LEXINGTON COUNTY
Public Library
100 YEARS OF SERVICE

Main Library
5440 Augusta Rd
Lexington, SC 29072
(803) 785-2600

Batesburg-Leesville Branch
203 Armory St.
Batesburg, SC 29006
(803) 532-9223

Cayce-West Columbia Branch
1500 Augusta Rd.
West Columbia, SC 29169
(803) 794-6791

Chapin Branch
129 NW Columbia Ave.
Chapin, SC 29036
(803) 345-5479

Gaston Branch
214 S. Main St.
Gaston, SC 29053
(803) 791-3208

Gilbert-Summit Branch
405 Broad St.
Gilbert, SC 29054
(803) 785-5387

Irmo Branch
6251 St. Andrews Rd.
Columbia, SC 29212
(803) 798-7880

Pelion Branch
206 Pine Street
Pelion, SC 29123
(803) 785-3272

South Congaree-Pine Ridge Branch
200 Sunset Dr.
West Columbia, SC 29172
(803) 785-3050

Swansea Branch
199 N. Lawrence Ave.
Swansea, SC 29160
(803) 785-3519

Bookmobile
(803) 785-2649

www.lex.lib.sc.us

February 10, 2017

Dear Mr. Mergo,

The Finance Committee of the Lexington County Library Board met on January 30, 2017 to review and approve the Library's requested FY 2017-18 Budget. The Budget was recommended to the full Library Board during their regular meeting on the same day. In this meeting, the Budget was unanimously approved by the Library Board. According to SC Code of Laws Section 4-9-37, it is the Library Board's responsibility after approving the public library system's budget to recommend it to Lexington County Administration to submit to Lexington County Council.

The Library Board has a very clear understanding of the mission of the Library and the direction and focus that is essential to quality public library services. Library Administration maintained the majority of the Library specific operating costs such as library materials and subscription costs and even adjusted a database subscription to save costs in order to acquire another high demand resource. As an involved Board, they supported the New Program Requests including:

- (1) Additional part time position to serve as a floater among small and medium branches. The Library's current staffing level of 104.5 FTEs which should be 132 FTEs (South Carolina Public Library Standards) is of great concern. ~~($18,847)~~ $17,869
- Job evaluation and reclassification of the PC LAN Specialist III position potentially upgrading it to a Network Coordinator. (a potential increase of ~~$8,871~~ 8621)

The Board understands the importance of maintaining the facilities and supports the use of the Library's Fund Balance to include:

- Partial renovation at the Cayce-West Columbia Branch including the reconstruction of (2) service desks, replacement flooring in high traffic areas, upgrading the data wiring and phone system to include public announcement speakers. ($251,197)
- Roof Replacement at Lexington Main Library ($423,500)

And to continue to plan well for the maintenance of the 10 Library facilities, the Board supports the recommendation to establish a specific contingency account for HVAC replacements. The total cost of replacing all of the R22 units is estimated at $358,200. The Board and I request to use Contingency Funds to establish a specific contingency account at ~~25~~ 20% of the total cost.

- R22 Unit replacement contingency fund at ~~25~~ 20% ($107,460)

This budget will allow the Library to offer the best library service in the most judicious, cost effective and efficient way to the citizens of Lexington County.

Thank you for your continued support of library services.

Sincerely,

Kelly R. Poole
Library Director

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year 2017-18
Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***County Library Operations 2300:**							
	Revenues:	6.211 Mills		6.180 Mills	6.180 Mills	6.180 Mills	Mills	Mills
410000	Current Property Taxes	5,439,460	3,213,189	5,592,086	5,592,086	5,903,893		
410500	Homestead Exemption	230,000	0	255,000	255,000	255,000		
410520	Manufacturer's Tax Exemption	24,711	0	24,700	24,700	24,700		
410530	State Sales and Use Tax Credit	57,716	40,362	143,387	143,387	0		
410540	Lease Purchase Tax Credit	0	0	0	0	0		
411000	Current Vehicle Taxes	904,185	460,143	893,598	893,598	889,252		
412000	Current Tax Penalties	10,295	15	10,100	10,100	10,100		
413000	Delinquent Tax	204,910	99,518	240,000	240,000	240,000		
414000	Delinquent Tax Penalties	30,934	14,951	35,000	35,000	35,000		
417100	Fee in Lieu of Taxes	368,352	0	385,000	385,000	385,000		
417120	Fee in Lieu of Taxes - Prior Year	0	0	0	0	0		
417130	Fee in Lieu of Taxes - Manuf. Tax Exemption	14,567	0	15,000	15,000	15,000		
417150	Fee in Lieu of Taxes - Fee for Services	2,497	0	3,148	3,148	3,148		
418000	Motor Carrier Payments	12,952	10,206	10,700	10,700	10,700		
419000	Merchants Exemptions	28,550	14,275	28,550	28,550	28,550		
	Total Property Tax Revenue	7,329,129	3,852,659	7,636,269	7,636,269	7,800,343	0	0
	Other Revenues:							
437609	Copy Sales - Library	7,951	4,464	8,000	8,000	8,000		
437620	Fax Sales - Library	16,037	7,085	12,000	12,000	14,000		
437699	Copy Sales - Cost	0	0	0	0	0		
438300	Vending Machine Sales	298	139	400	400	250		
438900	Auction Sales	2,897	135	0	0	0		
449000	Library Book Fines	248,331	99,139	260,000	260,000	250,000		
461000	Investment Interest	49,764	27,183	20,000	20,000	20,000		
462001	Sales Tax Payable	0	0	0	0	0		
463200	Insurance Claims Reimb.	1,574	0	0	0	0		
465900	Utility Rebates	2,025	0	0	0	0		
469100	Gifts & Donations	3,300	0	0	0	0		
469200	Donated Capital Items	3,807	0	500	500	500		
469900	Miscellaneous Revenues	1,523	0	1,000	1,000	1,000		
	Total Other Revenue	337,507	138,145	301,900	301,900	293,750	0	0
	**** Total Revenue**	7,666,636	3,990,804	7,938,169	7,938,169	8,094,093	0	0
	**** Total Appropriations**				9,593,704	8,044,618		
	-- (1) Reclassification					~~8,871~~ 9621		
	-- (1) New Positions					~~18,847~~ 17869		
	**** Total Appropriations**				9,593,704	~~8,072,336~~ 8,071,108		
	Beginning of Year				7,538,143	5,882,608	5,882,608	5,882,608
	FUND BALANCE - Projected End of Year				5,882,608	5,905593 5,932,085	5,882,608	5,882,608

CWC Renovation 251,197
LML Roof Repair 423,500
R22 Contingency 107,460
782,157

ADJUSTED FUND BALANCE 5,123,436

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2300 Fund Name: Library Local

Organ. #: 230099 Organ. Name: Non-Department

Revenue Code	Fee Title	Actual Fees 2014-15	Actual Fees 2015-16	12/31/2016 Year-to-Date 2016-17	Anticipated Fiscal Year Total 2016-17	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees 2017-18	Proposed Fee Change	Total Proposed Estimated Fees 2017-18
437609	Copy Sales		$ 7,951	$ 4,464	$ 8,000			$ 8,000		$ 8,000
437620	Fax Sales		$ 16,037	$ 7,085	$ 12,000			$ 14,000		$ 14,000
449000	Library Book Fines		$ 248,331	$ 99,139	$ 260,000			$ 250,000		$ 250,000

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization Recap

Object Code	Expenditure Classification	2017-18 Requested	General Admin. 230005	Batesburg/ Leesville 230010	Lexington 230020	Cayce / W. Columbia 230030	Irmo 230040	Chapin 230050	South Congaree 230055	Swansea 230060	Gaston 230070	Pelion 230080	Gilbert/ Summit 230090	Non-Departmental 230099
						BUDGET								
	Personnel													
510100	Salaries & Wages	3,186,416	1,014,485	146,182	576,499	491,540	470,213	94,119	81,627	54,164	82,905	121,829	52,853	0
510200	Overtime	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000
510300	Part Time	810,932	42,995	48,055	169,338	121,588	157,228	85,692	33,130	40,894	16,468	50,225	45,319	0
511112	FICA - Employer's Portion	305,296	81,957	14,611	57,057	46,782	47,998	13,562	8,498	7,037	7,302	13,159	7,256	77
511113	SCRS - Employer's Portion	445,143	118,571	21,742	82,531	67,674	69,429	20,091	12,899	10,751	11,150	19,034	11,159	112
511120	Employee Insurance - Employer's Portion	608,400	171,600	31,200	117,000	101,400	101,400	15,600	15,600	7,800	15,600	23,400	7,800	0
511130	Workers Compensation	25,637	14,528	603	2,292	2,893	2,963	558	357	295	307	534	304	3
519999	Personnel Contingency	142,000	0	0	0	0	0	0	0	0	0	0	0	142,000
	*** Total Personnel**	**5,524,824**	**1,444,136**	**262,393**	**1,004,717**	**831,877**	**849,231**	**229,622**	**152,111**	**120,941**	**133,732**	**228,181**	**124,691**	**143,192**
	Operating Expenses													
520100	Contracted Maintenance	16,086	0	0	0	0	0	0	0	0	0	0	0	16,086
520103	Landscape/Grounds Maintenance	22,637	0	1,945	3,372	3,433	2,522	1,945	1,823	1,762	1,945	1,945	1,945	0
520200	Contracted Services	91,441	0	4,250	625	38,429	420	5,361	3,215	3,215	3,215	4,493	3,218	25,000
520206	Background History Screening	100	0	0	0	0	0	0	0	0	0	0	0	100
520213	Contracted Literacy Programs	37,850	0	0	0	0	0	0	0	0	0	0	0	37,850
520220	Book Binding	400	0	0	0	0	0	0	0	0	0	0	0	400
520231	Garbage Pick-up Service	4,716	0	487	754	754	572	462	487	0	487	487	226	0
520233	Towing Service	65	0	0	0	0	0	0	0	0	0	0	0	65
520242	Hazardous Material Disposal	100	0	0	0	0	0	0	0	0	0	0	0	100
520300	Professional Services	0	0	0	0	0	0	0	0	0	0	0	0	0
520303	Accounting/Auditing Services	2,500	0	0	0	0	0	0	0	0	0	0	0	2,500
520400	Advertising & Publicity	7,000	0	0	0	0	0	0	0	0	0	0	0	7,000
520500	Legal Services	500	0	0	0	0	0	0	0	0	0	0	0	500
520702	Technical Currency & Support	110,980	0	0	0	0	0	0	0	0	0	0	0	110,980
520703	Computer Hardware Maintenance	20,430	0	0	0	0	0	0	0	0	0	0	0	20,430
521000	Office Supplies	30,600	7,200	1,800	5,850	4,700	4,900	900	1,000	1,050	1,000	1,200	1,000	0
521100	Duplicating	3,685	1,100	200	700	250	600	100	125	100	250	190	70	0
521200	Operating Supplies	55,230	25,480	1,100	1,500	3,600	3,500	1,200	1,100	500	1,000	1,000	250	15,000
522000	Building Repairs & Maintenance	40,000	0	0	0	0	0	0	0	0	0	0	0	40,000
522001	Carpet/Floor Cleaning	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000
522200	Small Equipment Repairs & Maint.	3,000	0	0	0	0	0	0	0	0	0	0	0	3,000
522300	Vehicle Repairs & Maintenance	2,400	0	0	0	0	0	0	0	0	0	0	0	2,400
524000	Building Insurance	28,192	0	1,244	4,826	8,303	5,839	3,029	711	919	1,138	1,441	742	0
524100	Vehicle Insurance	2,730	0	0	0	0	0	0	0	0	0	0	0	2,730
524101	Comprehensive Vehicle Insurance	258	0	0	0	0	0	0	0	0	0	0	0	258
524201	General Tort Liability Insurance	3,029	1,054	134	507	428	464	111	74	49	61	98	49	0
524202	Surety Bonds	1,050	235	55	215	180	180	45	30	20	25	45	20	0
524900	Data Processing Equip. Insurance	1,234	0	0	0	0	0	0	0	0	0	0	0	1,234
525000	Telephone	35,507	7,364	1,973	6,616	4,112	4,537	2,579	2,628	1,614	1,972	1,198	914	0
525004	WAN Service Charges	0	0	0	0	0	0	0	0	0	0	0	0	0
525020	Pagers and Cell Phones	1,068	0	0	0	0	0	0	0	0	0	0	0	1,068
525021	Smart Phone Charges	1,908	0	0	0	0	0	0	0	0	0	0	0	1,908
525041	E-mail Service Charges	17,706	3,564	1,032	3,612	3,048	3,096	903	516	387	387	774	387	0
525100	Postage	8,650	1,800	400	1,800	1,900	1,900	150	275	75	100	200	50	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization Recap

Object Code	Expenditure Classification	2017-18 Requested	BUDGET General Admin. 230005	Batesburg/ Leesville 230010	Lexington 230020	Cayce / W. Columbia 230030	Irmo 230040	Chapin 230050	South Congaree 230055	Swansea 230060	Gaston 230070	Pelion 230080	Gilbert/ Summit 230090	Non-Departmental 230099
525210	Conference, Meeting & Training Expense	7,500	0	0	0	0	0	0	0	0	0	0	0	7,500
525211	Library Board Expenses	2,000	0	0	0	0	0	0	0	0	0	0	0	2,000
525230	Subscription, Dues, & Books	181,680	0	0	0	0	0	0	0	0	0	0	0	181,680
525240	Personal Mileage Reimbursement	14,000	0	0	0	0	0	0	0	0	0	0	0	14,000
525250	Motor Pool Reimbursement	50	0	0	0	0	0	0	0	0	0	0	0	50
525377	Utilities - (9) Branches	349,431	0	15,342	144,121	53,364	74,293	14,994	10,336	7,930	8,654	12,591	7,806	0
525400	Gas, Fuel, & Oil	10,000	0	0	0	0	0	0	0	0	0	0	0	10,000
525600	Uniforms & Clothing	200	0	0	0	0	0	0	0	0	0	0	0	200
525700	Employee Service Awards	20	0	0	0	0	0	0	0	0	0	0	0	20
526500	License & Permits	4,400	0	0	0	0	0	0	0	0	0	0	0	4,400
529903	Contingency	1,500	0	0	0	0	0	0	0	0	0	0	0	1,500
	*** Total Operating**	**1,126,833**	**47,797**	**29,962**	**174,498**	**122,501**	**102,823**	**31,779**	**22,320**	**17,621**	**20,234**	**25,662**	**16,677**	**514,959**
	*** Total Personnel & Operating**	**6,651,657**	**1,491,933**	**292,355**	**1,179,215**	**954,378**	**952,054**	**261,401**	**174,431**	**138,562**	**153,966**	**253,843**	**141,368**	**658,151**
	Capital													
540000	Small Tools & Minor Equipment	14,000	0	0	0	0	0	0	0	0	0	0	0	14,000
540002	Microforms	7,802	0	0	0	0	0	0	0	0	0	0	0	7,802
540004	CD-ROM/Subscriptions	0	0	0	0	0	0	0	0	0	0	0	0	0
540006	Library Materials (Books, Audio Visual)	1,043,996	0	0	0	0	0	0	0	0	0	0	0	1,043,996
540010	Minor Software	2,000	0	0	0	0	0	0	0	0	0	0	0	2,000
	All other equipment	325,163	0	0	0	0	0	0	0	0	0	0	0	325,163
	**** Total Capital**	**1,392,961**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,392,961**
	***** Total Budget Appropriation**	**8,044,618**	**1,491,933**	**292,355**	**1,179,215**	**954,378**	**952,054**	**261,401**	**174,431**	**138,562**	**153,966**	**253,843**	**141,368**	**2,051,112**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 2300xx - Departmental Library Recap

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages	2,929,552	1,417,699	3,186,416	3,186,416	0	0
510200	Overtime	0	0	1,000	1,000	0	0
510300	Part Time	736,580	375,481	810,932	810,932	0	0
511112	FICA - Employer's Portion	264,261	129,834	305,296	305,296	0	0
511113	State Retirement - Employer's Portion	378,910	195,065	444,919	445,143	0	0
511120	Insurance Fund Contribution	600,600	304,200	608,400	608,400	0	0
511130	Workers Compensation	15,172	7,437	21,878	25,637	0	0
511131	SC Unemployment	-	0	0	0	0	0
511213	State Retirement - Retiree	24,029	12,133	0	0	0	0
511214	Police Retirement - Retiree	395	0	0	0	0	0
519999	Personnel Contingency	0	0	0	142,000	0	0
	*** Total Personnel**	**4,949,499**	**2,441,849**	**5,378,841**	**5,524,824**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	20,338	10,257	14,927	16,086	0	0
520103	Landscape/Grounds Maintenance	40,042	7,450	40,260	22,637	0	0
520200	Contracted Services	85,129	37,027	97,651	91,441	0	0
520206	Background History Screening	0	0	100	100	0	0
520213	Contracted Literacy Programs	32,150	17,840	37,850	37,850	0	0
520220	Book Binding	275	0	325	400	0	0
520231	Garbage Pickup Charges	4,306	1,476	4,651	4,716	0	0
520233	Towing Service	0	0	65	65	0	0
520242	Hazardous Materials Disposal	0	0	250	100	0	0
520303	Accounting/Auditing Services	2,500	2,500	2,800	2,500	0	0
520400	Advertising & Publicity	6,949	3,710	7,000	7,000	0	0
520500	Legal Services	0	0	500	500	0	0
520702	Technical Currency & Support	110,236	124,069	135,519	110,980	0	0
520703	Computer Hardware Maintenance	9,158	21,370	22,000	20,430	0	0
521000	Office Supplies	28,329	12,270	28,400	30,600	0	0
521100	Duplicating	3,809	1,260	3,320	3,685	0	0
521200	Operating Supplies	37,394	22,942	55,230	55,230	0	0
522000	Building Repairs & Maintenance	68,444	22,851	60,000	40,000	0	0
522001	Carpet/Floor Cleaning	1,564	2,279	5,000	5,000	0	0
522200	Small Equipment Repairs & Maintenance	2,632	78	5,000	3,000	0	0
522300	Vehicle Repairs & Maintenance	2,916	917	2,500	2,400	0	0
523200	Equipment Rental	750	0	0	0	0	0
524000	Building Insurance	26,570	26,570	27,367	28,192	0	0
524100	Vehicle Insurance	2,650	2,650	2,730	2,730	0	0
524101	Comprehensive Vehicle Insurance	240	240	250	258	0	0
524201	General Tort Liability Insurance	2,850	2,849	2,936	3,029	0	0
524202	Surety Bonds	0	0	0	1,050	0	0
524900	Data Processing Equip. Insurance	1,175	1,210	1,210	1,234	0	0
525000	Telephone	33,062	17,427	34,127	35,507	0	0
525004	WAN Service Charges	0	0	0	0	0	0
525020	Pagers and Cell Phones	1,046	428	1,320	1,068	0	0
525021	Smart Phones Charges	1,854	790	1,908	1,908	0	0
525041	E-mail Service Charges	10,789	7,169	17,706	17,706	0	0
525100	Postage	5,056	2,044	9,050	8,650	0	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 2300xx - Departmental Library Recap

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Cont'd Operating Expenditures						
525210	Conference, Meeting & Training Expenses	4,279	2,256	7,800	7,500	0	0
525211	Library Board Expenses	1,850	763	2,000	2,000	0	0
525230	Subscriptions, Dues, & Books	157,430	162,566	182,271	181,680	0	0
525240	Personal Mileage Reimbursement	11,616	4,140	12,100	14,000	0	0
525250	Motor Pool Reimbursement	0	0	200	50	0	0
525377	Utilities - County Branch Library	341,840	153,728	349,431	349,431	0	0
525400	Gas, Fuel, & Oil	8,505	2,782	10,000	10,000	0	0
525600	Uniforms & Clothing	73	184	200	200	0	0
525700	Employee Service Awards	5	0	20	20	0	0
526500	License & Permits	4,334	4,190	4,190	4,400	0	0
529903	Contingency	0	0	1,066,552	1,500	0	0
535110	Emergency Rain Event	0	0	0	0	0	0
537699	Cost of Copy Sales	0	1,368	0	0	0	0
	*** Total Operating**	**1,072,145**	**681,650**	**2,256,716**	**1,126,833**	**0**	**0**
	****Total Personnel & Operating**	**6,021,644**	**3,123,499**	**7,635,557**	**6,651,657**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	12,655	4,916	14,000	14,000	0	0
540001	Books - Local	0	0	0	0	0	0
540002	Microforms	6,924	7,199	7,802	7,802	0	0
540004	CD-Rom Publications	0	0	0	0	0	0
540006	Library Materials (Book, Audio Visual Mat.)	962,485	348,789	1,092,477	1,043,996	0	0
540010	Minor Software	250	0	0	2,000	0	0
	All Other Equipment	309,129	220,387	843,868	325,163	0	0
	Library Materials (Books, Audio Visual)	**1,291,443**	**581,291**	**1,958,147**	**1,392,961**	**0**	**0**
	***** Total Budget Appropriation**	**7,313,087**	**3,704,790**	**9,593,704**	**8,044,618**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230005 - Administration

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 21/22	910,884	447,504	1,014,485	1,014,485		
510200	Overtime	8	0	0	0		
510300	Part Time - 3 (1.5 - FTE)	46,669	21,294	42,995	42,995		
511112	FICA - Employer's Portion	68,606	33,659	81,957	81,957		
511113	State Retirement - Employer's Portion	97,383	50,722	118,511	118,571		
511114	PORS - Employer's Portion	0	0	0	0		
511120	Insurance Fund Contribution - 21/22	163,800	85,800	171,600	171,600		
511130	Workers Compensation	5,024	2,503	10,784	14,528		
511213	State Retirement - Retiree	8,376	3,471	0	0		
511214	Police Retirement - Retiree	395	0	0	0		
	*** Total Personnel**	**1,301,145**	**644,953**	**1,440,332**	**1,444,136**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	7,000	3,290	7,000	7,200		
521100	Duplicating	1,388	350	850	1,100		
521200	Operating Supplies	23,582	15,331	25,480	25,480		
524201	General Tort Liability Insurance	993	993	1,023	1,054		
524202	Surety Bonds	0	0	0	235		
525000	Telephone	7,211	3,510	7,030	7,364		
525041	E-mail Service Charges - 27/28	2,158	1,330	3,564	3,564		
525100	Postage	2,229	832	1,500	1,800		
525210	Conference, Meeting & Training Expense	0	0	300	0		
525240	Personal Mileage Reimbursement	0	0	100	0		
	*** Total Operating**	**44,561**	**25,636**	**46,847**	**47,797**	**0**	**0**
	****Total Personnel & Operating**	**1,345,706**	**670,589**	**1,487,179**	**1,491,933**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,345,706**	**670,589**	**1,487,179**	**1,491,933**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230010 - Batesburg/Leesville Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 4	138,429	68,098	146,182	146,182		
510300	Part Time - 3 (1.50 - FTE)	39,292	22,950	48,055	48,055		
511112	FICA - Employer's Portion	13,111	6,743	14,611	14,611		
511113	State Retirement - Employer's Portion	14,667	7,784	21,731	21,742		
511120	Insurance Fund Contribution - 4	31,200	15,600	31,200	31,200		
511130	Workers Compensation	534	274	603	603		
511213	State Retirement - Retiree	5,021	2,741	0	0		
	*** Total Personnel**	**242,254**	**124,190**	**262,382**	**262,393**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	5,460	640	4,752	1,945		
520200	Contracted Services	4,200	1,770	4,200	4,250		
520231	Garbage Pickup Service	421	160	480	487		
521000	Office Supplies	1,598	374	1,600	1,800		
521100	Duplicating	118	16	250	200		
521200	Operating Supplies	1,017	333	1,100	1,100		
524000	Building Insurance	1,172	1,172	1,207	1,244		
524201	General Tort Liability Insurance	126	126	130	134		
524202	Surety Bonds	0	0	0	55		
525000	Telephone	1,974	1,140	1,973	1,973		
525041	E-mail Service Charges - 8	613	430	1,032	1,032		
525100	Postage	76	32	500	400		
525377	Utilities - County Branch Library	14,007	6,989	15,342	15,342		
537699	Cost of Copy Sales	0	133	0	0		
	*** Total Operating**	**30,782**	**13,315**	**32,566**	**29,962**	**0**	**0**
	****Total Personnel & Operating**	**273,036**	**137,505**	**294,948**	**292,355**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**273,036**	**137,505**	**294,948**	**292,355**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230020 - Lexington Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 15	563,973	260,383	576,499	576,499		
510300	Part Time - 13 (6.500 - FTE)	147,522	73,220	169,338	169,338		
511112	FICA - Employer's Portion	50,738	23,990	57,057	57,057		
511113	State Retirement - Employer's Portion	73,420	36,404	82,490	82,531		
511120	Insurance Fund Contribution - 15	117,000	58,500	117,000	117,000		
511130	Workers Compensation	2,137	1,003	2,313	2,292		
511213	State Retirement - Retiree	4,018	2,080	0	0		
	*** Total Personnel**	**958,808**	**455,580**	**1,004,697**	**1,004,717**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	6,240	1,110	6,240	3,372		
520200	Contracted Services	500	375	625	625		
520231	Garbage Pickup Service	727	248	744	754		
521000	Office Supplies	5,650	2,617	5,650	5,850		
521100	Duplicating	801	249	500	700		
521200	Operating Supplies	1,498	633	1,500	1,500		
524000	Building Insurance	4,548	4,548	4,685	4,826		
524201	General Tort Liability Insurance	477	477	492	507		
524202	Surety Bonds	0	0	0	215		
525000	Telephone	6,065	3,003	6,018	6,616		
525041	E-mail Service Charges - 28	2,327	1,615	3,612	3,612		
525100	Postage	938	424	2,100	1,800		
525377	Utilities - County Branch Library	142,268	63,178	144,121	144,121		
537699	Cost of Copy Sales	0	113	0			
	*** Total Operating**	**172,039**	**78,590**	**176,287**	**174,498**	**0**	**0**
	****Total Personnel & Operating**	**1,130,847**	**534,170**	**1,180,984**	**1,179,215**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,130,847**	**534,170**	**1,180,984**	**1,179,215**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230030 - Cayce/West Columbia Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 13	429,630	213,211	491,540	491,540		
510300	Part Time - 9/10(4.5/5.0 - FTE)	111,633	53,715	121,588	121,588		
511112	FICA - Employer's Portion	39,183	19,480	46,782	46,782		
511113	State Retirement - Employer's Portion	59,834	30,843	67,640	67,674		
511120	Insurance Fund Contribution - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	2,690	1,303	2,927	2,893		
511131	SC Unemployment	0	0	0			
	*** Total Personnel**	**744,370**	**369,252**	**831,877**	**831,877**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	2,400	1,130	3,108	3,433		
520200	Contracted Services	37,090	15,489	37,966	38,429		
520231	Garbage Pickup Service	727	248	744	754		
521000	Office Supplies	4,498	2,519	4,500	4,700		
521100	Duplicating	223	55	250	250		
521200	Operating Supplies	3,585	1,730	3,600	3,600		
524000	Building Insurance	7,826	7,826	8,061	8,303		
524201	General Tort Liability Insurance	403	403	415	428		
524202	Surety Bonds	0	0	0	180		
525000	Telephone	4,116	2,056	4,112	4,112		
525041	E-mail Service Charges - 23/24	1,712	1,107	3,048	3,048		
525100	Postage	671	287	2,000	1,900		
525377	Utilities - County Branch Library	51,911	23,927	53,364	53,364		
537699	Cost of Copy Sales	0	232	0	0		
	*** Total Operating**	**115,162**	**57,009**	**121,168**	**122,501**	**0**	**0**
	****Total Personnel & Operating**	**859,532**	**426,261**	**953,045**	**954,378**	**0**	**0**
	Capital						
	All other Equipment	0	0	0			
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**859,532**	**426,261**	**953,045**	**954,378**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230040 - Irmo Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 13	447,036	211,823	470,213	470,213		
510300	Part Time - 12 (6.00 - FTE)	151,143	73,144	157,228	157,228		
511112	FICA - Employer's Portion	42,309	20,156	47,998	47,998		
511113	State Retirement - Employer's Portion	65,010	32,942	69,394	69,429		
511120	Insurance Fund Contribution - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	2,744	1,310	2,950	2,963		
511213	State Retirement - Retiree	754	0	0	0		
	*** Total Personnel**	**810,396**	**390,075**	**849,183**	**849,231**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	5,280	830	5,280	2,522		
520200	Contracted Services	595	105	420	420		
520231	Garbage Pickup Service	566	188	564	572		
521000	Office Supplies	4,694	1,409	4,700	4,900		
521100	Duplicating	651	166	500	600		
521200	Operating Supplies	3,494	1,904	3,500	3,500		
524000	Building Insurance	5,503	5,503	5,668	5,839		
524201	General Tort Liability Insurance	437	437	450	464		
524202	Surety Bonds	0	0	0	180		
525000	Telephone	3,134	2,274	4,537	4,537		
525041	E-mail Service Charges - 24	1,965	1,344	3,096	3,096		
525100	Postage	783	349	2,000	1,900		
525377	Utilities - County Branch Library	73,523	30,364	74,293	74,293		
537699	Cost of Copy Sales	0	102	0	0		
	*** Total Operating**	**100,625**	**44,975**	**105,008**	**102,823**	**0**	**0**
	****Total Personnel & Operating**	**911,021**	**435,050**	**954,191**	**952,054**	**0**	**0**
	Capital						
	All other Equpiment	0	0	0			
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**911,021**	**435,050**	**954,191**	**952,054**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230050 - Chapin Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	87,618	43,888	94,119	94,119		
510300	Part Time - 5 (2.5 - FTE)	75,535	40,222	85,692	85,692		
511112	FICA - Employer's Portion	12,453	6,412	13,562	13,562		
511113	State Retirement - Employer's Portion	11,594	6,809	20,081	20,091		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	490	253	557	558		
511213	State Retirement - Retiree	5,846	2,914	0	0		
	*** Total Personnel**	**209,136**	**108,298**	**229,611**	**229,622**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,262	640	3,480	1,945		
520200	Contracted Services	5,300	2,250	5,300	5,361		
520231	Garbage Pickup Service	411	152	456	462		
521000	Office Supplies	693	468	700	900		
521100	Duplicating	70	256	100	100		
521200	Operating Supplies	951	335	1,200	1,200		
524000	Building Insurance	2,855	2,855	2,940	3,029		
524201	General Tort Liability Insurance	103	103	107	111		
524202	Surety Bonds	0	0	0	45		
525000	Telephone	2,581	1,290	2,579	2,579		
525041	E-mail Service Charges - 7	567	376	903	903		
525100	Postage	86	30	200	150		
525377	Utilities - County Branch Library	14,316	5,861	14,994	14,994		
537699	Cost of Copy Sales	0	27	0	0		
	*** Total Operating**	**31,195**	**14,643**	**32,959**	**31,779**	**0**	**0**
	****Total Personnel & Operating**	**240,331**	**122,941**	**262,570**	**261,401**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**240,331**	**122,941**	**262,570**	**261,401**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230055 - South Congaree Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	72,933	38,100	81,627	81,627		
510200	Overtime	0	0	0			
510300	Part Time - 2 (1.0 - FTE)	28,545	15,897	33,130	33,130		
511112	FICA - Employer's Portion	7,523	4,020	8,498	8,498		
511113	State Retirement - Employer's Portion	11,186	5,315	12,893	12,899		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	305	162	303	357		
511213	State Retirement - Retiree	58	927	0	0		
	*** Total Personnel**	**136,150**	**72,221**	**152,051**	**152,111**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,660	600	3,660	1,823		
520200	Contracted Services	3,180	1,325	3,180	3,215		
520231	Garbage Pickup Service	421	160	480	487		
521000	Office Supplies	787	235	800	1,000		
521100	Duplicating	68	19	125	125		
521200	Operating Supplies	906	423	1,100	1,100		
524000	Building Insurance	671	671	691	711		
524201	General Tort Liability Insurance	69	69	71	74		
524202	Surety Bonds	0	0	0	30		
525000	Telephone	2,629	1,312	2,628	2,628		
525041	E-mail Service Charges - 4	317	215	516	516		
525100	Postage	38	42	300	275		
525377	Utilities - County Branch Library	8,988	4,754	10,336	10,336		
537699	Cost of Copy Sales	0	14	0	0		
	*** Total Operating**	**21,734**	**9,839**	**23,887**	**22,320**	**0**	**0**
	****Total Personnel & Operating**	**157,884**	**82,060**	**175,938**	**174,431**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**157,884**	**82,060**	**175,938**	**174,431**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230060 - Swansea Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	47,690	25,207	54,164	54,164		
510300	Part Time - 2 (1.0 - FTE)	36,477	19,815	40,894	40,894		
511112	FICA - Employer's Portion	6,319	3,392	7,037	7,037		
511113	State Retirement - Employer's Portion	9,324	5,205	10,746	10,751		
511120	Insurance Fund Contribution - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	253	135	294	295		
	*** Total Personnel**	**107,863**	**57,654**	**120,935**	**120,941**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	2,760	580	2,760	1,762		
520200	Contracted Services	3,180	1,325	3,180	3,215		
521000	Office Supplies	849	101	850	1,050		
521100	Duplicating	95	46	100	100		
521200	Operating Supplies	394	113	500	500		
524000	Building Insurance	866	866	892	919		
524201	General Tort Liability Insurance	46	46	47	49		
524202	Surety Bonds	0	0	0	20		
525000	Telephone	1,614	804	1,614	1,614		
525041	E-mail Service Charges - 3	238	161	387	387		
525100	Postage	35	17	100	75		
525377	Utilities - County Branch Library	8,081	3,641	7,930	7,930		
537699	Cost of Copy Sales	0	31	0	0		
	*** Total Operating**	**18,158**	**7,731**	**18,360**	**17,621**	**0**	**0**
	****Total Personnel & Operating**	**126,021**	**65,385**	**139,295**	**138,562**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**126,021**	**65,385**	**139,295**	**138,562**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230070 - Gaston Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	71,782	38,508	82,905	82,905		
510300	Part Time - 1 (.5 - FTE)	17,043	8,419	16,468	16,468		
511112	FICA - Employer's Portion	6,456	3,423	7,302	7,302		
511113	State Retirement - Employer's Portion	9,842	5,425	11,144	11,150		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	267	141	307	307		
	*** Total Personnel**	**120,990**	**63,716**	**133,726**	**133,732**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,360	640	3,360	1,945		
520200	Contracted Services	3,180	1,325	3,180	3,215		
520231	Garbage Pickup Service	421	160	480	487		
521000	Office Supplies	798	554	800	1,000		
521100	Duplicating	157	47	350	250		
521200	Operating Supplies	996	668	1,000	1,000		
524000	Building Insurance	1,071	1,071	1,104	1,138		
524201	General Tort Liability Insurance	58	57	59	61		
524202	Surety Bonds	0	0	0	25		
525000	Telephone	1,970	983	1,972	1,972		
525041	E-mail Service Charges - 3	243	161	387	387		
525100	Postage	56	20	100	100		
525377	Utilities - County Branch Library	8,490	3,956	8,654	8,654		
537699	Cost of Copy Sales	0	43	0	0		
	*** Total Operating**	**20,800**	**9,685**	**21,446**	**20,234**	**0**	**0**
	****Total Personnel & Operating**	**141,790**	**73,401**	**155,172**	**153,966**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**141,790**	**73,401**	**155,172**	**153,966**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230080 - Pelion Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3	111,931	46,330	121,829	121,829		
510300	Part Time - 3 (1.50 - FTE)	41,796	24,759	50,225	50,225		
511112	FICA - Employer's Portion	10,940	5,048	13,159	13,159		
511113	State Retirement - Employer's Portion	16,882	8,218	19,025	19,034		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	462	213	533	534		
511131	SC Unemployment	0	0	0	0		
	*** Total Personnel**	**205,411**	**96,268**	**228,171**	**228,181**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,300	640	3,300	1,945		
520200	Contracted Services	4,340	1,830	4,440	4,493		
520231	Garbage Pickup Service	389	160	480	487		
521000	Office Supplies	963	630	1,000	1,200		
521100	Duplicating	173	47	220	190		
521200	Operating Supplies	792	478	1,000	1,000		
524000	Building Insurance	1,359	1,359	1,399	1,441		
524201	General Tort Liability Insurance	92	92	95	98		
524202	Surety Bonds	0	0	0	45		
525000	Telephone	854	599	750	1,198		
525041	E-mail Service Charges - 6	461	322	774	774		
525100	Postage	100	9	200	200		
525377	Utilities - County Branch Library	12,248	5,991	12,591	12,591		
537699	Cost of Copy Sales	0	46	0	0		
	*** Total Operating**	**25,071**	**12,203**	**26,249**	**25,662**	**0**	**0**
	****Total Personnel & Operating**	**230,482**	**108,471**	**254,420**	**253,843**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**230,482**	**108,471**	**254,420**	**253,843**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230090 - Gilbert/Summit Branch

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	47,646	24,647	52,853	52,853		
510300	Part Time - 2 (1.0 - FTE)	40,925	22,046	45,319	45,319		
511112	FICA - Employer's Portion	6,623	3,511	7,256	7,256		
511113	State Retirement - Employer's Portion	9,768	5,398	11,153	11,159		
511120	Insurance Fund Contribution - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	266	140	304	304		
511213	State Retirement - Retiree	14	0	0	0		
	*** Total Personnel**	**113,042**	**59,642**	**124,685**	**124,691**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	4,320	640	4,320	1,945		
520200	Contracted Services	3,180	1,325	3,180	3,218		
520231	Garbage Pickup Service	223	0	223	226		
521000	Office Supplies	799	73	800	1,000		
521100	Duplicating	65	9	75	70		
521200	Operating Supplies	179	57	250	250		
524000	Building Insurance	699	699	720	742		
524201	General Tort Liability Insurance	46	46	47	49		
524202	Surety Bonds	0	0	0	20		
525000	Telephone	914	456	914	914		
525041	E-mail Service Charges - 3	188	108	387	387		
525100	Postage	44	2	50	50		
525377	Utilities - County Branch Library	8,008	5,067	7,806	7,806		
537699	Cost of Copy Sales	0	10	0	0		
	*** Total Operating**	**18,665**	**8,492**	**18,772**	**16,677**	**0**	**0**
	****Total Personnel & Operating**	**131,707**	**68,134**	**143,457**	**141,368**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**131,707**	**68,134**	**143,457**	**141,368**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230099 - Non-departmental Library Operations

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510200	Overtime	0	0	1,000	1,000		
511112	FICA - Employer's Portion	0	0	77	77		
511113	SCRS - Employer's Portion	0	0	111	112		
511130	Workers Compensation	0	0	3	3		
519999	Personnel Contingency	0	0	0	142,000		
	*** Total Personnel**	**0**	**0**	**1,191**	**143,192**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	20,338	10,257	14,927	16,086		
520200	Contracted Services	20,384	9,908	31,980	25,000		
520206	Background History Screening	0	0	100	100		
520213	Contracted Literacy Programs	32,150	17,840	37,850	37,850		
520220	Book Binding	275	0	325	400		
520233	Towing Service	0	0	65	65		
520242	Hazardous Materials Disposal	0	0	250	100		
520303	Accounting/Auditing Services	2,500	2,500	2,800	2,500		
520400	Advertising & Publicity	6,949	3,710	7,000	7,000		
520500	Legal Services	0	0	500	500		
520700	Technical Services	998	0	0	0		
520702	Technical Currency & Support	110,236	124,069	135,519	110,980		
520703	Computer Hardware Maintenance	9,158	21,370	22,000	20,430		
521200	Operating Supplies	0	937	15,000	15,000		
522000	Building Repairs & Maintenance	68,444	22,851	60,000	40,000		
522001	Carpet/Floor Cleaning	1,564	2,279	5,000	5,000		
522200	Small Equipment Repairs & Maintenance	2,632	78	5,000	3,000		
522300	Vehicle Repairs & Maintenance	2,916	917	2,500	2,400		
523200	Equipment Rental	750	0	0	0		
524100	Vehicle Insurance - 5	2,650	2,650	2,730	2,730		
524101	Comprehensive Vehicle Insurance	240	240	250	258		
524900	Data Processing Equip. Insurance	1,175	1,210	1,210	1,234		
525000	Telephone	43	0	0	0		
525004	WAN Service Charges	0	0	0	0		
525020	Pagers and Cell Phones	1,046	428	1,320	1,068		
525021	Smart Phone Charges	1,854	790	1,908	1,908		
525210	Conference, Meeting & Training Expenses	4,279	2,256	7,500	7,500		
525211	Library Board Expenses	1,850	763	2,000	2,000		
525230	Subscriptions, Dues, & Books	157,430	162,566	182,271	181,680		
525240	Personal Mileage Reimbursement	11,616	4,140	12,000	14,000		
525250	Motor Pool Reimbursement	0	0	200	50		
525400	Gas, Fuel, & Oil	8,505	2,782	10,000	10,000		
525600	Uniforms & Clothing	73	184	200	200		
525700	Employee Service Awards	5	0	20	20		
526500	License & Permits	4,334	4,190	4,190	4,400		
529903	Contingency	0	0	1,066,552	1,500		
535110	Emergency Rain Event	9,261	0	0	0		
537699	Cost of Copy Sales	0	617	0	0		
	*** Total Operating**	**483,655**	**399,532**	**1,633,167**	**514,959**	**0**	**0**
	****Total Personnel & Operating**	**483,655**	**399,532**	**1,634,358**	**658,151**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2017-18

Fund 2300
Division: Library
Organization: 230099 - Non-departmental Library Operations

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Capital						
540000	Small Tools & Minor Equipment	12,655	4,916	14,000	14,000		
540002	Microforms	6,924	7,199	7,802	7,802		
540004	CD Rom Publications	0	0	0	0		
540006	Library Materials (Book, Audio Visual)	962,485	348,789	1,092,477	1,043,996		
540010	Minor Software	250	0	0	2,000		
	All Other Equipment	309,129	220,387	843,868	325,163		
	****Total Capital**	**1,291,443**	**581,291**	**1,958,147**	**1,392,961**	**0**	**0**
	Transfers						
812340	Op Trn to Library Federal Funds	1,695	0	0			
	***** Total Budget Appropriation**	**1,776,793**	**980,823**	**3,592,505**	**2,051,112**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2300 Fund Title: Library Local Funds
Organization # 230099 Organization Title: Library Non-Department
Program # Program Title:

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
540000	Small Tools & Minor Equipment	14,000
540002	Microforms	7,802
540006	Library Materials (Books, Audiovisual)	1,043,996
540010	Minor Software	2,000
5A	Millwork - Pelion Branch Library	3,306
5A	Carpet Replacement - Gilbert-Summit Branch Library	3,116
5A	Parking Lot Resurfacing - Gilbert-Summit Branch Library	22,550
5A	Awning Replacement - Batesburg-Leesville Branch Library	4,263
5A	Flagpole - Batesburg-Leesville	1,881
5A	(3) Workstations and (2) Cubicles (2) Adjustable Tables- Library Administration	8,440
5A	Painting - Irmo Branch Library	76,730
5A	Painting - Lexington Main Library	4,290
5A	Shelving - Lexington Main Library	2,686
5A	Elevator Cab Renovation - Lexington Main Library	16,979
5A	Exterior Lighting - South Congaree-Pine Ridge Branch Library	1,672
5A	Waterproofing - Lexington Main Library	94,050
5A	R22 Unit Replacement - Lexington Main Library	85,200
	**** Total Capital (Transfer Total to Section III)**	**1,392,961**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

The Lexington County Public Library exists to provide library and information services to the citizens of Lexington County. These services take multiple formats, including traditional library resources, as well as literary programs, trainings, and meeting spaces that will enhance the quality of life for all residents. The Library System consists of the Main Library and nine community branches and one bookmobile. Library facilities not counting the bookmobile are open a combined total of 471 hours per week, including evening and weekend hours. (SC 1976 Code 60-1-80) The library has 132 staff, including 77 full time and 55 part time. The Library Board of Trustees adopted the following mission statement in 2012:

> *The Lexington County Public Library System is committed to providing quality resources and services to the citizens, businesses and schools of Lexington County. Our well trained and knowledgeable staff assists the community in cultivating technology skills and an interest in lifelong learning and reading.*

In FY 2017-18 the Library will continue to focus on providing qualitative resources and opportunities for continued life-learning. The Library provides many traditional services and resources, such as literacy programs, reference materials and popular reading materials as well as STEAM and technology programs and workshops. Library staff judiciously evaluate library services and materials, ensuring that the residents have the best resources and training available to them. As the formats of information and books change, the library will expand its online resources, including eBooks. In FY 2015-16 circulation of downloadable materials (eBooks) increased over 21%.

Each year the overall use of our library increases. Last year alone, 88,381 patrons attended library programs, including workshops. This is a 20% increase from the year before. In addition to providing programs our staff is actively engaged in assisting and instructing individuals and organizations in developing and enhancing their technology and workforce skills. Individual reference transactions continue exceed 145,000 and Library staff have led 112 technology related workshops throughout the county. Each library branch has a meeting room and/or study room available for public functions, meetings, and community events.

The Library is the community's primary resource for equal access to authoritative information and resource, and this is reflected by that fact that over half of the population is an active card holder (153,853). From literacy to technology skills, the Library provides a multitude of resources for individuals and businesses and life-long learning and recreational reading for all ages. In FY 2017-18, the Library will continue to provide a balanced collection of resources, literacy and life-long learning programs and maintain the existing facilities.

