenue Replacement - Government Services	$34,855.00	$0.00
7	Recreation Parking Lot Reclamation - Recreation	6.1 Revenue Replacement - Government Services	$1,100,000.00	$0.00
8	Two Truck Replacement - Fire	6.1 Revenue Replacement - Government Services	$460,000.00	$0.00
9	Storage Warehouse - Emergency Management	6.1 Revenue Replacement - Government Services (pending further research)	$705,797.00	$0.00
10	Camera Upgrade	6.1 Revenue Replacement - Government Services	$178,000.00	$0.00
11	Evidence Building - Sheriff	6.1 Revenue Replacement - Government Services (pending further research)	$1,440,000.00	$0.00
12	Replaement Vehicles - Sheriff	6.1 Revenue Replacement - Government Services	$676,000.00	$0.00
		Total Approved and Assigned to Revnue Replacement Category	$4,807,197.00	$0.00
		Pending Projects Assigned toL Revenue Replacment Category		
	Potential Land purchase - Catawba River & Park Acquistion	6.1 - Revenue Replacement - Government Services	$1,500,000.00	$0.00
	Barnett Building Renovation - Multiple Depts.	6.1 - Revenue Replacement - Government Services	$1,000,000.00	$0.00
		Total Pending Projects Assigned to Revenue Replacment Category	$2,500,000.00	$0.00
		Total Pending and Approved Assigned to Revenue Replacement Category	$7,307,197.00	
		Remaining Funds allowed for Revenue Replacement Category	$2,692,803.00	

Approved Projects Assigned to: Revenue Replacment Category				
		Maximum Allowed for this Category:	$10,000,000.00	
No.	**Project**	**Category**	**Amount Allocated**	**Amount Expended**
13	Premium Pay 1 of 2 - Multiple Depts	4.1 - Premium Pay	$1,329,800.00	$0.00
14	PAPR Masks - EMS & Coroner	1.5 - Personal Protective Equipment	$377,927.64	$0.00
15	Glass Barriers - Multiple Depts.	1.4 - Prevention in Congregated Settings	$65,000.00	$0.00
16	Temporary Housing Shelter - LACH	2.18 - Housing Support	$334,213.00	$0.00

17	HVAC Unit Replacement - Multiple Detps.	1.4 - Preventionin Congregated Settings	$1,310,000.00	$0.00
18	Decontamination Shower - Shower - Sheriff	1.4 - Preventionin Congregated Settings	$93,000.00	$0.00
19	Wall construction - Sheriff	1.4 - Preventionin Congregated Settings	$14,000.00	$0.00
20	AV Upgrades to Council Chambers - IT & Administration	1.4 - Preventionin Congregated Settings	$69,260.00	$0.00
21	Remote Workstations _ IT	1.4 - Preventionin Congregated Settings	$43,000.00	$0.00
22	County-Wide Network Overhaul - IT	3.4 - Public Sector Capacity: Effective Service Delivery	$1,895,680.00	$0.00
23	Enhanced Bandwidth & Remote operations) IT & Sheriff	3.4 - Public Sector Capacsheriffy: Effective Service Delivery	$657,375.00	$0.00
24	Digital Records Indexing - RoD & Assessor	3.4 - Public Sector Capacassessory: Effective Service Delivery	$125,000.00	$0.00
25	Building Expansion - Coroner	1.7 - Other Covid-19 Public Health Expense	$1,770,000.00	$0.00
26	Wastewater Project - Hannah's Creek - LCWSD	5.2 - Clean Water; Centralized Wastewater Collection & Conveyance	$500,000.00	$0.00
27	EMS HQ Bay Constructin - EMS	1.4 - Premium Pay	$455,229.00	$0.00
28	Public Defender Office Additon - Clerk of Court	2.37 - Economic impact Assistance (Other)	$500,000.00	$0.00
29	Premium Pay 2 of 2 - Pleasant Valley Fire	1.4 - Premium Pay	$48,000.00	$0.00
30	Personal Protective Equipment (PPE)/Supplies - Risk Management	1.5 - Personal Protective Eq;uipment	$50,000.00	$0.00
31	Nonprofit/Community Programs - External	Pending Program Development (possibly 1.9 or 2.34)	$100,000.00	$0.00
32	Council of Aging	2.34 - Assistance to Non-Profits	$18,000.00	$0.00
33	EMS Mass Transport Smaller Bus - EMS	1.7 - Other Covid-19 Public Health Expense	$975,000.00	$0.00
		Total Pending Projects Assigned to Revenue Replacment Category	$10,730,484.64	$0.00

		Pending Projects Assigned toL Revenue Replacment Category		
22	New and Expanded Facility - Registration & Elections	1.4 - Prevention in Congregated Settings	$1,000,000.00	$0.00

Total Pending Projects Assigned to Other Categoris	$1,000,000.00	$0.00
Total Allocated to All Other Categories	$11,730,484.64	
Total ARPA Funds Awarded	$19,037,682.00	
	$19,037,681.64	
	$0.36	

Agenda Item Summary

Ordinance # / Resolution #: Not Yet Assigned
Contact Person / Sponsor: Dennis Marstall / Administration and Ginny Merck-Dupont / County Attorney
Department: Attorney
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
Review language in the draft amending ordinance related to Capital Project Sales Tax 2 excess funding.

Points to Consider:
In March 2022, County Council adopted an amendment to utilize excess Captial Project Sales Tax 2 funds for projects on the Capital Project Sales Tax 3 list, per a proviso budget amendment adopted by the State Legislature related to the use of excess funds generated by the Capital Project Sales Tax.

Since the adoption of that Ordinance, there has been some uncertainly as to whether or not that language was directing funds to the Pettus Greenway and the USCL Pedestrian project from both excess CPST2 funds and again from CPST3 funds. There is also questions as to how much total funding would be provided for road projects between the excess funds in Capital Project Sales Tax 2 and project funds in Capital Project Sales Tax 3.

The draft amending ordinance, clarifies that The Lindsay Pettus Greenway will receive $1.5 million between Capital Project Sales Tax 2 excess funds and Capital Project Sales Tax 3 funds with specific language that states the Greenway Phase 2 funds *"shall be <u>in lieu of</u> and not in addition to funds to be available for those projects"* in Captial Projects Sales Tax 3.

The draft language also states that the USCL Pedestrian master plan would receive $1 million between Capital Project Sales Tax 2 excess funds and Capital Project Sales Tax 3 funds with specific language that states the Pedestrian Master Plan *"shall be <u>in lieu of</u> and not in addition to funds to be available for those projects"* in Captial Projects Sales Tax 3.

The draft language further clarifies that excess for Capital Project Sales Tax 2 shall be *used for roadway projects shall be <u>in addition</u> to and <u>not in lieu</u> of funds to be available for those projects.* This action clarifies that $9 million in excess Capital Project Sales Tax 2 Funds are in addition to the $13.2 million that was originally identified in the Capital Project Sales Tax 3 list of projects for a total of $22.2 m being directed towards roads between excess CPST2 funds and CPST3 funds.

The language also clarifies that the detention center project will also receive excess CPST 2 funds that are *<u>in addition</u>* and not in lieu of funds from CPST3.

Funding and Liability Factors:
This amendment resolution clarifies that:

- the Pettus Greenway would receive $1.5 million total from Capital Project Sales Tax funding
- the USCL pedestrian master plan would receive $1 million total from Capital Project Sales tax funding
- the roads program would receive $13.2 million in funding from Capital Project Sales Tax 3, as well as the $9 million that was committed from Capital Project Sales Tax 2 excess funds.

Recommendation:
Provide feedback on Proposed Ordinance.