Program 1 – Programs and Training
Library staff provide programs and training to assist the public in developing the skills they need to succeed in education, business and life.
Objectives:
Advance family literacy by planning and presenting literature based programs for youth and parents.
Provide technology workshops, training sessions and one-on-one tutoring for the public.
Provide authoritative reference assistance to patrons.
Sponsor and facilitate lifelong learning opportunities through adult programs and presentations, e.g., financial literacy, tax/legal issues, consumer health, small business, workforce/career development, and cultural enrichment.
Present STEAM (Science, Technology, Engineering, Arts and Mathematics) programs to enhance Lexington County student's academic potential.
Establish partnerships with businesses and other agencies to enhance the quality of life in the community.
Conduct workforce skills training and assist the public in the job application process.

Program 2 – Materials and Resources
Library Staff evaluate and maintain a quality collection of materials and resources to fulfill individuals and organizations informational and technological needs and interests.
Objectives:
Provide a collection that will help meet individuals' needs for informational, general educational, cultural, recreational, and intellectual growth. (LCPL Collection Development Policy, 2010)
Select and maintain a variety of formats to meet user needs, including large print and audio/visual materials
Select and maintain online resources, accessible 24/7, such as databases, eBooks, online magazines, and downloadable audio and videos.
Provide computers with Internet access and software to support personal and financial needs and provide wifi to the public.
Provide printing, photocopying, faxing and scanning services.

Program 3 – Library facilities
Maintain and improve facilities and grounds at Main Library, 9 branches and Bookmobile
Objectives:
Invest in the maintenance of existing facilities and grounds.
Evaluate and repurpose library facilities and space to meet the changing needs of the community, including community meeting rooms, training and tutoring spaces, technology and teen centers.
Provide a safe and welcoming environment for patrons and staff.

Program 4 – Staffing
Ensure staffing levels, experience and training are sufficient to maintain quality service. SC State Library Standards recommend .5 FTE per 1000 capita. At this level LCPL should have 132 FTEs, but current staffing is at 104.5 FTE.
Objectives:
Provide staffing at each branch that meets SCSL Standards, including Professional Librarians.
Provide staff training as outlined in the Staff Development Plan to maintain quality services including literacy programs and research and technology assistance.
Cross train personnel to respond to changing staffing needs within branches and the system.
Create individualized staff development plans, incorporating the American Library Association's Core Competencies for Library Staff.
Plan for succession development to identify current staff strengths, provide needed training and experiences to match potential in order to meet current and future service needs.

SERVICE LEVELS

Service Levels:	Actual FY 14/15	Actual FY 15/16	Estimated FY 16-17	Projected FY 17-18
Reference Services:				
Research assistance	98,038	107,661	111,000	113,000
Job-related assistance	8,451	7,576	7,200	7,100
Technology assistance	29,076	26,762	25,000	24,500
Downloadable materials related assistance	5,797	5,809	5,600	6,000
Public programs and training:				
Total patron training workshops	112^	112	125	140
Total patron training attendance	489	520	575	700
Total 1 on 1 appointments		321	400	450
Total programs	2,815	3,194	3,300	3,350
Total program attendance	73,499	88,381	90,000	91,000
Materials and Resources:				
Total downloadable books and databases	16,367	13,698	19,500	23,000
Total materials in print collection	662,893	661,246	656,000	660,000
Total materials downloaded	100,837	121,890	145,000	155,000
Total materials circulated	1,936,408	1,869,993	1,840,000	1,850,000
Total database retrievals	-	186,868	1,200,000	1,500,000
Total library computer use	142,796	127,662	125,000	124,000
Total wifi use	17,093	16,052	17,000	18,000
Total Interlibrary Loan requests	1,567	1,054	850	900
Total registered borrowers	142,796	153,853	155,000	156,000
Meeting Room Use:	5,797	5,681	6,200	7,000
Staff Training:				
Total staff training hours	2,866	2,690	2,750	3,300
Total staff training attendance	1,028	1,150	1,350	1,500

^In FY 15 and FY 16, individual reference assistance appointments were reflected as Reference Transactions

Source: SCSL FY 16 Statistical Survey

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

437609 – PHOTOCOPIER SALES **$8,000**

The library provides photocopiers for the public for both information and research purposes and personal and business items. The library charges $.25 per page. (estimated revenue)

437620 – FAX SALES **$14,000**

The library provides a fax service for the public at $1.00 per page. (estimated revenue)

438300–VENDING MACHINE SALES **$250**

Estimated revenue from contracted sales of vending machines in staff breakroom at 3 branches.

449000 – LIBRARY BOOK FINES **$250,000**

Estimated revenue from Library fines and fees are collected from patrons who return overdue library materials and/or lost or damaged items. The amount per item varies from $.20 per day for books, magazines, and audio books to $.75 per day for videos. The charges for a lost or damaged item are the price listed in the library's database plus a $5.00 processing fee.

461000 – INVESTMENT INTEREST **$20,000**

Estimated revenue based on FY 2016-17 interest.

469200 – DONATED CAPITAL ITEMS **$500**

Estimated revenue from donations from the Friends of the Library or the public, such as computer hardware, technology equipment and/or furniture.

469900 – MISCELLANEOUS REVENUE **$1,000**

Estimated revenue from rebates and refunds.

SECTION VI. B. - PERSONNEL LINE ITEM NARRATIVES

510100 – SALARIES AND WAGES **$3,186,416**

Salaries and wages for 77 full time staff in Library Administration, 10 branch libraries and 1 bookmobile. The staff covers 471 service hours per week.

510200 – OVERTIME **$1,000**

In the event of an emergency full-time staff may need to work overtime to continue services to the public.

510300 – PART-TIME **$810,932**

Salaries for 55 regular part-time employees plus 1 Student Intern.

511112 - FICA – EMPLOYER'S PORTION **$305,296**

511113 – SCRS – EMPLOYER'S PORTION **$445,143**

511120 – EMPLOYEE INSURANCE – EMPLOYER'S PORTION **$608,400**

511130 – WORKER'S COMPENSATION **$25,637**

511131 - SC UNEMPLOYMENT **$0**

511213 – STATE RETIREMENT - RETIREE **$0**

511214 – POLICE RETIREMENT – RETIREE **$0**

519901 – SALARY & WAGES ADJUSTMENT ACCOUNT **$0**

519999 – PERSONNEL CONTINGENCY **$142,000**

Contingency for salary adjustments for 132 staff.

SECTION VI. B - LISTING OF POSITIONS

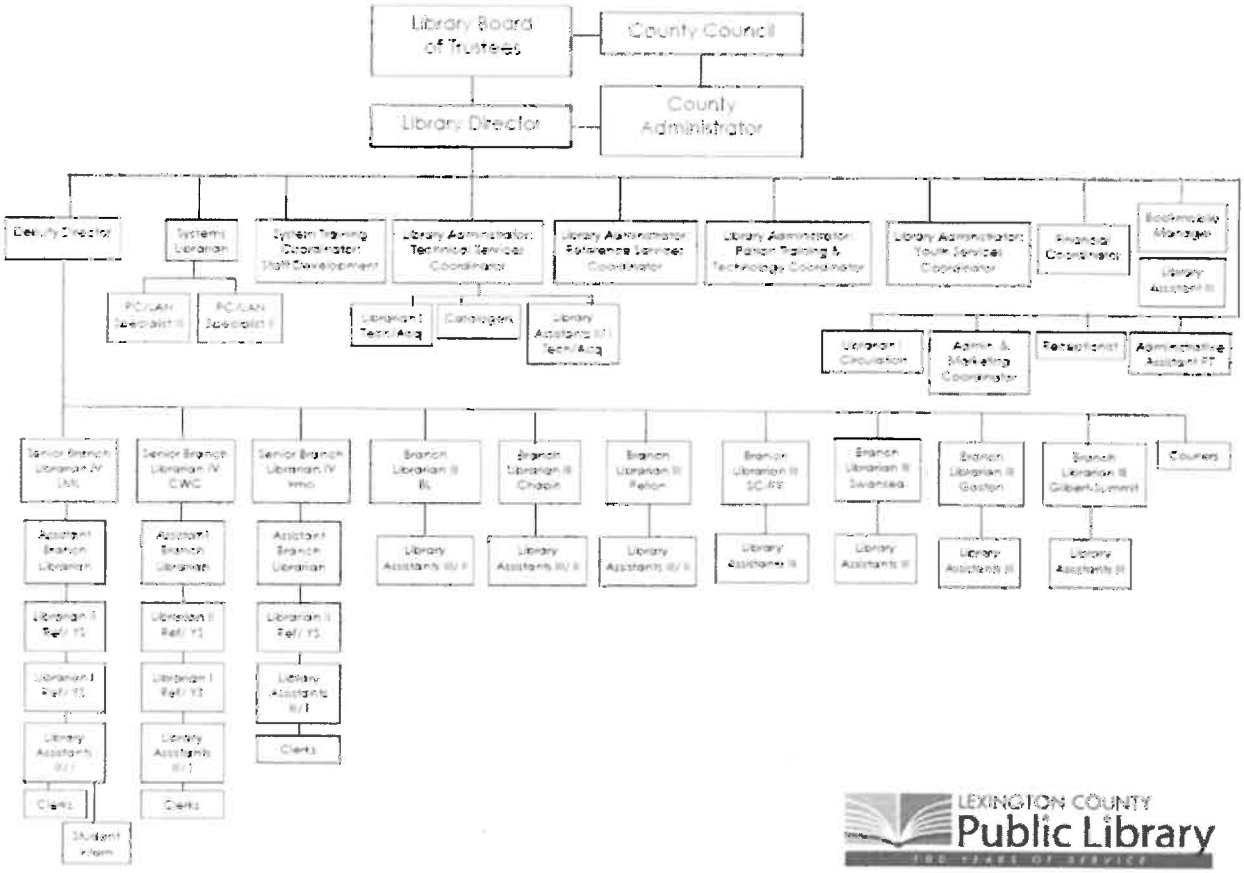
Current Staffing Level: 132 Total – 77 full time and 55 part time

Location	Job Title	Positions	FTE	Grade
Administration				
	Director	1	1	217
	Deputy Director	1	1	215
	Systems Librarian	1	1	213
	System Training Coordinator	1	1	212
	Library Administrator	4	4	211
	Librarian I	2	2	206
	Financial Coordinator	1	1	112
	PC/LAN Specialist III	1	1	112
	PC/LAN Specialist II	1	1	111
	Bookmobile Manager	1	1	110
	Admin & Marketing Coordinator	1	1	107
	Library Assistant III - Bookmobile	1	1	107
	Cataloger	2	2	105
	Library Assistant II – Tech/Acq	1	.5	105
	Administrative Assistant II	1	.5	105
	Library Assistant I – Tech/Acq	1	.5	103
	Receptionist	1	1	102
	Custodial Worker	1	1	102
	Library Courier	2	2	101
	Total	25	23.5	
Batesburg-Leesville Branch				
	Branch Librarian III	1	1	207
	Library Assistant III	2	1.5	107
	Library Assistant II	4	3	105
	Total	7	5.5	
Lexington Main Library				
	Librarian IV	1	1	210
	Librarian III	1	1	208
	Librarian II	2	2	207
	Librarian I	3	3	206
	Circulation Coordinator	1	1	107
	Library Assistant III	6	4.5	107
	Library Assistant I	10	6.5	103
	Clerk	3	2	101
	Student Intern	1	0.5	101
	Total	28	21.5	

Location	Job Title	Positions	FTE	Grade
Cayce-West Columbia Branch				
	Librarian IV	1	1	210
	Librarian III	1	1	208
	Librarian II	2	2	207
	Librarian I	1	1	206
	Circulation Coordinator	1	1	107
	Library Assistant III	6	4.5	107
	Library Assistant I	7	5	103
	Custodian	1	1	102
	Clerk	3	1.5	101
	Total	23	18	
Irmo Branch				
	Librarian IV	1	1	210
	Librarian III	1	1	208
	Librarian II	2	2	207
	Circulation Coordinator	1	1	107
	Library Assistant III	6	4.5	107
	Library Assistant I	9	6	103
	Custodian	1	1	102
	Clerk	3	1.5	101
	Total	24	18	
Chapin Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	3	2	107
	Library Assistant II	3	1.5	105
	Total	7	4.5	
South Congaree-Pine Ridge Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	3	2	107
	Total	4	3	
Swansea Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	2	1	107
	Total	3	2	

Location	Job Title	Positions	FTE	Grade
Gaston Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	2	1.5	107
	Total	3	2.5	
Pelion Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	3	2	107
	Library Assistant II	2	1.5	105
	Total	6	4.5	
Gilbert-Summit Branch				
	Branch Librarian III	1	1	208
	Library Assistant III	2	1	107
	Total	3	2	
	Total Library	134	106	

ORGANIZATIONAL CHART



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520100 – CONTRACTED MAINTENANCE **$16,086**

Costs obtained from quotes provided by maintenance vendors or county contracts.

(3) Microfilm Reader/Printers – $2,132
(2) Telephone system Irmo and Pelion branches – $1,410
(1) Telephone system at Cayce-West Columbia Branch – $1,130
(10) Security System for all 10 buildings – $3,221
(1) Elevator (3) Lifts (2) Dumbwaiters-$4,253
(2) Photocopiers – $1,550
Fire Extinguishers – $1,000
Garage Doors – $365
Pest control special treatment - $525
Panic button testing - $500

520200 – CONTRACTED SERVICES **$25,000**

Consulting services for library computer network – $3,000
Lightbulb recycling - $180
Collection agency services to retrieve long overdue materials and unpaid fines – $21,820

Note: Collection agency costs are more than offset by revenue generated. The Library receives four times the service costs in the recovered funds and materials returned.

520206 – BACKGROUND HISTORY SCREENING **$100**

Background screening for new hires

520213 – CONTRACTED LITERACY PROGRAMS **$37,850**

The Library utilizes professional contracted presenters, including authors to present literary programs and special events especially for larger audiences. These programs promote literature and library services for children and adults. Such programs help establish early literacy skills and maintain common core skills for students of all ages, especially during the Summer Reading Program. Increase reflects 10 additional programs. The increase is to include literacy programs for large audiences of children from 8-11 years of age.

Children's Programs: $19,075
Tween Programs: $5,000
Teen Programs: $6,100
Adult Programs: $7,700

520220 – BOOK BINDING **$400**

For professional bookbinding of periodicals and books, such as the *Twin City News* or other pertinent SC archival resources.

520233 – TOWING SERVICE **$65**

Towing services for Library vehicles

520242 – HAZARDOUS MATERIALS DISPOSAL **$100**

Professional clean-up of bio-hazardous materials.

520300 –PROFESSIONAL SERVICES **$0**

Professional job evaluation services

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520303 – ACCOUNTING/AUDITING SERVICES **$2,500**

Average cost for annual audit

520400 – ADVERTISING & PUBLICITY **$7,000**

Public relations are vital to inform citizens and businesses of all the library services available. These funds will be used to pay for printing costs for program brochures, advertisements and telephone book listings.

520500 – LEGAL SERVICES **$500**

Attorney fees related to legal services for the Library.

520702 – TECHNICAL CURRENCY & SUPPORT **$110,980**

Costs obtained from quotes provided by maintenance/service vendors. Change in line item is due to increase in maintenance fees as quoted by vendors.

Polaris - Integrated Library System (Software Maintenance and Upgrades) – $94,984
Business Oriented Software (BOSS) – $1,855
Software House Intl (Ghost) – $263
LPT1 Print Management/PC Reservation – $2,979
Software House Intl (Deepfreeze) – $1,125
Software House Intl (Solarwinds Dameware) $149
Dell VMware Support - $1,078
ThreatTrack Antivirus – VIPRE Business Premium - $5,772
Mobile Printing - $2,775

520703 – COMPUTER HARDWARE MAINTENANCE **$20,430**

Maintenance of library computer hardware, including switches, firewall, router. (quote from DataNetwork Solutions)

521200 – OPERATING COSTS **$15,000**

Operating costs for system literacy programs and initiatives for children and adults. Includes Summer Reading Program supplies and incentives for participating in the Summer Reading Program as well as printing costs for advertising and printing costs of Summer Reading Programs.

522000 – BUILDING REPAIRS AND MAINTENANCE **$40,000**

The Library works with the Building Services Department of Lexington County to maintain the inside and outside of the Main Library and 9 branches. These funds are necessary to purchase materials and services to make repairs to any of the 10 buildings in the library system which are heavily used by the public. Library branches vary in age, the majority being between 15 and 45 years old. The amount in this line item will increase as buildings age.

522001 – CARPET/FLOOR CLEANING **$5,000**

This is an estimate for the professional carpet cleaning for Main Library and 9 branches. The quote is based on the County contract cost per square foot. Cleaning is scheduled on a 2-3 year rotation throughout the system, prioritizing the heavy traffic areas.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$3,000**

Repairs to equipment such as office equipment (computer, printers, etc.) and appliances are necessary and is less than the cost of replacement. The amount is based on trend analysis over the 5 several years.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

522300 – VEHICLE REPAIRS & MAINTENANCE **$2,400**

The library has 5 vehicles: a bookmobile, 2 vans, and 2 utility vehicles that staff use to conduct programs and services, as well as, distribute library materials and equipment.

524100 – VEHICLE INSURANCE **$2,730**

This amount will cover 5 vehicles: the bookmobile, 2 vans, and 2 utility vehicles. Amount based on information provided by Risk Manager.

524101 – COMPREHENSIVE INSURANCE **$258**

Amount based on information provided by Risk Manager.

524900 – DATA PROCESSING EQUIPMENT INSURANCE **$1,234**

Insures computers, servers, and network devices. Amount based on information provided by Risk Manager.

525020 – PAGERS AND CELL PHONES **$1,068**

5 mobile telephones assigned to 2 couriers, Systems (IT staff), and 1each in Irmo and Cayce-West Columbia Branches for tornado notification. Necessary to communicate safety and emergency warnings and concerns or network issues to Systems (IT) staff that are on call.

525021 – SMART PHONE **$1,908**

Smart phone service for the Director and Deputy Director necessary to communicate and conduct business with staff and other agencies throughout the day and night when needed and smart phone services for bookmobile staff in order to access library data to assist patrons, including the library's electronic resources and website, as well as maps and to communicate with patrons throughout the day while on route.

525210 – CONFERENCE & MEETING EXPENSES **$7,500**

Staff development is necessary to provide quality library services. State, regional, and national conferences and other meetings directly related to library services, including the annual meeting and training conference of the SC Library Association, American Library Association and SC Association of School Librarians. It also includes funds for educational workshops, training courses, and continuing education programs, especially but not limited to the SC State Library, Midlands Technical College and the USC-School of Library and Information Science. These programs allow staff to update their skills and keep abreast of current developments in libraries and their services, including management and administration of libraries and may be held on-site. Selected staff may attend training classes related to their field of expertise from literacy to computer/network. Specific conference information and course descriptions are made available throughout the year, and staff is chosen based on the benefits to their current job and their specific area of specialization.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

525211 – LIBRARY BOARD EXPENSES **$2,000**

The Library Board meets monthly, with special called meetings on occasion. These funds provide a lunch during regular meetings, travel expenses on Library business, costs for workshops or conferences, and other

expenses directly related to Board business.

525230 – SUBSCRIPTIONS, DUES, AND BOOKS **$181,680**

The largest expenditure in this account is for periodicals, magazines and newspapers that the Library purchases for public use at 10 branches and the Bookmobile. It also includes the cost of subscribing to and maintaining cataloging databases, platforms for downloadable books (Overdrive) and magazines (Zinio), and subscriptions to research databases that are made available online to the public within each branch as well as from a personal computing device. Includes dues to professional organizations such as the South Carolina Library Association and the Association of Public Library Administrators.

525240 – PERSONAL MILEAGE REIMBURSEMENT **$14,000**

Reimbursement for Library staff who are required to travel within the library system as part of their job as well as for those attending local and regional meetings and workshops. Increase due to changes in services in FY 2016-17.

525250 – MOTOR POOL REIMBURSEMENT **$50**

If one or more library assigned vehicles were unavailable, library staff may need to utilize the motor pool to continue to provide resources and programs to the branches and the public in a timely manner.

525400 – GAS, FUEL & OIL **$10,000**

Provides funds for gas, diesel fuel, and oil for 5 vehicles utilized to provide consistent library services and programs. Cost estimate based on $1.95 (gas) and $2.15 (diesel) per gallon from Fleet Services Manager.

525600 – UNIFORMS & CLOTHING **$200**

Provides uniforms for the library's 3 custodial workers.

525700– EMPLOYEE SERVICE AWARDS **$20**

Employee recognition name plates.

526500 – LICENSES & PERMITS **$4,400**

The Library presents literacy and information programs for the public including movies and documentaries. A license is required for each branch to show these copyrighted films to the public. Slight increase based on quote from sole source vendor.

529903 – CONTINGENCY **$1,500**

Contingency funds to address emergency building maintenance and/or unforeseen changes in pricing due the change in supply and demand.

LIBRARY ACCOUNTS BY BRANCH

520103 – LANDSCAPE/GROUNDS MAINTENANCE **$22,637**

Annual contracted landscaping and ground maintenance costs for 10 library facilities.

230005 – $0
230010 – $1,945
230020 – $3,372
230030 – $3,433
230040 – $2,522
230050 – $1,945
230055 – $1,823
230060 – $1,762
230070 – $1,945
230080 – $1,945
230090 – $1,945

520200 – CONTRACTED SERVICES **$66,441**

Contracted costs for to maintain cleanliness and safety of 10 branches including, housekeeping/cleaning services, security services, pest control and testing services.

230005 – $0

230010 – $4,250
Cleaning service – $4,010
Pest control – $240

230020 – $625
Pest control – $500
Elevator inspections – $125

230030 – $38,429
Security guard – $37,134
Pest control – $420
Sprinkler System Test - $500
Chair lift inspections - $375

230040 – $420
Pest control – $420

230050 – $5,361
Cleaning service – $4,861
Pest control – $500

230055 – $3,215
Cleaning service – $2,735
Pest control – $480

230060 – $3,215
Cleaning service – $2,735
Pest control – $480

230070 – $3,215
Cleaning service – $2,735
Pest control – $480

LIBRARY ACCOUNTS BY BRANCH

520200 – CONTRACTED SERVICES

Continued:

230080 – $4,493
Cleaning service – $4,253
Pest control – $240

230090 – $3,218
Cleaning service – $2,978
Pest Control – $240

520231 – GARBAGE PICKUP SERVICE **$4,716**

Contracted weekly garbage service pick up for 10 branches

230005	$0	230055	$487
230010	$487	230060	$0
230020	$754	230070	$487
230030	$754	230080	$487
230040	$572	230090	$226
230050	$462		

521000 – OFFICE SUPPLIES **$30,600**

Office supplies include all necessary supplies for daily operation, including pens, pencils, printer ribbons, printed forms, toner, computer paper, file folders, and other miscellaneous items. The amount for Account #230005 reflects the cost of materials used both in the administrative offices and in system-wide programs. Increase due to higher cost of toner.

230005	$7,200	230055	$1,000
230010	$1,800	230060	$1,050
230020	$5,850	230070	$1,000
230030	$4,700	230080	$1,200
230040	$4,900	230090	$1,000
230050	$900		

521100 – DUPLICATING **$3,685**

Pays for the contracted per-copy cost for the public photocopiers. Cost based on 4 year trend analysis.

230005	$1,100	230055	$125
230010	$200	230060	$100
230020	$700	230070	$250
230030	$250	230080	$190
230040	$600	230090	$70
230050	$100		

LIBRARY ACCOUNTS BY BRANCH

521200 – OPERATING SUPPLIES **$40,230**

The amount in #230005 (Administration) is for supplies such as all housekeeping and cleaning supplies for the Main Library building and all processing supplies for the books and audiovisual materials that are purchased each year for the centralized services of the Library System (book covers, labels, tapes and glues, repair materials, cases for DVDs and Audio Books, security strips, etc.) and library cards for the patrons.

All general housekeeping supplies for each building, for both staff and patrons. The items are distributed by library staff and contracted cleaning services.

230005	$25,480	230055	$1,100
230010	$1,100	230060	$500
230020	$1,500	230070	$1,000
230030	$3,600	230080	$1,000
230040	$3,500	230090	$250
230050	$1,200		

524000 – BUILDING INSURANCE **$28,192**

Premiums based on information from Risk Management.

230005	$0	230055	$711
230010	$1,244	230060	$919
230020	$4,826	230070	$1,138
230030	$8,303	230080	$1,441
230040	$5,839	230090	$742
230050	$3,029		

524201 – GENERAL TORT LIABILITY INSURANCE **$3,029**

Premiums based on information from Risk Management.

230005	$1,054	230055	$74
230010	$134	230060	$49
230020	$507	230070	$61
230030	$428	230080	$98
230040	$464	230090	$49
230050	$111		

LIBRARY ACCOUNTS BY BRANCH

524202 – SURETY BONDS **$1,050**

Premiums based on information from Risk Management. Paid every three years.

230005	$235	230055	$30
230010	$55	230060	$20
230020	$215	230070	$25
230030	$180	230080	$45
230040	$180	230090	$20
230050	$45		

525000 – TELEPHONE **$35,507**

In 1996 Congress mandated that the FCC provide discounted telecommunications, Internet connectivity to eligible schools and libraries. The Library applies for the Federal "E-Rate" Program, administered through the South Carolina State Library. The telephone costs to the Library are reduced according to the Library's eligibility and based on the poverty level of the community. However, the modernization of the "E-Rate" program began in January 2015, and the telecommunications program is being phased out, and so the full services charges are listed by account. If awarded E-Rate funding in 2017-18, the vendor will reduce the cost.

Increase cost for (3) phone lines in service areas established in FY 17.

230005	$7,364	230055	$2,628
230010	$1,973	230060	$1,614
230020	$6,616	230070	$1,972
230030	$4,112	230080	$1,198
230040	$4,537	230090	$914
230050	$2,579		

525041 – EMAIL SERVICE CHARGES **$17,706**

Cost based on $10.75 per account each month.

230005	$3,564	230055	$516
230010	$1,032	230060	$387
230020	$3,612	230070	$387
230030	$3,048	230080	$774
230040	$3,096	230090	$387
230050	$903		

LIBRARY ACCOUNTS BY BRANCH

525100 - POSTAGE **$8,650**

The library mails letters and notices to patrons about overdue items and to promote public programs. Postage also includes the cost to ship books for interlibrary loan (ILL).

230005	$1,800	230055	$275
230010	$400	230060	$75
230020	$1,800	230070	$100
230030	$1,900	230080	$200
230040	$1,900	230090	$50
230050	$150		

525377 - UTILITIES **$349,431**

Cost of utilities at 10 library branches.

230005	$0	230055	$10,336
230010	$15,342	230060	$7,930
230020	$144,121	230070	$8,654
230030	$53,364	230080	$12,591
230040	$74,293	230090	$7,806
230050	$14,994		

529903 - CONTINGENCY **$1,500**

Contingency funds for emergency maintenance or to unforeseen pricing increases.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

540000 – SMALL TOOLS & MINOR EQUIPMENT **$14,000**

Funds are used to purchase office and library machines and equipment in order to move and display library materials and resources.

540002 - MICROFORMS **$7,802**

Funds are used to purchase periodicals, magazines, and newspapers on microfilm and microfiche and genealogical material on microfilm, ex. census records.

540006 – LIBRARY MATERIALS (BOOKS, AUDIOVISUAL) **$1,043,996**

Primary account used for purchasing the Library's books, eBooks and audio visual materials (DVDs, audiobooks, etc.) for public use for the Main Library, 9 branches and the bookmobile.

540010 – MINOR SOFTWARE **$2,000**

Library services require a variety of software to support public and staff needs. Examples include Getty stock photo for PR and Marketing and photo software for the public scanner.

5A MILLWORK – PELION BRANCH LIBRARY **$3,306**

Installation of millwork in breakroom and hallway for storage. This facility is 17 years old, and current storage is inadequate. Quote from Building Services Director.

5A CARPET REPLACEMENT – GILBERT-SUMMIT BRANCH LIBRARY **$3,116**

Removal of existing section of damaged carpet near front doors and patron side of services desk. Replace and install new carpet and LVT for high foot traffic area. Quote from Building Services Director.

5A PARKING LOT RESURFACING – GILBERT-SUMMIT BRANCH LIBRARY **$22,550**

Existing parking lot asphalt is failing and stripping is not visible. Patching, cleaning resurfacing is necessary for safety and aesthetics. Recommended and quoted by Building Services Director.

5A AWNING – BATESBURG – LEESVILLE BRANCH LIBRARY **$4,263**

The current awning spans to doors at rear of the building and is not repairable. Necessary to protect from wind and rain. Quoted by Building Services Director.

5A FLAGPOLE – BATESBURG-LEESVILLE BRANCH LIBRARY **$1,881**

Current pole is not a flagpole and doesn't include swivel hooks. Flags are often tangled and wear quickly. Installation of new pole will help reduce these issues. The Friends of the Batesburg-Leesville Branch Library will pay for the cost ($83) of an ornamental eagle on the top of the pole. Quoted by Building Services Director.

5A WORKSTATIONS AND CUBICLES – LIBRARY ADMINISTRATION **$8,440**

Since the Main Library opened in 1998, no additional work stations have been added in the Administration area. In those 19 years, 4 staff have been added and their work requires necessitates an environment more conducive to project management. (3) desks (2) cubicle walls (2) adjustable tables. Quote at State Contract pricing.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

5A PAINTING – IRMO BRANCH LIBRARY $76,730
The Irmo Branch is nearing 20 years of age. Updating the paint will complete the FY 16-17 renovation project in the public areas. Quote from Building Services Director.

5A PAINTING – LEXINGTON MAIN LIBRARY $4,290
The main floor of Lexington Main Library was re-carpeted in 2016. Much of the pain has not been updated since 1998 and updating the outdated and marred paint will create a usable and appealing public space. Quote from Building Services Director.

5A SHELVING – LEXINGTON MAIN LIBRARY $2,686
Lexington Main Library's programs and services have grown exponentially since the building was opened in 1998 and the children's workroom doesn't have adequate shelving for the supplies to support and conduct literacy programs. Quote from Building Services Director.

5A ELEVATOR CAB RENOVATION-LEXINGTON MAIN $16,979
The Main Library opened in 1998. The majority of the public services areas have been or will be renovated in FY 16-17. The interior of the elevator has inadequate lighting and the cab panels are outdated. The cab reno includes elevoice system, an assistive technology service. Recommended and quoted by Building Services Director.

5A EXTERIOR LIGHTING-SOUTH CONGAREE-PINE RIDGE BRANCH LIBRARY $1,672
Exterior lights need to be replaced with (6) LED wallpack lights. Recommended and quoted by Building Services Director.

5A WATERPROOFING-LEXINGTON MAIN LIBRARY $94,050
Replacing existing exterior caulking and water proofing. Recommended and quoted by Building Services Director.

5A R-22 UNIT REPLACEMENT-LEXINGTON MAIN LIBRARY $85,200
(1) 40 ton R-22 Split Air Conditioner and (1) 7.5 ton R-22 split heat pump. Recommended and quoted by Building Services Director.

**** Total Capital $1,392,961**

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-Reclassification PC LANIII
2300-230005
Annual Budget
Fiscal Year - 2017-18

Fund: 2300
Division: 230005
Organization: Library - Administration

Object Code	Expenditure Classification	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel	48,002 to 54,958		
510100	Salaries & Wages -	6,956		
510200	Overtime			
511112	FICA Cost	532		
511113	State Retirement	839		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	44		
511213	State Retirement - Retiree			
	*** Total Personnel**	**8,371**		
	Operating Expenses			
520300	Professional Services	250		
520702	Technical Currency & Support			
520800	Outside Printing			
521000	Office Supplies			
521100	Duplicating			
521200	Operating Supplies			
524000	Building Insurance			
524201	General Tort Liability Insurance			
524202	Surety Bonds -			
525000	Telephone			
525021	Smart Phone Charges			
525041	E-mail Service Charges -			
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense			
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement			
525300	Utilities - Admin. Bldg.			
	*** Total Operating**	**250**		
	**** Total Personnel & Operating**	~~8,871~~ 8621		
	Capital			
540000	Small Tools & Minor Equipment			
540010	Minor Software			
	All Other Equipment			
	**** Total Capital**	**0**		
	***** Total Budget Appropriation**	~~8,871~~ 8621		

SECTION V. – PROGRAM OVERVIEW

230005 – NEW PROGRAM
RECLASSIFICATION
PC LAN SPECIALIST III POSN 001543
to
NETWORK COORDINATOR

The Library's current PC LAN Specialist III's responsibilities and duties have grown since the original JDQ and JEM forms were submitted for the Class and Compensation Study. The job duties and responsibilities have changed drastically with the ongoing changes in technology and network systems. The scope of work has expanded to include assisting the Systems Librarian and Library Administration in regards to the development, implementation, and maintenance of network systems, and computer hardware and business software for the Library System. The duties include evaluating hardware and software requirements and analyzing emerging trends in network technology to support the Library's infrastructure. Recommending new technology and services that improve efficiency and productivity, as well as mitigating costs, are part of the job duties.

The primary focus and responsibility lies in administering the Library's network for all ten branches and the Bookmobile. Required work includes the development, implementation and maintenance of network systems and the computer hardware and business software that is utilized by the Library System. The position manages the network systems and support the physical and virtual file servers. The duties include project management for network projects and troubleshoot network, hardware and software issues. They are responsible for configuring and updating the Library's WSUS file patch system as well as maintaining backup systems. This individual installs, configures and supports ESX hosts for the VM virtual environment as well as modifying, updating and configuring the Palo Alto 3rd generation firewall. They install and configure switches, including the main core switch and all Extreme Network switches throughout system. They administer the LAN/WAN infrastructure that delivers secure wireless and wired network services to library patrons. In addition they monitor network traffic and make necessary adjustments to improve function.

This individual is responsible for researching technology improvements, evaluating and identifying cost savings of new technology, and recommending new products to improve service and functionality of the Library's network and systems. They communicate with vendors regarding functionality, pricing and technical requirements requesting quotes, testing compatibility, and recommending services and hardware to the Systems Librarian. Replacing the Library's existing environment with a virtual environment was spearheaded by this individual. As a result the Library was able to eliminate several physical servers and the expenses associated with these.

The current PC LAN Specialist III position needs to be reclassified to meet the current demands and duties that are required of this employee. Reclassification would result in an ~~$8,871~~ 8621 increase in salary which is minimal for the technical requirements and certifications needed.

The Network Coordinator would continue to report to the Systems Librarian.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-PT LA II
2300-230005
Annual Budget
Fiscal Year - 2017-18

Fund: 2300
Division: 230005
Organization: Library - Adminstration

Object Code	Expenditure Classification	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel			
510100	~~Salaries & Wages~~ - Part Time	14,072		
510200	Overtime			
511112	FICA Cost	1,077		
511113	State Retirement	1,697		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	44		
511213	State Retirement - Retiree			
	*** Total Personnel**	~~16,889~~	16890	
	Operating Expenses			
520300	Professional Services			
520702	Technical Currency & Support	750		
520800	Outside Printing			
521000	Office Supplies			
521100	Duplicating			
521200	Operating Supplies			
524000	Building Insurance			
524201	General Tort Liability Insurance			
524202	Surety Bonds -			
525000	Telephone			
525021	Smart Phone Charges			
525041	E-mail Service Charges -	129		
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense			
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement	100		
525300	Utilities - Admin. Bldg.			
	*** Total Operating**	979		
	**** Total Personnel & Operating**	~~18,847~~	17,869	
	Capital			
540000	Small Tools & Minor Equipment			
540010	Minor Software			
	All Other Equipment			
	**** Total Capital**	0		
	***** Total Budget Appropriation**	~~18,847~~	17,869	

SECTION V. – PROGRAM OVERVIEW

230005 – NEW PROGRAM
PART TIME – LIBRARY ASSISTANT II/FLOATER
LIBRARY ADMINISTRATION

The Library has an ongoing need for staff coverage at service desks due to position vacancies and to staff being out on leave – Annual, Sick, & FMLA. This often presents a hardship and effects service levels – length of transactions, fewer programs, and limited outreach opportunities. Part-time staff are often willing to work extra hours to fill these gaps and the library budget absorbs this through lapsed salaries; but when these situations occur simultaneously there is often not enough staff to cover every branch's needs. In the past three years the library has experienced 125 vacancies. As timely as we attempt to be with hiring, there is often a 2 – 6 week gap between a resignation and a new hire.

The Library recognizes the need for a part-time floater position to assist with staff coverage. This position would be responsible for working alongside the Bookmobile Staff as well as covering public service desks in all 10 branches as needed. They would be trained as a driver for the Bookmobile and in departmental tasks. This will allow for the Bookmobile service to continue when one of the two staff are out. This person will also be trained to offer technology assistance to patrons and will be trained in Polaris and all Circulation duties. They will be trained to cover service gaps due to staff shortages at any public service desk of the library maintaining quality service levels for patrons.

$17,869

The cost of the addition of a part-time Library Assistant II is ~~$18,847~~. This is necessary to maintain the high quality level of service to the citizens of Lexington County, to eliminate disruption to Bookmobile services, and to ensure the safety of the employees in the smaller branch libraries who find themselves working alone due to staff shortages.

The part-time Library Assistant II (grade 105) reports to the Deputy Director.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM - Cayce-West Columbia service areas
2300
Annual Budget
Fiscal Year - 2017-18

Fund: 2300
Division:
Organization:

Object Code	Expenditure Classification	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel			
510100	Salaries & Wages -	0		
510200	Overtime	0		
511112	FICA Cost	0		
511113	State Retirement	0		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	0		
511213	State Retirement - Retiree			
	*** Total Personnel**	**0**		
	Operating Expenses			
520300	Professional Services	17,812		
520702	Technical Currency & Support	0		
520800	Outside Printing	0		
521000	Office Supplies	0		
521100	Duplicating	0		
521200	Operating Supplies	0		
524000	Building Insurance	0		
524201	General Tort Liability Insurance	0		
524202	Surety Bonds -	0		
525000	Telephone	0		
525021	Smart Phone Charges	0		
525041	E-mail Service Charges -	0		
525100	Postage	0		
525110	Other Parcel Delivery Service	0		
525210	Conference & Meeting Expense	0		
525230	Subscriptions, Dues, & Books	0		
525240	Personal Mileage Reimbursement	0		
525300	Utilities - Admin. Bldg.	0		
	*** Total Operating**	**17,812**		
	**** Total Personnel & Operating**	**17,812**		
	Capital			
540000	Small Tools & Minor Equipment	0		
540010	Minor Software	0		
	All Other Equipment	0		
	Demolition	15,000		
	Renovation New Reference Desk	45,000		
	Renovation New Circulation Desk	70,000		
	Renovation New Casework Circulation	12,500		
	Renovation New Circulation Work area	25,000		
	Renovation Staff room	7,500		
	New Flooring	10,500		
	Paint	5,000		
	Rewiring cable runs	14,522		
	Phone system with PA	7,531		
	Construction ontingency	20,832		
	**** Total Capital**	**233,385**		
	***** Total Budget Appropriation**	**251,197**		

2300 – FUND BALANCE REQUEST

CAYCE-WEST COLUMBIA – RENOVATION

The Cayce-West Columbia facility was originally renovated in 1992. Originally a department store, the first renovation made the best use of the multiple floors, creating service areas within marginal dimensions. Over the last twenty five years, library services have changed drastically. There is an imminent need to upgrade the data wiring, phone system, Reference and Circulation Desks (2). Most of the data and phone system has not been updated since the facility opened. The current computer area has 16 computers in a repurposed space that only held 2 computers when the library opened. The depth of technology and reference assistance needed from patrons using this area calls for a more conducive and ADA compliant Reference/Information Desk. The other side of the main floor houses the Circulation area, the only one of its size without a workroom. The desk is antiquated in shape and has blind spots making service difficult and even unsafe. The prescribed changes will allow for a more efficient and safer service.

Renovating areas of the two service points on the main floor, updating the data lines and phone system and replacing the flooring will create a facility more amendable to patron needs. The total cost of the project is $251,197.

1. Modify the Reference Service Desk to create multilevel, ADA accessible service points for technology and research services.
2. Modify the Circulation Desk to eliminate blind spots and create a more efficient and streamlined service and work area.
3. Update data lines in entire facility.
4. Demolition and installation of flooring
5. Update phone system with PA system or announcements
6. 10% contingency to the overall cost

As the library meets the growing information and technology needs of the community, it must be able to provide optimal and safe service.

COUNTY OF LEXINGTON
Building Services
405 Ballpark Road
Lexington, South Carolina 29072



Telephone (803) 785-8349 Fax (803) 785-2038

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: January 18, 2016

Subject: CWC Library – Renovation

On December 6, 2016 we met and discussed numerous capital budget projects for the 17/18 year. We discussed the need for renovating several areas. The following associated activities are included in the total cost:

This project will consist of:

- Demolition of existing reference and circulation desks, associated casework, flooring and bulkheads.
- Design and Engineering Fees
- Fabrication and installation of new reference desk, new circulation desk, new flooring, new work-room area, and new cabinets in the staff room.
- Painting the walls adjacent to the areas being renovated
- 10% contingency for price escalation factor

A preliminary budget estimate would be:

- **Total Cost ~~$250,099~~ 251,197**

If any additional information is needed please let me know.

boomerang DESIGN

Preliminary Statement of Probable Cost

Cayce-West Columbia Library Renovation

Lexington County

1.18.17 Last Updated

Category of Work	Size	Unit	Cost per Unit	Costs	Notes
Site Improvements					
	0		$0	$0	No sitework
			Site work Sub-Total	**$0**	
Demolition					
Existing Reference & Circulation Desks, associated casework, flooring and bulkheads			lump sum	$15,000	assumes flooring between circulation and reference desks removed for new LVT flooring.
			Demolition Sub-Total	**$15,000**	
Renovation					
New Reference Desk			lump sum	$45,000	assumes similar in magnitude to Main Branch newdesign
New Circulation Desk			lump sum	$70,000	assumes existing power/data adequate for extending to new, and no new lay-in ceilings above new desks
New Casework at rear wall of Circulation Desk	50	LF	$250	$12,500	assumes base cabinets & simple open shelves above
New Flooring	300	sy	$35	$10,500	LVT at desks and 'path' between. 1,000sf at circ desk, 700sfat ref desk, 600sf path between=2300sf/9=260sy
New Work Room / Area	150	sf	lump sum	$25,000	assumes location is at end of Circulation desk, with 'island' work area / counters and base cabs/shelves
Mailboxes/Lockers/Base Cabs @ Staff Room			lump sum	$7,500	new smaller base cabinet, w/exist sink, relocate exist lockers & exist mailboxes
Paint	4,000	sf	$1.25	$5,000	Walls adjacent to new desks / demo areas
			Renovation Sub-Total	**$175,500**	
			Site, Demoliton & Renovation Sub-Total	**$190,500**	
			Construction Contingency 10%	$19,050	
			Construction Total	**$209,550**	
Non-Construction Costs					
Surveys, Soils, Tests, Legal etc.			0.0%	$0	none anticipated
A/E Professional Fees			8.50%	$17,812	Total fee of Architect and Engineers
Furniture and Equipment			0.00%	$0	none anticipated
Chapter 1 & 17 Independent Inspections			0.00%	$0	none anticipated
			Non-Construction Costs Total	**$17,812**	
			Total Expected Project Costs	**$227,362**	

comporium

Cayce-West Columbia Branch Library Rewire Estimate

After meeting with Bruce Cannen on January 5th, we have developed the following estimate for rewiring Cayce-West Columbia Library at 1500 Augusta Road, West Columbia, SC 29169.

Scope

1. Install, terminate, test and label 86 cable runs for data only. 44 cable runs pulled to new data room on mid-level of building, 42 cable runs pulled to existing data rack in main data room on upper level of building.
2. Data cable will be CAT6 plenum rated and color-coded per library instructions.
3. Provide and install two 48 port patch panels, one in current data room in existing rack and one in the new data room.
4. Provide and install plywood backboard in new data room for mounting of patch panel.
5. Install fiber connectivity between main data room and new data room. This will be 12 core single mode fiber installed into fiber termination box.

Assumptions/Notes

1. Work will be done during normal business hours. There may be some disruption in library services while pulling cable.
2. Library IT department will provide all switches, routers and patch cables to complete network connectivity with new patch panels.

Cable Pricing
Material – $3652.00
Labor – $9000.00
Total Cost for Cabling (excluding taxes) - $12652.00

Fiber Connectivity Pricing
Material – $1330.00
Labor – $540.00
Total Cost for Fiber Connectivity (excluding taxes) - $1870.00

Total Project Cost (excluding taxes) - $14522.00

comporium

Cayce-West Columbia Branch Library Phone System Estimate

After meeting with Bruce Cannan on January 5th, we have developed the following estimate for installing an ESI phone system at Cayce-West Columbia Library at 1500 Augusta Road, West Columbia, SC 29169.

Scope

1. Provide and install an ESI 50 L phone system with 13 ESI 55 Key phones. Program phone system to customer specifications. ESI phone system will have an auto-attendant and each extension will have an individual voice mailbox.
2. Connect existing phones lines to system.
3. Train library employees on phone system.

Assumptions/Notes

1. Work will be done during normal business hours.
2. Phone system will utilize existing phone cable. No additional wiring needs to be pulled.
3. Library will provide specification for auto-attendant and voice mail and extension programming.

Pricing
Material – $4271.40
Labor – $1020.00
Total Cost (excluding taxes) - $5291.40

comporium

Lexington County Cayce-West Columbia Paging System Estimate

Comporium Midlands proposal for basic paging system installation at the Cayce-West Columbia Library.