ATTACHMENTS:

Description	Upload Date	Type
Draft Amending Ordinance for Capital Project Sales Tax 2 Excess Funds	12/8/2023	Ordinance

STATE OF SOUTH CAROLINA)
) ORDINANCE NO. __________
COUNTY OF LANCASTER)

AN ORDINANCE

AMENDING AND RESTATING ORDINANCE NO. 2022-1796 SPECIFYING THE PURPOSES FOR WHICH EXCESS CAPITAL PROJECT SALES TAX COLLECTIONS FROM THE FIRST REIMPOSED CAPITAL PROJECT SALES TAX WILL BE UTILIZED PURSUANT TO STATE BUDGET PROVISO AND THE CAPITAL PROJECT SALES TAX ACT

Be it ordained by the Council of Lancaster County, South Carolina:

Section 1. **Findings and Determinations.**

The Council finds and determines that:

(a) Pursuant to Ordinance No. 943 duly enacted by the Council on August 13, 2008 and a successful referendum held on November 4, 2008, the County imposed a one percent sales and use tax within the County for seven years commencing May 1, 2009;

(b) Counties are authorized by the Capital Project Sales Tax Act, codified as Sections 4-10-300 to -380, Code of Laws of South Carolina 1976, as amended (the "Enabling Act"), subject to approval by a majority of the votes cast in a referendum, to reimpose countywide a one percent sales and use tax for the purpose of generating funds to pay for certain capital improvements;

(c) The Enabling Act establishes a procedure for reimposing the capital project sales tax including the passage of an enacting ordinance ("Enacting Ordinance") and the creation of a commission for the purpose of considering proposals for funding capital projects and formulating the referendum question that is to appear on the ballot;

(d) Pursuant to Ordinance No. 2014-1286 duly enacted by the Council on August 11, 2014 and a successful referendum held on November 4, 2014, the County reimposed the one percent sales and use tax within the County for seven years commencing May 1, 2015 (the "First Reimposed Tax");

(e) Pursuant to Ordinance No. 2020-1673 duly enacted by the Council on July 22, 2020 and a successful referendum held on November 3, 2020, the County re-imposed the one percent sales and use tax within the County for seven years commencing May 1, 2022 (the "Second Reimposed Tax");

(f) The First Reimposed Tax will result in approximately $23.4 million dollars in excess funds after all the voter approved projects from the First Reimposed Tax are completed.

(g) SC Code 4-1-30(C)(1) provides that Capital Project Sales Tax amounts collected in excess of the required net proceed must first be applied, if necessary, to complete a project for which the tax was imposed. SC Code 4-1-30(C)(2) provides that if funds remain after using the funds to complete projects for which the tax was imposed, and the tax was reimposed, the remaining funds must be used to fund the projects approved by the voters in the referendum to reimpose the tax, in priority order as the projects appear on the enacting ordinance.

(h) The State of South Carolina enacted a budget provision in the current fiscal year budget allowing counties to expend excess capital project sales tax collections, by passage of an ordinance. (113.9 AS-TREAS: Excess Sales Tax Collections) - In the current fiscal year, if a county has capital projects sales tax collections in excess of the amount necessary to complete all projects for which the tax was imposed and the tax has not yet expired, the county may pledge and use the excess collections to fund road improvements, intersection improvements, and pedestrian transportation. However, prior to the expiration of the tax, an eligible county must adopt an ordinance specifying the purposes for which the excess funds will be used.

(i) Pursuant to the budget proviso, the Council of Lancaster County desires to utilize a portion of the excess collections from the First Reimposed Tax to fund road improvements, intersection improvements, and pedestrian transportation.

(j) Since the enactment of Ordinance No. 2022-1796, it has come to Council's attention that there are questions regarding the amount of funds to be available for projects related to pedestrian transportation. County Council now desires to clarify its intent regarding the amount of funds to be available for pedestrian transportation, thus requiring this Ordinance amending and restating Ordinance No. 2022-1796.

(k) The County Council desires to utilize a portion of the excess collections from the First Reimposed Tax to fund the Detention Center project pursuant to SC Code 4-1-30.