SCOPE

1. Install a one-way, one zone, and overhead paging system.
2. Install two ceiling mounted speakers and required cabling back to page controller.
3. Test and adjust paging output with phone system at installation.

ASSUMPTIONS / NOTES

1. System will work behind a paging port output from the separately quoted ESI phone system.
2. Speakers will be installed in suspended ceiling tiles. (If wall installation is desired this modification can be worked within scope of this estimate.)
3. Power will be available for the Page Control near the phone system.

Paging system material estimate -$1365

Paging system labor estimate - $480

Total (excluding taxes) - $1845

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-LML Roof Replacement
2300
Annual Budget
Fiscal Year - 2017-18

Fund: 2300
Division:
Organization:

Object Code	Expenditure Classification	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel			
510100	Salaries & Wages -	0		
510200	Overtime	0		
511112	FICA Cost	0		
511113	State Retirement	0		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	0		
511213	State Retirement - Retiree			
	*** Total Personnel**	**0**		
	Operating Expenses			
520300	Professional Services	25,000		
520702	Technical Currency & Support	0		
520800	Outside Printing	0		
521000	Office Supplies	0		
521100	Duplicating	0		
521200	Operating Supplies	0		
524000	Building Insurance	0		
524201	General Tort Liability Insurance	0		
524202	Surety Bonds -	0		
525000	Telephone	0		
525021	Smart Phone Charges	0		
525041	E-mail Service Charges -	0		
525100	Postage	0		
525110	Other Parcel Delivery Service	0		
525210	Conference & Meeting Expense	0		
525230	Subscriptions, Dues, & Books	0		
525240	Personal Mileage Reimbursement	0		
525300	Utilities - Admin. Bldg.	0		
	*** Total Operating**	**25,000**		
	**** Total Personnel & Operating**	**25,000**		
	Capital			
540000	Small Tools & Minor Equipment	0		
540010	Minor Software	0		
	All Other Equipment	0		
	Roof Replacement	360,000		
	Contingency	38,500		
	**** Total Capital**	**398,500**		
	***** Total Budget Appropriation**	**423,500**		

2300 – NEW PROGRAM - FUND BALANCE REQUEST

LEXINGTON MAIN LIBRARY – ROOF REPLACEMENT

The Lexington Main Library opened in 1998. The facility also houses Library Administration for the County Library System. The current roof is beginning to fail and potential leaks are hazardous to the safety of the patrons and collection. The metal roof needs to be replaced. The total cost is $423,500.

1. Consultant and design fees
2. Replacement of existing metal roof with a membrane roof.
3. 10% contingency to the overall cost

This will provide a more efficient and safer facility.

COUNTY OF LEXINGTON
Building Services
405 Ballpark Road
Lexington, South Carolina 29072

Telephone (803) 785-8349 Fax (803) 785-2038

To: Kelly Poole

From: Mark S. Kerley, Building Services Director

Date: December 16, 2016

Subject: Lexington Main Library – Roof Replacement

On December 6, 2016 we met and discussed numerous capital budget projects for the 17/18 year. We discussed the need for replacing the metal roof with a membrane roof. The following associated activities are included in the total cost:

This project will consist of:

- Consultant and Design Fees
- Replacement of existing metal roof with a membrane roof
- 10% contingency for price escalation factor

A preliminary budget estimate would be:

- **Total Cost $423,500.00**

If any additional information is needed please let me know.

COUNTY OF LEXINGTON
Building Services
405 Ballpark Road
Lexington, South Carolina 29072

Telephone (803) 785-8349 Fax (803) 785-2038

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: January 10, 2016

Subject: Lexington County Libraries – R22 Replacement Contingency Fund

On December 6, 2016 we met and discussed numerous capital budget projects for the 17/18 year. We discussed the need for creating a contingency account to cover the cost of replacing aging R22 units as they break down. The following associated activities are included in the total cost:

This project will consist of:

- Total cost of replacing all R22 units at all branches: $358,200
- Establish an account based on 25% of the total cost: $89,550
- 20% contingency for price escalation factor

A preliminary budget estimate would be:

- **Total Cost $107,460**

If any additional information is needed please let me know.

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2310 Fund Name: Escrow Local

Organ. #: 230099 Organ. Name: Non-Department

Revenue Code	Fee Title	Actual Fees 2014-15	Actual Fees 2015-16	12/31/2016 Year-to-Date 2016-17	Anticipated Fiscal Year Total 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees 2017-18
434900	Library Non-Resident		$ 18,731	$ 7,561	$ 17,000			$ 17,000		$ 17,000
469100	Gifts & Donations		$ 871	$ 600	$ 600			$ 500		$ 500

COUNTY OF LEXINGTON
LIBRARY ESCROW
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Library Escrow 2310:**							
	Revenues:							
410000	Current Property Taxes	0	0	0	0	0		
411000	Current Vehicle Taxes	0	0	0	0	0		
413000	Delinquent Taxes	0	0	0	0	0		
414000	Delinquent Tax Penalties	0	0	0	0	0		
417100	Fee in Lieu of Taxes	1,115	0	650	650	650		
417130	FILOT - Manufacturers Tax Exemption	92	0	125	125	125		
	Total Property Tax Revenue	1,207	0	775	775	775		
	Other Revenues:							
434900	Library Non-Resident User Fee	18,731	7,561	17,000	17,000	17,000		
461000	Investment Interest	136	96	75	75	75		
469100	Gifts & Donations	871	600	600	600	500		
	Total Other Revenue	19,738	8,257	17,675	17,675	17,575	0	0
	**** Total Revenue**	20,945	8,257	18,450	18,450	18,350	0	0
	*****Total Appropriation**				64,847	16,500	0	0
	Capital Contingency - Add-Back				42,050			
	FUND BALANCE Beginning of Year				24,065	19,718	19,718	19,718
	FUND BALANCE - Projected End of Year				19,718	21,568	19,718	19,718

Fund 2310
Division: Library
Organization: 230099 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520103	Landscaping/Ground Maintenance	0	0	2,000	2,500		
521200	Operating Supplies	12,847	0	0	0		
	*** Total Operating**	**12,847**	**0**	**2,000**	**2,500**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	7,996	2,238	16,986	14,000		
540005	Gifts & Donation Purchases	0	0	0	0		
549904	Capital Contingency	0	0	42,050			
	All Other Equipment	1,358	0	3,811	0		
	**** Total Capital**	**9,354**	**2,238**	**62,847**	**14,000**	**0**	**0**
	Transfers						
812340	Cp Trn to Library Federal Funds	3,017	0	0			
	***** Total Budget Appropriation**	**25,218**	**2,238**	**64,847**	**16,500**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2310 Fund Title: Library Escrow Funds
Organization # 230099 Organization Title: Library Non-Department
Program # Program Title:

Qty	Item Description	*BUDGET* 2017-18 Requested Amount
540000	Small Tools & Minor Equipment	14,000

** **Total Capital (Transfer Total to Section III)** **14,000**

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

434900 – LIBRARY NON-RESIDENT FEES **$17,000**

This fee of $35.00 per person is collected from non-residents of Lexington County who wish to get a library card. The amount of the fee is based on the amount of taxes the average household in Lexington County pays for library services, including operating budget.

461000 – INVESTMENT INTEREST **$75**

469100 – GIFTS AND DONATIONS **$500**

The library receives gifts and donations often to purchase an item in memory or honor of an individual.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING/GROUND MAINTENANCE **$2,500**

521200 – OPERATING SUPPLIES **$0**

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS AND EQUIPMENT **$14,000**

Items to support the services and programs of the library. These funds are non-designated.

Total capital ~~$15,000~~ $14,000

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Library State Funds 2330:**							
	Revenues:							
429000	State Aid	327,989	196,793	393,587	393,587	327,989		
802300	Op Trn from Library Operations	675	0	0	0			
	**** Total Revenue**	328,664	196,793	393,587	393,587	327,989	0	0
	*****Appropriation Total**				393,587	327,989	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

Fund 2330
Division: Library Division
Organization: 230099 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520213	Contracted Literacy Programs	8,624	0	0	0		
520400	Advertising & Publicity	3,499	0	4,000	4,500		
520702	Technical Currency & Support	300	0	9,124	15,340		
522300	Vehicle Repairs & Maintenance	0	0	6,000	0		
521200	Operating Supplies	4,569	0	0	6,000		
525210	Conference, Meeting & Training Expenses	17,598	9,769	20,000	22,500		
529903	Contingency	0	0	1,390	60,777		
	**** Total Operating Expenses**	**34,590**	**9,769**	**40,514**	**109,117**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	133,491	48,266	194,365	194,365		
540010	Minor Software	5,059	0	5,454	0		
	All Other Equipment	176,391	34,735	153,254	24,507		
	**** Total Capital**	**314,941**	**83,001**	**353,073**	**218,872**	**0**	**0**
	***** Total Budget Appropriation**	**349,531**	**92,770**	**393,587**	**327,989**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2330 Fund Title: Library State Funds
Organization # 230099 Organization Title: Library Non-Department
Program # Program Title:

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
540006	Library Materials (Books, Audiovisual)	194,365
5A	Marquee - Gaston Branch Library	8,955
5A	20 Replacement Computers	15,552

** **Total Capital (Transfer Total to Section III)** **218,872**

SECTION V. – STATE AID PROGRAM OVERVIEW

State aid provides additional funding for public libraries to assist them in providing basic levels of service to South Carolina citizens. The primarily uses these funds for technology, literacy programs, staff training and library materials. Funds can also be used to purchase a vehicle to support public services. The library system is compliant with all statutory regulations set forth in the South Carolina Code of Laws, Section 60-1-90, and the South Carolina Code of Regulations, Vol. 26, Chapter 75-1-2 (Supp 2005.)

In FY 18, the Library will use the SC State Aid to continue our scheduled replacement program of PCs and monitors and related equipment. A portion of the FY 2017-18 State Aid funds will be used to pay for training and conference attendance for our staff. State Aid funds always supplement our local budget for books, eBooks, and other library materials. The amount used for budget purposes for State Aid for FY 2017-18 is $1.25 per capita, a figure that can be adjusted upward (or downward) if necessary.

SECTION VI - LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI A - LISTING OF REVENUES

429000 –STATE AID **$327,989**

This amount of state aid is based on the Legislature's estimated approval of $1.25 per capita. 2010 Census figures reflect Lexington County population was 262,391.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI C - OPERATING LINE ITEM NARRATIVES

520702 –ADVERTISING & PUBLICITY **$4,500**

Public relations are vital to inform citizens and businesses of all the library services and resources available. Advertising may be in print or online.

520702 –TECHNICAL CURRENCY AND SUPPORT **$15,340**

VM ESX host extended warranty

521200 – OPERATING COSTS **$6,000**

Operating costs for literacy programs including Summer Reading supplies and incentives for patrons and promotional materials to support literacy programs.

525210 – CONFERENCES AND MEETING EXPENSES **$22,500**

This appropriation is used for staff to attend state, regional, and national conferences and other meetings directly related to library services, including the annual meeting and training conference of the SC Library Association, American Library Association and SC Association of School Media Specialists. It also includes funds for educational workshops, training courses, and continuing education programs, especially though but not limited to the SC State Library, Midlands Technical College and the USC-School of Library and Information Science. These programs allow staff to update their skills and keep abreast of current developments in libraries and their services, including management and administration of libraries and may be held on-site. Selected staff may attend training classes related to their field of expertise from literacy to computer/network. Specific conference information and course descriptions are made available throughout the year, and staff is chosen based on the benefits to their current job and their specific area of specialization.

529903 – CONTINGENCY **$60,777**

State Aid to public libraries is approved each year as part of the South Carolina State Budget. Because the revenue is not a consistent amount, the Library budgets slightly under the projected revenue. This prevents the library from over allocating. In turn, the contingency account is used then to address remaining capital and program needs that came in over the budget request.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI D - CAPITAL LINE ITEM NARRATIVES

540006 BOOKS AND MATERIALS **$194,365**

Books and audio/visual materials requested and used by the public.

5A OUTDOOR SIGNAGE– GASTON BRANCH LIBRARY ~~$5,000~~ $8,955

Marquee style sign that the Library will use to promote programs and services on. Library is located in high traffic area on S. Main Street. Quote obtained by Building Services Director.

5A COMPUTERS-REPLACEMENTS (20) **$15,552**

Replacing 20 computers that are out of warranty.

**** Total Capital (Transfer Total to Section III)** ~~$244,067~~ $218,872

COUNTY OF LEXINGTON
LIBRARY LOTTERY FUNDS
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Library Lottery Funds 2331:**							
	Revenues:							
429100	State Lottery Funds	171,630	9,185	36,957	36,957	0		
	**** Total Revenue**	171,630	9,185	36,957	36,957	0	0	0
	*****Appropriation Total**				36,957	0	0	0
	FUND BALANCE Beginning of Year				5	5	5	5
	FUND BALANCE - Projected End of Year				5	5	5	5

Fund 2331
Division: Library Division
Organization: 230099 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520702	Technical Currency & Support	14,109	0	0	0		
529903	Contingency	0	0	36,957	0		
	*** Total Operating**	**14,109**	**0**	**36,957**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**14,109**	**0**	**36,957**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540006	Library Materials (Books, Audio Mat.)	24,290	0	0	0		
540010	Minor Software	5,248	0	0	0		
	All other Equipment	127,978	0	0	0		
	**** Total Capital**	**157,516**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**171,625**	**0**	**36,957**	**0**	**0**	**0**

SECTION V. – SC EDUCATION LOTTERY PROGRAM OVERVIEW

The SC Education Lottery legislation, states that "proceeds of lottery games must be used to support improvements and enhancements for educational purposes and programs as provided by the General Assembly and that the net proceeds must be used to supplement, not supplant, existing resources for educational purposes and programs." Each year, the Legislature decides how lottery funds are appropriated. If the SC State Library receives lottery funding, then, public libraries would receive appropriations as well. Funds would be used to purchase technology equipment and library materials that support public services.

SECTION VI - LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI A - LISTING OF REVENUES

429100 –SC EDUCATION LOTTERY **$0**

Each year, the SC Legislature determines how lottery revenue is appropriated. If the SC State Library receives funds, then, Lexington County Public Library would receive funding as well.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI C - OPERATING LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI D - CAPITAL LINE ITEM NARRATIVES

529903 CONTINGENCY **$0**

Contingency account

540000 SMALL TOOLS AND MINOR EQUIPMENT **$0**

Funds would be used to purchase office and library machines and equipment in order to move and display materials.

540006 BOOKS AND MATERIALS **$0**

Books and audio/visual materials requested and used by the public.

COUNTY OF LEXINGTON
LIBRARY FEDERAL FUNDS
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Library Federal Funds 2340:**							
	Revenues:							
457000	Federal Grant Income	4,161	6,111	1,843	1,843	0		
	**** Total Revenue**	4,161	6,111	1,843	1,843	0	0	0
	*****Appropriation Total**				5,880	0	0	0
	FUND BALANCE Beginning of Year				4,015	(22)	(22)	(22)
	FUND BALANCE - Projected End of Year				(22)	(22)	(22)	(22)

Fund 2340
Division: Library Division
Organization: 230099 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520213	Contracted Literacy Programs	500	0	0	0		
520400	Advertising & Publicity	60	0	0	0		
525210	Conference, Meeting, & Training Expense	2,110	0	0	0		
	*** Total Operating**	**2,670**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**2,670**	**0**	**0**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	719	41	0	0		
540006	Library Materials (Books, Audio Mat.)	280	0	0	0		
	All other Equipment	514	5,880	5,880	0		
	**** Total Capital**	**1,513**	**5,921**	**5,880**	**0**	**0**	**0**
	Transfers						
802300	Op Trn from Library Operations	1,020	0	0	0		
802310	Op Trn from Library Capital Escrow	3,017	0	0	0		
	**** Total Transfers**	**4,037**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**4,183**	**5,921**	**5,880**	**0**	**0**	**0**

SECTION V. – FEDERAL GRANT PROGRAM OVERVIEW

Grants of Library Services and Technology Act (LSTA) are administered through the Institute of Museum and Library Services (IMLS). The SC State Library assists in the administration of the LSTA Grants that are available to public libraries for tuition reimbursement of students, conferences and training as well as literacy programs and special projects.

SECTION VI - LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI A - LISTING OF REVENUES

45700 – FEDERAL GRANT INCOME	**$0**

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL
SECTION VI C - OPERATING LINE ITEM NARRATIVES

525210 – CONFERENCES AND MEETING EXPENSES **$0**

This appropriation is used to reimburse the approved library staff, who successfully complete library coursework through federal grant funds.

SECTION I

COUNTY OF LEXINGTON
SOL / DRUG COURT
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2460
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
431002	Drug Court Application Fee	1,800	1,700	1,400	1,800		
801000	Op Trn from General Fund	27,000	27,000	27,000	27,000		
802611	Op Trn from Solicitor State Funds	27,000	31,500	27,000	37,103		
	**** Total Revenue (Section II)**	55,800	60,200	55,400	65,903		
	***** Total Appropriation (Section III)**			55,400	70,160		
	Contingency:						
	Unused Personnel Contingency			1,035			
	FUND BALANCE						
	Beginning of Year			3,222	4,257		
	FUND BALANCE - Projected						
	End of Year			4,257	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2460 Fund Name: Sol / Drug Court

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
431002	Drug Court Application Fee	$1,800	$1,700	$500	$1,400			$1,800		$1,800
801000	Op Trn from General Fund	$27,000	$27,000	$10,000	$27,000			$27,000		$27,000
802611	Op Trn from Solicitor State Funds	$27,000	$31,500	$10,000	$27,000			$37,103		$37,103

SECTION III

COUNTY OF LEXINGTON
DRUG COURT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solicitor / Drug Court 2460:**							
	Revenues:							
431002	Drug Court Application Fee	1,700	500	1,400	1,400	1,800		
801000	Op Trn from General Fund	27,000	10,000	27,000	27,000	27,000		
802611	Op Trn from Sol/State Fund	31,500	10,000	27,000	27,000	37,103		
	****Total Revenue**	60,200	20,500	55,400	55,400	65,903		
	*****Total Appropriations**				55,400	70,160		
	Contingency:							
	Unused Personnel Contingency				1,035			
	FUND BALANCE							
	Beginning of Year				3,222	4,257		
	FUND BALANCE - Projected							
	End of Year				4,257	0		

Fund 2460
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	42,308	15,528	40,372	49,080		
511112	FICA - Employer's Portion	3,057	1,061	3,088	3,755		
511113	State Retirement - Employer's Portion	4,679	1,698	4,465	5,919		
511120	Employee Insurance - 1	5,460	2,112	5,070	7,800		
511130	Workers Compensation	152	53	149	182		
519999	Personnel Contingency	0	0	1,035	1,768		
	*** Total Personnel**	**55,656**	**20,452**	**54,179**	**68,504**		
	Operating Expenses						
521000	Office Supplies	0	0	0	250		
521100	Duplicating	0	0	0	130		
524201	General Tort Liability Insurance	53	53	54	79		
524202	Surety Bonds - 1	0	0	0	10		
524302	Court Ref Volunteer Liability Insurance	0	0	108	108		
525041	E-mail Service Charges -1	81	43	129	129		
525210	Conference, Meeting & Training Expense	0	0	0	950		
529903	Contingency	0	0	930	0		
	*** Total Operating**	**134**	**96**	**1,221**	**1,656**		
	**** Total Personnel & Operating**	**55,790**	**20,548**	**55,400**	**70,160**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**55,790**	**20,548**	**55,400**	**70,160**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2460	Fund Title:	Sol / Drug Court
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Sol / Drug Court

Qty	Item Description	BUDGET 2017-18 Requested Amount

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Solicitor's Drug Court Program

Program:

Objectives:

To operate a non-traditional, multi-agency approach to drug addicted, non-violent offenders referred from the Solicitor as diversion or a condition of probation by placing such defendants in an intensive drug treatment program with judicial oversight to promote participant sobriety, responsibility and accountability. Upon completion, dismissal of diversion cases will occur. In probation cases, a recommendation is made to reduce or terminate probation.

Service Standards:

- To assist and advise the Solicitor's Office and Probation Agents with referrals to the program.
- To maintain accurate information on all referred and participating clients.

SERVICE LEVELS

Service Level Indicators:	Actual FY 14/15	Actual FY 15/16	Actual July - Dec FY 16/17	Estimated FY 16/17	Projected FY 17/18
Referred	69	67	34	68	70
Applied	18	17	5	15	18
Failed to Apply/Rejected	53	58	28	50	50
Active Cases	20	19	15	27	34
- Diversion	13	11	9	19	25
- Probation	7	8	6	7	8
- Transfer-In Cases	0	0	0	1	1
- Pending Start Date	2	0	0	0	0
Terminated	13	6	1	4	4
Graduated	2	2	2	5	7

Glossary of Terms

- **Referred** -Any case referred to the program for pre-screening and eligibility consideration.
- **Applied** - Individuals who apply to the program.
- **Failed to Apply/Rejected** - All individuals who were deemed inappropriate at pre-screening or who failed to apply.
- **Active Cases** - Individuals who are participating in the program.
- **Diversion** - Individuals who are referred by the Solicitor's Office, pre-sentence.
- **Probation** - Individuals who are referred by Probation, post-sentence/violations.
- **Transfer-In Cases** – Individuals who are accepted in another county, but live in Lexington County and participate here.
- **Pending Start Date** - Individuals who are accepted and are waiting to begin the program.
- **Terminated** - Individuals who are discharged unsuccessfully from the program.
- **Graduated** - Individuals who successfully complete all requirements of the program.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

431002 – DRUG COURT APPLICATION FEE **$ 1,800**

The Solicitor's Drug Court charges an application fee of $100. The fee is due upon application. However, the fee can be delayed in cases of indigence or if the defendant is still incarcerated at the time of application. Revenues are projected at 70 referrals with 18 applicants completing the pre-screen eligibility process, thus paying the fee within the fiscal year. Eighteen (18) applicants x $100 application fee = $1,800.

801000 – OP TRANSFER FROM GENERAL FUND **$ 27,000**

Lexington County established the first Drug Court in the State of South Carolina in 1996. Throughout its history, Drug Court has had countless success stories where hard core addicts were able to turn their lives around and become productive and taxpaying citizens of the County. Drug Court saves lives and saves money. Recidivism among Drug Court graduates is much lower than recidivism within the criminal justice program. The recidivism rate for Drug Court graduates is only 6.5% -7%, while the recidivism rate for Drug Court participants who start the program but don't graduate is approximately 15%. This compares favorably to the recidivism of persons being released from the South Carolina Department of Corrections, who have a recidivism rate of approximately 33% within three years after being released. Drug Court reduces the number of inmates incarcerated in the jail and the number of arrests made by law enforcement by lowering the demand for illegal substances. In FY 17-18, it is estimated that the Lexington County Drug Court will graduate 7 people through the program and help approximately 27 others beat their addiction to drugs. Each person who completes the program is proud of his/her accomplishment and, with the addiction beaten, is able to become a productive citizen of Lexington County. This very worthwhile program is handled by a dedicated Circuit Court Judge who volunteers his time to run the program. This Judge has been with the program since its inception and continues to see the results and successes which this program generates for both the addicted person and society in general. Accordingly, we are requesting continued financial assistance from Lexington County at the same level as previous years to sustain this cost-effective and meaningful program.

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS **$ 37,103**

The Solicitor's State Funds contribution to the Drug Court Program.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Band
Director	1		1	1	210
Total Positions	1		1	1	

The above position requires insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 250**

To cover routine office supplies used in the preparation, management, and closure of drug court cases.

521100 – DUPLICATING **$ 130**

This account is used to cover the cost of duplicating drug court case files and reports.

Copy Machine Usage cost (.0315) x 3,500 copies	$ 110.25
Copy Machine Paper - 7 Reams @ $2.86	$ 20.02

524201 – GENERAL TORT LIABILITY INSURANCE **$ 79**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS - 1 **$ 10**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee.

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **$ 108**

The Solicitor's Office Diversion Programs have one policy with CIMA for volunteer liability insurance. This one policy is shared between the Pre-Trial Intervention Program, Drug Court, AEP and Juvenile Arbitration to reduce membership fees. The cost to each program is: Pre-Trial Intervention pays 50%, Juvenile Arbitration pays 35%, Drug Court pays 5%, and AEP pays 10%. The estimated FY 2017-18 premium is $2,163.

525041 – E-MAIL SERVICE CHARGES **$ 129**

The cost of e-mail services is $10.75 per month per account. 1 account @ $10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 950**

To cover the cost of conferences and training, to include the S.C. Solicitors' Association Annual Conference.

529903 – CONTINGENCY **$ 0**

To cover the cost of any unanticipated expenses of operating the program.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

None.

SECTION I

COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2500
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
456100	Program Income	40,625	40,625	48,919	48,919		
469900	Miscellaneous Revenues	1,459	0	0	0		
801000	Op Trn from General Fund	24,000	24,000	24,000	24,000		
802611	Op Trn from Solicitor State Funds	83,117	94,160	91,256	76,573		
	**** Total Revenue (Section II)**	149,201	158,785	164,175	149,492		
	***** Total Appropriation (Section III)**			230,420	222,792		
	Contingency:						
	Frozen Position - Director w/fringes			(66,245)	(68,503)		
	Unused Personnel Contingency			(2,778)	0		
	FUND BALANCE						
	Beginning of Year			2,019	4,797		
	FUND BALANCE - Projected						
	End of Year			4,797	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2500 Fund Name: Victim Witness Program

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
456100	Program Income	$40,625	$40,625	$20,313	$48,919			$48,919		$48,919
469900	Miscellaneous Revenues	$1,459	$0	$0	$0			$0		$0
801000	Op Trn from General Fund	$24,000	$24,000	$24,000	$24,000			$24,000		$24,000
802611	Op Trn from Solicitor State Funds	$83,117	$94,160	$45,628	$91,256			$76,573		$76,573

SECTION III

COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solicitor / Victim Witness Program 2500:**							
	Revenues:							
456100	Program Income	40,625	20,313	48,919	48,919	48,919		
469900	Miscellaneous Revenues	0	0	0	0	0		
801000	Op Trn from General Fund	24,000	24,000	24,000	24,000	24,000		
802611	Op Trn from Solicitor State Fund	94,160	45,628	91,256	91,256	76,573		
	**** Total Revenue**	158,785	89,941	164,175	164,175	149,492		
	**** Total Appropriation**				230,420	222,792		
	Contingency:							
	Frozen Position - Director's w/fringes				(66,245)	(68,503)		
	Unused Personnel Contingency				(2,778)			
	FUND BALANCE							
	Beginning of Year				2,019	4,797		
	FUND BALANCE - Projected							
	End of Year				4,797	0		

COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
Fiscal Year - 2017-18

Fund: 2500
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3.5	107,370	54,275	165,704	158,657		
510200	Overtime	15	0	0	0		
511112	FICA Cost	7,421	3,723	12,676	12,137		
511113	State Retirement - Employer's Portion	9,727	4,745	18,327	19,134		
511120	Employee Insurance - 3	19,500	9,750	27,300	23,400		
511130	Workers Compensation	387	196	614	587		
511213	State Retirement - Employer's Portion (Retiree)	2,170	1,530	0	0		
519999	Personnel Contingency	0	0	2,778	5,715		
	*** Total Personnel**	**146,590**	**74,219**	**227,399**	**219,630**		
	Operating Expenses						
524201	General Tort Liability Insurance	150	150	155	159		
524202	Surety Bonds	0	0	0	20		
525041	E-mail Service Charges - 2	243	107	387	258		
525210	Conference, Meeting & Training Expense	2,054	968	2,100	2,100		
525230	Subscriptions, Dues, & Books	320	319	375	375		
529903	Contingency	0	0	4	250		
	*** Total Operating**	**2,767**	**1,544**	**3,021**	**3,162**		
	**** Total Personnel & Operating**	**149,357**	**75,763**	**230,420**	**222,792**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**149,357**	**75,763**	**230,420**	**222,792**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2500	Fund Title:	Victim Witness Program
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Victim Witness Program

Qty	Item Description	BUDGET 2017-18 Requested Amount

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Victim Witness Program

Program:

Objectives:

Our mission is to fully comply with South Carolina's constitutional and statutory laws governing provision of rights and services to crime victims in the Eleventh Judicial Circuit. These rights include, but are not limited to, the right to be treated with dignity and respect, input and consultation with the Solicitor's Office regarding disposition, notification of court hearings, court escort, explanation of options and services available, referrals to appropriate agencies, and reimbursement of certain expenses. The program seeks to provide these services in a comprehensive, yet cost effective, manner.

SECTION VI. LINE ITME NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

451600 – PROGRAM INCOME **$ 48,919**

By annual budget provisos, the General Assembly requires the South Carolina Office of Victims Assistance (SOVA) to distribute funds to support victim services in Solicitors' Offices. These funds are not part of state support of the Solicitor's Office but are pass through funds distributed to the counties through SOVA and the SC Commission on Prosecution Coordination.

801000 – OP TRN FROM GENERAL FUND **$ 24,000**

Beginning in FY 04-05, Lexington County Council authorized an operational transfer to help support mandated Victim Services within the County due to a lack of sufficient resources in other areas. This operational transfer has remained constant at $24,000 from FY 04-05 to present. Over this same time period, the Solicitor has directly supported Victim Services in Lexington County by operational transfers from Fund 2611, Solicitor State Funds.

802611 – OP TRN FROM SOLICITOR STATE FUNDS **$ 76,573**

The Solicitor's State Funds contribution to assist with State required services to victims of crimes.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
Director	1		1	1	210
Victim Service Provider	2.5		2.5	2.5	109
Total Positions	3.5		3.5	3.5	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 – GENERAL TORT LIABILITY INSURANCE **$ 159**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS **$ 20**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee.

525041 – E-MAIL SERVICE CHARGES – 2 **$ 258**

The cost of e-mail is $10.75 per month per account. 2 accounts @ $10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 2,100**

State law requires Victim Service Providers to be certified by completing a set number of hours of annual training. The requested amount is to cover the cost of this training to include, the S.C. Solicitors' Association Annual Conference and the S.C. Victims Association Network Summit.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 375**

To cover the cost of dues, essential subscriptions, and books related to being a Victim Service Provider.

529903 – CONTINGENCY **$ 250**

To cover the cost of any unanticipated expenses of operating the program.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION I

COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2501
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
458000	State Grant Income	60,000	60,000	60,000	60,000		
461000	Investment Interest	25	104	100	50		
801000	Op Trn from General Fund	63,412	63,412	0	0		
802140	Op Trn from Temporary Alcohol Bev	42,000	42,000	105,412	105,412		
	**** Total Revenue (Section II)**	165,437	165,516	165,512	165,462		
	***** Total Appropriation (Section III)**			181,778	183,145		
	Contingency:						
	Unused Personnel Contingency			(2,686)			
	FUND BALANCE						
	Beginning of Year			31,263	17,683		
	FUND BALANCE - Projected						
	End of Year			17,683	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2501 Fund Name: Juvenile Arbitration Program

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
458000	State Grant Income	$60,000	$60,000	$30,000	$60,000			$60,000		$60,000
461000	Investment Interest	$25	$104	$35	$100			$50		$50
801000	Op Trn from General Fund	$63,412	$63,412	$0	$0			$0		$0
802140	Op Trn from Temporary Alcohol Bev	$42,000	$42,000	$52,706	$105,412			$105,412		$105,412

SECTION III

COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solicitor / Juvenile Arbitration Program 2501:**							
	Revenues:							
458000	State Grant Income	60,000	30,000	60,000	60,000	60,000		
461000	Investment Interest	104	35	0	100	50		
801000	Op Trn from General Fund	63,412	0	0	0	0		
802140	Op Trn from Temporary Alcohol Bev	42,000	52,706	105,412	105,412	105,412		
	**** Total Revenue**	165,516	82,741	165,412	165,512	165,462		
	*****Total Appropriation**				181,778	183,145		
	Contingency:							
	Unused Personnel Contingency				(2,686)			
	FUND BALANCE							
	Beginning of Year				31,263	17,683		
	FUND BALANCE - Projected							
	End of Year				17,683	0		

COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
Fiscal Year - 2017-18

Fund: 2501
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	95,172	46,112	99,083	99,083		
510300	Part-time - 1 (0.5 - FTE)	15,483	6,317	13,686	13,686		
511112	FICA - Employer's Portion	7,747	3,711	8,627	8,627		
511113	State Retirement - Employer's Portion	5,677	2,889	12,472	13,600		
511120	Employee Insurance - 3	14,300	7,800	15,600	23,400		
511130	Workers Compensation	385	189	417	417		
511213	State Retirement - Employer's Portion (Retiree)	6,581	3,172	0	0		
519999	Personnel Contingency	0	0	2,686	4,062		
	*** Total Personnel**	**145,345**	**70,190**	**152,571**	**162,875**		
	Operating Expenses						
521000	Office Supplies	936	659	2,166	1,978		
521100	Duplicating	976	260	1,217	1,024		
522200	Small Equipment Repairs & Maintenance	0	285	577	396		
524201	General Tort Liability Insurance	161	161	166	183		
524202	Surety Bonds - 3	0	0	0	30		
524302	Court Ref Volunteer Liab Ins	735	0	757	757		
525000	Telephone	710	355	760	760		
525041	E-mail Service Charges - 3	226	161	387	387		
525100	Postage	2,358	974	3,250	2,560		
525210	Conference, Meeting & Training Expense	1,558	976	2,750	2,350		
525230	Subscriptions, Dues, & Books	40	130	275	275		
525240	Personal Mileage Reimbursement	1,471	729	1,700	1,900		
525400	Gas, Fuel, & Oil	20	0	0	0		
529903	Contingency	0	0	10,941	7,420		
	*** Total Operating**	**9,191**	**4,690**	**24,946**	**20,020**		
	**** Total Personnel & Operating**	**154,536**	**74,880**	**177,517**	**182,895**		
	Capital						
540000	Small Tools & Minor Equipment	238	0	250	250		
540010	Minor Software	0	0	794	0		
	All Other Equipment	0	3,124	3,217	0		
	**** Total Capital**	**238**	**3,124**	**4,261**	**250**		
	***** Total Budget Appropriation**	**154,774**	**78,004**	**181,778**	**183,145**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund #	2501	Fund Title:	Juvenile Arbitration Program
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Juvenile Arbitration Program

Qty	Item Description	BUDGET 2017-18 Requested Amount
	Small Tools & Minor Equipment	250

** Total Capital (Transfer Total to Section III) 250

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Juvenile Arbitration Program

Program:

Objectives:

To provide a model community-based mediation/arbitration program that successfully diverts non-violent, first time juvenile offenders from the juvenile justice system, while promoting offender accountability, victim restitution, and the protection of the public. The program uses trained volunteer arbitrators to conduct informal hearings in the community between law enforcement officers, victims and juvenile offenders. These arbitrators act as mentors to many of the juvenile offenders by offering direction, guidance, and sanctions in their lives. The program must recruit, train, monitor and supervise an adequate number of community volunteers to handle approximately 300 to 450 referrals annually. Juvenile Arbitration Program staff must recruit community service sites where juvenile offenders can repay the community by performing community service work. The Program offers restitution, community service and restorative justice to victims of crime. The restorative justice process is accomplished through engaging the victims throughout the arbitration process.

In 2017, the Lexington County Juvenile Arbitration Program will reach its 34th year of operation. During this time, well over 10,000 families have been served through the Juvenile Arbitration Program in Lexington County. Lexington County was the first in the state to establish a community based program to handle the needs of an overcrowded Juvenile Court System. The Lexington County Program is used as a model for Juvenile Arbitration Programs statewide. Currently, all 16 Judicial Circuits have a Juvenile Arbitration Program. Last year over 4,000 juveniles were diverted from the Juvenile Court System statewide saving an incredible amount of taxpayer dollars.

The most recent statewide evaluation of Arbitration Programs completed in November 2011, by the Department of Juvenile Justice, indicated that Lexington County had an eleven (11%) percent recidivism rate for a period of three years prior to the evaluation. Juvenile offenders who participate in the Lexington County Juvenile Arbitration Program take ownership for their actions. Upon completion of the program, these juveniles become aware that their actions have consequences thus reducing the likelihood that they will reoffend as juveniles and adults.

Service Standards:

	SERVICE LEVELS				
Service Level Indicators:	**Actual FY 14/15**	**Actual FY 15/16**	**Actual July - Dec. FY 16/17**	**Estimated FY 16/17**	**Projected FY 17/18**
Cases referred	425	373	114	285	356
# Of arbitration hearings	271	249	88	220	275
# Of community service hours completed	1,986	1,759	1,315	1,985	2,481
Amount of victim restitution	$ 2,698	$ 4,894	$ 3,167	$ 3,958	$ 4,947
Charitable donations to local charities	$ 255	$ 140	$ 104	$ 130	$ 163

Statistics reflect closed cases. Referrals to the program come from the Department of Juvenile Justice, with the approval of a Family Court Solicitor.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

458000 – STATE GRANT INCOME **$ 60,000**

Each year, a contract for services is entered into with the State Department of Juvenile Justice for the purpose of providing partial funding for the Juvenile Arbitration Program.

461000 – INVESTMENT INTEREST **$ 50**

Projected investment interest.

801000 – OP TRN FROM GENERAL FUND **$ 0**

Additional funding necessary for the operation of a community based county-wide Arbitration Program. In Fiscal Year 2009-10, County Council reached an agreement with the Solicitor to provide $63,412 from the General Fund for the Arbitration Program. As part of the agreement, the Solicitor was to keep a key position vacant in his General Fund Budget and the cost savings of this vacant position would be applied to the Arbitration Program. The position remained vacant since the agreement was reached and was eliminated from the General Fund Budget in Fiscal Year 2012-13. Beginning in Fiscal Year 2016-17, monies from the Temporary Alcohol Beverage License Fee will be used to fully fund the Juvenile Arbitration Program until these funds are substantially depleted. Thereafter, the Juvenile Arbitration Program will be funded through both the Temporary Alcohol Beverage License Fee and the General Fund as it was in previous fiscal years.

802140 – OP TRN FROM TEMPORARY ALCOHOL BEVERAGE FEE **$ 105,412**

South Carolina Code of Laws Section 61-6-2010(B)(1)(d). This Statute allows revenue to be collected and used by the municipality or county for twelve purposes. One of those purposes is "(d) local youth mentor programs to serve juvenile offenders under the jurisdiction of family court". Beginning in Fiscal Year 2016-17, monies from the Temporary Alcohol Beverage License Fee will be used to fully fund the Juvenile Arbitration Program until these funds are substantially depleted. Thereafter, the Juvenile Arbitration Program will be funded through both the Temporary Alcohol Beverage License Fee and the General Fund as it was in previous fiscal years.

SECTION VI. B. – LISTING OF POSITIONS

Staffing Level:

Full Time Equivalent

Job Title	Positions	General Fund	Other Fund	Total	Band
Director	1		1	1	210
Case Manager I	1		1	1	111
PT Administrative Assistant I	.5		.5	.5	104
Total Positions	2.5		2.5	2.5	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 1,978**

To cover the cost of office supplies and toners:

Office supplies (printer paper, pens, staples, file folders, etc.)	$ 825.00
Two HP CF281X toners for LaserJet M605 printer	$ 466.10
One HP CE400X black toner for Color LaserJet M551 printer	$ 158.85
One HP CE401A cyan toner for Color LaserJet M551 printer	$ 175.84
One HP CE402A yellow toner for Color LaserJet M551 printer	$ 175.84
One HP CE403A magenta toner for Color LaserJet M551 printer	$ 175.84

521100 – DUPLICATING **$ 1,024**

This account is used to cover the cost of duplicating newsletters, incident reports, and files for volunteer Arbitrators, law enforcement and victims.

Copy Machine Usage cost (.0315) x 27,500 copies	$ 866.25
Copy Machine Paper 55 Reams @ $2.86	$ 157.30

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 396**

The Juvenile Arbitration Program uses a high volume HP LaserJet printer which requires routine maintenance. This request is for the purchase one HP maintenance kit for the LaserJet M605 printer.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 183**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS - 3 **$ 30**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **$ 757**

The Solicitor's Office Diversion Programs have one policy with CIMA for volunteer liability insurance. This one policy is shared between the Pre-Trial Intervention Program, Drug Court, AEP and Juvenile Arbitration to reduce membership fees. The cost to each program is: Pre-Trial Intervention pays 50%, Juvenile Arbitration pays 35%, Drug Court pays 5%, and AEP pays 10%. The estimated FY 2017-18 premium is $2,163.

525000 – TELEPHONE **$ 760**

This account will cover the cost of telephone service.

1 phone line @ $19.02 x 12 months	$ 228.24
2 phone lines with voice mail @ 20.09 x 12 months	$ 482.16
Estimated additional service charges during the year	$ 50.00

525041 – E-MAIL SERVICE CHARGES – 3 **$ 387**

The cost of e-mail services is $10.75 per month per account. 3 accounts @ $10.75 per account times 12 months.

525100 – POSTAGE **$ 2,560**

The Juvenile Arbitration Program sends out at least four notices on every hearing, one to the law enforcement officer, the victim, the subject and the arbitrator. Monthly newsletters are distributed to volunteers and interested parties to make them aware of scheduled prison tours, educational programs, program training, special monthly programs and events, recognition of volunteers and law enforcement officers. Juvenile apology letters, essays, and book reports are copied and mailed to the victims, schools, and volunteers. Quarterly reports and requisitions are mailed to the Department of Juvenile Justice.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 2,350**

The Director and Case Manager attend conferences and training in the areas of PTI, volunteer management, victim services, and social work. Estimated FY 2017-18 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference..... $1,600
Other conferences, such as the S.C. Victims Association Network Summit..... $750

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 275**

This account will pay for dues to the Pre-Trial Intervention Association and the Social Work License Fee for the Director.

525240 – PERSONAL MILEAGE REIMBURSEMENT **$ 1,900**

Juvenile Arbitration Program business is conducted via a personal vehicle by the Director and Case Manager. The Case Manager must travel to and supervise the Ropes Course, prison/jail tours, Adopt-A-Highway, Media Literacy, Get Smart, and special community service projects all around the county. An event or scheduled activity occurs weekly. These trips include traveling to prisons, to arbitrators' homes, to arbitration hearings, to community service sites and projects, to law enforcement offices, to schools, to counseling offices and many other places. Also, the Director must attend State Office DJJ Arbitration Directors meetings, State budget meetings, volunteer meetings, volunteer training, Youth Worker and LRADAC meetings and speaking engagements to recruit new volunteers.

529903 – CONTINGENCY **$ 7,420**

To cover the cost of any unanticipated expenses of operating the program.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 250**

This request is to cover the cost of small tools and equipment such as office telephones, calculators, staplers, keyboards, mice, etc.

SECTION I

COUNTY OF LEXINGTON
SOLICITOR / FORFEITURE (NARCOTICS) FUND
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2610
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
456400	Narcotics Confiscation	9,290	8,036	10,000	10,000		
461000	Investment Interest	44	157	200	200		
	**** Total Revenue (Section II)**	9,334	8,193	10,200	10,200		
	***** Total Appropriation (Section III)**			47,043	57,344		
	Contingency: Unused			47,043			
	FUND BALANCE Beginning of Year			36,944	47,144		
	FUND BALANCE - Projected End of Year			47,144	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2610 Fund Name: Solicitor Forfeiture (Narcotics) Fund

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
456400	Narcotics Confiscation	$9,290	$8,036	$3,829	$10,000			$10,000		$10,000
461000	Investment Interest	$44	$157	$124	$200			$200		$200

SECTION III

COUNTY OF LEXINGTON
SOLICITOR / FORFEITURE (NARCOTICS) FUND
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Sol/Forfeiture (Narcotics) Fund 2610:**							
	Revenues:							
456400	Narcotics Confiscation	8,036	3,829	10,000	10,000	10,000		
461000	Investment Interest	157	124	100	200	200		
	**** Total Revenue**	8,193	3,953	10,100	10,200	10,200		
	*****Appropriation Total**				47,043	57,344		
	Contingency:							
	Unused				47,043			
	FUND BALANCE							
	Beginning of Year				36,944	47,144		
	FUND BALANCE - Projected							
	End of Year				47,144	0		

Fund: 2610
Division: Judicial
Organization: 141200 - Solicitor (FREEZE POSITION UNTIL REVENUE IS RECEIVED)

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	0	0	0	0		
511112	FICA - Employer's Portion	0	0	0	0		
511113	State Retirement - Employer's Portion	0	0	0	0		
511120	Employees Insurance - 1	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
524202	Surety Bonds - 1	0	0	0	0		
525041	E-mail Service Charges	0	0	0	0		
529903	Contingency	0	0	47,043	57,344		
	*** Total Operating**	**0**	**0**	**47,043**	**57,344**		
	**** Total Personnel & Operating**	**0**	**0**	**47,043**	**57,344**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**0**	**0**	**47,043**	**57,344**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2610	Fund Title:	Sol / Forfeiture (Narcotics) Fund
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Sol / Forfeiture (Narcotics) Fund

Qty	Item Description	**BUDGET** 2017-18 Requested Amount

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Forfeiture (Narcotics) Fund

Program:

Objectives:

In 1990, the South Carolina General Assembly enacted legislation directing that forfeitures from narcotics cases – after liquidating to cash – are to be shared according to a set formula by the arresting law enforcement agency, the Solicitor's Office, and the State Treasurer.

Furthermore, the law limits the Solicitor's use of these proceeds to cover costs related to drug prosecutions and any litigation that may arise from them.

There is a specific prohibition against supplanting local government funds.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

456400 – NARCOTICS CONFISCATION **$ 10,000**

These revenues come from successful forfeiture actions which arise from illegal drugs cases. These forfeited funds are split according to a statutory formula between the initiating law enforcement agency, the Solicitor, and the State Treasurer.

461000 – INVESTMENT INTEREST **$ 200**

Interest earned on Solicitor's Forfeiture (Narcotics) funds.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	Positions	General Fund	Other Fund	Total	Band
Paralegal	1		1	1	108
Total Positions	1		1	1	

This position requires insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 – GENERAL TORT LIABILITY INSURANCE **$ 0**

To cover the cost of general tort liability insurance coverage, per Risk Management. This one position is frozen until revenue is received. Therefore, no general tort liability insurance is required for fiscal year 2017-18.

524202 – SURETY BONDS - 1 **$ 0**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee. This one position is frozen until revenue is received. Therefore, no surety bonds are required for fiscal year 2017-18.

525041 – E-MAIL SERVICE CHARGES **$ 0**

To cover the cost of e-mail services.

529903 – CONTINGENCY **$ 57,344**

To cover the cost of any unanticipated expenses.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION I

COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2611
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
443500	Bond Estreatments	23,943	16,409	16,000	14,000		
451500	Circuit Solicitor - State Supplement	208,598	202,969	453,867	660,942		
	**** Total Revenue (Section II)**	232,541	219,378	469,867	674,942		
	***** Total Appropriation (Section III)**			469,203	681,543		
	Contingency						
	Unused Personnel Contingency			(5,937)			
	FUND BALANCE						
	Beginning of Year			0	6,601		
	FUND BALANCE - Projected						
	End of Year			6,601	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2611 Fund Name: Solicitor State Funds

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees FY 2017-18	Budget Proposed Fee Change	Budget Total Proposed Estimated Fees FY 2017-18
443500	Bond Estreatments	$23,943	$16,409	$3,168	$16,000			$14,000		$14,000
451500	Circuit Solicitor - State Supplement	$208,598	$202,969	$118,904	$453,867			$660,942		$660,942

SECTION III

COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solicitor - State Funds 2611:**							
	Revenues:							
443500	Bond Escheatment	16,409	3,168	16,000	16,000	14,000		
451500	Circuit Solicitor - State Supplement	202,969	118,904	453,867	453,867	660,942		
	**** Total Revenue**	219,378	122,072	469,867	469,867	674,942		
	*****Appropriation Total**				469,203	681,543		
	Contingency:							
	Unused Personnel Contingency				(5,937)			
	FUND BALANCE							
	Beginning of Year				0	6,601		
	FUND BALANCE - Projected							
	End of Year				6,601	0		

COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
Fiscal Year - 2017-18

Fund: 2611
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 7	28,134	0	215,382	349,827		
510300	Part Time - 1 (0.90 - FTE)	38,027	17,511	33,898	33,898		
511112	FICA - Employer's Portion	4,809	1,334	19,070	29,355		
511113	State Retirement - Employer's Portion	3,112	0	27,570	46,277		
511120	Employee Insurance - 8	12,350	3,900	39,000	62,400		
511130	Workers Compensation	239	63	922	1,420		
511213	SCRS - Emplr. Port. (Retiree)	4,213	2,024	0	0		
519999	Personnel Contingency	0	0	5,937	13,823		
	*** Total Personnel**	**90,884**	**24,832**	**341,779**	**537,000**		
	Operating Expenses						
521000	Office Supplies	0	0	500	800		
522300	Vehicle Repairs & Maintenance	0	0	0	600		
524100	Vehicle Insurance - 1	0	0	0	546		
524201	General Tort Liability Insurance	86	185	233	525		
524202	Surety Bonds - 8	0	0	0	80		
525021	Smart Phone Charges	0	0	0	655		
525030	800 MHz Radio Service Charges - 1	0	0	611	645		
525031	800 MHz Radio Maintenance Charges - 1	111	0	115	116		
525041	E-mail Service Charges - 28	1,346	898	2,709	3,612		
525210	Conference, Meeting & Training Expense	603	0	3,200	7,800		
525230	Subscriptions, Dues, & Books	25	0	1,800	6,550		
525250	Motor Pool Reimbursement	0	0	0	5,957		
525400	Gas, Fuel, & Oil	0	0	0	981		
529903	Contingency	0	0	0	1,500		
	*** Total Operating**	**2,171**	**1,083**	**9,168**	**30,367**		
	**** Total Personnel & Operating**	**93,055**	**25,915**	**350,947**	**567,367**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	500		
	**** Total Capital**	**0**	**0**	**0**	**500**		
	Other Financing Uses						
812460	Op Trn to Drug Court	31,500	10,000	27,000	37,103		
812500	Op Trn to Sol/Victim Witness	94,160	45,628	91,256	76,573		
	*****Total Other Financing Uses**	**125,660**	**55,628**	**118,256**	**113,676**		
	***** Total Budget Appropriation**	**218,715**	**81,543**	**469,203**	**681,543**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2611	Fund Title:	Solicitor State Funds
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Solicitor State Funds

Qty	Item Description	BUDGET 2017-18 Requested Amount
	Small Tools & Minor Equipment	500
	** Total Capital (Transfer Total to Section III)	500

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Solicitor State Funds

Program:

Objective:

Funds appropriated for Solicitor State Support are allocated to the SC Commission on Prosecution Coordination to be distributed, primarily on a per capita basis (using the latest decennial census), to the sixteen (16) Circuit Solicitors. Any balance remaining at the end of a fiscal year is carried over to the next year.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

443500 – BOND ESTREATMENTS **$ 14,000**

Pursuant to SC Code of Laws Section 17-15-260, the Solicitor's Office receives 25% of the total revenue collected from the estreatment of surety bonds. The County General Fund receives a 50% share of the revenue, unless the case was generated within a municipality. If this is the case, the County General Fund and the municipality each get a 25% share. The remaining 25% goes to the State General Fund. Thus, if the Solicitor's portion is $14,000, the County General Fund will receive between $14,000 and $28,000, depending on which law enforcement agency generated the underlying cases. The Solicitor's Office has been diligent in seeking the estreatments of bonds which has led to bonding companies being more vigorous in finding defendants who have bench warrants issued against them. It is estimated that the Solicitor's Office share of estreatments for FY 2017-18 will be approximately $14,000.

451500 – CIRCUIT SOLICITOR – STATE SUPPLEMENT **$ 660,942**

State appropriation to provide supplemental funding for the Eleventh Judicial Circuit Solicitor's Office.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

Full Time Equivalent

Job Title	Positions	General Fund	Other Fund	Total	Band
Attorney II	2		2	2	212
Attorney I	4		4	4	211
Administrative Assistant II	1		1	1	105
PT Administrative Assistant II	.9		.9	.9	105
Total	7.9		7.9	7.9	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 800**

To cover the cost of office supplies like business cards, badges, pens, paper, and envelopes.

522300 – VEHICLE REPAIRS & MAINTENANCE **$ 600**

To cover the cost of routine repairs and maintenance for one county vehicle assigned to the Solicitor's Office, per Fleet Service's schedule.

524100 – VEHICLE INSURANCE – 1 **$ 546**

To cover the cost of insurance on one county vehicle assigned to the Solicitor's Office.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 525**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS - 8 **$ 80**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee

525021 – SMART PHONE CHARGES **$ 655**

To cover the cost of service for the Solicitor's smart phone.

525030 – 800 MHZ RADIO SERVICE CHARGES – 1 **$ 645**

To cover the service charges for one 800 MHz Radio.

525031 – 800 MHZ RADIO MAINTENANCE CHARGES – 1 **$ 116**

To cover the maintenance charges for one 800 MHz Radio.

525041 – E-MAIL SERVICE CHARGES - 28 **$ 3,612**

The cost of e-mail services is $10.75 per month per account. 28 accounts @ 10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 7,800**

To cover the cost of conferences and training for attorneys to maintain their licenses and for other staff. Estimated FY 2017-18 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference	$5,800
Other conferences and training, such as Prosecutor Bootcamp and S.C. Bar CLE's	$2,000

525230 – SUBSCRIPTIONS, DUES & BOOKS **$ 6,550**

This account will cover costs associated with law books and annual updates, reference books and journals, subscriptions, S.C. Bar Association dues, S.C. Solicitors' Association dues, S.C. Commission on CLE fees, and other fees and legal materials.

525250 – MOTOR POOL REIMBURSEMENT **$ 5,957**

To cover the cost of using a motor pool vehicle when traveling to off-site locations.

525400 – GAS, FUEL, & OIL **$ 981**

To cover the cost of fuel and oil for one vehicle maintained by the Solicitor's Office, based on Fleet Services estimated fuel and oil costs for FY 2017-18.

529903 – CONTINGENCY **$ 1,500**

To cover the cost of any unanticipated expenses.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 500**

This request is to cover the normal replacement or purchase of items like calculators, staplers, office phones, smart phones, ergonomic keyboards/mice, USB flash drives, etc.

OTHER FINANCING USES

812460 – OP TRN TO DRUG COURT **$ 37,103**

The Solicitor's State Funds contribution to the Drug Court Program.

812500 – OP TRN TO VICTIM WITNESS PROGRAM/SOLICITOR **$ 76,573**

The Solicitor's State Funds contribution to assist with State required services to victims of crimes.

SECTION I

COUNTY OF LEXINGTON
PRE-TRIAL INTERVENTION GRANT
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2612
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
456100	Program Income	195,528	199,762	307,250	342,106		
	**** Total Revenue (Section II)**	195,528	199,762	307,250	342,106		
	***** Total Appropriation (Section III)**			301,961	352,922		
	Contingency:						
	Unused Personnel Contingency			(5,527)			
	FUND BALANCE						
	Beginning of Year			0	10,816		
	FUND BALANCE - Projected						
	End of Year			10,816	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2612 Fund Name: Pre-Trial Intervention Grant

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/2016 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
456100	Program Income	$195,528	$199,762	$116,290	$307,250			$342,106		$342,106

SECTION III

COUNTY OF LEXINGTON
PRE-TRIAL INTERVENTION GRANT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Pre-Trial Intervention Fund 2612:**							
	Revenue:							
456100	Program Income	199,762	116,290	307,250	307,250	342,106		
	**** Total Revenue**	199,762	116,290	307,250	307,250	342,106		
	*****Total Appropriation**				301,961	352,922		
	Contingency:							
	Unused Personnel Contingency				(5,527)			
	FUND BALANCE							
	Beginning of Year				0	10,816		
	FUND BALANCE - Projected							
	End of Year				10,816	0		

Fund: 2612
Division: Judicial
Organization: 141200 - Pre-Trial Intervention

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 5	146,953	84,639	200,160	245,092		
511112	FICA - Employer's Portion	9,992	5,891	15,312	18,750		
511113	State Retirement - Employer's Portion	16,279	9,881	22,138	29,558		
511120	Employee Insurance - 5	23,400	14,138	33,540	39,000		
511130	Workers Compensation	529	308	743	907		
519999	Personnel Contingency	0	0	5,527	8,829		
	*** Total Personnel**	**197,153**	**114,857**	**277,420**	**342,136**		
	Operating Expenses						
520219	Water & Other Beverage Service	0	0	0	420		
521000	Office Supplies	0	0	2,059	1,787		
521100	Duplicating	1,956	672	2,348	1,990		
522200	Small Equipment Repairs & Maint.	0	0	455	305		
524201	General Tort Liability Insurance	167	167	172	178		
524202	Surety Bonds - 5	0	0	0	50		
524302	Court Ref Volunteer Liab Ins	0	0	1,082	1,082		
525041	E-mail Service Charges - 6	486	333	774	774		
525210	Conference, Meeting & Training Expense	0	0	5,000	4,000		
529903	Contingency	0	0	12,401	0		
	*** Total Operating**	**2,609**	**1,172**	**24,291**	**10,586**		
	**** Total Personnel & Operating**	**199,762**	**116,029**	**301,711**	**352,722**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	250	200		
	**** Total Capital**	**0**	**0**	**250**	**200**		
	***** Total Budget Appropriation**	**199,762**	**116,029**	**301,961**	**352,922**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2612	Fund Title:	Pre-Trial Intervention Grant
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Pre-Trial Intervention Grant

Qty	Item Description	BUDGET 2017-18 Requested Amount
	Small Tools & Minor Equipment	200

** Total Capital (Transfer Total to Section III) 200

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Pre-Trial Intervention Program

Program:

Objectives:

To assist the Circuit Solicitor, magistrates and city court judges in the handling of criminal cases by diverting offenders with no significant criminal history as specified by law from the traditional criminal justice system process into a program that promotes accountability and responsibility through counseling, community service and restitution to the victim resulting in dismissal of criminal charges, thereby relieving the courts of this burden of cases.

Service Standards:

a. To assist the Circuit Solicitor, magistrates and city court judges in the diversion of appropriate cases to the Pre-Trial Intervention (PTI) program.
b. To conduct application interviews, investigate the application by contacting victims, arresting officers and performing criminal history checks and accessing the State PTI database to ensure that the applicant has not previously been accepted into a PTI program.
c. To determine eligibility and present to Solicitor for approval; upon approval, schedule orientation date. If rejected, complete proper paperwork to return case to court.
d. To accept defendant into the program, assign program requirements, make counseling and drug testing schedule, determine restitution amount and payment schedule.
e. To monitor progress through program and recommend successful completion or termination to Solicitor.
f. To complete proper paperwork and documentation of case in computer and in compliance with state statutes.

Service Level Indicators:	Actual FY 14/15	Actual FY 15/16	Actual July - Dec. FY 16/17	Estimated FY 16/17	Projected FY 17/18
Applications	974	809	343	736	800
Accepted	845	726	318	676	720
Rejected	284	268	131	252	240
Terminated	209	129	64	118	110
Completed	727	634	278	576	570

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

456100 – PROGRAM INCOME **$ 342,106**

The Pre-Trial Intervention program charges fees as set by SC Code of Laws Section 17-22-110. The application fee is $100 and the participation fee is $250. However, the Solicitor can waive fees or a portion of fees in cases of indigence. The application fees are estimated to be $80,000 and the participation fees are estimated at $178,500 (720 participants x $250 - $1,500 waived fees = $178,500). The remaining $83,606 is from prior years unexpended program income.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	Positions	General Fund	Other Fund	Total	Band
Director	1		1	1	210
Case Manager II	1		1	1	113
Case Manager I	2		2	2	111
Sr. Administrative Assistant I	1		1	1	108
Total Positions	5		5	5	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520219 – WATER & OTHER BEVERAGE SERVICE **$ 420**

The PTI Office interacts with victims, law enforcement, attorneys, counseling agencies, etc. The requested amount is to have water available. The water contract includes the water and dispenser. The average monthly cost for water is estimated to be $35. The requested amount is $35 x 12 months = $420.

521000 – OFFICE SUPPLIES **$ 1,787**

To cover routine office supplies used in the preparation, management, and closure of diversion cases.

HP LaserJet P4515 toner (2) ..... $ 486.94
HP LaserJet 3050 toner (2)..... $ 124.57
Office Supplies, to include ..... $ 1,175.00

- Printer paper and labels
- Pens, markers, and highlighters
- Staples, binders, paper clips, legal pads, post-its, folders, etc.
- Calendars, batteries, and computer cleaning supplies
- Pre-printed forms
- Self-inking stamps
- Letterhead
- Envelopes
- Business cards

521100 – DUPLICATING **$ 1,990**

This account is used to cover the cost of duplicating diversion applications, client requirement instructions, client identification, state forms, restitution information, client letters, law enforcement letters, diversion completion package, and other diversion related items.

Copy Machine Usage cost (.0315) x 53,450 copies ..... $ 1,683.68
Copy Machine Paper 107 Reams @ $2.86..... $ 306.02

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 305**

This request is for one (1) HP LaserJet P4515 CB388A Maintenance Kit.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 178**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS - 5 **$ 50**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **$ 1,082**

The Solicitor's Office Diversion Programs have one policy with CIMA for volunteer liability insurance. This one policy is shared between the Pre-Trial Intervention Program, Drug Court, AEP and Juvenile Arbitration to reduce membership fees. The cost to each program is: Pre-Trial Intervention pays 50%, Juvenile Arbitration pays 35%, Drug Court pays 5%, and AEP pays 10%. The estimated FY 2017-18 is 2,163.00

525041 – E-MAIL SERVICE CHARGES – 6 **$ 774**

The cost of e-mail services is $10.75 per month per account. 6 accounts @ $10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 4,000**

To cover the cost of conferences and training for diversion program personnel. Estimated FY 2017-18 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference	$ 3,350
Other conferences, such as the PTI statewide conference	$ 650

529903 – CONTINGENCY **$ 0**

To cover the cost of any unanticipated expenses of operating the program.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 200**

This request is to cover the normal replacement or purchase of items like calculators, staplers, office phones, ergonomic keyboards/mice, USB flash drives, etc.

SECTION I

COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2613
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
431004	Worthless Check Fees	133,783	116,350	85,798	63,933		
455004	Tri-County WCU Contribution	0	0	61,326	85,354		
461000	Investment Interest	150	62	0	0		
	**** Total Revenue (Section II)**	133,933	116,412	147,124	149,287		
	***** Total Appropriation (Section III)**			204,251	142,233		
	Contingency:						
	Unused Salary - 1/FT w/ fringes			(53,793)			
	Unused Personnel Contingency			(2,776)			
	FUND BALANCE						
	Beginning of Year			(6,496)	(7,054)		
	FUND BALANCE - Projected						
	End of Year			(7,054)	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2613 Fund Name: Worthless Check Unit

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
431004	Worthless Check Fees	$133,783	$116,350	$43,700	$85,798			$63,933		$63,933
455004	Tri-County WCU Contribution	$0	$0	$0	$61,326			$85,354		$85,354
461000	Investment Interest	$150	$62	$0	$0			$0		$0

SECTION III

COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solicitor / Worthless Check Unit 2613:**							
	Revenues:							
431004	Worthless Check Fees	116,350	43,700	111,899	85,798	63,933		
455004	Tri-County WCU Contribution	0	0	61,326	61,326	85,354		
461000	Investment Interest	62	0	100	0	0		
	**** Total Revenue**	116,412	43,700	173,325	147,124	149,287		
	*****Total Appropriation**				204,251	142,233		
	Contingency:							
	Unused Salary 1/FT w/fringes				(53,793)			
	Unused Personnel Contingency				(2,776)			
	FUND BALANCE							
	Beginning of Year				(6,496)	(7,054)		
	FUND BALANCE - Projected							
	End of Year				(7,054)	0		

COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
Annual Budget
Fiscal Year - 2017-18

Fund: 2613
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	95,723	26,609	95,800	57,177		
510300	Part Time - 2 (1.25 FTE)	16,901	14,486	40,154	34,035		
511112	FICA Cost	8,023	2,966	10,401	6,978		
511113	SCRS - Employer's Portion	12,476	4,751	15,037	11,000		
511120	Employee Insurance - 1	15,600	3,900	15,600	7,800		
511130	Workers Compensation	386	145	504	337		
519999	Personnel Contingency	0	0	2,776	3,286		
	*** Total Personnel**	**149,109**	**52,857**	**180,272**	**120,613**		
	Operating Expenses						
520200	Contracted Services	2,024	856	2,150	2,120		
521000	Office Supplies	490	117	800	718		
521100	Duplicating	589	238	950	689		
522200	Small Equipment Repairs & Maint.	296	0	450	450		
524201	General Tort Liability Insurance	190	190	196	104		
524202	Surety Bonds	0	0	0	20		
525000	Telephone	1,327	690	1,600	976		
525021	Smart Phone Charges	631	263	650	660		
525041	E-mail Service Charges - 2	162	108	258	258		
525100	Postage	7,360	2,405	9,000	6,200		
525210	Conference, Meeting & Training Expense	251	0	500	350		
525240	Personal Mileage Reimbursement	2,853	1,166	3,250	3,000		
527040	Outside Personnel (Temporary)	2,044	0	4,100	6,000		
	*** Total Operating**	**18,217**	**6,033**	**23,904**	**21,545**		
	**** Total Personnel & Operating**	**167,326**	**58,890**	**204,176**	**142,158**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	75	75		
	**** Total Capital**	**0**	**0**	**75**	**75**		
	***** Total Budget Appropriation**	**167,326**	**58,890**	**204,251**	**142,233**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2613	Fund Title:	Worthless Check Unit
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Worthless Check Unit

Qty	Item Description	BUDGET 2017-18 Requested Amount
	Small Tools & Minor Equipment	75

**** Total Capital (Transfer Total to Section III)** 75

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Worthless Check Unit

Program:

Objectives:

The Worthless Check Unit was established by the Solicitor's Office under authority of FY 2003-04 State Budget Proviso 33.6 and is currently operating pursuant to SC Code of Laws Section 17-22-710. It is designed to assist victims of fraudulent checks in collecting restitution. This program is provided at no cost to the victims.

The program is self-supporting and provides additional revenue to Lexington County through fees added to each fraudulent check processed by the Worthless Check Unit. Depending on the amount of the fraudulent check, the Worthless Check Unit receives between $50-$150 on each paid check, while Lexington County receives $41 on each paid check.

In early January 2017, the Worthless Check Unit completed an approximately five year project with the Lexington County Sheriff's Office to reduce the number of dormant check warrant cases. A dormant check warrant is a warrant where unsuccessful attempts have been made by the Lexington County Sheriff's Office to locate the check writer. Together, the Worthless Check Unit and the Lexington County Sheriff's Office worked over 15,000 dormant check warrant cases and collected over $36,000 for the victims of those cases.

Processed check cases by fiscal year (July 1 to June 30)

	SERVICE LEVELS				
Service Level Indicators:	**Actual FY 14/15**	**Actual FY 15/16**	**Actual July - Dec. FY 16/17**	**Anticipated FY 16/17**	**Estimated FY 17/18**
Traditional Check Cases	2,544	2,508	772	1,472	1,415
Dormant Check Warrant Cases	1,153	1,390	376	377	0
Total	**3,697**	**3,898**	**1,148**	**1,849**	**1,415**

Terminology:

- Traditional Check Cases - Checks that are submitted to the Worthless Check Unit by the victim or his/her representative.
- Dormant Check Warrant Cases - a warrant where unsuccessful attempts have been made by the Lexington County Sheriff's Office to locate the check writer.

Program synopsis based on calendar year (January 1 to December 31)

	SERVICE LEVELS			
Service Level Indicators:	**Calendar Year 2013**	**Calendar Year 2014**	**Calendar Year 2015**	**Calendar Year 2016**
Traditional Check Cases				
- Received	3,103	2,713	2,639	1,881
- Collected	2,349	2,068	1,710	1,467
- Overall Collection Rate	76 %	76 %	65 %	78 %
- Avg. Solicitor Fee for Calendar Year	$ 59.71	$ 57.71	$ 58.65	$ 57.91
Dormant Check Warrant Cases				
- Received	5,694	1,148	1,262	1,176
- Collected Checks:				
Received in Same Calendar Year	1,198	211	253	254
Received in Prior Calendar Year(s)	295	245	176	99
- Collection Rate:				
Received in Same Calendar Year	21 %	18 %	20 %	22 %
Received in Prior Calendar Year(s)*	5 %	4 %	3 %	8 %
- Overall Collection Rate	26 %	22 %	23 %	30 %
- Avg. Solicitor Fee for Calendar Year	$ 50.45	$ 51.15	$ 50.81	$ 56.54
Merchant Restitution/Service Fees	$ 873,271.24	$ 480,664.30	$ 594,479.20	$ 463,371.09

* Collection Rate of received in Prior Calendar Year(s) for Dormant Check Warrant Cases is determined by dividing the number of collected checks received in prior years by the number of Dormant Check Warrant Cases that were pending as of January 1st of that calendar year.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

431004 – WORTHLESS CHECK FEES **$ 63,933**

The Worthless Check Fees are established in SC Code of Laws Section 17-22-710. It states that for every check, the fee ranges from $50 to $150 depending on the amount of the check. Estimated revenues are determined by using the formula in the chart below. The Worthless Check Unit FY 2017-18 estimated revenues are $ 63,933.

Traditional Check Cases

FY 17/18 estimate of checks received		1,415
Calendar year 2016 collection rate summary	x	78 %
FY 17/18 estimate of checks collected		1,104
Calendar year 2016 average Solicitor fee	x	$ 57.91
Traditional Check Cases estimated revenue		**$ 63,932.64**

455004 – TRI-COUNTY WCU CONTRIBUTION **$ 85,354**

Current and previous years unexpended Worthless Check Fees from the Tri-County Worthless Check Programs (Edgefield, McCormick, and Saluda).

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
Director	1		1	1	210
PT Administrative Assistant II	.625		.625	.625	105
PT Administrative Assistant I	.625		.625	.625	104
Total Positions	2.25		2.25	2.25	

The one full-time position above requires health insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

The Worthless Check Unit's revenues do not justify retaining the following four vacant full-time positions. Therefore, these four positions will be eliminated.

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
Paralegal	1		1	1	108
Administrative Assistant II	1		1	1	105
Administrative Assistant I	2		2	2	104
Total Positions	4		4	4	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$ 2,120**

To cover the cost of West's CLEAR (Consolidated Lead Evaluation and Reporting). This service allows for a detailed search of public records and public utilities to aid the Worthless Check Unit in locating check writers.

521000 – OFFICE SUPPLIES **$ 718**

To cover the cost of office supplies and toners:

Office supplies (paper, envelopes, pens, staples, file folders, etc.)	$ 275.00
One HP Q5942X toner for LaserJet 4350 printer	$ 199.49
One HP CC364X toner for LaserJet P4515 printer	$ 243.47

521100 – DUPLICATING **$ 689**

This account will cover the cost of duplicating forms, letters, applications, warrants, receipts, police reports and other documents.

Copy Machine Usage cost (.0315) x 18,500 copies	$ 582.75
Copy Machine Paper 37 Reams @ $2.86	$ 105.82

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 450**

The Worthless Check Unit uses 2 high volume printers that require routine maintenance. This account will cover the cost of the routine maintenance and any needed repairs.

524201 – GENERAL TORT LIABILITY INSURANCE **~~$ 129~~ 104**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 - SURETY BONDS **$ 20**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee. (1 full-time employee at $10 + two part-time employees at $5 each = $20)

525000 – TELEPHONE **$ 976**

To cover the cost of four telephone lines and any Comporium service charges related to maintenance of the telephone system.

525021 – SMART PHONE CHARGES **$ 660**

To cover the cost of the Director's smart phone charges.

525041 – E-MAIL SERVICE CHARGES – 2 **$ 258**

The cost of e-mail services is $10.75 per month per account. 2 accounts @ $10.75 per account times 12 months.

525100 – POSTAGE **$ 6,200**

To cover the cost of postage for mailing first class mail, certified letters and large envelopes.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 350**

To cover the cost of conferences and training, to include the S.C. Victims Association Network Summit.

525240 – PERSONAL MILEAGE REIMBURSEMENT **$ 3,000**

Estimated cost of mileage reimbursement for the Director who travels to meet with merchants, and to attend court at Magistrate's offices.

527040 – OUTSIDE PERSONNEL (TEMPORARY) **$ 6,000**

This request is to cover the cost of any temporary personnel.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST:

54000 – SMALL TOOLS & MINOR EQUIPMENT **$ 75**

This request is to cover the cost of small tools and equipment such as office telephones, calculators, staplers, keyboards, mice, etc.

SECTION I

COUNTY OF LEXINGTON
ALCOHOL EDUCATION PROGRAM
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2615
Division: JUDICIAL
Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
455100	Program Income	24,561	23,896	59,549	10,250		
	**** Total Revenue (Section II)**	24,561	23,896	59,549	10,250		
	***** Total Appropriation (Section III)**			126,183	69,407		
	Contingency						
	Unused Salary - 2/FT w/fringes			(124,341)			
	Unused Personnel Contingency			(1,450)			
	FUND BALANCE						
	Beginning Year			0	59,157		
	FUND BALANCE - Projected						
	End of Year			59,157	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2615 Fund Name: Alcohol Education Program

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
456100	Program Income	$24,561	$23,896	$6,537	$59,549			$10,250		$10,250

SECTION III

COUNTY OF LEXINGTON
ALCOHOL EDUCATION PROGRAM
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Alcohol Education Program 2615:**							
	Revenues:							
456100	Program Income	23,896	6,537	59,549	59,549	10,250		
	**** Total Revenue**	23,896	6,537	59,549	59,549	10,250		
	*****Total Appropriation**				126,183	69,407		
	Contingency:							
	Unused Salary - 2/FT w/fringes				(124,341)			
	Unused Personnel Contingency				(1,450)			
	FUND BALANCE							
	Beginning of Year				0	59,157		
	FUND BALANCE - Projected							
	End of Year				59,157	0		

Fund: 2615
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	18,130	0	91,317	49,080		
511112	FICA Cost	1,310	0	6,987	3,755		
511113	State Retirement	2,005	0	10,099	5,919		
511120	Insurance Fund Contribution - 1	2,340	0	15,600	7,800		
511130	Workers Compensation	65	0	338	182		
519999	Personnel Contingency	0	0	1,450	1,768		
	*** Total Personnel**	**23,850**	**0**	**125,791**	**68,504**		
	Operating Expenses						
521000	Office Supplies	0	0	0	250		
521100	Duplicating	0	0	0	93		
524201	General Tort Liability Insurance	46	45	47	79		
524202	Surety Bonds	0	0	0	10		
524302	Court Referred Volunteer Liability Ins	0	0	216	216		
525041	E-mail Service Charges - 1	0	0	129	129		
529903	Contingency	0	0	0	126		
	*** Total Operating**	**46**	**45**	**392**	**903**		
	**** Total Personnel & Operating**	**23,896**	**45**	**126,183**	**69,407**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**23,896**	**45**	**126,183**	**69,407**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2615	Fund Title:	Alcohol Education Program
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Alcohol Education Program

Qty	Item Description	BUDGET 2017-18 Requested Amount

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Alcohol Education Program

Program:

Objectives:

To facilitate the handling of alcohol related criminal cases by diverting offenders from Magistrate and Municipal Court with no significant criminal history from the traditional criminal justice system. The Alcohol Education Program (AEP) promotes accountability and responsibility through educational counseling, community service and a defensive driving/practical skills course. The program serves in aiding courts with the burden of these cases.

Service Standards:

- To assist Magistrate and Municipal Court Judges in the diversion of appropriate cases into AEP.
- To conduct application interviews and perform criminal history checks.
- To determine eligibility and present to Solicitor for approval.
- To accept defendant into the program, assign program requirements, make counseling schedule and defensive driving/practical skills appointments.
- To recruit community service sites that will provide meaningful experiences for the young adults.
- To monitor progress through program and recommend successful completion or termination to Solicitor.
- To complete proper paperwork and documentation of case in the computer in compliance with state statute.

SERVICE LEVELS

Service Level Indicators:	Actual FY 14/15	Actual FY 15/16	Actual July –Dec. FY 16/17	Estimated FY 16/17	Projected FY 17/18
Enrolled	81	109	18	35	41
Successful	94	97	14	30	35
Terminated	12	6	3	6	5

*** All Enrolled participants in the AEP program must successfully complete the Alive at 25 program administered by the South Carolina National Safety Council as well as the M.E.D.I.C. Program administered by the Lexington County Department of Emergency Medical Services.***

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

456100 – Program Income **$ 10,250**

The Alcohol Education Program charges an enrollment fee set by South Carolina Code of Laws Section 17-22-550. The enrollment fee is $250. Scheduled payment plans are utilized. The Solicitor can waive fees in cases of indigence. The number of applicants for FY 17-18 is estimated to be 41. The enrollment income is estimated at 41 applicants x $250 = $10,250.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
Director	1		1	1	210
Total Positions	1		1	1	

The above position requires insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 250**

To cover routine office supplies used in the preparation, management, and closure of alcohol education program cases.

521100 – DUPLICATING **$ 93**

This account is used to cover the cost of duplicating drug court case files and reports.

Copy Machine Usage cost (.0315) x 2,500 copies	$ 78.75
Copy Machine Paper - 5 Reams @ $2.86	$ 14.30

524201 – GENERAL TORT LIABILITY INSURANCE **$ 79**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS -1 **$ 10**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full time employee.

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **$ 216**

The Solicitor's Office Diversion Programs have one policy with CIMA for volunteer liability insurance. This one policy is shared between the Pre-Trial Intervention Program, Drug Court, AEP and Juvenile Arbitration to reduce membership fees. The cost to each program is: Pre-Trial Intervention pays 50%, Juvenile Arbitration pays 35%, Drug Court pays 5%, and AEP pays 10%. The estimated FY 2017-18 premium is $2,163.

525041 – E-MAIL SERVICE CHARGES - 1 **$ 129**

The cost of e-mail services is $10.75 per month per account. 1 account @ $10.75 per account times 12 months.

529903 – CONTINGENCY **$ 126**

To cover the cost of any unanticipated expenses of operating the program.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION I

COUNTY OF LEXINGTON
BROKER DISCLOSURE PENALTY
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2616
Division: JUDICIAL
Organization: 141200-SOLICITOR

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
461000	Investment Interest	526	1,096	1,500	1,500		
	**** Total Revenue (Section II)**	526	1,096	1,500	1,500		
	***** Total Appropriation (Section III)**			200,129	202,975		
	Contingency:						
	Unused			(200,129)			
	FUND BALANCE						
	Beginning of Year			199,975	201,475		
	FUND BALANCE - Projected						
	End of Year			201,475	0		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2616 Fund Name: Broker Disclosure Penalty

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees FY 2017-18	Budget Proposed Fee Change	Budget Total Proposed Estimated Fees FY 2017-18
461000	Investment Interest	$526	$1,096	$847	$1,500			$1,500		$1,500

SECTION III

COUNTY OF LEXINGTON
BROKER DISCLOSURE PENALTY
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Broker Disclosure Penalty 2616:**							
	Revenues:							
461000	Investment Interest	1,096	847	750	1,500	1,500		
	**** Total Revenue**	1,096	847	750	1,500	1,500		
	*****Total Appropriation**				200,129	202,975		
	Contingency:							
	Unused				(200,129)			
	FUND BALANCE							
	Beginning of Year				199,975	201,475		
	FUND BALANCE - Projected							
	End of Year				201,475	0		

Fund: 2616
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
529903	Contingency	0	0	200,129	202,975		
	*** Total Operating**	**0**	**0**	**200,129**	**202,975**		
	**** Total Personnel & Operating**	**0**	**0**	**200,129**	**202,975**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**0**	**0**	**200,129**	**202,975**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2616	Fund Title:	Broker Disclosure Penalty
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Broker Disclosure Penalty

Qty	Item Description	BUDGET 2017-18 Requested Amount

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Broker Disclosure Penalty

Program:

Objectives:

This program is the result of a mortgage broker disclosure settlement. The funds in this account reflect the portion of the settlement that the Solicitor's Office received.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

461000 – INVESTMENT INTEREST **$ 1,500**

Interest earned on Broker Disclosure Penalty funds.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

This fund does not have any personnel.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY **$ 202,975**

To cover the cost of any unanticipated expenses.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

COUNTY OF LEXINGTON
LAW ENFORCEMENT/TITLE IV-D PROCESS SERVER
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Title IV-D Process Server 2411:**							
	Revenues:							
451803	IV-D Service of Process Pmts	18,645	6,798	17,592	17,592	18,645		
461000	Investment Interest	1,133	875	0	0	0		
	**** Total Revenue**	19,778	7,673	17,592	17,592	18,645	0	0
	*****Total Appropriation**				271,320	13,400	0	0
	Contingency: Unused				267,000			
	FUND BALANCE Beginning of Year				290,392	303,664	303,664	303,664
	FUND BALANCE - Projected End of Year				303,664	308,909	303,664	303,664

Fund 2411
Division: Law Enforcement
Organization: 151400 - LE/Judicial Services

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520246	NCIC Access Fee	0	0	0	0		
520300	Professional Services	105	45	2,400	2,400		
525004	WAN Service Charges	0	0	1,920	0		
525020	Pagers and Cell Phones - 3	0	0	0	0		
529903	Contingency	0	0	267,000	0		
	*** Total Operating**	**105**	**45**	**271,320**	**2,400**	**0**	**0**
	**** Total Personnel & Operating**	**105**	**45**	**271,320**	**2,400**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0	11,000		
	**** Total Capital**	**0**	**0**	**0**	**11,000**	**0**	**0**
	***** Total Budget Appropriation**	**105**	**45**	**271,320**	**13,400**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund #	2411	Fund Title:	Title IV-D Process Server
Organization #	151400	Organization Title:	Judicial Services
Program #	150	Program Title:	Law Enforcement

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
2	Ruggedized Laptops w/ Accessories	11,000

**** Grand Total Capital (Transfer Total to Section I and II)** **11,000**

SECTION V. – PROGRAM OVERVIEW

The Lexington County Sheriff's Department has a contract to serve non-support papers initiated by SC Department of Social Services. This contracted service generates revenue of $16.50 per service and $ 16.50 per warrant of failure to comply. The revenue generated by this contract is used to fund the operating expenses associated with the investigation of Title IV-D papers and the service of them.

SECTION VI. A. - SUMMARY OF REVENUES

451803 – IV-D SERVICE OF PROCESS PAYMENTS **$ 18,645**

This revenue is generated from a contract with SC Department of Social Services for LCSD to serve non-support papers. This contracted service generates revenue of $16.50 per service and $16.50 per warrant of failure to comply. This revenue is used to fund the operating expenses associated with the investigation of Title IV-D papers and the service of them.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520300 - PROFESSIONAL SERVICES **$ 2,400**

Professional services are required to obtain subpoenas for records, and public information database search services for investigations.

L-Site Phone Link (Sprint/Nextel)	$ 2,400

525004 – WAN SERVICE CHARGES **$ 0**

This account is no longer used.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

(2) RPL. RUGGEDIZED LAPTOPS W/ ACCESSORIES **$ 11,000**

The existing ruggedized laptops being utilized by the officer's have reach their end of life and must be replaced.

COUNTY OF LEXINGTON
CHILD AND VULNERABLE ADULT ABUSE INVESTIGATOR GRANT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Approved 2017-18	Awarded 2017-18
	*** LE - Child and Vulnerable Adult Abuse Investigator Grant 2431:**							
	Revenues (Organization: 000000)							
457000	Federal Grant Income	0	0	115,483	115,483	85,919		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn from General Fund/LE	0	12,831	12,831	12,831	9,546		
	**** Total Revenue**	0	12,831	128,314	128,314	95,465	0	0
	*****Total Appropriation**				128,314	95,465	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

90% Federal / 10% Match
($85,919 / $9,546)

Fund: 2431
Division: Law Enforcement
Organization: 151260 - LE/Major Crimes

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Approved	BUDGET 2017-18 Awarded
	Personnel						
510100	Salaries & Wages - 1	0	1,816	40,248	49,078		
510199	Special Overtime	0	0	0	3,000		
510200	Overtime	0	0	2,250	0		
511112	FICA - Employer's Portion	0	135	3,251	3,827		
511114	Police Retirement - Employer's Portion	0	259	5,669	7,156		
511120	Insurance Fund Contribution - 1	0	0	7,800	8,000		
511130	Workers Compensation	0	62	1,428	1,750		
515600	Clothing Allowance	0	0	600	800		
	*** Total Personnel**	**0**	**2,272**	**61,246**	**73,611**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	400	400		
521200	Operating Supplies	0	0	400	400		
521208	Police Supplies	0	0	500	500		
522300	Vehicle Repairs & Maintenance - 1	0	0	1,000	1,000		
524100	Vehicle Insurance - 1	0	0	545	575		
524201	General Tort Liability Insurance	0	0	825	825		
524202	Surety Bonds	0	0	0	0		
525004	WAN Service Charges - 1	0	0	200	0		
525020	Pagers & Cell Phones	0	0	600	0		
525021	Smart Phone Charges	0	0	0	600		
525030	800 MHz Radio Service Charges - 1	0	0	450	1,080		
525031	800 MHz Radio Maintenance Contract - 1	0	0	0	0		
525041	E-mail Service Charges - 1	0	0	129	129		
525210	Conference, Meeting & Training Expense	0	0	2,500	2,500		
525230	Subscriptions, Dues, & Books	0	0	40	40		
525400	Gas, Fuel & Oil	0	0	4,935	6,200		
525600	Uniforms & Clothing	0	0	1,125	600		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**0**	**0**	**13,649**	**14,849**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**2,272**	**74,895**	**88,460**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	700	1,335		
540010	Minor Software	0	0	450	0		
	All Other Equipment	0	0	52,269	5,670		
	**** Total Capital**	**0**	**0**	**53,419**	**7,005**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**2,272**	**128,314**	**95,465**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2431 Fund Title: Child and Vulnerable Adult Abuse Grant
Organization # 151260 Organization Title: LE/Major Crimes
Program # Child and Vulnerable A Program Title: Child and Vulnerable Adult Abuse

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
540000	Small Tools and Minor Equipment	1,335
540010	Minor Software	0
1	Mobile Radio with Accessories	5,330
1	Wireless Printer	340

** **Total Capital (Transfer Total to Section III)** **7,005**

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department continues to see an increase in criminal cases regarding the victimization, abuse, and exploitation of children and vulnerable adults. The complex and sensitive nature of these cases, along with the virtuous need to protect these helpless and vulnerable victims dictates resources to establish a specialized unit to investigate cases that involve the following types of crimes and offenses: Child Abuse; Child Sexual Abuse; Sexual Exploitation of Children; Child Pornography; Internet Crimes against Children (ICAC); Physical/Sexual Abuse of Vulnerable Adults; Exploitation of Vulnerable Adults; and Department of Social Services Intakes and Reports.

The primary purpose of this program is to improve investigation of child/vulnerable adult abuse cases through increased resources to improve coordination of the various agencies responsible for child/vulnerable adult welfare, and to provide officers with specialization in the areas of child and vulnerable adult abuse. A secondary purpose is to take a proactive stance in an effort to prevent further abuse by raising public awareness regarding these problems. Together, these efforts should then cause a decline in the cases of child abuse, vulnerable adult abuse, and other criminal activity associated with these acts.

The Investigator assigned to this program will receive specialized training in the above mentioned disciplines and will establish and maintain constructive relationships with entities and service providers who partner for the health, safety and well being of children and vulnerable adults. The investigator assigned to this unit will work closely with agents of the Department of Social Services to identify "at risk" children and vulnerable adults in a timely manner.

SECTION VI. B. – LISTING OF POSITIONS

Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
LE / Operations					
Child and Vulnerable Adult Abuse Investigator	1	0	1	1	112
Totals:	**1**		**1**	**1**	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$400**

Office supplies are required to perform daily job tasks. Items requested are pens, photo paper, easel paper, file folders, and other general office supplies that are used daily.

521200 - OPERATING SUPPLIES **$400**

Supplies needed to maintain operation of equipment and other supplies used daily to assist with daily job tasks. Some items that will be used are audio and video tapes, gloves, batteries, and other supplies as required.

521208 – POLICE SUPPLIES **$500**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 1,000**

The amount budgeted is based on the average annual cost of a new vehicle.

524100 - VEHICLE INSURANCE **$575**

The budget amount is the estimate provided by the County's Risk Manager.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 825**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BONDS **$ 0**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2018. The cost is estimated.

525021 –SMART PHONE CHARGES **$600**

Investigators need a cell phone with a hot spot to contact victims 24 hours a day, 7 days a week. The monthly cost for a cell phone is estimated.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 1,080**

The 800 MHz mobile and hand held radios are required for communication. The average monthly service cost is estimated.

525041 – E-MAIL SERVICE CHARGES **$ 129**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is estimated.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 2,500**

The Child and Vulnerable Adult Abuse investigator must receive specialized training to maintain their certification and acquire advancement in technical fields.

525230 – SUBSCRIPTIONS, DUES, & BOOKS $40

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues is $40.

525400 - GAS, FUEL, AND OIL $ 6,200

The budget amount is based on the number of miles driven by investigator while performing tasks for Child Abuse and Vulnerable Adult Abuse.

525600 – UNIFORMS AND CLOTHING $ 600

Uniforms are required to perform duties according to County Policy under Section 23-13-30 of the SC Code of Laws. One set of full uniforms and body armor must be purchased for every law enforcement officer. Clothing allowance is also required.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$1,335**

These items are needed by each investigator to perform the duties assigned. The items to be purchased from this account are as follows:

Camera Tripod with carrying case:	$140
Baby Death Reenactment Dolls	$430
Infrared Camera Lens (2)	$765

Total for small tools and minor equipment is estimated.

540010 – MINOR SOFTWARE **$ 0**

Software is required for each investigator to input data and other pertinent information for statistical purposes.

(1) 800 MHZ MOBILE RADIO WITH ACCESSORIES **$ 5,330**

There are no repeaters for the radios in the vehicles so when the portable radio is in the low lying areas or the coverage is not available in the outer rural areas of the county, the in car radios will give the coverage necessary in areas when the handheld portable radios will not get signals. The in car radios also ensure that an operating radio is always accessible to the officer should batteries die or there are other hand held issue.

(1)WIRELESS PRINTER **$ 340**

A wireless printer is requested for the use in the field to immediately print flyers, background information and to print search warrants. Having access to this type of printer on scene will expedite the process for searching of the premises and expediting the arrest process.