Section 2. Excess Funds Applied to Projects Listed in the First Reimposed Tax.

The Council of Lancaster County hereby approves and specifies that excess collections from the First Reimposed Tax shall be utilized to complete the county library project(s) listed in the referendum for the First Reimposed Tax. The expenditures necessary to complete the library project(s) are set forth in Exhibit 1 which is attached hereto and incorporated herein by reference.

Section 3. Approval of Budget Proviso Projects.

Pursuant to the State Budget Proviso, the Council of Lancaster County hereby approves and specifies that excess collections from the First Reimposed Tax shall be utilized on selected road projects not included in the Second Reimposed Tax as well as certain road projects and pedestrian projects identified in the Second Reimposed Tax as listed on Exhibit 2 which is attached hereto and incorporated herein by reference.

Section 4. Excess Funds Applied to Projects Listed in the Second Reimposed Tax.

The Council of Lancaster County hereby approves and specifies that any excess collections from the First Reimposed Tax not utilized to complete projects listed in Exhibit 1 and Exhibit 2 shall be applied to the projects in the Second Reimposed Tax in the manner and in the priority established by SC Code 4-1-

30. The amount of excess collections from the First Reimposed Tax to be used for the USC-Lancaster Highway 9 pedestrian improvements and the Lindsay Pettus Greenway, Phase 2 shall be in lieu of and not in addition to funds to be available for those projects. The amount of excess collections from the First Reimposed Tax to be used for roadway projects shall be in addition to and not in lieu of funds to be available for those projects. The amount of excess collections from the First Reimposed Tax to be used for the Detention Center project shall be in addition to and not in lieu of funds to be available for those projects.

Section 5. **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.

Section 6. **Conflicting Provisions.**

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 7. **Effective Date.**

This ordinance is effective upon Third Reading.

AND IT IS SO ORDAINED, this ______ day of ____________, 2024.

LANCASTER COUNTY, SOUTH CAROLINA

____
Steve Harper, Chair, County Council

____
Billy Mosteller, Secretary, County Council

ATTEST:

____
Sherrie Simpson, Clerk to Council

1st reading:
2nd reading:
3rd reading:
Public Hearing:

Approved as to from:

____
Virginia L. 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: 12/13/2023

Council Action Requested:
Consider the Town of Kershaw's request to commit $40,000 each year for the next three years to support a new partnership between the Town of Kershaw and the Upper Palmetto YMCA.

Points to Consider:
The Town of Kershaw and the Upper Palmetto YMCA are in talks to establish a partnership for the YMCA to undertake operations in Stevens Park to conduct programming in the Community Building (with bowling alley) and at the Park Pool.

The Town has secured initial funding to support the partnership from local foundations, businesses and individuals and hopes to make a formal announcement about the Partnership this Winter or Spring. The partnership would also include membership revenue from those wanting to participate in YMCA coordinated activities.

The Town and County presently have an arrangement whereby each entity covers half of the pool capital and operating costs, on an annual basis, after pool revenue is factored in. In FY 22, the County paid $12,196 for its 50% share of the annual pool operating costs and there were no capital expenditures.

The request of $40,000 a year for each of the next three years would be structured to be in lieu of the existing pool operating and capital funding agreement, and would be more than what the County has paid in previous years to support the Town-owned pool

This request is being asked outside of the budget process, as the Town would like to understand the County's interest in financially supporting the proposed partnership with the YMCA before it is finalized this Spring. However, the County can stipulate that any funding would come from FY25 funds, if it chooses to support this partnership.

Funding and Liability Factors:
The new proposal would be a three-year commitment of $40,000 a year.

Recommendation:
Provide input as to whether or not the Council would like to undertake formal action to be a funding partner in the new partnership being established between the Town of Kershaw and the YMCA of the Upper Palmetto to provide services at Stevens Park.