COUNTY OF LEXINGTON
MULTIJURISDICTIONAL NARCOTICS TASK FORCE
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Multijurisdictional Narcotics Task Force 2436:**							
	Revenues:							
456400	Narcotics Confiscation	12,275	5,106	9,176	9,176	10,712		
461000	Investment Interest	177	136	0	0	0		
	**** Total Revenue**	12,452	5,242	9,176	9,176	10,712	0	0
	*****Total Appropriation**				49,520	0	0	0
	Contingency:							
	Unused				49,520			
	FUND BALANCE							
	Beginning of Year				50,514	59,690	59,690	59,690
	FUND BALANCE - Projected							
	End of Year				59,690	70,402	59,690	59,690

Fund: 2436
Division: Law Enforcement
Organization: 151280 - LE/Narcotics

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Budgeted (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	0	0		
521200	Operating Supplies	0	0	0	0		
529903	Contingency	0	0	49,520	0		
	*** Total Operating**	**0**	**0**	**49,520**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**49,520**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**49,520**	**0**	**0**	**0**

SECTION V. – PROGRAM OVERVIEW

The primary purpose for the Narcotics MJTF is to enhance existing efforts in law enforcement, and to prosecute and convict major drug and violent crime offenders by eliminating jurisdictional problems and by sharing critical resources. By coordinating resources, law enforcement agencies can concentrate their efforts on drug trafficking and on violent criminal offenders, which transcend jurisdictional boundaries without duplicating efforts and wasting critical resources. The overall objective of a NMJTF is to identify, investigate, and prosecute members of mid or high-level criminal organizations that participate in illicit drug distribution, street sales, financial backing, crop cultivation, manufacturing, diversion, importation, violent crime, money laundering, official corruption and gang activity.

Since the narcotics Multi-jurisdictional Task Force "NET" have established its own identity, it has its own central office and administrative staff, headed by the lead agency, the Lexington County Sheriff's Department. The success of the narcotics task force relies on it's formation as a true, separate and distinct entity, which operates through the pooling of manpower, equipment, intelligence and other pertinent resources. Success has also relied heavily upon the governing board of the task force and its commitment to ensuring full implementation of the project. The governing board is composed of representatives from each agency participating in the NMJTF, as well as a representative from the prosecuting agency and meets at least once a month. At these meetings, the Lexington County Sheriff's Department presents case progress reports including significant developments or changes, and problems.

The program income revenue is estimated for the year and the accounts have been established for anticipated expenditures. Additional requests may arise during the year from all agencies involved in the task force; however, the governing board must discuss the purchases and approve the purchases for expenditures of program income funds.

SECTION VI. A. - SUMMARY OF REVENUES

456400 –NARCOTICS CONFISCATION **$ 10,712**

Program Income results from seizures that are placed into the narcotic program income account for expenditures of equipment and operational costs for the task force. All expenditures must be voted upon by the Multi-Jurisdictional Narcotic Board of Directors for approval to purchase. The amount budgeted is estimated based on the average for last two years of revenue collection.

COUNTY OF LEXINGTON
SCHOOL RESOURCE OFFICERS
Annual Budget
FY 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Nov 2016-17	Amended Budget Thru Nov 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Awarded 2017-18
	***LE - SCHOOL RESOURCE OFFICERS 2438:**							
	Revenues:							
457000	Federal Grant Income	0	0	118,628	118,628	79,225		
801000	Op Trn from General Fund/LE	0	0	13,181	13,181	8,803		
	**** Total Revenue**	0	0	131,809	131,809	88,028	0	0
	*****Total Appropriation**				131,809	88,028	0	0
	FUND BALANCE Beginning of Year				22,613	22,613	22,613	22,613
	FUND BALANCE - Projected End of Year				22,613	22,613	22,613	22,613

COUNTY OF LEXINGTON
SCHOOL RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund: 2438
Division: Law Enforcement
Organization: 151202 - LE/SRO

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Nov)	2016-17 Amended (Nov)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Awarded
	Personnel						
510100	Salaries & Wages - 1	0	13,136	42,076	50,100		
510199	Special Overtime	0	0	0	0		
510200	Overtime	0	0	3,000	3,000		
511112	FICA - Employer's Portion	0	893	3,448	4,062		
511114	Police Retirement - Employer's Portion	0	1,871	6,013	7,561		
511120	Insurance Fund Contribution - 1	0	3,250	7,800	8,000		
511130	Workers Compensation	0	441	1,515	1,784		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**0**	**19,591**	**63,852**	**74,507**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	106	200	300		
521200	Operating Supplies	0	21	600	300		
521208	Police Supplies	0	0	700	200		
522300	Vehicle Repairs & Maintenance - 1	0	17	1,000	1,000		
524100	Vehicle Insurance - 1	0	0	546	546		
524201	General Tort Liability Insurance	0	0	825	825		
524202	Surety Bonds	0	0	0	0		
525000	Telephone	0	0	60	0		
525004	WAN Service Charges - 1	0	0	480	0		
525020	Pagers & Cell Phones - 1	0	0	360	360		
525030	800 MHz Radio Service Changes - 1	0	167	681	681		
525041	E-mail Service Charges - 1	0	11	129	129		
525210	Conference, Meeting & Training Expense	0	0	2,240	2,240		
525230	Subscriptions, Dues, & Books	0	0	40	40		
525400	Gas, Fuel and Oil	0	0	6,000	6,000		
525600	Uniforms & Clothing	0	642	1,800	900		
529903	Contingency	0	0	7,121	0		
	*** Total Operating**	**0**	**964**	**22,782**	**13,521**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**20,555**	**86,634**	**88,028**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	700	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	31,972	44,475	0		
	**** Total Capital**	**0**	**31,972**	**45,175**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**52,527**	**131,809**	**88,028**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

The School Resource Officer program is provided for the safety and the security of the students in each high school in the Lexington County School Districts. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as drug and gang activity. Gray Collegiate Academy is authorized by the South Carolina Public Charter School District and is located in Lexington County. Gray Collegiate Academy is a 9-12th grade Public Charter High School offering an accelerated collegiate academy curriculum.

The School Resource Officer program provides safety and security for the students in the high schools in the Lexington County School Districts. The Lexington County Sheriff's Department and the school officials are working together to provide a safe learning environment for the students. School Resource Officers have three main functions: **law enforcement officer, teacher, and counselor.** First, as a law enforcement officer, the SRO maintains a safe and secure environment on the school campus that will be conducive to an educationally stimulating atmosphere and serve as a means of preventing criminal activities and disturbances. Second, as a teacher, the SRO promotes positive attitudes regarding the police role in society and informs the students of their rights and responsibilities as lawful citizens. Third, as a counselor, the SRO establishes a more complete liaison with school personnel and students in a cooperative effort to prevent juvenile delinquency.

The most effective way an SRO can accomplish these goals is to be a positive role model. Students learn from every interaction they have with an SRO. It is essential for an SRO to be a positive role model who endorses high moral standards, uses good judgment and discretion, is consistent and fair, respects all students, and displays a sincere concern for the school community. School Resource Officers must maintain a professional appearance; be visible, accessible and willing to talk to the students; attend and participate in school activities both during the school year and the summer months; interact positively with the students and the community while taking their concerns seriously; maintain a relationship with the students' parents by attending PTA meetings and parent conferences; and maintain a relationship with the faculty and school administrators.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
LE / School Resource Officer Gray Collegiate Academy	1		1	1	111
Totals:	1		1	1	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$300**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily.

521200 - OPERATING SUPPLIES **$300**

The School Resource Officer will need supplies for the operation of equipment and daily operations. Some items that will be used are audio and video tapes, film, disks, batteries, cartridges, ribbons, ink and other supplies.

521208 – POLICE SUPPLIES **$200**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$1,000**

It is estimated that maintenance for the first year of a vehicle is $1,000. This includes tires and oil changes.

524100 - VEHICLE INSURANCE **$546**

The budget amount is the estimate provided by the County's Risk Manager.

524201 - GENERAL TORT LIABILITY INSURANCE **$825**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$0**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2018.

525020 – PAGERS AND CELL PHONES **$ 360**

Cell phones are required for immediate communication and daily operations. The amount budgeted is based on the contract price of $30 per month.

525030 – 800 MHz RADIO SERVICE CHARGES **$681**

The 800 MHz radios are required for communication.

525041 – E-MAIL SERVICE CHARGES **$129**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$2,240**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$40**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$6,000**

The budget amount is prorated equally among all vehicles assigned to the organization and $6,000 is thought to be the minimum fuel usage in a year.

525600 – UNIFORMS AND CLOTHING **$900**

Uniforms are required to perform duties according to County Policy under Section 23-13-30 of the SC Code of Laws. Uniforms must be worn for recognition purposes and for safety purposes. A bullet proof vest must be part of the standard issue. These uniforms will be standard issue and are required for safety and recognition of the School Resource Officers.

COUNTY OF LEXINGTON
VICTIMS OF CRIME ACT
Annual Budget
FY - 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***LE - Victims of Crime Act 2448:**							
	Revenues:							
457000	Federal Grant Income	29,186	23,025	317,369	317,369	180602		
801000	Op Trn from General Fund/LE	36,140	14,231	14,231	14,231	20067		
	**** Total Revenue**	65,326	37,256	331,600	331,600	200669	0	0
	*****Total Appropriation**				359,850	200,669	0	0
	FUND BALANCE Beginning of Year				34,928	6,678	6,678	6,678
	FUND BALANCE - Projected End of Year				6,678	6678 ~~(193,991)~~	6,678	6,678

COUNTY OF LEXINGTON
VICTIMS OF CRIME ACT
Annual Budget
Fiscal Year - 2017-18

Fund: 2448
Division: Law Enforcement
Organization: 151260 - LE/Major Crimes

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	16,020	21,887	121,778	104,000		
510199	Special Overtime	1,339	1,711	0	0		
510200	Overtime	0	0	8,000	6,000		
511112	FICA - Employer's Portion	1,243	1,670	9,757	8,415		
511114	Police Retirement - Employer's Portion	2,449	3,417	17,585	16,214		
511120	Insurance Fund Contribution - 2	2,600	3,900	18,850	15,600		
511130	Workers Compensation	597	807	4,301	3,806		
515600	Clothing Allowance	400	400	1,800	1,600		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**24,648**	**33,792**	**182,071**	**155,635**	**0**	**0**
	Operating Expenses						
520800	Outside Printing	0	374	1,062	462		
521000	Office Supplies	840	450	5,345	4,000		
521200	Operating Supplies	0	0	1,250	1,000		
521208	Police Supplies	0	0	1,250	1,000		
522300	Vehicle Repairs & Maintenance	224	15	2,275	2,000		
524100	Vehicle Insurance	0	530	1,638	1,092		
524201	General Tort Liability Insurance	0	0	2,315	1,644		
524202	Surety Bonds	0	0	0	24		
525004	WAN Service Charges	0	0	1,320	0		
525020	Pagers & Cell Phones	0	0	0	0		
525021	Smart Phone Charges	214	424	2,408	1,920		
525030	800 MHz Radio Service Changes	0	295	1,874	1,440		
525031	800 MHz Radio Maintenance Fee	0	0	0	164		
525041	E-mail Service Charges	0	43	320	258		
525210	Conference, Meeting & Training Expense	0	1,531	6,700	6,000		
525230	Subscriptions, Dues & Books	0	30	120	80		
525240	Personal Mileage Reimbursement	0	0	0	0		
525400	Gas, Fuel and Oil	233	387	20,421	15,000		
525600	Uniforms & Clothing	0	100	4,500	3,000		
529903	Contingency	0	0	17,188	0		
	*** Total Operating**	**1,511**	**4,179**	**69,986**	**39,084**	**0**	**0**
	**** Total Personnel & Operating**	**26,159**	**37,971**	**252,057**	**194,719**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	366	501	2,732	2,350		
540010	Minor Software	0	0	880	0		
	All Other Equipment	3,873	43,332	104,181	3,600		
	**** Total Capital**	**4,239**	**43,833**	**107,793**	**5,950**	**0**	**0**
	***** Total Budget Appropriation**	**30,398**	**81,804**	**359,850**	**200,669**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2448 Fund Title: VOCA
Organization # 151260 Organization Title: Major Crimes
Program : 150 Program Title: Law Enforcement

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Small Tools and Minor Equipment	2,350
	(1) Laptop with Docking Station and Accessories	3,300
	(1) Monitor for Laptop Computer	300

** **Grand Total Capital (Transfer Total to Section I and II)** **5,950**

SECTION V. - PROGRAM OVERVIEW

The primary duties of the LEVA are to support the provision of direct services defined as those efforts that (1) respond to the emotional and physical needs of crime victims; (2) assist primary and secondary victims of crime to stabilize their lives after victimization; (3) assist victims to understand and participate in the criminal justice system; and (4) provide victims of crime with a measure of safety. Many cases involved more than one victim and in many instances, children were not the primary victim, but they were present during the crime; hence, they are secondary victims.

Whether exposed as a victim, a witness, or in close proximity, the effects on a child can be devastating and long lasting. Most experts believe that children who are raised in abusive homes learn that violence is an effective way to resolve conflicts and problems. They may replicate the violence they witnessed as children in their teen and adult relationships and parenting experiences. Children from violent homes have higher risks of alcohol/drug abuse, post traumatic stress disorder, and juvenile delinquency. Witnessing domestic violence is the single best predictor of juvenile delinquency and adult criminality and as discussed in a Domestic Violence Roundtable in 2008, the number one reason children run away.

In June 2015 the SC criminal domestic violence (CDV) statute was revamped when Governor Nikki Haley signed the Domestic Violence Reform Act. This Act created, among other things, new degrees of domestic violence (DV) with a system of graduated penalties based on prior convictions. While there were many important aspects of the new law, one of great significance for victims was the inclusion of a higher degree of charges when children are present or involved. This part of the law is an obvious recognition of the need to include children as victims of the crime and serves as a first step in breaking the chain of violence that can occur when a child grows up in a domestic environment that produces violence.

The new Law Enforcement Victim Advocate (LEVA) will work with the victims of crime with special attention on victims of domestic violence to include school aged victims. The LEVA will work closely with the county school resource officers (SRO) to ensure all school aged victims are identified so that the children can be monitored with respect to behavioral problems or domestic issues that may spill over to the school setting. The LEVA will improve coordination within LCSD and the various agencies responsible for child protection and welfare. A secondary purpose is to take a proactive stance in an effort to prevent further abuse by raising public awareness regarding these problems. The LEVA will receive specialized training and will establish and maintain constructive relationships with entities and service providers, such as such as the Department of Social Services, area child advocacy centers, and school officials.

The Lexington County Sheriff's Department (LCSD) has seen a continued increase in criminal cases regarding the victimization, abuse, and exploitation of vulnerable adults. The SC population is

aging.* Vulnerable adult means a person eighteen years of age or older who has a physical or mental condition which substantially impairs the person from adequately providing for his or her own care or protection. This includes a person who is impaired in the ability to adequately provide for the person's own care or protection because of the infirmities of aging including, but not limited to, organic brain damage, advanced age, and physical, mental, or emotional dysfunction. A resident of a facility (e.g. nursing home, residential care facility, hospital, etc) is a vulnerable adult. The complex and sensitive nature of these cases, along with the virtuous need to protect these sometimes helpless and vulnerable victims dictates the need for resources to enhance the assistance for vulnerable adult cases. The goal of this continuing LEVA program is to complement the investigation of cases, serve as an advocate for victims, and improves coordination with the various agencies responsible for vulnerable adult/elder welfare and to take a proactive stance in an effort to prevent further abuse by raising public awareness regarding these problems.

SECTION V. B. – LISTING OF POSITIONS

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Band
Current Staffing Level:					
Victim's Bill of Rights Fund (141)					
Victim Asst. Officer/Law Enf.	1	0	1	1	112
Victim Assistance Coordinator	1	0	1	1	105
Totals:	**2**		**2**	**2**	

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Band
LE /Major Crimes (151260)					
VAWA Investigator	1	0	1	1	112
Program Coordinator	1	0	1	1	109
VOCA Law Enforcement Victim Advocate (LEVA)	2	0	2	2	112
Totals:	**4**	**0**	**4**	**4**	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520800 – OUTSIDE PRINTING **$ 462**

This account will be used to cover expenses for the printing of brochures to distribute to victims of crime. These brochures will also be used to hand out as informational material for the care and concern for citizens needing information.

521000 - OFFICE SUPPLIES **$ 4,000**

Major expenditures in this account are folders, pens, laser printer cartridges, etc. required for preparation of investigation case files. The amount budgeted is based on the expenditure projection for this fiscal year.

Standard office supplies (Central Stores & FSI)	$ 2,000
Printer Cartridges	$ 2,000

521200 - OPERATING SUPPLIES **$ 1,000**

This account will be used to cover expenses relating to records management. The monthly average cost cannot be used to calculate the budget amount due to spikes in expenditures during the second half of the fiscal year. The budget amount is based on the projected expenditures for the current fiscal year.

521208 - POLICE SUPPLIES **$ 1,000**

Officers must be supplied with items such as flashlights, batteries, handcuffs, summons books, holders, etc. to perform daily job duties.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 2,000**

The amount budgeted is based on the first estimated expenditures for the current fiscal year; however, the amount is not less than $2,000.00 to cover extraordinary maintenance.

524100 - VEHICLE INSURANCE **$ 1,092**

The budget amount per vehicle is the estimate provided by the County's Risk Manager.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 1,644**

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the recommendation of the County Risk Manager.

524202 – SURETY BONDS **$ 24**

Surety bonds are paid every 3 fiscal years and will be paid again until fiscal year 2018.

525004 - WAN SERVICE CHARGES **$ 0**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters. Total estimated cost is $960.

525021 – SMART PHONE CHARGES **$ 1,920**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones with hot spots are required for immediate response when required. The Smart Phone is new technology that enables data transmissions in addition to other services available with our current cell phone plan. The amount budgeted is based on: 2 phones @ $80 per month per phone = $1,920.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 1,440**

The 800 MHz radios are required for communication. We have five sites to obtain complete coverage. The amount budgeted does not consider the 16% legislative discount we are currently receiving because we have no guarantee that this will continue next fiscal year.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS ~~$ 0~~ $164

The 800 MHz radios are covered under a maintenance contract that covers some repairs that are required due to age and excessive use. Please see the 800 MHz radio detail schedule in the appendices for cost allocation.

525041 – E-MAIL SERVICE CHARGES **$ 258**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
2 users * $10.75 per month * 12 months = $258.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 6,000**

To meet requirements for certification, SC Code of Laws, Section 23-23-10 training must be attended. These include: Class I enforcement personnel (40 hours/3 years), Class III dispatch personnel (in-service legal updates) and reserve officer (in-service once a month). This reflects in-house training needs required by law and Accreditation standards to provide to personnel. The academy does not teach these courses, and in many cases, employees must be sent outside the county for training so that they may maintain their certification and acquire advancement in technical fields. Training seminars requested during the year may vary as they are offered.

525230 - SUBSCRIPTIONS, DUES & BOOKS **$ 80**

Various subscriptions and memberships are needed as they relate to law enforcement statistics, training, and legal updates. These subscriptions and organizational memberships provide information that assist with the daily management, operations, and industry trends.

525400 - GAS, FUEL & OIL **$ 15,000**

The budget amount is calculated using the average monthly expenditures for the current fiscal year annualized with an additional 15% increase for the unstable fuel market. The mileage is estimated based on use by other investigators. This account will be reimbursed from personal miles allowable on the grant.

525600 - UNIFORMS & CLOTHING **$ 3,000**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer will require a duty uniform and a dress uniform for special events and body armor that is standard issue. This is unallowable grant expenditure and will be taken from the general operating budget.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$ 2,350**

These items are needed by the officers and volunteers to perform the duties assigned. The items to be purchased from this account for each person are as follows:
Office Chair (1) $450
File Cabinets (2) $1,900

(1) LAPTOP WITH DOCKING STATION AND ACCESSORIES **$3,300**

The laptop computer is required for records management and data input for the grant purposes. This laptop will be used by the volunteer. The total cost is estimated.

(1) MONITOR FOR LAPTOP COMPUTER **$300**

This monitor is for the computer above. The total estimated cost is $300.

COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
FY - 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***LE - Violence Against Women Act 2456:**							
	Revenues:							
457000	Federal Grant Income	78,582	29,196	83,981	83,981	86,080		
801000	Op Trn from General Fund/LE	93,747	84,036	84,036	84,036	86,080		
	**** Total Revenue**	172,329	113,232	168,017	168,017	172,160	0	0
	*****Total Appropriation**				222,151	172,160	0	0
	FUND BALANCE Beginning of Year				83,432	29,298	29,298	29,298
	FUND BALANCE - Projected End of Year				29,298	29,298 (142,862)	29,298	29,298

COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
Fiscal Year - 2017-18

Fund: 2456
Division: Law Enforcement
Organization: 151260 - LE/Major Crimes

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	98,626	47,121	118,467	104,295		
510199	Special Overtime	4,369	477	0	0		
511112	FICA - Employer's Portion	7,454	3,445	10,708	7,979		
511113	State Retirement - Employer's Portion	5,199	2,506	6,031	5,785		
511114	Police Retirement - Employer's Portion	7,822	3,748	8,227	8,302		
511120	Insurance Fund Contribution - 2	15,600	7,800	19,350	19,350		
511130	Workers Compensation	2,052	950	2,468	2,177		
515600	Clothing Allowance	800	400	800	800		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**141,922**	**66,447**	**166,051**	**148,688**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	2,174	2,000		
521200	Operating Supplies	663	794	5,170	6,000		
522300	Vehicle Repairs & Maintenance	2	22	10,662	2,000		
524100	Vehicle Insurance	530	530	1,040	546		
524201	General Tort Liability Insurance	798	798	1,593	1,644		
524202	Surety Bonds	0	0	0	22		
525004	WAN Service Charges	0	0	3,433	0		
525020	Pagers & Cell Phones	538	86	3,732	300		
525021	Smart Phone Charges	158	263	960	960		
525030	800 MHz Radio Service Changes	647	210	3,382	720		
525031	800 MHz Radio Maintenance Fee	0	75	442	82		
525041	E-mail Service Charges	250	129	300	258		
525210	Conference, Meeting & Training Expense	32	749	8,470	3,000		
525230	Subscriptions, Dues & Books	30	30	180	40		
525240	Personal Mileage Reimbursement	601	202	4,735	1,400		
525400	Gas, Fuel and Oil	1,262	555	9,827	4,500		
529903	Contingency	0	0	0			
	*** Total Operating**	**5,511**	**4,443**	**56,100**	**23,472**	**0**	**0**
	**** Total Personnel & Operating**	**147,433**	**70,890**	**222,151**	**172,160**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0			
540010	Minor Software	0	0	0			
	All Other Equipment	0	0	0			
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**147,433**	**70,890**	**222,151**	**172,160**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

Three decisions made by the United States Supreme Court (Washington v. Crawford, Davis v. Washington and Hamon v. Indiana) changed the way in which prosecutors can proceed with domestic violence prosecution, especially when victims do not appear for court. The Lexington County Sheriff's Department began keeping detailed statistics on the specialized criminal domestic violence court (DVC) in July 2005. At least 80% of victims either do not appear or have reconciled with the offender at the first appearance date. This court date is usually held within six weeks of arrest. These statistics demonstrate the need to proceed with evidence based or offender based prosecution. Increasing the level of pre-trial contact with the victims through telephone calls, letters, and, when necessary, home visits is a benefit to the victim, and increases the level of victim participation in the prosecutorial process.

SECTION V. B. – LISTING OF POSITIONS

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Band
Current Staffing Level:					
Victim's Bill of Rights Fund (141)					
Victim Asst. Officer/Law Enf.	1	0	1	1	112
Victim Assistance Coordinator	1	0	1	1	105
Totals:	**2**		**2**	**2**	

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Band
LE /Major Crimes (151260)					
VAWA Investigator	1	0	1	1	112
Program Coordinator	1	0	1	1	109
VOCA Advocate Officer	2	0	2	2	112
Totals:	**4**	**0**	**4**	**4**	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 2,000**

Routine office supplies are needed for operation (paper, pencils, ribbons, file folders, printer cartridges, etc.). The amount budgeted is based on the projected expenditures for the current fiscal year.

521200 – OPERATING SUPPLIES **$ 6,000**

This account will be used to cover expenses relating to records management. The monthly average cost cannot be used to calculate the budget amount due to spikes in expenditures during the second half of the fiscal year. The budget amount is based on the projected expenditures for the current fiscal year.

522300 - VEHICLE REPAIRS & MAINTENANCE **$ 2,000**

The amount budgeted is based on first estimated expenditures for the current fiscal year; however, the amount is not less than $2,000.00 to cover extraordinary maintenance. This cost is less than previous fiscal years because a new vehicle was purchased this fiscal year.

524100 - VEHICLE INSURANCE **$ 546**

The budget amount per vehicle is the estimate provided by the County's Risk Manager.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 1,644**

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the recommendation of the County's Risk Manager.

524202 – SURETY BOND **$ 22**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2018.

525004 – WAN SERVICE CHARGES **$ 0**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

525020 – PAGERS AND CELL PHONES **$ 300**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones and pagers are required for immediate response when required. The amount budgeted is based on
1 phone @ $20 per month per phone = $ 240.

525021 – SMART PHONES **$ 960**

This account is used to cell phone charges for communication which should not be exchanged over the radio. The annual cost per officer is $960.
1 phone @ $80 per month per phone = $960.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 720**

The 800 MHz radios are required for communication. We have five sites to obtain complete coverage. The amount budgeted does not consider the 16% legislative discount we are currently receiving because we have no guarantee that this will continue next fiscal year.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **$ 82**

The 800 MHz radios are covered under a maintenance contract that covers some repairs that are required due to age and excessive use. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The yearly estimated maintenance cost per radio is $82.

525041 – E-MAIL SERVICE CHARGES **$ 258**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
2 users * $10.75 per month * 12 months = $258.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 3,000**

To meet requirements for certification, SC Code of Laws, Section 23-23-10 training must be attended. These include: Class I enforcement personnel (40 hours/3 years), Class III dispatch personnel (in-service legal updates) and reserve officer (in-service once a month). This reflects in-house training needs required by law and Accreditation standards to provide to personnel. The academy does not teach these courses, and in many cases, employees must be sent outside the county for training so that they may maintain their certification and acquire advancement in technical fields. Training seminars requested during the year may vary as they are offered.

525230 - SUBSCRIPTIONS, DUES & BOOKS **$ 40**

Various subscriptions and memberships are needed as they relate to law enforcement statistics, training, and legal updates. These subscriptions and organizational memberships provide information that assist with the daily management, operations, and industry trends. The amount budgeted is based on the projected expenditures for the current fiscal year.

525240 – PERSONAL MILEAGE REIMBURSEMENT **$ 1,400**

This account may be needed in the event an officer must use a personal vehicle for county business. This amount is an estimate because the charges are not consistent.

525400 - GAS, FUEL & OIL **$ 4,500**

The budget amount is calculated using the average monthly expenditures for the current fiscal year annualized with an additional 15% increase for the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization. Individual vehicle costs are not calculated due to reassignment of vehicles with different job functions. The reassignment allows for efficient utilization of all fleet vehicles.

COUNTY OF LEXINGTON
LE / FORFEITURE FUNDS (NARCOTICS)
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	LE / Forfeiture Funds (Narcotics) 2630:							
	Revenues:							
456400	Narcotics Confiscation	26,239	17,518	16,057	16,057	18,694		
461000	Investment Interest	245	192	0	0	0		
	**** Total Revenue**	26,484	17,710	16,057	16,057	18,694	0	0
	*****Total Appropriations**				51,475	51,475	0	0
	FUND BALANCE Beginning of Year				81,969	46,551	46,551	46,551
	FUND BALANCE - Projected End of Year				46,551	13,770	46,551	46,551

Fund 2630
Division: Law Enforcement
Organization: 151400 - LE/Narcotics

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	0	0	0	0		
511112	FICA - Employer's Portion	0	0	0	0		
511113	State Retirement - Employer's Portion	0	0	0	0		
511120	Insurance Fund Contribution - 1	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
524201	General Tort Liability Insurance	0	0	0	0		
524202	Surety Bonds - 1	0	0	0	0		
525041	E-mail Service Charges - 1	0	0	0	0		
525230	Subscriptions, Dues, & Books	0	0	0	0		
529000	Unclassified	0	0	0	0		
529903	Contingency	0	0	51,475	51,475		
	*** Total Operating**	**0**	**0**	**51,475**	**51,475**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**51,475**	**51,475**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**51,475**	**51,475**	**0**	**0**

SECTION V. – PROGRAM OVERVIEW

The State forfeiture fund is a collection of monies from narcotic seizures that have been forfeited through the court process. State law mandates that these funds be used specifically for narcotic law enforcement.

SECTION VI. A. - SUMMARY OF REVENUES

456400 –NARCOTICS CONFISCATION **$ 18,694**

Narcotic confiscation revenue results from seizures related to drug cases. After the case has been through the court process, a portion or all of the seized funds are forfeited and by SC State law a portion remains with the Lexington County Sheriff's Department to fund future law enforcement expenses as it relates to narcotic drug cases. The amount budgeted is the average collections for the past three (3) fiscal years.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY **$ 51,475**

The revenue should be appropriated in a contingency fund until the fund balance is sufficient to purchase some replacement capital items.

COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Inmate Services 2632:**							
	Revenues:							
438201	Inmate Phone System	333,860	160,015	273,101	273,101	268,456		
438203	LE Canteen Proceeds	288,277	123,136	249,678	249,678	259,957		
438208	LE Inmate Medical Services Fees	9,546	1,603	7,353	7,353	2,748		
461000	Investment Interest	1,145	1,871	0	0	0		
490110	Sale of General Fixed Assets - LE	0	0	0	0	0		
	**** Total Revenue**	632,828	286,625	530,132	530,132	531,161	0	0
	*****Total Appropriation**				668,895	373,287	0	0
	*****Total Appropriation for New Program**					89,689		
	Contingency:							
	Unused				120,000			
	FUND BALANCE							
	Beginning of Year				451,234	432,471	432,471	432,471
	FUND BALANCE - Projected							
	End of Year				432,471	500,656	432,471	432,471

COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
Fiscal Year - 2017-18

Fund 2632
Division: Law Enforcement
Organization: 151300 - LE/Jail Operations

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages	0	0	0	0		
511112	FICA - Employer's Portion	0	0	0	0		
511114	Police Retirement - Employer Portion	0	0	0	0		
511120	Employee Insurance	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
511214	Police Retirement - Employer's Portion - Ret	0	0	0	0		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	2,076	1,070	3,600	3,600		
520300	Professional Services	310,815	159,137	365,820	330,687		
520318	Drug & Alcohol Abuse Counseling	24,500	10,208	25,000	25,000		
521200	Operating Supplies	251	0	10,000	10,000		
521208	Police Supplies	0	0	0	0		
522300	Vehicles Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance	0	0	0	0		
524201	General Tort Liability Insurance	0	0	0	0		
524202	Surety Bonds	0	0	0	0		
525021	Smart Phone Charges	0	0	0	0		
525030	800 MHz Radio Service Charges	0	0	0	0		
525031	800 MHz Radio Maintenance Contract	0	0	0	0		
525041	E-mail Service Charges	0	0	0	0		
525210	Conference, Meeting & Training Expenses	0	0	0	0		
525230	Subscriptions, Dues, & Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
529903	Contingency	0	0	120,000	0		
	*** Total Operating**	**337,642**	**170,415**	**524,420**	**369,287**	**0**	**0**
	**** Total Personnel & Operating**	**337,642**	**170,415**	**524,420**	**369,287**	**0**	**0**
	Capital						
	All Other Equipment	38,679	21,442	144,475	4,000		
	**** Total Capital**	**38,679**	**21,442**	**144,475**	**4,000**	**0**	**0**
	***** Total Budget Appropriation**	**376,321**	**191,857**	**668,895**	**373,287**	**0**	**0**

SECTION IV.

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2632 Fund Title: LE/Inmate Services
Organization # 151300 Organization Title: Detention
Program # 150 Program Title: Law Enforcement

	Item Description	***BUDGET*** 2017-18 Requested Amount
10	Televisions with Mounts	4,000
	Total Capital	**4,000**

SECTION V. - PROGRAM OVERVIEW

The inmate services program is a special revenue fund used to provide various needs of the inmates. The funds used in this account are generated by revenue received from inmate canteen sales, phone calls, medical visits and work release programs.

SECTION VI.A. - LISTING OF REVENUE

438201 INMATE PHONE SYSTEM $ 268,456

This revenue is generated by inmates making phone calls and citizens calling an inmate.

438203 LE CANTEEN PROCEEDS $ 259,957

This revenue is generated by inmates purchasing snacks, drinks, socks, shoes, etc. from our contracted canteen vendor. LCSD earns 36.1% from the commissionable sales.

438207 INMATE WORK RELEASE FEES $ 0

We have not had any inmates on the work release program in several years and we do not anticipate any this coming fiscal year.

438208 INMATE MEDICAL SERVICES FEES $ 2,748

Each time an inmate sees the doctor or nurse they are charged a $5.00 co-pay which is deducted from their canteen commissary fund.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$ 3,600**

Cable service is needed for the inmates.

Cable Service for Inmates (Time Warner Cable)	$ 3,600

520300 – PROFESSIONAL SERVICES **$ 330,687**

This account has been established for a contract to provide mental health services for inmates. The annual cost for contract $318,274. We have included a contingency for CPI increase of 3.9%.

520318 – DRUG & ALCOHOL ABUSE COUNSELING **$ 25,000**

Drug and alcohol abuse counseling is provided through a contract with the Lexington Richland Drug Abuse Counseling agency. This counseling is purposed to reduce the number of repeat offenders.

521200 – OPERATING SUPPLIES **$ 10,000**

This account is used to pay operating supply expense for the officers assigned to this fund. The operating supplies include batteries. This account has been increased to cover cost of certain item supplied to the inmates that are allowable charges.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

(10) TELEVISONS WITH MOUNTS **$ 4,000**

Replacements of TV's are needed each year for the inmate housing areas. Televisions are one of the best tools an officer has to maintain a quiet, controlled inmate living units.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM (1) ADDITIONAL SERGEANT
INMATE SERVICES
Annual Budget
Fiscal Year - 2017-18

Fund: LE/Inmate Services 2632
Division: LE/Detention
Organization: Detention (151300)

Object Code	Expenditure Classification	SERGEANT PAY BAND 114		2017-18 Requested	2017-18 Recommended	2017-18 Approved
	Personnel	Quantity				
510100	Salaries & Wages	1	51,742	51,742	0	0
510200	Overtime		0	0	0	0
511112	FICA Cost - 7.65%		3,958	3,958	0	0
511113	State Retirement - 12.06%		0	0	0	0
511114	Police Retirement - 14.74%		7,627	7,627	0	0
511120	Insurance Fund Contribution - $7,800		7,800	7,800	0	0
511130	Workers Compensation .0346		1,790	1,790	0	0
515600	Clothing Allowance - $800		0	0	0	0
	*** Total Personnel**		**72,917**	**72,917**	**0**	**0**
520233	Towing Service		0	0	0	0
520300	Professional Service		0	0	0	0
520702	Technical Currency & Support		0	0	0	0
520800	Outside Printing		0	0	0	0
521000	Office Supplies		120	120	0	0
521100	Duplicating		0	0	0	0
521200	Operating Supplies		300	300	0	0
521208	Police Supplies		800	800	0	0
522300	Vehicle Repairs & Maintenance		0	0	0	0
524000	Building Insurance		0	0	0	0
524100	Vehicle Insurance		0	0	0	0
524201	General Tort Liability Insurance		745	745	0	0
524202	Surety Bonds -		12	12	0	0
525000	Telephone		252	252	0	0
525004	WAN		0	0	0	0
525020	Pagers & Cell Phones		240	240	0	0
525021	Smart Phone Charges		0	0	0	0
525030	800 MHz Radio Service Charges		684	684	0	0
525041	E-mail Service Charges		129	129	0	0
	Body Camera Service Charges		0	0	0	0
525210	Conference & Meeting Expense		1,000	1,000	0	0
525230	Subscriptions, Dues, & Books		40	40	0	0
525331	Utilities - Region Building		0	0	0	0
525400	Gas, Fuel & Oil		0	0	0	0
525600	Uniforms & Clothing		2,500	2,500	0	0
	*** Total Operating**		**6,822**	**6,822**	**0**	**0**
	**** Total Personnel & Operating**		**79,739**	**79,739**	**0**	**0**
	Capital					
540000	Small Tools & Minor Equipment		600	600	0	0
540010	Minor Software		0	0	0	0
	All Other Equipment		9,350	9,350	0	0
	**** Total Capital**		**9,950**	**9,950**	**0**	**0**
	***** Total Budget Appropriation**		**89,689**	**89,689**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2632 Fund Title: INMATE SERVICES
Organization # 151300 Organization Title: LE/DETENTION
Program # Program Title: NP Addtl POSN (1) Sergeant for Training

Qty	Item Description	***BUDGET*** 2016-2017 Requested Amount
	Small Tools and Minor Equipment	600
	Minor Software	0
1	Electronic Control Device with Accessories	1,650
1	Laptop Computer with Accessories	2,200
1	800 MHz Radio with Accessories	5,500

** Sub Total Capital - Page 1 9,950

** Grand Total Capital (Transfer Total to Section I and II) 9,950

SECTION V. – PROGRAM OVERVIEW

An additional Sergeants position is needed for the Training Division. This additional position would provide an additional trainer dedicated to the training of correctional officers. Training of correctional officers is critical to the success of any detention center and it is critical to officer safety and the safety of the inmates.

SECTION VI. B. – LISTING OF POSITIONS

Additional Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Pay Band
Training Sergeant	1		1	1	114

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$ 120**

Major expenditures in this account are folders, pens, laser printer cartridges etc. required for preparation of case files. The amount budgeted is an estimate of $120 per year per deputy.

521200 - OPERATING SUPPLIES **$ 300**

The greatest expenditure in this account is crime scene processing supplies, recording media for evidence purposes and court trials of investigative and traffic cases. Departmental standards require that evidence media not be re-used, necessitating the need for more media. Evidence bags, disposable gloves, fingerprint kits, evidence boxes, evidence labels, hazardous waste disposal kits, etc, must be used to process criminal investigative cases according to SC Code of Laws and Federal laws. The conversion to digital images will continue to reduce the amount of film and film processing needed. The amount budgeted is an estimate of $300 per year per deputy.

521208 - POLICE SUPPLIES **$ 800**

Officers must be supplied with items such as flashlights, batteries, handcuffs, summons books, holders, etc. to perform daily job duties. Ticket books, restraint devices to include handcuffs, sheriff's notebooks, badge, traffic wand for flashlight and oc spray is a partial list of the items that will be needed. The amount budgeted is an estimate of $800 per year per deputy.

524201 - GENERAL TORT LIABILITY INSURANCE **$745**

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the estimate provided by the County's Risk Manager, $745 per officer.

524202 – SURETY BONDS **$ 12**

Surety bonds will not be paid again until fiscal year 2021.

525000 -TELEPHONE **$ 252**

Each deputy is required to have a voicemail box so that citizens may have a number at which to reach the officer. The annual cost of a phone line with voicemail box is $252 per officer per year.

525020 – CELL PHONES & PAGERS **$ 240**

This account is used to cell phone charges for communication which should not be exchanged over the radio. The annual cost per officer is $240.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 684**

The 800 MHz radios are required for communication. We have five sites to obtain complete coverage. The amount budgeted does not consider the 10% legislative discount we are currently receiving because we have no guarantee that this will continue next fiscal year. The cost per radio per year is $684.

525041 – E-MAIL SERVICE CHARGES **$ 129**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
$10.75 per month per user = $129 annually per position.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 1,000**

To meet requirements for certification, SC Code of Laws, Section 23-23-10 training must be attended. These include: Class I enforcement personnel (40 hours/3 years), Class III dispatch personnel (in-service legal updates) and reserve officer (in-service once a month). This reflects in-house training needs required by law and Accreditation standards to provide to personnel. The academy does not teach these courses, and in many cases, employees must be sent outside the county for training so that they may maintain their certification and acquire advancement in technical fields. The estimated annual cost per deputy is $1,000.

525230 - SUBSCRIPTIONS, DUES & BOOKS **$ 40**

Various subscriptions and memberships are needed as they relate to law enforcement statistics, training, and legal updates. These subscriptions and organizational memberships provide information that assist with the daily management, operations, and industry trends. The estimate per year per deputy is $40.

525600 - UNIFORMS & CLOTHING **$ 2,500**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms 2 times a year. The estimated annual cost per deputy is $2,500.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$ 600**

Telephone and desk chair are needed for the effective operations of this position. The total estimated cost is $600.

(1) ELECTRONIC CONTROL DEVICES WITH ACCESSORIES **$ 1,650**

Electronic Control Devices are becoming an effective way to issue less lethal force when needed to detain combative subjects. One electronic control device with accessories consist of the electronic control device, a duty holster, four (4) training cartridges, and four (4) duty cartridges. The total estimated cost per deputy is $1,650.

(1) LAPTOP COMPUTER WITH ACCESSORIES **$ 2,200**

A laptop computer with accessories is needed so that lesson plans can be transported to different areas of the building and/or outside. The total estimated cost per deputy is $2,200.

(1) 800 MHz RADIOS WITH ACCESSORIES **$ 5,500**

These radios are needed for officer safety. They enable the deputy to communicate with County Communication and the reverse. The total estimated cost per deputy is $5,500.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #1 2633:**							
	Revenues:							
452010	School Crossing Guards	44,901	22,581	101,466	101,466	54,440		
456100	Program Income	452,853	92,976	727,233	727,233	757,602		
461000	Investment Interest	282	58	0	0	0		
801000	Op Trn from General Fund/LE	489,837	131,442	262,883	262,883	252,534		
	**** Total Revenue**	987,873	247,057	1,091,582	1,091,582	1,064,576	0	0
	*****Total Appropriation**				1,202,101	1,051,172	0	0
	CONTINGENCY							
	Unused				135,000	0		
	FUND BALANCE							
	Beginning of Year				206,548	231,029	231,029	231,029
	FUND BALANCE - Projected							
	End of Year				231,029	244,433	231,029	231,029

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department.
The school crossing guard program is funded 100% by the school district on a reimbursement basis plus an administrative fee.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2633
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 13	601,745	276,253	618,527	601,812		
510199	Special Overtime	13,394	11,972	23,000	20,000		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	43,591	20,558	49,077	47,569		
511114	Police Retirement - Employer's Portion	84,623	37,767	88,146	91,656		
511120	Employee Insurance - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	20,680	9,695	22,176	21,515		
511214	PORS - Employer Portion (Retiree)	0	3,276	0	0		
519999	Personnel Contingency	0	0	14,200	26,285		
	*** Total Personnel**	**865,433**	**410,221**	**916,526**	**910,237**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	450	450		
521000	Office Supplies	0	0	650	650		
521200	Operating Supplies	0	0	650	1,950		
521208	Police Supplies	0	0	1,300	1,300		
522300	Vehicle Repairs & Maintenance	3,665	3,178	13,200	13,000		
524100	Vehicle Insurance - 13	6,890	6,890	7,643	7,808		
524201	General Tort Liability Insurance	10,122	10,845	10,426	11,171		
524202	Surety Bonds - 13	0	0	0	156		
525000	Telephone	445	223	382	780		
525004	WAN Service Charges	0	2,326	6,240	6,240		
525020	Pagers and Cell Phones	0	86	240	0		
525030	800 MHz Radio Service Charges - 13	7,379	2,731	7,931	8,892		
525031	800 MHz Radio Maintenance Contracts	1,033	978	1,066	1,105		
525041	E-mail Service Charges - 13	939	677	1,677	1,677		
525210	Conference, Meeting & Training Expense	120	0	2,600	2,600		
525230	Subscriptions, Dues, and Books	390	390	520	520		
525400	Gas, Fuel, & Oil	19,758	9,470	29,400	28,600		
525600	Uniforms & Clothing	3,224	1,121	12,650	13,000		
529903	Contingency	0	0	135,000	0		
	*** Total Operating**	**53,965**	**38,915**	**232,025**	**99,899**	**0**	**0**
	**** Total Personnel & Operating**	**919,398**	**449,136**	**1,148,551**	**1,010,136**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	48,904	53,550	0		
	**** Total Capital**	**0**	**48,904**	**53,550**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**919,398**	**498,040**	**1,202,101**	**1,010,136**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2633
Division: Law Enforcement
Organization: 151201 - School Resource Officer

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	0	0	0	0		
510199	Special Overtime	0	0	0	0		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	0	0	0	0		
511114	Police Retirement - Employer's Portion	0	0	0	0		
511120	Employee Insurance - 1	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
511214	Police Retire - Employer's Portion - Ret	0	0	0	0		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	0	0		
521000	Office Supplies	0	0	0	0		
521200	Operating Supplies	0	0	0	0		
521208	Police Supplies	0	0	0	0		
522300	Vehicle Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance - 1	0	0	0	0		
524201	General Tort Liability Insurance	0	0	0	0		
524202	Surety Bonds - 1	0	0	0	0		
525000	Telephone	0	0	0	0		
525004	WAN Service Charges	0	0	0	0		
525020	Pagers and Cell Phones - 1	0	0	0	0		
525030	800 MHz Radio Service Charges - 1	0	0	0	0		
525031	800 MHz Radio Maintenance Contracts	0	0	0	0		
525041	E-mail Service Charges - 1	0	0	0	0		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525230	Subscriptions, Dues, and Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
525600	Uniforms & Clothing	0	0	0	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	4,543	0	0	0		
	**** Total Capital**	**4,543**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**4,543**	**0**	**0**	**0**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2633
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510300	Part Time - (LS - 2.5 FTE)	29,098	13,304	31,287	31,287		
511112	FICA - Employer's Portion	2,239	1,031	2,393	2,394		
511113	State Retirement - Employer's Portion	3,064	1,426	3,461	3,461		
511130	Workers Compensation	983	505	926	927		
511213	SCRS - Employer Portion (Retiree)	135	101	0	0		
511214	PORS - Employer Portion (Retiree)	0	13	0	0		
519999	Personnel Contingency	0	0	666	1,143		
	*** Total Personnel**	**35,519**	**16,380**	**38,733**	**39,212**	**0**	**0**
	Operating Expenses						
521208	Police Supplies	0	0	0	0		
521209	School Patrol Supplies	0	0	450	900		
524201	General Tort Liability Insurance	220	450	387	774		
525100	Postage	73	19	90	90		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525230	Subscriptions, Dues, and Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
525600	Uniforms & Clothing	0	0	0	0		
529903	Contingency	0	0	0	0		
524202	Surety Bonds				60		
	*** Total Operating**	**293**	**469**	**927**	~~1,764~~ 1824	**0**	**0**
	**** Total Personnel & Operating**	**35,812**	**16,849**	**39,660**	~~40,976~~ 41,036	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**35,812**	**16,849**	**39,660**	~~40,976~~ 41,036	**0**	**0**

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 1
2017-2018

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate 14.484462	Total Salary Charged	FICA 7.65%	SCRS 12.06%	Worker's Compensation 2.96%	General Tort $745 per FTE $745	TOTAL Salary & Fringe Charged to School District	Postage /SCG $ 15.00	Surety Bonds 10.00 Per SCG $ 10.00	Administrative Fee (Attachment A) $2,243.97	Estimated Equipment (Attachment B) $ 150.00	Estimated District Cost
District 1																
	4	1.50	180	1,080.00	14.484462	$ 15,643.22	$ 1,196.71	$ 1,886.57	$ 463.04	$ 386.83	$ 19,576.37	$ 60.00	$ 40.00	$ 8,975.88	$ 600.00	$ 29,212.25
	2	3.00	180	1,080.00	14.484462	$ 15,643.22	$ 1,196.71	$ 1,886.57	$ 463.04	$ 386.83	$ 19,576.37	$ 30.00	$ 20.00	$ 4,487.94	$ 300.00	$ 24,394.31
District 1 Total	6			2,160.00		$ 31,286.44	$ 2,393.42	$ 3,773.14	$ 926.08	$ 773.66	$ 39,152.74	$ 90.00	$ 60.00	$ 13,463.82	$ 900.00	$ 53,606.56
					BUDGET AMOUNT	$ 31,287	$ 2,394	$ 3,774	$ 927	$ 774		$ 90	$ 60	$ 13,464	$ 900	$ 53,670

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department provides contracted services for school resource officers (SROs). The School Resource Officer program provides for the safety and the security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity. The school district pays 75% of the cost associated with the school resource officer program and the Lexington County Sheriff's Department pays 25% of the cost associated with the program.

SECTION V. – PROGRAM OVERVIEW

School Crossing Guards ensure the safety of our children during arrival and departure from school. Lexington County School District's # 1, #3, and #5 have requested school crossing guards. The school crossing guards are hired and maintained by the Lexington County Sheriff's Department and substitutes on an as needed basis. The school districts pay 100% of the cost associated with scheduled hours for school crossing guards as well as an administrative fee that covers our cost for management of the program.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	13	~~13~~ 0	13	13	111
Totals	13	~~13.000~~ 0	~~0~~ 13	13.000	

PLEASE NOTE THAT THE NUMBER OF POSNS ASSIGNED TO THIS FUND HAS BEEN REDUCED BY TWO (2) BECAUSE OF THE TOWN OF LEXINGTON'S ANNEXATION OF RIVER BLUFF HIGH SCHOOL.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 450**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that six (6) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ 650**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is for 13 SRO's at $50 per officer.

521200 - OPERATING SUPPLIES **$ 1,950**

The School Resource Officers will need supplies for the operation of equipment and daily operations. Some items that will be used are audio and video tapes, film, disks, batteries, and other supplies as required for the grant. This year additional funds are budgeted for thermal paper needed for mobile printers. The amount budgeted is for 13 SRO's at $150 per officer.

521208 – POLICE SUPPLIES **$ 1,300**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is for 13 SRO's at $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 13,000**

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **$ 7,808**

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 11,171**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 156**

Surety bonds are paid every 3 fiscal years and these bonds must be paid this fiscal year. The next payment will be due fiscal year 2021.

525000 – TELEPHONE **$ 780**

Telephone line charges are required for daily operations and voice mail. The amount budgeted is based on contract price of $5 per month per officer.

525004 – WAN SERVICE CHARGES **$ 6,240**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(13) Aircards with Verizon Wireless @$40 per month per card $ 6,240

525020 - PAGERS AND CELL PHONES **$ 0**

There are no pagers or cell phones assigned to the employees in this fund.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 8,892**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ 1,105**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The estimated maintenance cost per radio is $85.

525041 – E-MAIL SERVICE CHARGES **$ 1,677**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
13 users * $10.75 per month * 12 months = $1,677.

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 2,600**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 520**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$ 28,600**

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING **$ 13,000**

Uniforms are required to perform duties according to County Policy under Section 23-13-30 of the SC Code of Laws. Uniforms must be worn for recognition purposes and for safety purposes. These uniforms will be standard issue and are required for safety and recognition of the School Resource Officers.

COUNTY OF LEXINGTON
NEW PROGRAM SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #1 2633:**			
	Revenues:			
456100	Program Income Reduction - LEX ANNEX OF RBHS	-117,027		
801000	Op Trn from General Fund/LE Reduction - LEX ANNEX OF RBHS	-39,009		
	**** Total Revenue**	-156,036	0	0

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM REDUCE SCHOOL DISTRICT 1 BY TWO (2) SCHOOL RESOURCE OFFICERS
GENERAL FUND
Annual Budget
Fiscal Year - 2017-18

Fund: GF/County Ordinary
Division: Law Enforcement
Organization: School Resource Officers (75/25)

Object Code	Expenditure Classification	SENIOR DEPUTY PAY BAND 111	2017-18 Requested	2017-18 Recommended	2017-18 Approved
	Personnel				
510100	Salaries & Wages	-96,510	-96,510		
511112	FICA Cost - 7.65%	-7,383	-7,383		
511114	Police Retirement - 14.74%	-14,226	-14,226		
511120	Insurance Fund Contribution - $7,800	-15,600	-15,600		
511130	Workers Compensation .0346	-3,339	-3,339		
519999	Personnel Contingency	-3,878	-3,878		
	*** Total Personnel**	**-140,936**	**-140,936**		
	Operating Expenses				
520300	Professional Services	0	0		
520702	Technical Currency & Support	0	0		
520800	Outside Printing	0	0		
521000	Office Supplies	-100	-100		
521100	Duplicating	0	0		
521200	Operating Supplies	-100	-100		
521208	Police Supplies	-200	-200		
522300	Vehicle Repairs & Maintenance	-2,000	-2,000		
524000	Building Insurance	0	0		
524100	Vehicle Insurance	-1,202	-1,202		
524201	General Tort Liability Insurance	-1,718	-1,718		
524202	Surety Bonds -	-24	-24		
525000	Telephone	-120	-120		
525004	WAN	-960	-960		
525020	Pagers & Cell Phones	0	0		
525021	Smart Phone Charges	0	0		
525030	800 MHz Radio Service Charges	-1,368	-1,368		
525031	800 MHz Radio Maintenance Contracts	-170	-170		
525041	E-mail Service Charges	-258	-258		
525210	Conference & Meeting Expense	-400	-400		
525230	Subscriptions, Dues, & Books	-80	-80		
525331	Utilities - Region Building	0	0		
525400	Gas, Fuel & Oil	-4,400	-4,400		
525600	Uniforms & Clothing	-2,000	-2,000		
	*** Total Operating**	**-15,100**	**-15,100**		
	**** Total Personnel & Operating**	**-156,036**	**-156,036**		
	Capital				
540000	Small Tools & Minor Equipment	0	0		
540010	Minor Software	0	0		
	All Other Equipment	0	0		
	**** Total Capital**	**0**	**0**		
	***** Total Budget Appropriation**	**-156,036**	**-156,036**		

SECTION V. - PROGRAM OVERVIEW

The Town of Lexington is annexing the property of River Bluff High School. Because of the property annexation, the Town of Lexington's Police Department will be assuming the responsibilities for placing a school resource officer at the school. Therefore, we have reduced School District 1 Contract (2633) budget by the cost associated with the two (2) school resource officers and we have created a new program to absorb 100% of the cost associated with these positions as senior deputies assigned to the North Region.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/School Resource Officers (75/25):					
Senior Deputy	2	2		2	111
Totals	2	2.000	0	2.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES $ (100)

Office supplies are required for officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is $50 per officer.

521200 - OPERATING SUPPLIES $ (100)

The Officers will need supplies for the operation of equipment and daily operations. Some items that will be used are audio and video tapes, film, disks, batteries, and other supplies as required for the grant.
The amount budgeted is $50 per officer.

521208 – POLICE SUPPLIES $ (200)

Police supplies are needed to purchase pepper spray, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE $ (2,000)

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE $ (1,202)

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE $ (1,718)

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BONDS $ (24)

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2021.

525000 -TELEPHONE $ (120)

This account will be used to pay telephone line charges, fax line charges, telephone extension relocations, directory assistance charges, and telephone book listing charges. The amount budgeted is based on average monthly cost for current fiscal year.

525004 – WAN SERVICE CHARGES $ (960)

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(2) Aircard with Verizon Wireless @$40 per month per card	$ 960

525030 – 800 MHz RADIO SERVICE CHARGES $ (1,368)

The 800 MHz radios are required for communication. The total annual cost per radio is $684.

525031 – 800 MHz RADIO MAINTENANCE CHARGES $ (170)

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The estimated maintenance cost per radio is $85.

525041 – E-MAIL SERVICE CHARGES $ (258)

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

2 users * $10.75 per month * 12 months

525210 – CONFERENCE, MEETING & TRAINING EXP. $ (400)

Officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS $ (80)

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per officer is $40.

525400 - GAS, FUEL, AND OIL $ (4,400)

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING $ (2,000)

Uniforms are required to perform duties according to County Policy under Section 23-13-30 of the SC Code of Laws. Uniforms must be worn for recognition purposes and for safety purposes. These uniforms will be standard issue and are required for safety and recognition of the Officers. The estimated cost for uniforms per officer is $1,000.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #2 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #2 2634:**							
	Revenues:							
456100	Program Income	173,884	38,596	298,551	298,551	284,912		
461000	Investment Interest	105	35	0	0			
801000	Op Trn from General Fund/LE	185,110	49,759	99,517	99,517	94,971		
	**** Total Revenue**	359,099	88,390	398,068	398,068	379,883	0	0
	*****Total Appropriation**				417,821	379,883	0	0
	FUND BALANCE Beginning of Year				92,195	72,442	72,442	72,442
	FUND BALANCE - Projected End of Year				72,442	72,442	72,442	72,442

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #2 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2634
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 5	230,029	105,809	227,567	227,567		
510199	Special Overtime	4,008	1,945	5,400	5,400		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	16,956	7,830	17,822	17,822		
511114	Police Retirement - Employer's Portion	32,135	15,344	32,010	34,339		
511120	Employee Insurance - 5	39,000	19,500	39,000	39,000		
511130	Workers Compensation	7,868	3,625	8,055	8,055		
511214	Police Retire - Employer's Portion - Ret	63	0	0	0		
519999	Personnel Contingency	0	0	5,817	9,966		
	*** Total Personnel**	**330,059**	**154,053**	**335,671**	**342,149**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	225	225		
521000	Office Supplies	0	0	250	250		
521200	Operating Supplies	0	0	250	250		
521208	Police Supplies	0	0	500	500		
522300	Vehicle Repairs & Maintenance	2,920	513	10,000	10,000		
524100	Vehicle Insurance - 5	2,650	2,650	2,730	2,730		
524201	General Tort Liability Insurance	3,615	3,615	3,723	3,723		
524202	Surety Bonds - 5	0	0	0	60		
525000	Telephone	254	127	256	256		
525004	WAN Service Charges - 5	0	950	2,400	2,400		
525030	800 MHz Radio Service Charges - 5	2,838	1,050	3,051	3,420		
525031	800 MHz Radio Maintenance Contracts	397	376	410	425		
525041	E-mail Service Charges - 5	107	183	645	645		
525210	Conference, Meeting & Training Expense	30	0	1,000	1,000		
525230	Subscriptions, Dues, and Books	150	150	200	200		
525400	Gas, Fuel, & Oil	6,497	2,789	7,507	8,050		
525600	Uniforms & Clothing	949	1,367	4,450	3,600		
529903	Contingency	0	0	18,553	0		
	*** Total Operating**	**20,407**	**13,770**	**56,150**	**37,734**	**0**	**0**
	**** Total Personnel & Operating**	**350,466**	**167,823**	**391,821**	**379,883**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	24,452	26,000	0		
	**** Total Capital**	**0**	**24,452**	**26,000**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**350,466**	**192,275**	**417,821**	**379,883**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department provides contracted services for school resource officers (SROs) and school crossing guards. The School Resource Officer program provides for the safety and the security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. School Crossing Guards ensure the safety of our children during arrival and departure from school. Not all schools in Lexington County have a school crossing guard and in school district two, the municipalities provide the crossing guards. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity and the presence of school crossing guards assist with slowing traffic to allow the students to arrive and depart school safely.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	5	~~5~~ 0	5	5	111
Totals	5	~~5.000~~ 0	0 5	5.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 225**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that three (3) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ 250**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is for 5 SRO's at $50 per officer.

521200 - OPERATING SUPPLIES **$ 250**

The School Resource Officers will need supplies for the operation of equipment and daily operations. Some items that will be used are audio and video tapes, film, disks, batteries, and other supplies as required for the grant. The amount budgeted is for 5 SRO's at $50 per officer.

521208 – POLICE SUPPLIES **$ 500**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is for 5 SRO's at $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 10,000**

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **$ 2,730**

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 3,723**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 60**

Surety bonds are paid every 3 fiscal years and these bonds must be paid this fiscal year. The next payment will be due fiscal year 2021.

525000 – TELEPHONE **$ 256**

Telephone line charges are required for daily operations and voice mail. The amount budgeted is based on contract price of $5 per month per officer.

525004 – WAN SERVICE CHARGES **$ 2,400**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(5) Aircards with Verizon Wireless @$40 per month per card $ 2,400

525020 - PAGERS AND CELL PHONES **$ 0**

There are no pagers or cell phones assigned to the employees in this fund.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 3,420**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ 425**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation.

525041 – E-MAIL SERVICE CHARGES **$ 645**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

5 users * $10.75 per month * 12 months

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 1,000**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 200**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$ 8,050**

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING **$ 3,600**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year. The number of uniforms ordered each replacement cycle depends on the job function. The budget includes the estimated cost for replacement body armor and boots for officers.

COUNTY OF LEXINGTON
FEDERAL NARCOTICS FORFEITURES
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Federal Narcotic Forfeitures 2637:**							
	Revenues:							
456400	Narcotics Confiscation	82,086	8,715	0	0	65,000		
461000	Investment Interest	1,605	1,239	0	0	0		
490110	Sale of General Fixed Assets - LE	17,100	0	0	0	0		
	**** Total Revenue**	100,791	9,954	0	0	65,000	0	0
	*****Total Appropriations**				482,867	111,448	0	0
	Contingency: Unused				304,220			
	FUND BALANCE Beginning of Year				386,391	207,744	207,744	207,744
	FUND BALANCE - Projected End of Year				207,744	161,296	207,744	207,744

COUNTY OF LEXINGTON
FEDERAL NARCOTICS FORFEITURES
Annual Budget
Fiscal Year - 2017-18

Fund 2637
Division: Law Enforcement
Organization: 151280 - LE/Narcotics

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520100	Contracted Maintenance	3,750	8,500	9,500	11,400		
520200	Contracted Service	0	0	1,056	1,056		
521000	Office Supplies	0	0	900	900		
521200	Operating Supplies	2,911	1,445	12,900	12,900		
522200	Small Equipment Repairs & Maint.	380	1,260	5,000	5,000		
525000	Telephone	2,751	1,377	2,760	2,760		
525004	WAN Service Charges	3,731	1,859	4,200	4,200		
525210	Conference, Meeting & Training Expense	0	0	5,000	5,000		
525230	Subscriptions, Dues, & Books	0	0	200	200		
525240	Personal Mileage Reimbursement	534	804	1,200	3,600		
525386	Utilities - Investigation Substation	5,559	2,560	7,278	7,562		
525600	Uniforms & Clothing	1,174	0	9,000	9,000		
526500	Licenses & Permits	0	0	0	0		
529000	Unclassified	0	0	0	0		
529903	Contingency	0	0	304,220	0		
	*** Total Operating**	**20,790**	**17,805**	**363,214**	**63,578**	**0**	**0**
	**** Total Operating**	**20,790**	**17,805**	**363,214**	**63,578**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	541	0	9,095	10,000		
	All Other Equipment	11,949	0	110,558	37,870		
	**** Total Capital**	**12,490**	**0**	**119,653**	**47,870**	**0**	**0**
	***** Total Budget Appropriation**	**33,280**	**17,805**	**482,867**	**111,448**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2637 Fund Title: Federal Narcotic Forfeitures
Organization # 151280 Organization Title: Narcotics
Program: 150 Program Title: Law Enforcement

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Small Tools & Minor Equipment	10,000
2	Rpl. ECHO - 6 Repeaters (2 watt)	7,070
10	Tactical Headset, Single Comm	9,200
4	Color Pinhole Board Cameras	880
4	SWAT Level IV Ballistic Vests	13,200
6	Level III Ballistic Vest accessories and ID Panels	7,520

** **Total Capital (Transfer Total to Section III)** **47,870**

SECTION V. – PROGRAM OVERVIEW

The federal forfeiture fund is a collection of monies from federal narcotic seizures that have been forfeited through the court process. Federal law mandates that these funds be used for law enforcement.

SECTION VI. A. - SUMMARY OF REVENUES

456400 –NARCOTICS CONFISCATION **$ 65,000**

Narcotic confiscation funds are funds that are related to unlawful activities as it relates to illegal substances. After the ruling has been received from the court system, the funds are distributed as per the court order. LCSD's share of those funds is placed in this account to be appropriated for expense of items needed to operate the narcotics unit. The sharing program has resumed. The amount budgeted is based on the last three (3) fiscal years.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE $ 11,400

Maintenance is required for the GC/MS/DS & the FTIR system. The maintenance agreement includes the replacement of parts that need replaced due to normal use.

Maintenance Agreement (Analytical Services Int'l)	$ 10,200
Maintenance Agreement for scales (Mettler Toledo)	$ 1,200

520200 – CONTRACTED SERVICES $ 1,056

Services are needed to cover a monitoring fee associated with two (2) trackers. The estimated cost is $44.00 per month per tracker.

521000 – OFFICE SUPPLIES $ 900

General office supplies and toner cartridges are needed to prepare reports. This account provides supplies for 18 employees with an estimated need of $50 each.

521200 - OPERATING SUPPLIES $ 12,900

The majority of this account must pay for various items used during narcotics investigations and the analysis of seized drugs.

Solvents/Reagents (VWR)	$ 1,000
Gas (Airstar)	$ 1,000
Vials, Pipetts, Glassware, Etc. (VWR)	$ 500
Nitrile Safety Gloves	$ 100
Cabling and accessories for undercover equipment (Cable & Connections)	$ 1,500
Supplies for Seizing of Property (Lowe's)	$ 1,800
Supplies for Meth Lab Cleanup	$ 5,000
Batteries	$ 2,000

522200 - SMALL EQUIPMENT REPAIRS & MAINTENANCE $ 5,000

Required inspections and repair of various audio and video equipment used during narcotics surveillance operations. The amount budgeted is an estimate because this year is the first year we will need to service all of the surveillance equipment.

525000 – TELEPHONE $ 2,760

This account will be used to pay telephone line charges, fax line charges, telephone extension relocations, directory assistance charges and telephone book listing charges. The amount budgeted is based on the contract prices.

525004 – WAN SERVICE CHARGES $ 4,200

Networking the substation to headquarters is crucial for communication. This fiscal year we are changing our providers to enable faster communication speed.

(2) Connections for Narcotics $175 per month per connection (Time Warner Cable) $ 4,200

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 5,000**

To meet requirements for certification, SC Code of Laws, Section 23-23-10 training must be attended. This reflects our in-house training needs required by law to provide to our personnel. The academy does not teach these courses, and in many cases we must send people outside the county for training so that they may maintain their certification and acquire advancement in technical fields which are changing rapidly in the law enforcement field. Training seminars requested during the year may vary as they are offered.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 200**

Funds are used to pay for reference materials, training manuals, subscriptions to periodical literature, and dues to professional organizations.

525240 – PERSONNEL MILEAGE **$ 3,600**

Reimbursement for mileage incurred from use of a personal vehicle is required. Travel is needed for peer-reviewed case in labs throughout the state and for training classes. The amount budgeted is based on $300 monthly expense.

525386 – UTILITIES – INVESTIGATIONS SUBSTATION **$ 7,562**

Utility amounts are allocated based on square footage. The budget amount is based on estimated expenses for the current fiscal year plus a 3% contingency for potential rate increases. An additional $2,000 was included to cover the cost of propane that is used for heating the buildings. Propane is the only source of heat.

525600 – UNIFORMS & CLOTHING **$ 9,000**

The officers will need to purchase replacement uniforms, jackets and uniforms for tactical operations. This year the officers will need complete sets of daily uniform and raid uniforms.

SECTION VI. D. –CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS & MINOR EQUIPMENT **$ 10,000**

Electronic surveillance equipment and tools utilized used by the task force to do covert operations from inconspicuous locations are necessary to investigate suspicious activities. Surveillance equipment will be used for covert operations for points of entry, exit, all angles of area being viewed, and surrounding structures. The surveillance equipment will be requested dependent upon the undercover operation.
Specifics for this budget are as follows:

(20) Snap on Concealment JIG - $455
(8) Snap On Buttons - $279

(2) RPL ECHO – 6 REPEATER (2 WATT) **$ 7,070**

The ECHO – 6 Repeater is used to increase the range and clarity of the signal transmitted from the body wires that are used during undercover drug buys. It increases the safety of the undercover officers and confidential informants and increases the quality of the evidence gathered. This is to replace the repeaters that were purchased more than ten (10) years ago and no longer function properly. The current repeaters cannot be repaired due to ability to find replacement parts. The estimated cost for each Repeater is $3,535 with total estimated cost at $7,070.

(10) TACTICAL HEADSET, SINGLE COMM **$ 9,200**

The tactical headset with single comm will enhance radio communications, as well as, hearing protection for NET Agents. The NET Agents work closely with the LCSD SWAT Team (which uses the same headset) during tactical drug operations. Previous headsets used by the NET Team are of lesser quality, approximately 10 years old and beginning to break down and/or become non-functional. The NET Team often operates as an extension of the SWAT Team and consistent equipment between these two teams would be beneficial. The estimated cost per headset is $920 with a total estimated cost for (10) at $9,200.

(4) COLOR PINHOLE BOARD CAMERAS with ATTACHMENTS **$ 880**

These items are needed to supplement our current system. These cameras will allow deputies to gather video and audio surveillance while conducting undercover operations. The total estimated cost is $880.

(4) SWAT LEVEL IV BALLISTIC VESTS **$ 13,200**

The level IV ballistic vests offer greater protection for our SWAT deputies when they are deployed to our more dangerous situations. The total estimated cost is $13,200.

(6) LEVEL III BALLISTIC VEST ACCESSORIES AND ID PANELS **$ 7,520**

The level III ballistic vest accessories upgrade the current level III vests to the protection level of the level IV ballistic vests for the Narcotics Enforcement Team as they work with the LCSD SWAT team on numerous tactical operations, as well as its own tactical drug search warrants. The total estimated cost is $7,520.

COUNTY OF LEXINGTON
LE / CIVIL PROCESS SERVER
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Civil Process Server 2638:**							
	Revenues:							
441000	Sheriff's Fees & Fines	32,203	13,723	31,608	31,608	41,010		
461000	Investment Interest	233	64	0	0	0		
	**** Total Revenue**	32,436	13,787	31,608	31,608	41,010	0	0
	*****Total Appropriation**				109,700	77,107	0	0
	Contingency:							
	Unused				34,000			
	FUND BALANCE							
	Beginning of Year				26,346	119,499	119,499	119,499
	FUND BALANCE - Projected							
	End of Year				119,499	83,402	119,499	119,499

COUNTY OF LEXINGTON
LE / CIVIL PROCESS SERVER
Annual Budget
Fiscal Year - 2017-18

Fund 2638
Division: Law Enforcement
Organization: 151400 - LE/Judicial Services

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expenditure (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages	0	0	0	0		
510300	Part Time - 3 (1.713 - FTE)	62,648	28,614	61,997	61,997		
511112	FICA - Employers Portion	4,798	2,195	4,743	4,743		
511113	State Retirement - Employers Portion	6,941	3,308	6,857	7,477		
511130	Workers Compensation	188	86	193	193		
519999	Personnel Contingency	0	0	1,476	2,233		
	*** Total Personnel**	**74,575**	**34,203**	**75,266**	**76,643**	**0**	**0**
	Operating Expenses						
524201	General Tort Liability Insurance	46	46	47	47		
524202	Surety Bonds - 3	0	0	0	30		
525041	E-mail Service Charges - 3	129	118	387	387		
529903	Contingency	0	0	34,000	0		
	*** Total Operating**	**175**	**164**	**34,434**	**464**	**0**	**0**
	**** Total Personnel & Operating**	**74,750**	**34,367**	**109,700**	**77,107**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**74,750**	**34,367**	**109,700**	**77,107**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

This fund is not a grant; it is a special revenue fund. Therefore, there is no term limit as long as there is sufficient revenue to support the expenses charged to this fund.

This program is for the service of all common pleas papers. The party requesting service pays an amount of $0 to $25. The amount paid depends on varying circumstances. The revenue generated by this program will be used to fund two part time clerical positions to enter the papers into a database, which tracks the service and attempted service of these documents. This information is then returned to the courts for official dockets.

SECTION VI. A. - SUMMARY OF REVENUES

441000 – SHERIFF'S FEES & FINES **$ 41,010**

This revenue is generated from the service of all common please papers. The party requesting the service pays an amount of $0 to $25. The amount paid depends on varying circumstances. The estimated revenue is calculated based projections for the current fiscal year.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Records Technician	3	~~1.713~~ 0	1.713	1.713	106
Totals	3	~~1.713~~ 0	0 1.713	1.713	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 - GENERAL TORT LIABILITY INSURANCE **$ 47**

General tort liability insurance amounts are allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 30**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2021.

525041 – E-MAIL SERVICE CHARGES **$ 387**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

3 users * $10.75 per month * 12 months = $ 387

COUNTY OF LEXINGTON
SCHOOL DISTRICT #3 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #3 2639:**							
	Revenues:							
452010	School Crossing Guards	23,581	11,860	17,821	17,821	24,750		
456100	Program Income	30,114	1,318	61,192	61,192	74,933		
461000	Investment Interest	254	196	0	0	0		
801000	Op Trn from General Fund/LE	39,645	10,199	20,397	20,397	24,978		
	**** Total Revenue**	93,594	23,573	99,410	99,410	124,661	0	0
	*****Total Appropriation**				168,160	99,911	0	0
	CONTINGENCY							
	Unused				68,918	0		
	FUND BALANCE							
	Beginning of Year				106,252	106,420	106,420	106,420
	FUND BALANCE - Projected							
	End of Year				106,420	131,170	106,420	106,420

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department.
The school crossing guard program is funded 100% by the school district on a reimbursement basis plus an administrative fee.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #3 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2639
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officer

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	39,027	22,443	47,702	47,702		
510199	Special Overtime	445	821	2,500	2,500		
510200	Overtime	160	0	0	0		
511112	FICA - Employer's Portion	2,665	1,513	3,840	3,840		
511114	Police Retirement - Employer's Portion	5,453	3,313	6,898	7,400		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	1,332	783	1,734	1,734		
519999	Personnel Contingency	0	0	1,254	1,821		
	*** Total Personnel**	**56,882**	**32,773**	**71,728**	**72,797**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	75	75		
521000	Office Supplies	0	0	50	50		
521200	Operating Supplies	0	0	50	250		
521208	Police Supplies	0	0	100	100		
522300	Vehicle Repairs & Maintenance	384	7	2,000	2,000		
524100	Vehicle Insurance - 1	530	530	546	546		
524201	General Tort Liability Insurance	723	723	745	745		
524202	Surety Bonds - 1	0	0	0	12		
525000	Telephone	0	0	0	0		
525004	WAN Service Charges	0	190	480	480		
525030	800 MHz Radio Service Charges - 1	568	210	611	684		
525031	800 MHz Radio Maintenance Contracts	0	75	82	85		
525041	E-mail Service Charges - 1	81	54	129	129		
525210	Conference, Meeting & Training Expense	30	0	200	200		
525230	Subscriptions, Dues, and Books	30	30	40	40		
525400	Gas, Fuel, & Oil	1,305	622	1,500	1,700		
525600	Uniforms & Clothing	0	236	3,250	2,000		
529903	Contingency	0	0	68,918			
	*** Total Operating**	**3,651**	**2,677**	**78,776**	**9,096**	**0**	**0**
	**** Total Personnel & Operating**	**60,533**	**35,450**	**150,504**	**81,893**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**60,533**	**35,450**	**150,504**	**81,893**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #3 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2639
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510300	Part Time - (LS - 1 FTE)	9,097	5,304	13,688	13,688		
511112	FICA - Employer's Portion	700	411	1,047	1,047		
511113	State Retirement - Employer's Portion	525	595	1,514	1,514		
511130	Workers Compensation	308	173	405	405		
511213	SCRS - Employer's Portion (Retiree)	474	14	0	0		
511214	PORS - Employer's Portion (Retiree)	0	6	0	0		
519999	Personnel Contingency	0	0	333	500		
	*** Total Personnel**	**11,104**	**6,503**	**16,987**	**17,154**	**0**	**0**
	Operating Expenses						
521209	School Patrol Supplies	0	0	450	450		
522300	Vehicle Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance - 1	0	0	0	0		
524201	General Tort Liability Insurance	83	75	174	339		
524202	Surety Bonds - 1	0	0	0	30		
525100	Postage	46	24	45	45		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525230	Subscriptions, Dues, and Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
525600	Uniforms & Clothing	0	0	0	0		
529903	Contingency	0	0	0	0		
539514	Refund - School District	0	0	0	0		
	*** Total Operating**	**129**	**99**	**669**	**864**	**0**	**0**
	**** Total Personnel & Operating**	**11,233**	**6,602**	**17,656**	**18,018**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**11,233**	**6,602**	**17,656**	**18,018**	**0**	**0**

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 3
2017-2018

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate 14.484462	Total Salary Charged	FICA 7.65%	SCRS 12.06%	Worker's Compensation 2.96%	General Tort $745 per FTE $ 745.00	TOTAL Salary & Fringe Charged to School District	Postage /SCG $ 15.00	Surety Bonds 10.00 Per SCG $ 10.00	Administrative Fee (Attachment A) $2,243.97	Estimated Equipment (Attachment B) $ 150.00	Estimated District Cost
District 3																
	1	1.50	180	270.00	14.484462	$ 3,910.80	$ 299.18	$ 471.64	$ 115.76	$ 96.71	$ 4,894.09	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 7,313.06
	1	1.75	180	315.00	14.484462	$ 4,562.61	$ 349.04	$ 550.25	$ 135.05	$ 112.82	$ 5,709.77	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 8,128.74
	1	2.00	180	360.00	14.484462	$ 5,214.41	$ 398.90	$ 628.86	$ 154.35	$ 128.94	$ 6,525.46	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 8,944.43
District 3 Total	3			945.00		$ 13,687.82	$ 1,047.12	$ 1,650.75	$ 405.16	$ 338.47	$ 17,129.32	$ 45.00	$ 30.00	$ 6,731.91	$ 450.00	$ 24,386.23
					BUDGET AMOUNT	$ 13,688	$ 1,048	$ 1,651	$ 406	$ 339		$ 45	$ 30	$ 6,732	$ 450	$ 24,389

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department provides contracted services for school resource officers (SROs). The School Resource Officer program provides for the safety and the security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity.

SECTION V. – PROGRAM OVERVIEW

School Crossing Guards ensure the safety of our children during arrival and departure from school. Lexington County School District's # 1, #3, and #5 have requested school crossing guards. The school crossing guards are hired and maintained by the Lexington County Sheriff's Department and substitutes on an as needed basis. The school districts pay 100% of the cost associated with scheduled hours for school crossing guards as well as an administrative fee that covers our cost for management of the program.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	1	~~1~~ 0	1	1	111
Totals	1	~~1.000~~ 0	0 1	1.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 75**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that one (1) vehicle will be towed this year.

521000 - OFFICE SUPPLIES **$ 50**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is for 1 SRO at $50 per officer.

521200 - OPERATING SUPPLIES **$ 250**

The greatest expenditure in this account is crime scene processing supplies, recording media for evidence purposes and court trials of investigative and traffic cases. Departmental standards require that evidence media not be re-used, necessitating the need for more media. Evidence bags, disposable gloves, fingerprint kits, evidence boxes, evidence labels, hazardous waste disposal kits, etc, must be used to process criminal investigative cases according to SC Code of Laws and Federal laws. This year additional funds are budgeted for thermal paper needed for mobile printers.

521208 – POLICE SUPPLIES **$ 100**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is for 1 SRO at $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 2,000**

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **$ 546**

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 745**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 12**

Surety bonds are paid every 3 fiscal years and these bonds must be paid this fiscal year. The next payment will be due fiscal year 2021.

525004 – WAN SERVICE CHARGES **$ 480**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(1) Aircard with Verizon Wireless @$40 per month per card $ 480

525030 – 800 MHz RADIO SERVICE CHARGES **$ 684**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ 85**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation.

525041 – E-MAIL SERVICE CHARGES **$ 129**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

1 user * $10.75 per month * 12 months

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 200**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 40**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$ 1,700**

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING **$ 2,000**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year. The number of uniforms ordered each replacement cycle depends on the job function. The budget includes the estimated cost for replacement body armor, body armor for new hires, and boots for officers.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521209 – SCHOOL PATROL SUPPLIES **$ 450**

Supplies such as vests, signs, lights, rain gear, batteries and other safety equipment is required for the school crossing guards to be visible for the safety of the children and for awareness purposes of citizens.

524201 – GENERAL TORT INSURANCE **$ 339**

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the recommendation of the County Risk Manager.

524202 – SURETY BONDS **$ 30**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2021.

525100 – POSTAGE **$ 45**

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #4 2640:**							
	Revenues:							
456100	Program Income	122,682	23,634	185,502	185,502	171,647		
461000	Investment Interest	207	53	0	0			
801000	Op Trn from General Fund/LE	132,039	30,917	61,834	61,834	57,216		
	**** Total Revenue**	254,928	54,604	247,336	247,336	228,863	0	0
	*****Total Appropriation**				311,886	228,863	0	0
	CONTINGENCY							
	Unused				63,000			
	FUND BALANCE							
	Beginning of Year				82,531	80,981	80,981	80,981
	FUND BALANCE - Projected							
	End of Year				80,981	80,981	80,981	80,981

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department. Overtime costs are paid 100% by the LCSD.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2640
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3	134,876	63,677	136,753	136,890		
510199	Special Overtime	1,712	2,065	1,700	1,700		
510200	Overtime	0	47	0	0		
511112	FICA - Employer's Portion	9,098	4,221	10,592	10,602		
511114	Police Retirement - Employer's Portion	12,487	6,321	19,023	20,428		
511120	Employee Insurance - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	4,592	2,213	4,788	4,793		
511214	Police Retirement - Emplr. Port. (Retiree)	6,305	3,047	0			
519999	Personnel Contingency	0	0	3,457	5,182		
	*** Total Personnel**	**192,470**	**93,291**	**199,713**	**202,995**	**0**	**0**
	Operating Expenses						
520233	Towing Service	75	0	75	75		
521000	Office Supplies	0	0	150	150		
521200	Operating Supplies	0	0	150	750		
521208	Police Supplies	0	0	300	300		
522300	Vehicle Repairs & Maintenance	600	880	6,000	6,000		
524100	Vehicle Insurance - 3	1,590	1,590	1,638	1,638		
524201	General Tort Liability Insurance	2,169	2,169	2,234	2,234		
524202	Surety Bonds - 3	0	0	0	36		
525000	Telephone	0	0	0			
525004	WAN Service Charges	0	570	1,440	1,440		
525020	Pagers and Cell Phones	0	0	0	0		
525030	800 MHz Radio Service Charges - 3	1,703	630	1,831	2,052		
525031	800 MHz Radio Maintenance Contracts - 3	238	226	246	255		
525041	E-mail Service Charges - 3	162	140	387	387		
525210	Conference, Meeting & Training Expense	90	0	600	600		
525230	Subscriptions, Dues, & Books	90	90	120	120		
525400	Gas, Fuel, & Oil	6,962	2,339	4,502	6,831		
525600	Uniforms & Clothing	434	236	1,950	3,000		
529903	Contingency	0	0	63,000			
539514	Refund - School District	0	0	0			
	*** Total Operating**	**14,113**	**8,870**	**84,623**	**25,868**	**0**	**0**
	**** Total Personnel & Operating**	**206,583**	**102,161**	**284,336**	**228,863**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0			
	All Other Equipment	39,917	24,452	27,550			
	**** Total Capital**	**39,917**	**24,452**	**27,550**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**246,500**	**126,613**	**311,886**	**228,863**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department provides contracted services for school resource officers (SROs) and school crossing guards. The School Resource Officer program provides for the safety and the security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. School Crossing Guards ensure the safety of our children during arrival and departure from school. Not all schools in Lexington County have a school crossing guard and in school district two, the municipalities provide the crossing guards. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity and the presence of school crossing guards assist with slowing traffic to allow the students to arrive and depart school safely.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	3	~~3~~ 0	3	3	111
Totals	3	~~3.000~~ 0	~~0~~ 3	3.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 75**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that one (1) vehicle will be towed this year.

521000 - OFFICE SUPPLIES **$ 150**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is for 3 SRO's at $50 per officer.

521200 - OPERATING SUPPLIES **$ 750**

The greatest expenditure in this account is crime scene processing supplies, recording media for evidence purposes and court trials of investigative and traffic cases. Departmental standards require that evidence media not be re-used, necessitating the need for more media. Evidence bags, disposable gloves, fingerprint kits, evidence boxes, evidence labels, hazardous waste disposal kits, etc, must be used to process criminal investigative cases according to SC Code of Laws and Federal laws. This year additional funds are budgeted for thermal paper needed for mobile printers.

521208 – POLICE SUPPLIES **$ 300**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is for 3 SRO's at $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 6,000**

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **$ 1,638**

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 2,234**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 36**

Surety bonds are paid every 3 fiscal years and these bonds must be paid this fiscal year. The next payment will be due fiscal year 2021.

525004 – WAN SERVICE CHARGES **$ 1,440**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(3) Aircards with Verizon Wireless @$40 per month per card $ 1,440

525020 - PAGERS AND CELL PHONES **$ 0**

There are no pagers or cell phones assigned to the employees in this fund.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 2,052**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ 255**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The estimated maintenance cost per radio is $85.

525041 – E-MAIL SERVICE CHARGES **$ 387**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

3 users * $10.75 per month * 12 months

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 600**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 120**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$ 6,831**

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING **$ 3,000**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year. The number of uniforms ordered each replacement cycle depends on the job function. The budget includes the estimated cost for replacement body armor, body armor for new hires, and boots for officers.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 RESOURCE OFFICERS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - School District #5 2641:**							
	Revenues:							
452010	School Crossing Guards	120,619	60,677	95,148	95,148	118,015		
456100	Program Income	377,028	73,723	645,821	645,821	739,753		
461000	Investment Interest	111	54	0	0	0		
801000	Op Trn from General Fund/LE	409,908	107,637	215,274	215,274	246,584		
	**** Total Revenue**	907,666	242,091	956,243	956,243	1,104,352	0	0
	*****Total Appropriation**				1,086,729	1,077,424	0	0
	CONTINGENCY							
	Unused				130,486	0		
	FUND BALANCE							
	Beginning of Year				214,909	214,909	214,909	214,909
	FUND BALANCE - Projected							
	End of Year				214,909	241,837	214,909	214,909

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department.
The school crossing guard program is funded 100% by the school district on a reimbursement basis plus an administrative fee.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2641
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 12	491,416	228,005	507,313	557,379		
510199	Special Overtime	11,450	7,228	16,100	16,100		
510200	Overtime	152	0	0	0		
511112	FICA - Employer's Portion	37,322	17,506	40,041	43,871		
511114	Police Retirement - Employer's Portion	63,010	30,230	71,917	84,531		
511120	Employee Insurance -12	85,800	42,900	85,800	93,600		
511130	Workers Compensation	16,911	8,545	18,094	19,842		
511214	PORS - Emplr. Port. (Retiree)	6,189	3,267	0	0		
519999	Personnel Contingency	0	0	13,069	24,460		
	*** Total Personnel**	**712,250**	**337,681**	**752,334**	**839,783**	**0**	**0**
	Operating Expenses						
520233	Towing Service	130	0	375	375		
521000	Office Supplies	0	0	550	600		
521200	Operating Supplies	0	0	550	2,950		
521208	Police Supplies	9	0	1,100	1,200		
522300	Vehicle Repairs & Maintenance	10,304	3,107	19,821	12,000		
524100	Vehicle Insurance - 12	5,830	5,830	6,005	6,552		
524201	General Tort Liability Insurance	7,953	7,953	8,192	8,937		
524202	Surety Bonds - 12	0	0	0	144		
525000	Telephone	318	159	320	350		
525004	WAN Service Charges	0	1,967	5,280	5,760		
525020	Pagers and Cell Phones	410	171	480	480		
525030	800 MHz Radio Service Charges - 12	6,243	2,311	6,711	8,208		
525031	800 MHz Radio Maintenance Contracts	874	828	902	1,020		
525041	E-mail Service Charges - 12	243	387	1,419	1,548		
525210	Conference, Meeting & Training Expense	30	20	2,200	2,400		
525230	Subscriptions, Dues, & Books	330	330	440	480		
525400	Gas, Fuel, & Oil	17,058	8,141	16,500	25,500		
525600	Uniforms & Clothing	2,345	1,873	13,000	10,000		
529903	Contingency	0	0	130,486	0		
	*** Total Operating**	**52,077**	**33,077**	**214,331**	**88,504**	**0**	**0**
	**** Total Personnel & Operating**	**764,327**	**370,758**	**966,665**	**928,287**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	200		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	24,452	26,000	57,850		
	**** Total Capital**	**0**	**24,452**	**26,000**	**58,050**	**0**	**0**
	***** Total Budget Appropriation**	**764,327**	**395,210**	**992,665**	**986,337**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2017-18

Fund 2641
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510300	Part Time - (LS - 7.25 FTE)	74,296	31,137	74,306	69,091		
511112	FICA - Employer's Portion	5,719	2,411	5,684	5,286		
511113	State Retirement - Employer's Portion	6,808	2,631	8,218	8,333		
511130	Workers Compensation	2,275	947	2,199	2,046		
511213	SCRS - Employer's Portion (Retiree)	495	617	0	0		
511214	PORS - Employer's Portion (Retiree)	722	432	0	0		
519999	Personnel Contingency	0	0	1,808	2,522		
	*** Total Personnel**	**90,315**	**38,175**	**92,215**	**87,278**	**0**	**0**
	Operating Expenses						
521208	Police Supplies	0	0	0	0		
521209	School Patrol Supplies	0	0	900	1,800		
522300	Vehicle Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance - 11	0	0	0	0		
524201	General Tort Liability Insurance	523	675	754	1,709		
524202	Surety Bonds - 12	0	0	0	120		
525100	Postage	224	54	195	180		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525230	Subscriptions, Dues, & Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
525600	Uniforms & Clothing	0	0	0	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**747**	**729**	**1,849**	**3,809**	**0**	**0**
	**** Total Personnel & Operating**	**91,062**	**38,904**	**94,064**	**91,087**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**91,062**	**38,904**	**94,064**	**91,087**	**0**	**0**

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 5
2017-2018

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate 14.484462	Total Salary Charged	FICA 7.65%	SCRS 12.06%	Worker's Compensation 2.96%	General Tort $745 per FTE $ 745.00	TOTAL Salary & Fringe Charged to School District	Postage /SCG $ 15.00	Surety Bonds 10.00 Per SCG $ 10.00	Administrative Fee (Attachment A) $2,243.97	Estimated Equipment (Attachment B) $ 150.00	Estimated District Cost
District 5																
	3	1.50	180	810.00	14.484462	$ 11,732.41	$ 897.53	$ 1,414.93	$ 347.28	$ 290.12	$ 14,682.27	$ 45.00	$ 30.00	$ 6,731.91	$ 450.00	$ 21,939.18
	1	1.75	180	315.00	14.484462	$ 4,562.61	$ 349.04	$ 550.25	$ 135.05	$ 112.82	$ 5,709.77	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 8,128.74
	4	2.00	180	1,440.00	14.484462	$ 20,857.63	$ 1,595.61	$ 2,515.43	$ 617.39	$ 515.77	$ 26,101.83	$ 60.00	$ 40.00	$ 8,975.88	$ 600.00	$ 35,777.71
	1	2.75	180	495.00	14.484462	$ 7,169.81	$ 548.49	$ 864.68	$ 212.23	$ 177.30	$ 8,972.51	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 11,391.48
	1	3.00	180	540.00	14.484462	$ 7,821.61	$ 598.35	$ 943.29	$ 231.52	$ 193.41	$ 9,788.18	$ 15.00	$ 10.00	$ 2,243.97	$ 150.00	$ 12,207.15
	2	3.25	180	1,170.00	14.484462	$ 16,946.82	$ 1,296.43	$ 2,043.79	$ 501.63	$ 419.06	$ 21,207.73	$ 30.00	$ 20.00	$ 4,487.94	$ 300.00	$ 26,045.67
District 5 Total	12			4,770.00		$ 69,090.89	$ 5,285.45	$ 8,332.37	$ 2,045.10	$ 1,708.48	$ 86,462.29	$ 180.00	$ 120.00	$ 26,927.64	$ 1,800.00	$ 115,489.93
					BUDGET AMOUNT	$ 69,091	$ 5,286	$ 8,333	$ 2,046	$ 1,709		$ 180	$ 120	$ 26,928	$ 1,800	$ 115,493

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2641 Fund Title: GF/County Ordinary
Organization # 151202 Organization Title: LE/School Resource Officers 75/25
Program # Program Title: Equipment for Addtl SRO Added Jan. 2017

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	Small Tools and Minor Equipment	200
	Minor Software	0
1	Addtl Drivers License Barcode Scanner	400
1	Addtl Electronic Control Device with Accessories	1,650
1	Addtl Personal Protection Equipment Kit	900
1	Addtl Ruggedized Laptop with Accessories	5,500
1	Addtl Vehicle Printer with Mount and Accessories	500
1	Addtl 800 MHz Radio with Accessories	5,500
1	Addtl Handgun with Accessories	600
1	Addtl MCT/MFR Licensing	3,300
1	Addtl Marked SUV with Equipment	39,500

** Sub Total Capital - Page 1 **58,050**

** Grand Total Capital (Transfer Total to Section I and II) **58,050**

SECTION V. – PROGRAM OVERVIEW

School Crossing Guards ensure the safety of our children during arrival and departure from school. Lexington County School District's # 1, #3, and #5 have requested school crossing guards. The school crossing guards are hired and maintained by the Lexington County Sheriff's Department and substitutes on an as needed basis. The school districts pay 100% of the cost associated with scheduled hours for school crossing guards as well as an administrative fee that covers our cost for management of the program.