Agenda Item Summary

Ordinance # / Resolution #: N/A
Contact Person / Sponsor: Dennis Marstall / Administration and Ginny Merck-Dupont / County Attorney
Department: Administration
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
Provide feedback on whether Council wishes Boards and Commissions to be able to apply for grants or undertake other fundraising activities.

Points to Consider:
In Spring 2023, staff presented information that only one County Council-created Board (Health and Wellness) has the official ability to apply for grants stated in its creation ordinance.

Overtime, other Boards and Commissions have inquired about applying for grants, or even undertaking specific fundraising activities. Given no direct authority to do either activity, as was outlined for the Health and Wellness Committee, County Administration has discouraged such activities.

Another request has been presented to seek a $5,000 grant, that does not have any matching funding required to do marketing and promotions support for the activities of the requesting committee.

Given the frequency of these requests, staff would like to discuss the pros and cons of Boards and Committees applying or soliciting outside funding and determine if Council would like to initiate any new action related to these issues.

Funding and Liability Factors:
Generally, grant submissions have to be accounted for during the County's audit process, and entails a level of finance staff work and involvement to administer the grants.

Recommendation:
Staff is requesting feedback from Council regarding grant submissions and fundraising activities for Boards and Commissions.

Agenda Item Summary

Ordinance # / Resolution #: N/A
Contact Person / Sponsor: A. Hardin / Planning
Department: Planning
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
Review information related to subdivisions and how that impacts the number of times a parcel may be divided for development purposes.

Points to Consider:
Under our current UDO there are 3 types of subdivisions which may occur:

- Minor Subdivision
- Major Subdivision
- Exempt Subdivision

Information will be provided regarding differences and how staff applies the regulations to decide whether a proposal is a major or minor subdivision.
This impacts the rule regarding how many times a lot can be subdivided under minor regulations before it exceeds the limit and becomes a major subdivision, subject to the list of standards and information required in the code.

Funding and Liability Factors:

Recommendation:
Provide feedback on subdivisions and how they impact the number of times a parcel may be divided.

Agenda Item Summary

Ordinance # / Resolution #: N/A
Contact Person / Sponsor: Dennis Marstall / Administration and Stephany Snowden / Administration
Department: Administration
Date Requested to be on Agenda: 12/13/2023

Council Action Requested:
Review the proposed budget calendar for the FY25 budget process.

Points to Consider:
County Council has requested that it have more opportunity to review departmental budget information and have more time to review detailed budget information, and future budget projections.

Staff will present the attached budget timeline and review the budget calendar, that includes several budget workshops, to ensure Council has adequate time to understand the many complexities that comprise the County budget.

Funding and Liability Factors:
The County budget will set the annual revenue and spending plan for FY 25.

Recommendation:
Review the budget calendar and provide feedback.

ATTACHMENTS:

Description	Upload Date	Type
Draft Budget Calendar	12/8/2023	Backup Material

Fiscal Year 2024-2025 Budget Calendar

December

- **December 11-January 5**: Pre-budget meetings

January (February)

- **January 5**: Budget packets delivered
- **January 31 & February 7:** County Council Strategic Retreat

February

- **February 5:** Budget Kickoff
- **February 12:** Inter-department requests due

March (April)

- **March 4:** Departmental requests due
- **March 7-15**: Department presentations due to administration
- **March 18**: Department presentations to Council due to budget staff
- **April 10:** Council Workshop--Department Presentations & Capital Budget Discussion

April

- **April 17:** Council Workshop--Department Presentations & Operating Budget Discussion
- **April 24:** Council Workshop--Personnel Budget Discussion
- **April 29:** Departments notified of recommendations

May

- **May 8:** Presentation of Administrator's Recommended Budget
- **May 15:** Council Budget Review
- **May 17:** Deadline to publish public hearing
- **May 28:** First reading of the 2024-2025 Budget

June

- **June 10:** Second reading and Public Hearing of the 2024-2025 Budget
- **June 24:** Third Reading & Adoption of the 2024-2025 Budget