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department provides contracted services for school resource officers (SROs) and school crossing guards. The School Resource Officer program provides for the safety and the security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. School Crossing Guards ensure the safety of our children during arrival and departure from school. Not all schools in Lexington County have a school crossing guard and in school district two, the municipalities provide the crossing guards. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity and the presence of school crossing guards assist with slowing traffic to allow the students to arrive and depart school safely.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	11	~~11~~ 0	11	11	111
Totals	11	~~11.000~~ 0	11	11.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 375**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that five (5) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ 600**

Office supplies are required for School Resource Officers to perform their daily job tasks. Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily. The amount budgeted is for 12 SRO's at $50 per officer.

521200 - OPERATING SUPPLIES **$ 2,950**

The greatest expenditure in this account is crime scene processing supplies, recording media for evidence purposes and court trials of investigative and traffic cases. Departmental standards require that evidence media not be re-used, necessitating the need for more media. Evidence bags, disposable gloves, fingerprint kits, evidence boxes, evidence labels, hazardous waste disposal kits, etc, must be used to process criminal investigative cases according to SC Code of Laws and Federal laws. This year additional funds are budgeted for thermal paper needed for mobile printers.

521208 – POLICE SUPPLIES **$ 1,200**

Police supplies are needed to purchase mace, OSHA kits, ASP batons, handcuffs, etc., as required by policy. The amount budgeted is for 12 SRO's at $100 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 12,000**

The amount budgeted is based estimated expenditures for the current fiscal year plus an additional 30% for extraordinary maintenance; however, the minimum budget per vehicle is $1,000. The extraordinary maintenance includes transmission overhauls and rear end replacements. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **$ 6,552**

The budget amount is the estimate provided by the County's Risk Manager. Please see the vehicle detail schedule in the appendixes for cost allocation.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 8,937**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the estimate provided by the County's Risk Manager.

524202 – SURETY BOND **$ 144**

Surety bonds are paid every 3 fiscal years and these bonds must be paid this fiscal year. The next payment will be due fiscal year 2021.

525000 – TELEPHONE **$ 350**

Telephone line charges are required for daily operations and voice mail. The amount budgeted is based on contract price of $5 per month per officer.

525004 – WAN SERVICE CHARGES **$ 5,760**

This account is used to pay connection charges for wide area networks. These connections allow all of the satellite offices to communicate with the network server at headquarters.

(12) Aircards with Verizon Wireless @$40 per month per card $ 5,760

525020 - PAGERS AND CELL PHONES **$ 480**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones and pagers are required for immediate response when required. The amount budgeted is based on
2 phones @ $20 per month per phone = $ 480

525030 – 800 MHz RADIO SERVICE CHARGES **$ 8,208**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ 1,020**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The estimated maintenance cost per radio is $82.

525041 – E-MAIL SERVICE CHARGES **$ 1,548**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The current cost is $10.75 per user per month.

12 users * $10.75 per month * 12 months

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 2,400**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The budget amount per officer is $200.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 480**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association are paid from this account. The cost for dues per SRO is $40.

525400 - GAS, FUEL, AND OIL **$ 25,500**

The amount budgeted is based estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market. The budget amount is prorated equally among all vehicles assigned to the organization.

525600 – UNIFORMS AND CLOTHING **$ 10,000**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year. The number of uniforms ordered each replacement cycle depends on the job function. The budget includes the estimated cost for replacement body armor, body armor for new hires, and boots for officers.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521209 – SCHOOL PATROL SUPPLIES **$ 1,800**

Supplies such as vests, signs, lights, rain gear, batteries and other safety equipment is required for the school crossing guards to be visible for the safety of the children and for awareness purposes of citizens.

524201 – GENERAL TORT INSURANCE **$ 1,709**

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the recommendation of the County Risk Manager.

524202 – SURETY BONDS **$ 120**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2018.

525100 – POSTAGE **$ 180**

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$ 200**

These items are needed by each deputy to perform the duties assigned.

(1) ADDTL DRIVERS LICENSE BARCODE SCANNER **$ 400**

Drivers license barcode scanners are used by deputies to obtain quick information about the person(s) in question. These allow deputies not to have to call dispatch to obtain the information. The total estimated cost per deputy is $400.

(1) ADDTL ELECTRONIC CONTROL DEVICES WITH ACCESSORIES **$ 1,650**

Electronic Control Devices are becoming an effective way to issue less lethal force when needed to detain combative subjects. One electronic control device with accessories consist of the electronic control device, a duty holster, four (4) training cartridges, and four (4) duty cartridges. The total estimated cost per deputy is $1,650.

(1) ADDTL PERSONAL PROTECTIVE EQUIPMENT KITS **$ 900**

These personal protective equipment kits are used in the event of a hazardous chemical or substance spill. These kits are needed for our road patrol units to keep them OSHA compliant. The total estimated cost per deputy is $900.

(1) ADDTL RUGGEDIZED LAPTOPS W/ACCESSORIES **$ 5,500**

These computers are transported in the deputies vehicles and are required for records management. The total estimated cost per deputy is $5,500.

(1) ADDTL VEHICLE PRINTER WITH MOUNT AND ACCESSORIES **$ 500**

Vehicle printers are needed to print an incident report on-scene, traffic tickets, warning tickets, and accident reports. The total estimated cost per deputy is $500.

(1) ADDTL 800 MHz RADIOS WITH ACCESSORIES **$ 5,500**

These radios are needed for officer safety. They enable the deputy to communicate with County Communication and the reverse. The total estimated cost per deputy is $5,500.

(1) ADDTL HANDGUNS WITH ACCESSORIES **$ 600**

Handguns are required to perform the duties of a law enforcement officer. The total estimated cost per deputy is $600.

(1) ADDTL MCT/MFR LICENSING **$ 3,300**

This licensing is required for our field reporting and records management system. The total estimated cost per deputy is $3,300.

(1) ADDTL MARKED SUV WITH EQUIPMENT **$ 39,500**

A marked vehicle is required to perform the duties of a deputy. The total estimated cost per deputy is $39,500.

COUNTY OF LEXINGTON
LAW ENFORCEMENT/ALCOHOL ENFORCEMENT TEAM
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E - Alcohol Enforcement Team 2642:**							
	Revenues:							
438206	LE/Alcohol Enforce Team Fees	5,505	0	13,600	13,600	13,600		
461000	Investment Interest	250	193	0	0	0		
	**** Total Revenue**	5,755	193	13,600	13,600	13,600	**0**	0
	*****Total Appropriation**				63,688	13,773	0	0
	FUND BALANCE Beginning of Year				54,130	4,042	4,042	4,042
	FUND BALANCE - Projected End of Year				4,042	3,869	4,042	4,042

COUNTY OF LEXINGTON
LAW ENFORCEMENT/ALCOHOL ENFORCEMENT TEAM
Annual Budget
Fiscal Year - 2017-18

Fund 2642
Division: Law Enforcement
Organization: 151200 - LE/Operations

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages	209	0	0	0		
510200	Overtime	5,209	0	8,400	8,400		
511112	FICA - Employer's Portion	400	0	643	643		
511114	PORS - Employer's Portion	745	0	1,154	1,239		
511130	Workers Compensation	182	0	291	291		
511214	PORS - Employer's Portion (Retiree)	0	0	0	0		
	*** Total Personnel**	**6,745**	**0**	**10,488**	**10,573**	**0**	**0**
	Operating Expenses						
525600	Uniforms & Clothing	0	0	400	400		
529000	Unclassified	0	0	2,800	2,800		
529903	Contingency	0	0	50,000	0		
	*** Total Operating**	**0**	**0**	**53,200**	**3,200**	**0**	**0**
	**** Total Personnel & Operating**	**6,745**	**0**	**63,688**	**13,773**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**6,745**	**0**	**63,688**	**13,773**	**0**	**0**

COUNTY OF LEXINGTON
LAW ENFORCEMENT/ALCOHOL ENFORCEMENT TEAM
Annual Budget
Fiscal Year - 2017-18

Fund 2642
Division: Law Enforcement
Organization: 151260 - LE/Major Crimes

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages	0	0	0	0		
510200	Overtime	0	130	0	0		
511112	FICA - Employer's Portion	0	9	0	0		
511114	PORS - Employer's Portion	0	19	0	0		
511130	Workers Compensation	0	4	0	0		
511214	PORS - Employer's Portion (Retiree)	0	0	0	0		
	*** Total Personnel**	**0**	**162**	**0**	**0**	**0**	**0**
	Operating Expenses						
525600	Uniforms & Clothing	0	0	0	0		
529000	Unclassified	0	0	0	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**162**	**0**	**0**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**162**	**0**	**0**	**0**	**0**

SECTION V. – PROGRAM OVERVIEW

A contractual agreement between the Lexington County Sheriff's Department and the Lexington Richland Alcohol and Drug Abuse Council (LRADAC) promotes the reduction of teenage alcohol and tobacco use by enforcing the legal age for purchasing alcohol and tobacco. LRADAC will pay for the overtime worked by officers enforcing the legal age for purchasing of alcohol. The revenue generated by this contract is used to offset the overtime costs incurred.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

525600 - UNIFORMS & CLOTHING **$ 400**

Uniforms are requested under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms 2 times a year. The number of uniforms ordered depends on the job function. This account would be used to purchase 2 pairs of tactical pants for each of the 4 officers working the AET. Each pair of pants is $50 each.

529000 - UNCLASSIFIED **$ 2,800**

Informants are used in the area of criminal investigations due to the increase in alcohol purchases by minors. These funds will be used to aid in the process of capturing the individuals and vendors that sell alcohol to underage people. The estimated amount is $2,800.

COUNTY OF LEXINGTON
LE/GASTON SUBSTATION
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***L/E Gaston Substation 2646:**							
	Revenues:							
469111	Gifts & Donations - LCSD Foundation	0	0	1,879	1,879	0		
	**** Total Revenue**	0	0	1,879	1,879	0	0	0
	*****Total Appropriations**				2,135	0	0	0
	FUND BALANCE Beginning of Year				(295)	(551)	(551)	(551)
	FUND BALANCE - Projected End of Year				(551)	(551)	(551)	(551)

Fund 2646
Division: Law Enforcement
Organization: 151206 - LE/South Region

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
525361	Util/Gaston Substation	2,187	1,505	2,135	0		
	*** Total Operating**	**2,187**	**1,505**	**2,135**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**2,187**	**1,505**	**2,135**	**0**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**2,187**	**1,505**	**2,135**	**0**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

The businesses of the Gaston community are no longer collecting donations for the utilities of this facility. We have placed funds in the general fund to cover this cost in the event it is decided that this office will stay open.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

525361 – UTIL / GASTON SUBSTATION **$ 0**

The Gaston Community is no longer collecting donations for the utility bill. A decision will be made prior to July 1, 2017 if we will continue to occupy this office.

COUNTY OF LEXINGTON
CRIME SCENE UNIT ENHANCEMENT GRANT
GRANT APPLICATION
Annual Budget
Fiscal Year - 2017-18

NEW PROGRAM

Object Code	Revenue Account Title	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:			
457000	Federal Grant Income	364,811		
461000	Investment Interest	0		
801000	Op Trn from General Fund/LE	40,535		
	**** Total Revenue**	405,346	0	0
	*****Total Appropriation**	405,346	0	0
	FUND BALANCE Beginning of Year	0	0	0
	FUND BALANCE - Projected End of Year	0	0	0

COUNTY OF LEXINGTON
CRIME SCENE UNIT ENHANCEMENT GRANT
GRANT APPLICATION
Annual Budget
Fiscal Year - 2017-18

NEW PROGRAM

Fund: New
Division: Law Enforcement
Organization: 151265 - LE/Forensic Services

Object Code	Expenditure Classification	Crime Scene Unit Enhancement Grant Application	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel				
510100	Salaries & Wages - 3		145,000		
510199	Special Overtime		6,500		
510200	Overtime		0		
511112	FICA Cost		11,590		
511113	State Retirement		5,260		
511114	Police Retirement		15,094		
511120	Insurance Fund Contribution		24,000		
511130	Workers Compensation		3,698		
	*** Total Personnel**		**211,142**	**0**	**0**
	Operating Expenses				
521000	Office Supplies		4,000		
521200	Operating Supplies		6,000		
521208	Police Supplies		1,000		
522300	Vehicle Repairs & Maintenance - 2		2,000		
524100	Vehicle Insurance - 2		1,100		
524201	General Tort Liability Insurance		1,735		
525021	Smart Phone Charges - 2		1,920		
525030	800 MHz Radio Service Charges - 2		1,362		
525041	E-mail Service Charges - 3		387		
525210	Conference, Meeting & Training Expense		4,000		
525230	Subscriptions, Dues & Books		80		
525240	Personal Mileage Reimbursement		1,000		
525400	Gas, Fuel & Oil		14,800		
525600	Uniforms & Clothing		3,000		
	*** Total Operating**		**42,384**	**0**	**0**
	**** Total Personnel & Operating**		**253,526**	**0**	**0**
	Capital				
540000	Small Tools & Minor Equipment		3,640		
540010	Minor Software		440		
	(2) Electronic Control Device w/ Access.		3,080		
	(1) Personal Protection Equipment Kit		1,800		
	(2) 800 MHz Radio w/ Access.		11,700		
	(2) 800 MHz Mobile Radio w/ Access.		10,660		
	(3) Laptop w/ Docking Station & Access.		8,100		
	(2) Handgun w/ Access.		1,300		
	(1) Unmarked SUV w/ Equip.		82,600		
	(2) Thermal Printer w/ Access.		1,400		
	(1) Office Desk		500		
	(2) Generators		2,000		
	(1) Forensic Evidence Drying Cabinet System		6,500		
	(2) SLR Camera System w/ Access.		5,300		
	(2) Drivers License Bar Code Scanner		800		
	(2) Alternate Light Forensic Sources		12,000		
	**** Total Capital**		**151,820**	**0**	**0**
	***** Total Budget Appropriation**		**405,346**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # NEW Fund Title: CRIME SCENE UNIT ENHANCEMENT GRANT
Organization # 151265 Organization Title: Forensic Services
Program # 150 Program Title: Law Enforcement

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Small Tools and Minor Equipment	3,640
	Minor Software	440
	Personal Protective Equipment Kit	1,800
	(2) 800 MHz Radios with Accessories	11,700
	(2) 800 MHz Mobile Radios with Accessories	10,660
	(3) Laptops with Docking Station and Accessories	7,200
	(3) Monitors for Laptop Computer	900
	(2) Handguns with Accessories	1,300
	(2) Unmarked Vehicles and Equipment	82,600
	(2) Electronic Control Devices with Accessories	3,080
	(2) Thermal Printers with Accessories	1,400
	(1) Office Desk	500
	(2) Generators	2,000
	(1) Forensic Evidence Drying Cabinet System	6,500
	(2) SLR Camera Systems and Accessories	5,300
	(2) Driver's License Bar Code Scanners	800
	(2) Alternate Light Forensic Sources	12,000
	**** Grand Total Capital (Transfer Total to Section I and II)**	**151,820**

SECTION V. – PROGRAM OVERVIEW

The ultimate goal for the gathering of forensic evidence in Lexington County is to combine resources to form a strong Crime Scene Investigative Unit and provide a unified approach to combating crime by discovering, identifying, and properly collecting and preserving vital evidence in crime scene investigation. The services of this team would establish uniformity of forensic services throughout the county with a rising goal of consistency in the recognition and preservation of physical evidence that will yield reliable information throughout all aspects of the investigation. The interagency support and capabilities of this team will clearly advance the successful prosecution and conviction of a criminal offender.

The Crime Scene Investigative Unit is called upon by county agencies and other surrounding agencies to process crime scenes which allows for a unified approach to combating the crime problem in Lexington County as well as the adjoining regional area and in accordance to the procedures performed by the South Carolina Law Enforcement Division. By maintaining such a unit, all county law enforcement agencies can rely on the unit to perform the necessary functions to effectively retrieve, analyze and report findings of evidence gathered at a crime scene. Because of the current disparity in the size of the agencies within the county, each agency often performs these functions differently depending upon the training, ability and the operational needs and equipment afforded to them. Because of these facts, deficiencies exist in the quality and in the uniformity of collection and analysis. Combining these efforts will highly improve the discovery, documentation and collection of evidence and will allow a crime scene to be worked in a uniformed manner on a continuous basis.

SECTION VI. B. – LISTING OF POSITIONS

Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
LE / Forensic Services					
Crime Scene Investigators	5	5	0	5	112
Evidence Technician	2	2	0	2	108
Totals:	**7**	**7**	**0**	**7**	
LE / Forensic Services					
Crime Scene Investigators	2	0	2	2	112
Evidence Technician	1	0	1	1	108
Totals:	**3**	**0**	**3**	**3**	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES $ 4,000

Expenditures in this account are folders, pens, laser printer cartridges, case files, toner and other office supplies required for preparation of crime scene investigation case files. The amount budgeted is based on the expenditure projection for this fiscal year.

521200 - OPERATING SUPPLIES $ 6,000

This account will be used to cover expenses relating to crime scene investigation and evidence. Supplies such as crime scene supplies, evidence kits, batteries, film, tapes, light bulbs, marking tapes and flags, blood splatter kits, field test kits, indicators, magnifiers, disposable covers, bags, and other items must be purchased.

521208 - POLICE SUPPLIES $ 1,000

Investigators must be supplied with items such as flashlights, batteries, handcuffs, holders, etc. to perform daily job duties for investigations.

522300 - VEHICLE REPAIRS AND MAINTENANCE $2,000

The amount budgeted is based on the first estimated expenditures for the current fiscal year; however, the amount is not less than $2,000 to cover extraordinary maintenance.

524100 - VEHICLE INSURANCE $1,100

The budget amount per vehicle is the estimate provided by the County's Risk Manager.

524201 - GENERAL TORT LIABILITY INSURANCE $ 1,735

General tort liability insurance amounts as allocated based on number of personnel. The budget amount is the recommendation of the County Risk Manager.

524202 – SURETY BONDS $ 0

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2018.

525021 – SMART PHONE CHARGES $ 1,920

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones and pagers are required for immediate response when required. The Smart Phone is new technology that enables data transmissions in addition to other services available with our current cell phone plan. The amount budgeted is based on: 2 phones @ $80 per month per phone = $1,920.

525030 – 800 MHz RADIO SERVICE CHARGES $ 1,362

The 800 MHz radios are required for communication. We have five sites to obtain complete coverage. The amount budgeted does not consider the 16% legislative discount we are currently receiving because we have no guarantee that this will continue next fiscal year.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS $ 0

The 800 MHz radios are covered under a maintenance contract that covers some repairs that are required due to age and excessive use. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation.

525041 – E-MAIL SERVICE CHARGES $ 387

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
3 users * $10.75 per month * 12 months = $387

525210 – CONFERENCE, MEETING & TRAINING EXP. $ 4,000

To meet requirements for certification, SC Code of Laws, Section 23-23-10 training must be attended. These include: Class I enforcement personnel (40 hours/3 years), Class III dispatch personnel (in-service legal updates) and reserve officer (in-service once a month). This reflects in-house training needs required by law and Accreditation standards to provide to personnel. It is a grant requirement that each person employed on a grant attend a minimum of two training classes per year. Training classes may be offered both in state and out of state.

525230 - SUBSCRIPTIONS, DUES & BOOKS $ 80

The South Carolina Law Enforcement dues are paid annually for each certified officer.

525240 – PERSONAL MILEAGE REIMBURSEMENT $ 1,000

This account may be needed in the event the Evidence Technician must use a personal vehicle for county business. This amount is an estimate because the charges are not consistent. The reimbursement will be based on the number of miles driven times the Federal Mileage Rate.

525400 - GAS, FUEL & OIL $ 14,800

The budget amount is calculated using the average monthly expenditures for the current fiscal year annualized with an additional 15% increase for the unstable fuel market. The mileage is estimated based on use by other investigators. This account will be reimbursed from personal miles allowable on the grant.

525600 - UNIFORMS & CLOTHING $ 3,000

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer will require a duty uniform and a dress uniform for special events and body armor that is standard issue. Protective clothing is also required for gathering of evidence from crime scenes.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$ 3,640**

These items are needed by each deputy to perform the duties assigned. The items to be purchased from this account for each deputy are as follows:

Rechargeable Flashlight with Car Charger (2) $240
Office Chairs (3) $1,350
File Cabinets (2) $1,200
Metal Detectors (2) $600
Other Miscellaneous Items; i.e., telephone and cell phone $250

540001 MINOR SOFTWARE **$ 440**

Productivity software and anti-virus software is needed for computers. This software assists in the performance of daily job duties. The cost is estimated.

(2) PERSONAL PROTECTIVE EQUIPMENT KIT **$ 1,800**

These personal protective equipment kits are used in the event of a hazardous chemical or substance spill and hazardous materials at the crime scene. These kits are needed to keep the officer OSHA compliant. The total estimated cost per officer is $900. This is an unallowable expense for the grant and funds will be part of the operating transfer.

(2) 800MHZ RADIOS WITH ACCESSORIES **$11,700**

The portable radio is needed for officer safety. The radio enables the officer to communicate with County Communications and the reverse. The portable radio can be carried to the scene for communication and location purposes. The total estimated cost is $5,850 per radio.

(2) 800 MHZ MOBILE RADIOS WITH ACCESSORIES **$ 10,660**

There are no repeaters for the radios in the vehicles so when the portable radio is in the low lying areas or the coverage is not available in the outer areas of the county, the in car radios will give coverage in areas when the handheld portable radios will not get signals. The in car radios also ensure that an operating radio is always accessible to the officer should batteries die or there are other hand held issues.

(3) LAPTOPS WITH DOCKING STATION AND ACCESSORIES **$7,200**

A laptop computer with docking station is required for the investigator to prepare reports, conduct research and to gather intelligence for case preparation. The laptop computer will be used to access the In-House server at LCSD, which includes all components of the department and the web based sites for data information with other counties, state and federal agencies. The ability to obtain the information at the case location will allow immediate retrieval of valuable information and will provide safety for the investigator. This computer must have the capability of wireless service in order to perform specialized tasks with other law enforcement agencies. The computer is transported in the officer's vehicle and is required for records management. The laptop for the Evidence Technician will be used for data input, recording information, and maintaining grant evidence statistical information along with chain of custody information. The total cost is estimated.

(3) MONITORS FOR LAPTOP COMPUTER **$900**

A monitor is required for viewing of spreadsheets and documents required for the grant statistics and data collected for the grant information. The total estimated cost is $900.

(2) HANDGUN WITH ACCESSORIES **$1,300**

Handgun, magazine, and accessories are part of the standard issue requirement for the investigator's safety and for the safety of others. The total cost is estimated.

(2) UNMARKED VEHICLES AND EQUIPMENT **$82,600**

An unmarked SUV extra length vehicle with emergency equipment will be used to haul crime scene equipment to include large items and oversized equipment to crime scenes. The vehicles must be four wheel drives to get into the wet land areas and into the wooded areas where many crime scenes are located. Evidence must also be transported in this vehicle to the Sheriff's Department for analysis and storage of items. The mounts and other equipment items will come from this account. The cost is estimated as per the State Contract pricing.

(2) ELECTRONIC CONTROL DEVICES WITH ACCESSORIES **$3,080**

Electronic Control Devices are becoming an effective way to issue less lethal force when needed to detain combative subjects. One electronic control device with accessories consists of the electronic control device, a duty holster, four (4) training cartridges, and four (4) duty cartridges for each investigator. The total cost is estimated.

(2) THERMAL PRINTER WITH ACCESSORIES **$1,400**

Thermal in car printers will allow the printing of search warrants, arrest warrants and other documents necessary to execute while at the crime scene.

(1) OFFICE DESK **$500**

An office desk is required for the Evidence Technician to have an area for the laptop computer and to perform work.

(2) GENERATORS **$2,000**

Generators are required as a source of power when the crime scenes involve arsons and in areas where there is no means of obtaining current such as woodlands, lakes, ponds and other outer areas. Lighting is necessary to obtain evidence and to secure the scenes.

(1) FORENSIC EVIDENCE DRYING CABINET SYSTEMS **$6,500**

Forensic evidence drying cabinet system is required to dry the backlog of evidence items for crime scenes containing fluids so that they may be stored for DNA purposes for evidence in criminal cases. The cabinet protects the evidence from airborne pathogens and cross-contamination while eliminating personnel exposure to putrid odors of decomposition and harmful bacteria or viruses.

(2) SLR CAMERA SYSTEMS AND ACCESSORIES **$5,300**

The camera system is necessary to photograph up close digital images of blood, bruises, markings, colors and other pertinent information necessary to produce evidence in court. The camera must have lens with different magnification for identifying purposes.

(2) DRIVER'S LICENSE BAR CODE SCANNERS **$800**

The bar code scanners will allow immediate information scanned of suspected individuals or anyone who may have information as to the crime that has taken place.

(2) ALTERNATE LIGHT FORENSIC SOURCES **$12,000**

The alternate forensic light system uses light in a specific band width for identifying trace evidence of serological evidence, hairs and fibers, gunshot residue, and enhancement of bruising. These light sources will be a part of each investigator's tool kit.

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Community Development Block Grant 2400:**							
	Revenues:							
456100	Program Income	29,210	16,389	33,978	33,978	33,978		
456101	Program Income (Note Receivable)	(29,210)	0	0	0			
457000	Federal Grant Income	1,232,809	581,179	3,528,709	3,528,709	1,487,950		
461000	Investment Interest	0	0	0	0			
461150	Interest Income - Notes	1,199	0	0	0			
801000	Op Trn from General Fund	45,795	45,795	45,795	45,795	48,762		
	****Total Revenue**	1,279,803	643,363	3,608,482	3,608,482	1,570,690	0	0
	*****Total Appropriation**				3,608,482	1,570,690 946	0	0
	Contingency: Unused				91,518			
	FUND BALANCE Beginning of Year				505,415	596,933	596,933	596,933
	FUND BALANCE - Projected End of Year				596,933	596,933 677	596,933	596,933

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2017-18

Fund 2400
Division: : Community Development
Organization: 181200 - Community Development Administration

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3.5	124,718	50,121	149,877	178,202		
511112	FICA - Employer's Portion	8,880	3,561	11,466	13,633		
511113	State Retirement - Employer's Portion	13,811	5,794	16,576	19,709		
511120	Employee Insurance - 3.5	19,110	7,800	24,960	31,200		
511130	Workers Compensation	375	151	464	552		
519999	Personnel Contingency	0	0	3,568	4,202		
	*** Total Personnel**	**166,894**	**67,427**	**206,911**	**247,498**	**0**	**0**
	Operating Expenses						
520300	Professional Services	15,680	0	15,000	5,000		
520400	Advertising & Publicity	89	1,067	3,000	3,000		
520500	Legal Services	2,943	1,387	6,000	4,000		
520510	Interpreting Services	0	0	1,395	750		
520800	Outside Printing	0	0	2,105	1,000		
521000	Office Supplies	2,371	467	3,200	3,200		
521100	Duplicating	2,321	976	3,000	3,000		
524000	Building Insurance	42	42	43	43		
524201	General Tort Liability Insurance	155	161	160	161		
524202	Surety Bonds	0	0	0	40		
525000	Telephone	1,455	723	1,446	~~1,177~~ 1,433		
525020	Pagers and Cell Phones - 1	205	85	216	216		
525021	Smart Phone Charges - 3	1,882	789	1,908	1,908		
525041	E-mail Service Charges - 5	416	269	774	645		
525100	Postage	973	363	1,500	1,500		
525110	Other Parcel Delivery Services	0	0	500	500		
525210	Conference, Meeting &Training Expense	5,590	4,540	17,750	10,000		
525230	Subscriptions, Dues, & Books	2,471	2,234	3,155	3,155		
525240	Personal Mileage Reimbursement	314	0	1,296	998		
525250	Motor Pool Reimbursement	2,460	499	3,888	1,439		
525300	Util / Administration Building	2,241	759	2,291	2,177		
529903	Contingency	0	0	4,084	3,574		
529950	Indirect Costs	16,050	3,297	22,925	22,925		
	*** Total Operating**	**57,658**	**17,658**	**95,636**	~~70,408~~ 70,664	**0**	**0**
	**** Total Personnel & Operating**	**224,552**	**85,085**	**302,547**	~~317,906~~ 318,162	**0**	**0**
	Non-Operating Expenses						
539540	Grant Funds Returned to Grantor	450	0	0	0		
	Capital						
540000	Small Tools & Minor Equipment	0	201	250	250		
540010	Minor Software	0	0	7,000	0		
	All Other Equipment	0	3,879	4,274			
	(1) Function 4 Laptop-Dell Precision 7710				2,477		
	(1) Targas Blacktop Delux Laptop Case				74		
	(1) Docking Stations 7710 Laptop TB 16-240W				236		
	**** Total Non-Operating & Capital**	**450**	**4,080**	**11,524**	**3,037**	**0**	**0**
	***** Total Budget Appropriation**	**225,002**	**89,165**	**314,071**	~~320,943~~ 321,199	**0**	**0**

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2017-18

Fund 2400
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages	24,463	13,182	28,325	0		
510300	Part Time	4,381	0	0	0		
511112	FICA - Employer's Portion	2,200	1,010	2,167	0		
511113	State Retirement - Employer's Portion	2,711	1,524	3,133	0		
511120	Employee Insurance -	1,040	0	6,240	0		
511130	Workers Compensation	87	40	88	0		
511131	S.C. Unemployment	804	0	0	0		
519999	Personnel Contingency	0	0	674	0		
	*** Total Personnel**	**35,686**	**15,756**	**40,627**	**0**	**0**	**0**
	Operating Expenses						
529903	Contingency	0	0	87,434	23,944		
534404	Midlands Housing Alliance, Inc.	15,000	17,139	37,000	40,000		
537119	Minor Housing Repair Program	236,782	34,160	174,984	0		
537150	Sistercare Facility Improvements	1,524	20,920	91,938	0		
537170	Rural Mobile Food Pantry	44,200	0	0	0		
537175	Mitchell Street Sidewalk	0	0	0			
537177	Septic Tank Repair and Replacement Program	13,450	0	66,442			
537179	Be Great Academy Afterschool Program	0	0	0			
537180	HOME Program Project Delivery	13,050	0	62,253			
537185	West Lexington Water Line Upgrade	195,844	0	0			
537186	Avenues Water Line Upgrade	0	0	0			
537187	Platt Springs Road Blight Removal	0	0	0			
537192	Acquisition/Affordable Housing	83,137	272,288	368,704			
537194	State Street Sewer Line	0	0	270,331			
537195	Babcock Center 3 Fountains Facility Improvements	0	0	0			
537196	Town of South Congaree Park Improvements	5,720	0	0			
537197	Town of Batesburg-Leesville Biarritz Court Paving	30,629	0	0			
537199	Town of Lexington Caractor Park Improvements	0	0	0			
537200	Town of Summit Park Improvements	40,252	2,500	56,097			
537207	Pelion Family Practice - Expansion Loan	0	0	0			
537208	Babcock Center 3 Fountains Interior Improvements	0	0	0			
537209	BLEC Roof Replacement	108,127	3,000	166,461			
537210	Sistercare Renovation and Expansion	35,000	0	0			
537211	Town of Gaston ADA Compliance Improvements	1,415	2,350	29,585			
537212	Town of Lexington Duffie Drive Sidewalk	5,000	2,000	125,000			
537213	ICRC Afternoon Adventures	35,781	21,973	55,897	62,677		
537214	ICRC Van Purchase	0	0	0			
537215	Pelion Summer Arts Outreach Program	0	0	0			
537216	Central SC Habitat for Humanity	57,927	44,049	180,772			
537217	Joint Municipal Water and Sewer	4,399	23,620	295,601			
537218	Town of Batesburg Leesville Water Tower	2,500	0	122,500			
537219	Town of Swansea ADA Sidewalk Improvement	2,800	0	97,200			
537220	Community Relations Council	19,098	0	0			
537221	Goodwill Industries	13,413	0	0			
537222	ICRC ADA Sensory Room	7,259	0	0			
537223	ICRC Athletic Equipment	15,000	0	0			
537224	Lexington Interfaith Freezer/Storage	29,999	0	0			
537225	Acquisition (Note Receivable)	0	0	0			

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2017-18

Fund 2400
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Cont'd Operating Expenses:						
537226	Town of Pelion Park Facility Upgrade		2,500	56,025			
537227	ICRC Universally Accessible Park		0	300,000			
537228	Lexington Interfaith Mobile Pantry		0	39,600			
537229	Lexington Interfaith Cooking Classes		0	6,885			
537230	Red Bank Elem Afterschool Program		2,622	41,669	32,460		
537231	Town of Pine Ridge Slum & Blight		0	9,199			
537232	ICRC Athletic Scholarship		12,000	12,000			
537235	Eau Claire Coop - Cayce/West Cola		0	450,000			
537236	LICS Parking Lot Improvements		0	50,207			
	Arc of The Midlands Job Training				37,013		
	Dickerson Children's Advocacy				10,073		
	Harvest Hope Diabetic Food Pantry				10,000		
	Red Bank Elem Sensory Room				4,268		
	Lexington Fire Services				912,942		
	Town of Batesburg-Leesville Pump Station				116,370		
	*** Total Operating**	**1,017,306**	**461,121**	**3,253,784**	**1,249,747**	**0**	**0**
	**** Total Personnel & Operating**	**1,052,992**	**476,877**	**3,294,411**	**1,249,747**	**0**	**0**
	***** Total Budget Appropriation**	**1,052,992**	**476,877**	**3,294,411**	**1,249,747**	**0**	**0**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Community Development Block Grant (CDBG) Program
Program 2 – County-wide Title VI Compliance

Program 1 Objectives:

The objectives of the Community Development Block Grant (CDBG) Program are to primarily assist low- and moderate-income (LMI) persons in securing decent housing, suitable living environments and expanded economic opportunities. Every project and activity funded through the CDBG Program must meet one of three national objectives: principally benefit LMI persons, aid in the elimination of slums and blight, and/or meet an urgent or unanticipated need.

The staff of the County's CDBG Program carries out these objectives through administration, implementation and oversight of the Program as established through the regulations of the United States Department of Housing and Urban Development (HUD). These responsibilities include the following:

- Ensuring compliance with applicable regulations
- Maintaining records and files
- Preparing plans and reports
- Managing infrastructure construction and other projects following federal and County guidelines
- Developing and monitoring annual program and individual project budgets
- Analyzing feasibility of potential projects
- Monitoring federal guidelines and recommending changes to program as needed

The CDBG Grant Administrator, Community Development Technician, and Administrative Assistant III manage the administration of the CDBG Program. The staff works closely with many different groups and individuals to achieve the objectives of the program and successfully implement projects. Community Planning and Development (CPD) Notice 92-19 allows for CDBG funds to be expended for program administrative costs, as defined at 24 CFR 570.206(a), (b), and (e), of the Home Investment Partnership Program (HOME). Accordingly, the CDBG Program operating budget includes some operating expenses for the HOME Program.

Program 2 Objectives:

The Civil Rights Act of 1964 includes a provision named "Title VI," which prohibits discrimination in the access of County programs, activities, services, etc., on the basis of race, color, national origin, sex, disability, and age. During FY 2016-17, the County of Lexington expended nearly $4 million in federal grant funds. As a recipient of federal funding, the County is required to create a Title VI Compliance Plan and must designate a Title VI Coordinator. Through the Title VI Compliance Plan, the County is required to ensure that public funds are not spent in a way that encourages, subsidizes, or results in discrimination. Additionally, the County must reasonably ensure that programs, services, and facilities are accessible to citizens with disabilities and other barriers.

The County's Title VI Compliance Plan includes: Civil Rights resources, training for county grant managers on Title VI requirements, public notification and outreach, data collection systems, complaint processing in conducted programs, program availability and accessibility to persons with disability, service to limited English proficiency persons, preparing annual reports on county-wide Title VI compliance.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI. A

SUMMARY OF REVENUES

457000 – FEDERAL GRANT INCOME **$1,487,950**

The United States Department of Housing and Urban Development (HUD) establishes the annual award for all Community Development Block Grant (CDBG) Urban Entitlement Counties and has officially notified the County that its FY 2017-2018 allocation is approximately $1,487,950. Additionally all uncommitted funds (funds awarded from projects that come in under budget during the 2016-2017 program year/fiscal year will be include in project awards for the 2017-2018 program year/fiscal year.

801000 – GENERAL FUND **$48,762**

The Title VI & Administrative Manager assists with CDBG Program Administration. Additional duties include County-wide Title VI Plan preparation and coordination. Fifty percent (50%) of the personnel and operating budget of the Title VI & Administrative Manager is provided by the general fund.

SECTION VI. B

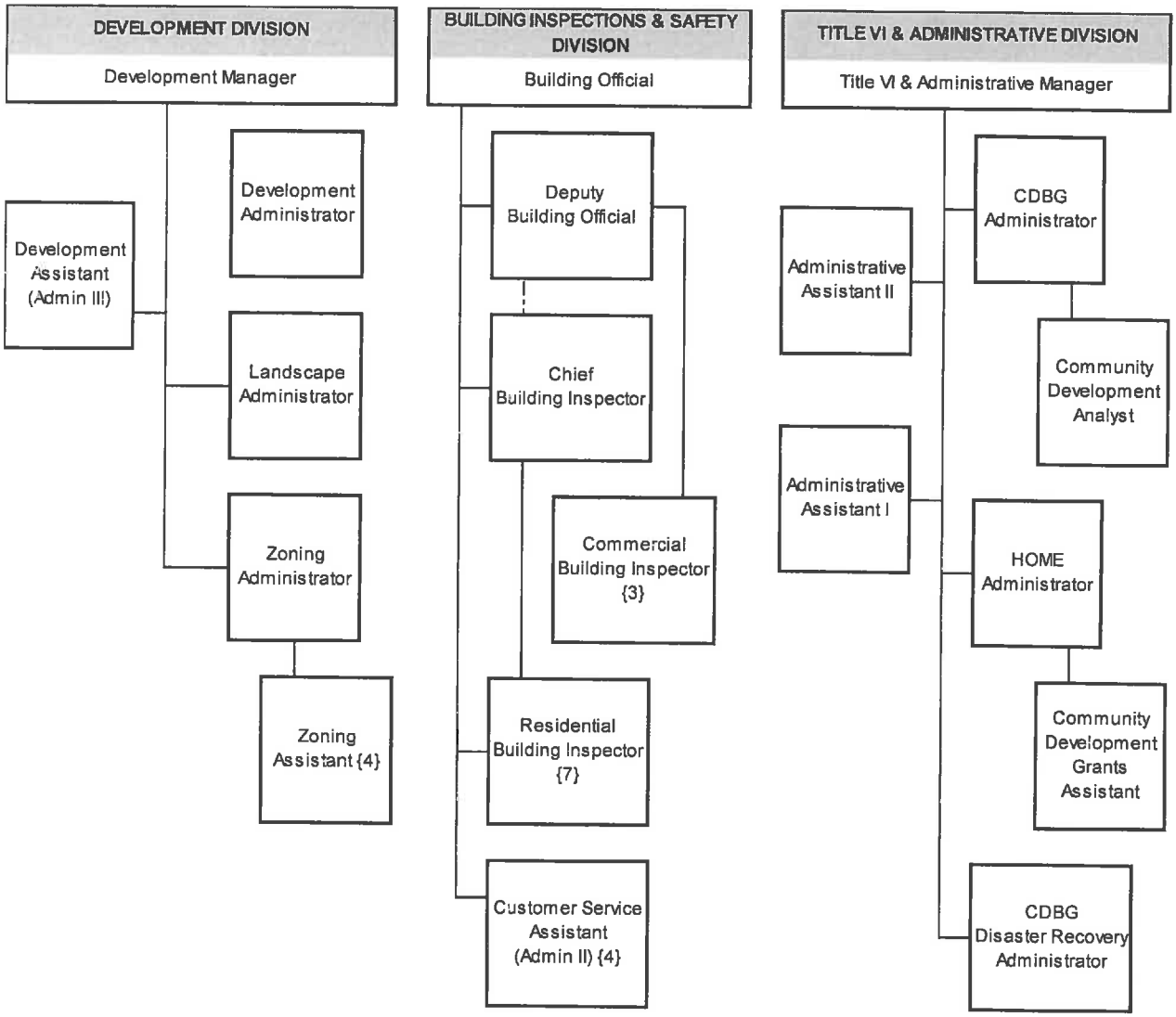
LISTING OF POSITIONS

The Community Development Block Grant Division consists of five (5) employees with insurance.

Position	Band
Title VI & Administrative Manager	213*
CDBG Grant Administrator	211
HOME Grant Administrator	209**
Community Development Technician	109
Administrative Assistant III	106

*50% of the personnel and operating costs for this position are funded through the County General Fund.
** 100% of the personnel costs for this position are funded through Fund 2401 (HOME Program)

COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART



SECTION VI. C

OPERATING LINE ITEM NARRATIVES

All non-personnel operating costs for the HOME Investment Partnerships (HOME) Program will be provided through Community Development Block Grant (CDBG) funds. Community Planning and Development (CPD) Notice 92-19 allows for CDBG funds to be expended for program administrative costs, as defined at 24 CFR 570.206(a), (b), and (e), of HOME. Accordingly, the CDBG Program operating budget includes operating expenses for the HOME Grant Administrator. Additionally, operating costs associated with County-wide Title VI management are included in this narrative. Title VI operating costs are paid through a match contribution from the general fund.

520300 – PROFESSIONAL SERVICES **$5,000**

As a recipient of federal funding from the U.S. Department of Housing and Urban Development for CDBG and HOME Programs, the County is required to update many of its plans and reports and may use the services of an outside consultant. The scope of this work includes surveys, data review and projections as well statistical analysis.

520400 – ADVERTISING & PUBLICITY **$3,000**

Newspaper advertisements are required throughout the year to notify the public of various aspects of the program including environmental findings, public hearings, availability of plans and reports, amendments to plans, and public comment periods. Continuing programs such as the Minor Home Repair program may also be marketed through newspaper advertisements for applicants. Ad costs vary depending upon the size and nature of the advertisements.

Program 1 (CDBG Program): $2,500

Program 2 (Title VI Compliance): $500

520500 – LEGAL SERVICES **$4,000**

The County Attorney reviews various legal issues arising from implementation of projects. These services are utilized throughout the year as projects are planned and implemented.

Program 1 (CDBG Program): $3,500

Program 2 (Title VI Compliance): $500

520510 – INTERPRETING SERVICES **$750**

This line item is requested to cover the cost for interpreting services provided to individuals who are disabled and/or non-English speaking during presentations and public hearings.

Program 1 (CDBG Program): $210

Program 2 (Title VI Compliance): $540

520800 – OUTSIDE PRINTING **$1,000**

This line item is requested to print various brochures and materials to meet federal requirements to affirmatively market affordable housing, fair housing, Title VI requirements, and projects sponsored through the Grant Programs Division. Additionally, the Grant Programs Division has identified the need for brochures that would assist the County in informing our citizens about the County's housing rehabilitation, down payment assistance and septic tank repair and replacement programs.

Program 1 (CDBG Program): $800

Program 2 (Title VI Compliance): $200

521000 - OFFICE SUPPLIES **$3,200**

Routine office supplies are used (printer toner cartridges, paper, pencils, file folders, etc.) in the course of implementing projects and maintaining compliance with grant requirements each year.

Program 1 (CDBG Program): $2,800

Program 2 (Title VI Compliance): $400

521100 - DUPLICATING **$3,000**

This account is used for copier machine duplicating of agreements, reports, correspondence, environmental reviews, and other documents used in the daily accomplishment of the department's operations. The laser printer and administrative multi-function machine also now function as the primary printer for staff, per IS configurations.

5,000 copies/month x 12 months x $.05 a copy = $3,000

Program 1 (CDBG Program): $2,400

Program 2 (Title VI Compliance): $600

524000 – BUILDING INSURANCE **$43**

The amount requested is based on an estimate provided by the County Risk Manager for the CDBG and HOME Programs.

524201 – GENERAL TORT LIABILITY **$161**

The amount requested is based on an estimate provided by the County Risk Manager for the CDBG ($98), HOME ($46), and Title VI ($16) Programs.

Program 1 (CDBG Program): $145

Program 2 (Title VI Compliance): $16

524202 – SURETY BONDS **$40**

This line item is requested to cover the cost of Surety Bond Renewals based on an estimate provided by the County Risk Manager

525000 – TELEPHONE ~~$1,177~~ $1,433

The amount requested covers basic phone and fax lines for department staff.

Program 1 (CDBG Program): $936.36

• 4 lines x $19.00/month x 12 months		$ 912.00
• 4 lines with voice mail x $1.07/month x12 months		$ 51.36
	Total	$ ~~936.36~~ $963.36

Program 2 (Title VI Compliance): $240.84*

• 1 line x $19.00/month x 12 months		$ 228.00
• 1 line with voice mail x $1.07/month x12 months		$ 12.84
	Total	$ 240.84

***50% of Program 2 cost will be funded through GF**

525020 – PAGERS AND CELL PHONES **$216**

A mobile phone is assigned to the division staff to maintain communication when out of the office conducting inspections, site visits, meetings, attending events, etc.

- 1 mobile phone x$18/month x 12 months $216

525021 – SMART PHONE CHARGES **$1,908**

Smart phones are assigned to the CDBG Grant Administrator, HOME Grant Administrator and the Title VI Coordinator/Grant Manager to maintain communication when out of the office conducting inspections, site visits, meetings, attending events, etc.

Program 1 (CDBG Program): $1,272.00

- 2 smart phones x $53/month x12 months $1,272.00

Program 2 (Title VI Compliance): $636.00*

- 1 smart phones x $53/month x12 months $636.00

***50% of Program 2 cost will be funded through GF**

525041 – E-MAIL SERVICE **$645**

The amount requested covers basic e-mail service for department staff.

Program 1 (CDBG Program): $645

- 4 accounts x $10.75/month x 12 months = $516

Program 2 (Title VI Compliance): $129*

- 1 account x $10.75/month x 12 months = $129

***50% of Program 2 cost will be funded through GF**

525100 - POSTAGE **$1,500**

This line item covers the cost of mailing office correspondence, notices, reports, newsletters, and planning materials.

Program 1 (CDBG Program): $1,250

Program 2 (Title VI Compliance): $250

525110 – OTHER PARCEL DELIVERY SERVICES **$500**

This line item covers the cost of mailing UPS and FedEx packages and notices as is required.

Program 1 (CDBG Program): $450

Program 2 (Title VI Compliance): $50

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$10,000**

This line item covers the cost of attending various HUD training opportunities that may include IDIS, Fair Housing, Wage and Labor compliance, Environmental Review compliance, and general CDBG and HOME program training as well as annual training provided by state and national associations working within the area of housing, planning and community development. Estimated training costs include lodging, transportation, and registration fees. The training events listed below address various aspects of the CDBG and HOME programs, rural development, planning, affordable housing, infrastructure improvements, community revitalization techniques, compliance with HUD, and other federal requirements, as well as best practice presentations from other communities. Locations for HUD training vary and are offered throughout the United States depending on HUD's budget and the availability of trainers, etc. The Title VI Coordinator/Grant Manager will be required to attend various trainings to stay abreast of compliance issues related to management of the County's Title VI program

Program 1 (CDBG Program): ~~$16,250~~ $9,000

• HUD Training (estimate)		$ 2,000
• National Comm. Dev. Assoc. Legislative Policy Conference		$ 4,250
• National Comm. Dev. Assoc. Spring Training		$ 1,500
• Palmetto Affordable Housing Forum		$ 1,250
	TOTAL	$ 9,000

Program 2 (Title VI Compliance): $1,000

• State Procurement for Grant Management Training		$ 500
• Federal/State Title VI Training (estimate)		$ 500
	TOTAL	$ 1,000

525230 - SUBSCRIPTIONS, DUES, & BOOKS **$3,155**

This line item covers the costs of professional association memberships at both the national and state level, recommended by HUD staff and other entitlement counties, and to maintain local resources.

Program 1 (CDBG Program): $2,855

Dues:

• National Community Development Association (Agency membership – 1 yr.)	$1,545
• SC Association of Community Development Corporations (Agency membership – 1 yr.)	$ 750
• Midlands Area Consortium for the Homeless (Agency membership – 1 yr.)	$ 100
• Associated Professional Grant Management Organizations	$ 80
TOTAL	$2,475

Subscriptions & Books:

• The State Newspaper (1 year subscription)	$ 120
• The Lexington Chronicle Newspaper (1 year subscription)	$ 40
• Other Subscriptions, Books & Training Manuals (estimate)	$ 220
TOTAL	$ 380

Program 2 (Title VI Compliance): $300

Subscriptions & Books:

• Subscriptions, Books & Training Manuals (estimate)	$ 300
TOTAL	$ 300

525240 - PERSONAL MILEAGE REIMBURSEMENT **$998**

This line item is requested to cover the cost of Personal Mileage Reimbursement. Wherever practical, motor pool vehicles are used. However, there are occasions when it is more feasible for an employee to use their personal vehicle (i.e., unexpected field visits, meetings that begin before or end after the traditional workday, etc).

The reimbursement rate is based on the annual federal rate, which is difficult to predict and may change mid-year. The proposed amount is based on historic driving patterns to project sites and meetings, with a $.54 cents rate as set by the federal government.

Program 1 (CDBG Program): $648

- 104 miles/month x 12 months x $.54 = $674

Program 2 (Title VI Compliance): $324

- 50 miles/month x 12 months x $.54 = $324

525250 - MOTOR POOL REIMBURSEMENT **$1,439**

This charge is for use of fleet vehicles and is based on historic usage.

Program 1 (CDBG Program): $3,477

- 172 miles/month x 12 months x $.54 = $1114.56

Program 2 (Title VI Compliance): $663

- 50 miles/month x 12 months x $.54 = $324.00

525300 – UTILITIES / ADMINISTRATION BUILDING **$2,177**

The requested amount is an estimate based on historical data.

Program 1 (CDBG Program): $1,877

Program 2 (Title VI Compliance): $300

529903 - CONTINGENCY 3,574 ~~$2,000~~

These funds are typically available for unanticipated administration expenses. They may also be reassigned for projects, provided the proper public notice and public hearings have taken place to amend the Consolidated and/or Annual Action Plans.

The U.S. Department of Housing and Urban Development has set a cap of 20% of program award for administrative costs. This contingency allows for unforeseen demands, while keeping the program's administrative costs comfortably below the cap.

529950 - INDIRECT COSTS **$22,925**

These costs are associated with general internal support functions provided by the County to the grant program.

SECTION VI. D

CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS & MINOR EQUIPMENT **$250**

This line item is used to cover a number of general items ranging from office equipment such as adding machines, dymo labels printers and telephones, to basic office furniture.

Program 1 (CDBG Program): $250

ALL OTHER EQUIPMENT

5A---- - (1) Standard Laptop and Docking Station - RPL **$2,787**

This line item is requested to replace a standard laptop, as recommended by Information Services.

1 – Function 4 Standard Laptop on FY 2017-18 Recommended PC Specifications – Dell Precision 7710 Laptop with Windows 10 64-bit (1 x $2,477.00)

1 – Docking Station on FY 2017-18 Recommended PC Specifications – Dell Thunderbolt Dock TB-16 – 240W (1 x $236.00)

1 –Laptop Case on FY 2017-18 Recommended PC Specifications – TARGUS Blacktop Deluxe w / Dome Protection (1 x $74.00)

*The total cost of the laptop is $2,787. Half of the costs will be funded through 1000-101610.

OPERATING LINE ITEM NARRATIVES

2400-181201
COMMUNITY DEVELOPMENT PROJECTS

Proposed projects for the upcoming year are identified below. The total costs are based on preliminary estimates. Additionally, organizations that receive CDBG funding are required to provide a 10% match of total funds awarded.

PUBLIC FACILITY AND INFRASTRUCTURE PROJECTS

5— LEXINGTON COUNTY FIRE SERVICES 2 ENGINES **$912,942**

CDBG funds will be used to replace two (2) fire service engines/pumpers for 2 stations, Station 6 located in Pelion and Station 28 located on Highway 6, both servicing LMI areas. The "Engine" is the most commonly used general response fire apparatus used to initially respond to any incident that may arise. All engines also carry basic first responder medical equipment as well as technical rescue / extrication equipment onboard that is used commonly during motor vehicle accidents.

5— TOWN OF BATESBURG-LEESVILLE PUMP STATION UPGRADES **$116,370**

CDBG funds will be used to upgrade one outdated wastewater pump station electrical control systems, provide auxiliary power and make some mechanical piping modifications. This will result in improved sewer line quality, service and safety for the LMI residents in the area. The upgrade would reduce potential malfunctions and sewer overflow.

PUBLIC SERVICE PROJECTS

5— IRMO CHAPIN RECREATION COMMISSION AFTERNOON ADVENTURES $62,677

CDBG funds will be used to expand resources for Chapin families having children with disabilities, as no such program currently exists in the area. Afternoon Adventures will offer these families affordable afterschool care that can accommodate each child's special needs in a safe and nurturing environment.

5— ACR OF THE MIDLANDS THRIFTWORKS JOB TRAINING $37,013

CDBG Funds to be used to start ThriftWORKS, an apprenticeship program designed to provide paid on-the-job training and work experience in a real-world environment with the goal of eliminating many of the barriers for people with intellectual and developmental disabilities.

5— DICKERSON CHILDREN'S ADVOCACY CENTER SECURITY UPGRADES $10,073

CDBG funding will be used to upgrade the security features for the building and provide a secure separate entrance for law enforcement, medical and child protective services to enter the facility. Funds will purchase a card swipe/ security code entry for both entrances, add an intercom for communication between reception and clients and provide panic buttons for staff in case of emergencies.

5— HARVEST HOPE DIABETIC FOOD BANKS $10,000

CDBG funds used to establish 3 diabetic friendly food pantries for LMI residents within Lexington County. Each pantry will serve individuals by providing low carb, low sugar, and low sodium alternatives to LMI individuals, thereby improving the overall health and ultimately help to reduce healthcare costs to this critically underserved population.

5— MIDLANDS HOUSING ALLIANCE (TRANSITIONS) $40,000

CDBG funds will be used to provide operation costs for the facility. Midlands housing Alliance, Inc. (MHA) aims to enhance the lives of adult men and women who are currently homeless by providing essential supplies and services while assisting individuals in rebuilding their lives and reentering the community in a productive manner.

5— RED BANK ELEMENTARY AFTER SCHOOL PROGRAM $32,460

CDBG funds will be used to provide operational support to RBE for low-and moderate-income students to attend their afterschool program. The afterschool program offers homework assistance, various art programs (visual, drama and dance), and a teambuilding physical activity program and provide transportation home.

5— RED BANK ELEMENTARY SENSORY ROOM $4,268

CDBG funds will be used to provide operational support to RBE for low-and moderate-income students to attend their afterschool program. The afterschool program offers homework assistance, various art programs (visual, drama and dance), and a teambuilding physical activity program and provide transportation home.

COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** HOME Program 2401:**							
	Revenues:							
456100	Program Income	15,840	7,919	19,005	19,005	19,005		
456101	Program Income (Note Receivable)	(15,840)	0	0	0	0		
457000	Federal Grant Income	688,168	87,171	758,704	758,704	481,875		
461150	Interest Income - Notes	3,165	0	0	0	0		
801000	Op Trn From the General Fund	39,000	39,000	39,000	39,000	40,046		
	****Total Revenue**	730,333	134,090	816,709	816,709	540,926	0	0
	*****Total Appropriation**				816,709	540,926	0	0
	FUND BALANCE Beginning of Year				491,251	491,251	491,251	491,251
	FUND BALANCE - Projected End of Year				491,251	491,251	491,251	491,251

COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2017-18

Fund 2401
Division : Community Development
Organization: 181200 - Community Development Administration

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	47,272	21,908	46,996	47,477		
511112	FICA - Employer's Portion	3,478	1,614	3,595	3,632		
511113	State Retirement - Employer's Portion	5,236	2,533	5,198	5,726		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	142	66	146	146		
519999	Personnel Contingency	0	0	1,119	1,119		
	*** Total Personnel**	**63,928**	**30,021**	**64,854**	**65,900**	**0**	**0**
	Operating Expenses						
520303	Accounting/Auditing Services	0	0	0	0		
520400	Advertising & Publicity	0	0	0	0		
520704	Computer Security & Management Serv	0	0	0	0		
521000	Office Supplies	0	0	0	0		
521100	Duplicating	0	0	0	0		
524000	Building Insurance	0	0	0	0		
524201	General Tort Liability Insurance	75	75	77	77		
524202	Surety Bonds	0	0	0	0		
525000	Telephone	0	0	0	0		
525021	Smart Phone Charges - 1	0	0	0	0		
525041	E-mail Service Charges - 1	0	0	0	0		
525100	Postage	2	0	0	0		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525230	Subscriptions, Dues, & Books	0	0	0	0		
525240	Personal Mileage Reimbursement	0	0	0	0		
525250	Motor Pool Reimbursement	0	0	0	0		
525300	Util / Administration Building	0	0	0	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**77**	**75**	**77**	**77**	**0**	**0**
	**** Total Personnel & Operating**	**64,005**	**30,096**	**64,931**	**65,977**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**64,005**	**30,096**	**64,931**	**65,977**	**0**	**0**

COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2017-18

Fund 2401
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510300	Part Time - 1	0	0	0	0		
511112	FICA - Employer's Portion	0	0	0	0		
511113	State Retirement - Employer's Portion	0	0	0	0		
511120	Employee Insurance	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
511131	S.C. Unemployment	2,613	0	0	0		
	*** Total Personnel**	**2,613**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
529903	Contingency	0	0	106,148	41,046		
537138	Community Housing Develop Organization	324,983	0	74,521	74,112		
537139	Homeownership Assistance Program	69,252	90,000	100,748	80,000		
537140	Housing Rehabilitation Program	131,537	650	287,725	125,000		
537192	Acquisition/Affordable Housing	112,060	0	182,636	154,791		
537225	Acquisition (Note Receivable)	0	0	0	0		
	*** Total Operating**	**637,832**	**90,650**	**751,778**	**474,949**	**0**	**0**
	**** Total Personnel & Operating**	**640,445**	**90,650**	**751,778**	**474,949**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**640,445**	**90,650**	**751,778**	**474,949**	**0**	**0**

SECTION V - PROGRAM OVERVIEW

Program Overview:

Program – HOME Investment Partnerships Program

Objectives:

The objective of the HOME Investment Partnerships (HOME) Program is to create affordable housing for low-and moderate-income households. The HOME Program provides formula grants to states and localities to fund a wide range of affordable housing activities through a partnership with local nonprofit and for-profit entities. These activities will provide direct assistance to low-income people through building, buying, and/or rehabilitation of affordable housing for rentals, owner-occupied rehabilitation or homeownership. Examples of HOME Program activities include:

- Community Housing Development Organizations (CHDO's)
- Homeowner Rehabilitation
- Homebuyer Activity (Closing Costs and/or Down payment Assistance to Homebuyers)
- Rental Housing (Acquisition and Rehabilitation Assistance to Owners and Developers)
- New construction, reconstruction or rehabilitation of non-luxury housing
- Site Acquisition and Improvement

The staff of the County's HOME Program carry out the objectives and activities of the Program through administration, implementation, and oversight of the Program as established through the regulations of the United States Department of Housing and Urban Development (HUD). These responsibilities include the following:

- Ensuring compliance with applicable regulations
- Maintaining records and files
- Preparing plans and reports
- Managing infrastructure construction and other projects following federal and County guidelines
- Developing and monitoring annual program and individual project budgets
- Analyzing feasibility of potential projects
- Monitoring federal guidelines and recommending changes to the Program as needed

Community Planning and Development (CPD) Notice 92-19 allows for CDBG funds to be expended for program administrative costs, as defined at 24 CFR 570.206(a), (b), and (e), of the Home Investment Partnership Program (HOME). Accordingly, the CDBG Program operating budget (2400) includes some operating expenses for the HOME Program.

SECTION VI – LINE ITEM NARRATIVES

A. SUMMARY OF REVENUES

457000 – FEDERAL GRANT INCOME **$481,875**

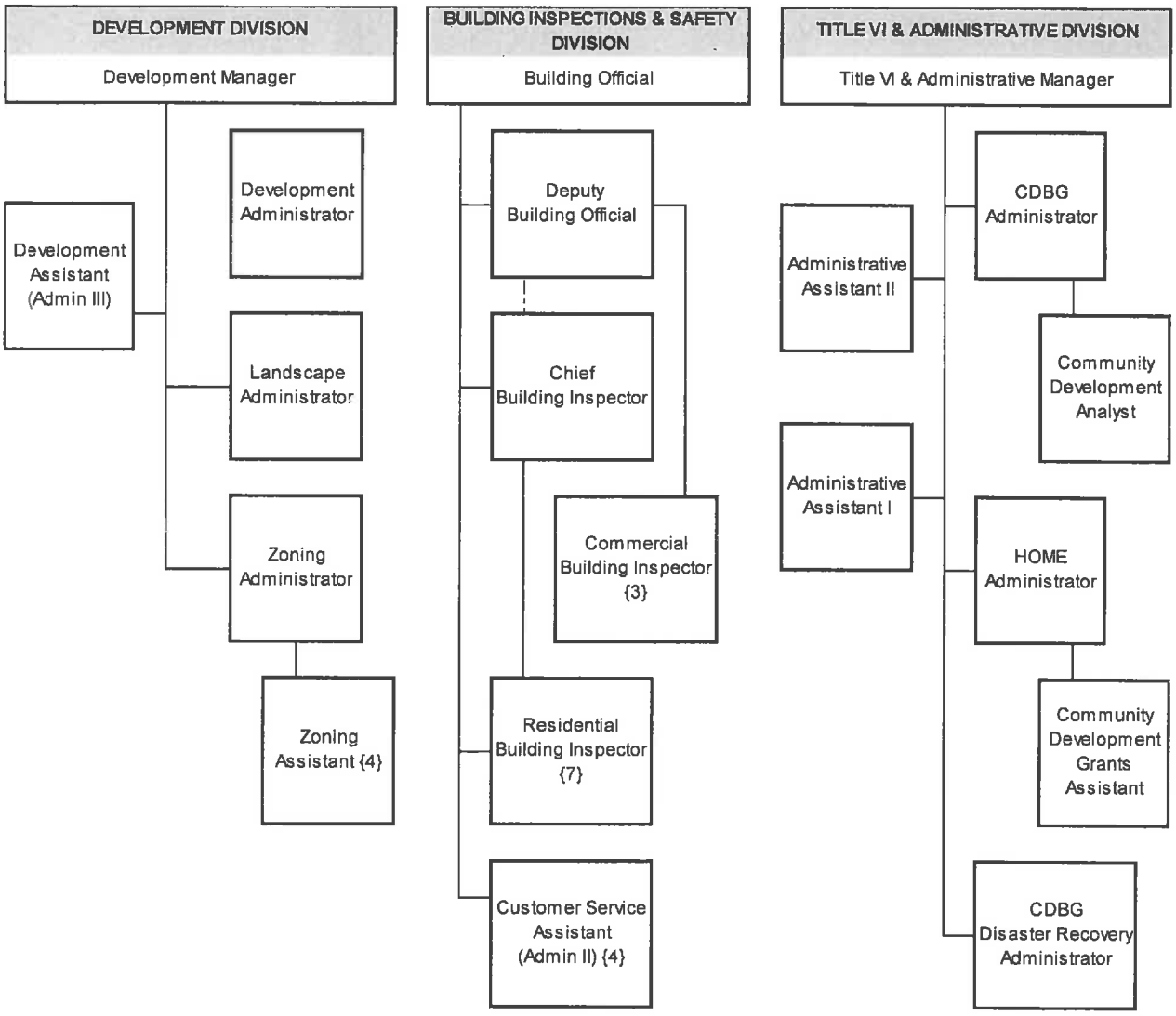
The United States Department of Housing and Urban Development (HUD) establishes the annual award for all HOME Investment Partnerships (HOME) Participating Jurisdictions (PJ). The estimated amount of funds to be released from the United States Department of Housing and Urban Development (HUD) for FY 2017-18 is $481,875.

801000 – GENERAL FUND **$40,046**

This funding will be provided from the County's general fund and will be used to supplement program administration costs and matching funds for the HOME Program, as required by federal regulations. The HOME Investment Partnerships Program authorizes ten percent (10%) of the allocation for administrative costs. Any amount above the ten percent must be paid for with non-HOME funds. The remainder of the administrative budget will be provided by an administrative cost supplement of approximately $17,713 from the County's general fund. A premise of the National Affordable Housing Act, which authorized the HOME Program, is that local governments must participate in the effort to provide affordable housing to low-income persons. HUD requires that all PJs in the HOME Program have a 25% local match of expenditure of federal HOME funds. Match requirements will first be met through non-federal community resources as identified in project descriptions and, if necessary, through the County's general fund match set aside for $22,333 for the HOME Program.

SECTION VI. B – PERSONNEL LINE ITEM NARRATIVES

Position	Band
HOME Program Administrator	209


DEVELOPMENT DIVISION
Development Manager
Development Assistant (Admin III)
Development Administrator
Landscape Administrator
Zoning Administrator
Zoning Assistant {4}
BUILDING INSPECTIONS & SAFETY DIVISION
Building Official
Deputy Building Official
Chief Building Inspector
Commercial Building Inspector {3}
Residential Building Inspector {7}
Customer Service Assistant (Admin II) {4}
TITLE VI & ADMINISTRATIVE DIVISION
Title VI & Administrative Manager
Administrative Assistant II
Administrative Assistant I
CDBG Administrator
Community Development Analyst
HOME Administrator
Community Development Grants Assistant
CDBG Disaster Recovery Administrator

SECTION V.C

OPERATING LINE ITEM NARRATIVES

All operating costs for the HOME Investment Partnerships Program will be provided through Community Development Block Grant funds. Community Planning and Development (CPD) Notice 92-19 allows for CDBG funds to be expended for program administrative costs, as defined at 24 CFR 570.206(a), (b), and (e), of the Home Investment Partnership Program (HOME). Accordingly, the CDBG Program operating budget includes operating expenses for the HOME Program.

2401-181201
HOME INVESTMENT PARTNERSHIPS PROGRAM PROJECTS

Proposed projects for FY 2016-17 are identified below. The total costs are based on preliminary estimates.

529903 – CONTINGENCY **$41,046**

These funds will be set aside from the general fund supplement as required for the federal match contribution. Contingency will be used as needed to address budgetary shortfalls for a project or to address unanticipated project needs. Cost estimates may differ significantly from actual bids and needs may arise during the year not anticipated at the time the budget was developed. Additionally, when projects are completed and do not exhaust all funds, the remaining balances are transferred into this line item.

The National Affordable Housing Act requires the County of Lexington (and all Participating Jurisdictions) to provide affordable housing to low-income persons. Additionally, the U.S. Department of Housing and Urban Development (HUD) requires that the County provide a 25% local match to HOME funds.

537138 COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO) **$74,112**

HUD requires that a minimum of 15% of the County's HOME funds be set aside for organizations designated as Community Housing Development Organizations (CHDO). Funding allocated for CHDOs may be used for eligible development activities that promote affordable housing activities that are owned, developed, or sponsored by CHDOs. The County has established criteria to certify CHDOs to assist the Community Development Department in accomplishing the goals of the HOME Program. County Staff has certified four organizations as CHDO's for Lexington County.

537139 - HOMEOWNERSHIP ASSISTANCE PROGRAM **$80,000**

The Homeownership Assistance Program will provide down payment assistance and/or closing cost assistance to low-and moderate-income first-time homebuyers. Qualifying homebuyers must be employed or must provide income documentation in the form of disability benefits, Social Security benefits, and/or other retirement benefits. Additionally, all qualifying homebuyers must participate in pre-purchase counseling established by the Lexington County HOME Program. The amount of assistance provided will typically not exceed $5,000 per single-family dwelling unit. Recapture provisions will be enacted through deferred forgivable loans. Funds will be used to assist approximately 16 first-time homebuyers. HOME Program staff have developed the specific guidelines of the Homeownership Assistance Program.

537140 HOUSING REHABILITATION PROGRAM **$125,000**

This Housing Rehabilitation Program will assist low- and moderate- income homeowners with qualifying repairs to their primary residence. Funds will be used to assist approximately five homeowners with significant repair needs. Dependent upon the types and costs of repairs requested, additional eligible homeowners might be assisted through the Program. Program guidelines are structured to allow repair amounts for each home typically not to exceed $25,000, with limited assistance above $25,000 in certain circumstances. Guidelines for deferred payment loans are included in the specific program policies and procedures. The Grant Programs staff have developed the full guidelines for the Housing Rehabilitation Program.

537192 – ACQUISITION/AFFORDABLE HOUSING **$154,791**

This project will continue an existing Lexington County program to acquire and rehabilitate affordable housing for either homeownership or rental activities. Funds can be used in conjunction with the CHDO funding or for non-profit and for-profit subrecipients, owners, developers and sponsors. These funds will be made available through the HOME Program (Fund 2401).

COUNTY OF LEXINGTON
CLERK OF COURT/TITLE IV-D CHILD SUPPORT
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Clerk of Court Title IV-D DSS Child Support 2410:**							
	Revenues:							
451800	IV-D Transaction Reimbursement	311,786	118,441	360,000	360,000	360,000		
451801	IV-D Incentive Payments	24,650	8,096	24,000	24,000	24,000		
451804	IV-D Prior Year Audit Incentive	44,355	0	37,000	37,000	37,000		
	Other Revenues:							
461000	Investment Interest	2,859	2,345	300	300	3,000		
	**** Total Revenue**	383,650	128,882	421,300	421,300	424,000	0	0
	Total Appropriation:				421,300	347,~~923~~ 72	0	0
	FUND BALANCE Beginning of Year				714,223	714,223	714,223	714,223
	FUND BALANCE - Projected End of Year				714,223	790,~~300~~ 251	714,223	714,223

COUNTY OF LEXINGTON
CLERK OF COURT/TITLE IV-D CHILD SUPPORT
Annual Budget
Fiscal Year - 2017-18

Fund: 2410
Division: Judicial
Organization: 141100 - Clerk of Court

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 7	197,406	87,159	240,964	240,964		
510200	Overtime	0	0	0	0		
510300	Part Time - 4 (2.0 - FTE)	0	0	47,772	0		
511112	FICA - Employer's Portion	13,961	6,057	22,088	18,434		
511113	State Retirement - Employer's Portion	21,865	10,076	31,934	29,060		
511120	Employee Insurance - 7	54,600	27,300	54,600	54,600		
511130	Workers Compensation	593	262	895	747		
511131	SC Unemployment	0	0	0	0		
511213	State Retirement - Empl Portion - Retiree	0	0	0	0		
519999	Personnel Contingency	0	0	6,873	0		
	*** Total Personnel**	**288,425**	**130,854**	**405,126**	**343,805**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	555	600		
522200	Small Equipment Repair & Maint.	0	0	120	150		
524201	General Tort Liability Insurance	207	207	213	~~220~~ 219		
524202	Surety Bonds	0	0	0	~~0~~ 50		
525000	Telephone	1,674	837	1,686	1,690		
525041	E-mail Service Charges - 7	486	322	903	645		
529903	Contingency	0	0	12,697	0		
	*** Total Operating**	**2,367**	**1,366**	**16,174**	~~3,305~~ 3354	**0**	**0**
	**** Total Personnel & Operating**	**290,792**	**132,220**	**421,300**	**347,~~110~~ 159**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	813		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**813**	**0**	**0**
	***** Total Budget Appropriation**	**290,792**	**132,220**	**421,300**	~~347,923~~ 347,972	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2410 Fund Name: IV-D Child Support

Organ. #: 141100 Organ. Name: Clerk of Court

Revenue Code	Fee Title	Actual Fees 2014-15	Actual Fees 2015-16	12/31/2016 Year-to-Date 2016-17	Anticipated Fiscal Year Total 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees 2017-18	Budget: Proposed Fee Change	Total Proposed Estimated Fees 2017-18
451800	Transaction Reimburse	351,103	311,786	118,441	360,000			360,000	0	360,000
451801	Title IV-D Incentive	$ 25,130	$ 24,650	$ 8,096	$ 24,000			$ 24,000	$ -	$ 24,000
451804	IV-D Prior Yr Audit Inc.	$ 42,224	$ 44,355	$ -	$ 37,000			$ 37,000	$ -	$ 37,000
461000	Other Investment Int.	$ 770	$ 2,859	$ 2,345	$ 3,000			$ 3,000	$ -	$ 3,000

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2410 Fund Title: IV-D Child Support
Organization # 141100 Organization Title: Clerk of Court
Program # Program Title: IV-D Child Support

Qty	Item Description	*BUDGET* 2017-18 Requested Amount
540000	Small Tools & Minor Equipment	813
540010	Minor Software	0

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:
Program: I- Title IV-D Fund

Objectives:

The Clerk of Court's objective is to insure that the Federal Child Support Enforcement Act, which sets forth a detailed system in which local authorities must work together to enforce child support obligations, insuring the States whose enforcement provisions meet federal guidelines, receive allocated federal funds. Use of Federal Child Support Enforcement Act funds is controlled by the *SC. Code of Laws 43-5-235*, which provides for reimbursement of local entities for cost of child support collection and paternity determination programs.

DSS enters into an annual agreement with the Clerk of Court to reimburse and to pay federal financial participation and incentives pursuant to the terms of the agreement for a portion of the cost of developing and implementing a child support collection and paternity determination program.

Service Standards:

	SERVICE LEVELS			
Service Level Indicators:	**Actual FY 14/15**	**Actual FY 15/16**	**Estimated FY 16/17**	**Projected FY 17/18**
RTSC	10,100	12,000	13,000	14,000
Bench Warrants	480	680	700	800
Order of Discharge	400	450	520	550
Orders	5300	5400	5600	5700
Audits & Reviews	5000	5050	6000	7000
Payment History	9800/8pg	10000/8pg	12000/8pg	5000/3pg
Transport Orders	175	180	185	190
EARPS	2850	3000	3100	3200
Files Pulled	3200	3300	3600	3700
Aff of Service/Non-Service	4500	4500	4600	4650
Correspondence	350	400	450	500
Telephone	65,000	70,000	85,000	90,000
Summary Report	130/180pg	150/180pg	250/180pg	280/180pg
Fed & State tax Return	100/100pg	110/100pg	120/100pg	150/100pg
Bank Deposit	350	400	500	6000
Supp. Housing Appl	950/8pg	975/8pg	1100/8pg	1200/8pg
Monthly AFDC Report	12/52pg	12/55pg	12/60pg	12/60pg
Monthly Non-AFDC Report	12/90pg	12/93pg	12/95pg	12/100pg
Monthly URESA Report	12/30pg	12/33pg	12/35pg	12/40pg
Monthly Arrearage Report	12/110pg	12/100pg	12/105pg	12/115pg
DSS Bank Report	350/6pg	375/6pg	420/6pg	550/6pg
Filing of Documents	53,000	54,000	63,000	64,000
Court Orders	1450/5pg	1480/5pg	1550/5pg	1600/5pg
Wage Withholding Orders	13,000	14,000	15,000	1150
Certified Letters	13,000	14,000	15,000	1000
File Returned Certified Letters	13,000	14,000	15,000	300

Input Payers Answer & files	3100	3500	3700	3800
Audit Cases with Companies	500	550	575	600
Talk with CP & NCP regarding	150/mo	250/mo	325/mo	400/mo
Handle Wage Withholding EARPS from SCDSS	1900	2200	2700	1200
Telephone calls From CP/NCP/Companies	100/day	125/day	175/day	22/day

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

451800 – TITLE IV-D UNIT COST REIMBURSEMENT **$ 360,000.00**

An agreement of Cooperation contract was entered into by and between Clerk Of Court and each county and the South Carolina Department of Social Services. In accordance with section 43-5-235 of the South Carolina Code of Laws (1976 as Amended), DSS will provide to the County fiscal incentives and federal financial participation. These monies will be paid to the County Treasurer on a monthly basis. The Treasurer will deposit these monies into a separate account for the Family Court section of the office of the Clerk of Court for the exclusive use for all activities related to the establishment, collection, and enforcement of child support obligations for the fiscal year in which payments are earned. These funds may be used only by the Family Court section. Monies paid to the county may not be used to replace operating funds of the budget to the family court section. Upon determination by DSS that the Treasurer has failed to comply with the full intent of these finding provisions, DSS may escrow the financial incentive and federal financial participation funds until the county complies or terminate this agreement of cooperation. Funds in this separate account not encumbered for child support activities revert to the general fund of the county at the end of the fiscal year in which they are earned. The average received thus far is **$ 20,278.00 per month.**

451801 – TITLE IV-D INCENTIVE **$ 24,000.00**

The Child Support Enforcement program under Title IV-D of the Social Security Act provides for the payment of incentives to the eligible political subdivision in which child support collections are made. It is treated the same way as the Title IV-D unit cost reimbursement. The Average received thus far for July thru December 2016 has been $1,622.00 per month.

451804 – IV-D PRIOR YEAR AUDIT INCENTIVE **$ 37,000.00**

The revenue generated from the Prior DSS Yearly Audit

461000 – INVESTMENT INTEREST **$ 3000.00**

Received $ 1,909.86 from 7-1-16 to 12-31-16.

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Delinquent Account Manager	1		1	1	208
DSS Coordinator	2		2	2	108
Admin Assistant II	1		1	1	105
Admin Assistant I	1		1	1	104

All of these positions require insurance.

Display organization flowchart:

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$ 600.00**

This account is used for pens, pencils, printing, and paper for Rules to show cause, miscellaneous supplies, toner cartridges for fax machines and printer and maintenance kits.

522200-SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 150.00**

This account will be used for maintenance and repair on scanners, electric seals, printers, and any other miscellaneous equipment located within the Clerk of Courts office.

524201 - GENERAL TORT LIABILITY INSURANCE **219.00**

This is bases on the fee schedule provided by Ed Salyer

524202 – SURETY BONDS **$ 50.00**

525000 - TELEPHONE **$ 1690.00**

This account is used to pay for telephone services for 7 phones with voice mail for employees.

525041 – E-MAIL SERVICE CHARGES – 7 @ $6.75 **$ 645.00**

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$ 813.00**

(1) Time/Date Stamp

EMERGENCY MANAGEMENT
2480 LEMPG
EXECUTIVE SUMMARY

FY 2015/2016	$71,317
FY 2016/2017 Proposed	
Personnel	$ 7,887 (P/T EM Coordinator)
Operating	$ 36,056
Capital	$ 27,374
New Programs	$ 0
TOTAL	$ 71,317 (0% increase)

NEW PROGRAMS

Non-applicable	$ 0
TOTAL	$ 0

PRIORITIES

PROBABLE CARRYOVERS

Non-applicable	$ 0
TOTAL	$ 0

OPERATING INCREASES/DECREASES

520200	Contracted Services	decrease $37,500	- EOP complete
521200	Outside Printing	decrease $562	- Items purchased FY2016
521200	Operating Supplies	decrease $3974	- Items purchased FY2016
521213	Public Education Supplies	decrease $290	- Some items purchased FY2016
525004	WAN Charges	increase $1541	- Pulled from Other Communication 525090
525021	Smart phones (2)	increase $1362	- Moved from 1000
525030	800MHz Radio Service Charge	increase $976	- Additional radio added (EM vehicle)
525031	800MHz Radio Service Charge	increase $107	- Additional radio added (EM vehicle)
525090	Other Communication	increase $1720	- Moved from 2606
525210	Conf, Mtg, Training Expense	increase $6608	- Moved from 1000
525600	Uniforms & Clothing	increase $3500	- CERT uniform pants & shirts for existing/new members

CAPITAL ITEMS

540000	Small Tools & Minor Equip	increase $632	- Moved from 1000
540010	Minor software	decrease $ 42	- Decrease in ARC View license
5Axxxx	Plum Case	increase $7500	- New item
5Axxxx	(2) iPads	increase $1475	- Replacements (EM/ Coordinator)
5Axxxx	Shelving/Cabinets for storage	increase $3000	- New item
5Axxxx	(3) Weather Hawk	increase $7866	- Additional WeatherHawks

CHANGE IN OPERATING & CAPITAL

Total Increases: $ 36,287 Total Reductions: $42,368

$9,000 of LEMPG funds is allocated for the CERT program

SECTION I

COUNTY OF LEXINGTON
GENERAL FUND
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2480
Division: Public Safety
Organization: 131101- Emergency Management

Object Code	Revenue Account Title	Actual FY 2014-15	Actual FY 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
	LEMPG				71,317		
	**** Total Revenue (Section II)**	0	0	0	71,317	0	0
	***** Total Appropriation (Section III)**						

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2480 Fund Name:

Organ. #: 131101 Organ. Name: Emergency Managemer

Revenue Code	Fee Title	Actual Fees FY 2015-16	Actual Fees FY 2015-16	Anticipated Fiscal Year Total FY 2016-17	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees FY 2017-18	Budget Proposed Fee Change	Budget Total Proposed Estimated Fees FY 2017-18
466000		$ 71,317	$ 71,317	$ 81,217		$ 71,317	$ 71,317		$ 71,317

COUNTY OF LEXINGTON
LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT (LEMPG)/CERT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Local Emergancy Management Performance Grant/CERT 2480:**							
	Revenues:							
457000	Federal Grant Income	74,900	34,173	80,586	80,586	71,317		
458000	State Grant Income	635	0	0	0	0		
469100	Gifts & Donations	300	0	0	0	0		
	**** Total Revenue**	75,835	34,173	80,586	80,586	71,317	0	0
	*****Total Appropriation**				65,578	71,317	0	0
	FUND BALANCE Beginning of Year				17,736	17,736 ~~32,744~~	32,744	32,744
	FUND BALANCE - Projected End of Year				32,744	17,736 ~~(38,573)~~	32,744	32,744

COUNTY OF LEXINGTON
LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT (LEMPG)/CERT
Annual Budget
Fiscal Year - 2017-18

Fund: 2480
Division: Public Safety
Organization: 131101 Emergency Preparedness

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries and Wages - 1	0	0	0	6,420		
511112	FICA - Employer's Portion	0	0	0	492		
511113	State Retirement - Employer's Portion	0	0	0	775		
511130	Workers Compensation	0	0	0	200		
	*** Total Personnel**	**0**	**0**	**0**	**7,887**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	0	0	37,500	0		
520800	Outside Printing	1,532	0	2,500	1,938		
521200	Operating Supplies	8,584	1,721	10,474	6,500	3K CERT	
521213	Public Education Supplies	944	0	2,290	2,000		
525000	Telephone	3,375	1,693	3,373	3,373		
525004	WAN Charges (3)	0	0	0	1,541		
525021	Smartphones (2)	0	0	0	1,362		
525030	800 MHz Radio Service Charges - 7	4,019	1,259	3,533	4,509		
525031	800 MHz Radio Maintenance Charges -7	152	0	398	505		
525090	Other Communication	0	0	0	1,720		
525210	Conference, Meeting & Training Expense	867	700	1,000	7,608	1K CERT	
525600	Uniforms & Clothing	1,476	0	1,500	5,000	5K CERT	
	*** Total Operating**	**20,949**	**5,373**	**62,568**	**36,056**	**0**	**0**
	**** Total Personnel & Operating**	**20,949**	**5,373**	**62,568**	**43,943**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	368	2,368	3,000		
540010	Minor Software	600	600	642	600		
	All Other Equipment						
5Axxxx	Plum Case	0	0	0	7,500		
5Axxxx	(2) iPads Pro Wi-Fi 32GB w/accessorie Rpl	0	0	0	1,475		
5Axxxx	Shelving/Cabinets for Storage Building	0	0	0	3,000		
5Axxxx	(3) WeatherHawks Stations	0	0	3,933	11,799		
	**** Total Capital**	**600**	**968**	**3,010**	**27,374**	**0**	**0**
	***** Total Budget Appropriation**	**21,549**	**6,341**	**65,578**	**71,317**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017-18

Fund # 2480 Fund Title: LEMPG
Organization # 131101 Organization Title: Emergency Management
Program # Program Title: Public Safety

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Small Tools and Minor Equipment	3,000
2	Minor Software- ARC License	600
1	Plum Case w/ Accessories	7,500.00
2	iPad Pro w/ accessories	1,475
11	Shelving Units	3,000
3	WeatherHawks	11,799

** Total Capital (Transfer Total to S 27,374

SECTION V – PROGRAM OVERVIEW

EMERGENCY MANAGEMENT DIVISION

Summary of Programs:

Program I - Sara Title III - Superfund Amendments & Reauthorization Act/Citizens Corps Council (CCC)/ Community Emergency Response Team (CERT) / Local Emergency Planning Committee (LEPC)

Program II – Emergency Management

Program I: Sara Title III - Superfund Amendments And Reauthorization Act / Citizens Corps Council (CCC) Community Emergency Response Team (CERT) / Local Emergency Planning Committee (LEPC).

Objectives:

The SARA Program is mandated by federal law under Title III, Emergency Planning and Community Right-to-Know Act of the Superfund Amendments and Reauthorization Act of 1986.

The Citizens Corps Council (CCC) oversees the CERT Program.

The Community Emergency Response Team (CERT) Program provides for the development, training and exercising of CERT located throughout the County.

The Local Emergency Planning Committee (LEPC) and will address matters that pertain to SARA, Title III, Community Right-to-Know pertaining to hazardous materials in the County.

Program II: Emergency Management

Objectives:

This program provides the capability to plan for natural and man-made disasters which may affect the population of Lexington County. Planning is a continuous process and encompasses mitigation, actions taken to prepare for disasters, action to be taken during the event which lessen injuries, and a recovery process which will enable the population to resume normalcy in the shortest amount of time. Specific activities include planning for natural disasters (tornadoes, earthquakes, floods, hurricanes, winter storms, etc.) accidents involving the fixed nuclear facility at the V.C. Summer Nuclear Station, airplane crashes, incidents at the Columbia Metropolitan Airport, and the failure of the Lake Murray Dam. This program also provides a central point for coordination between local government, state and federal assisting agencies in all phases of planning.

With the increased emphasis of Homeland Security at all levels, the Emergency Management community has increased its efforts both in the planning and preparing for response to all hazards and threats to our community. This is evidenced both in the distribution and management of grant funds and in the increased exercising of plans. The Emergency Operations Center is the focal point for decision-making during response events and in training for all hazards both manmade and natural disasters.

SECTION VI. - LINE ITEM NARRATIVES

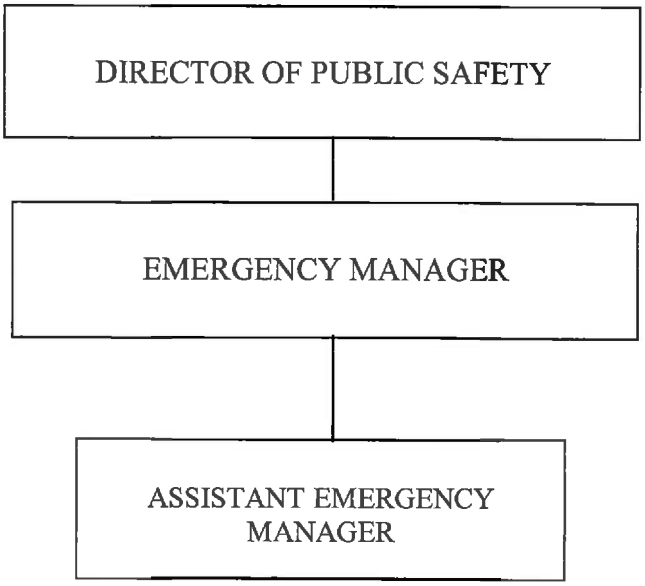
SECTION VI.A. – LISTING OF REVENUES

No Revenues for this General Fund

SECTION VI.B. – PERSONNEL

Current Staffing Level:

	Full Time Equivalent			
Job Title Positions	General Fund	Other Fund	Total	Grade
Emergency Manager	~~1.00~~ 0.92	0.08	1.00	213
Assistant Emergency Mgr	~~1.00~~ 0.92	0.08	1.00	208
Emergency Mgmt Coord.	0.00	1.00	1.00	108 P/T
TOTAL POSITIONS	1.84 ~~3.00~~	1.16 ~~0.00~~	3 ~~1.00~~	



SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$0**

PROGRAM 2 – EMERGENCY MANAGEMENT $0

EOP Rewrite completed in FY 2016.

520800 – OUTSIDE PRINTING **$1938**

PROGRAM 2 – EMERGENCY MANAGEMENT $1938

This account will allow for printing of emergency preparedness public education brochures and guides for distribution to the citizens of Lexington County.

521200 – OPERATING SUPPLIES **$6500**

PROGRAM 1 – SARA Title III/Citizen Corps Council & CERT $3000

This account will be used to purchase operating supplies to include backpacks, reflective vests, etc., for the purpose of supporting the CERT program.

PROGRAM 2 – EMERGENCY MANAGEMENT $3500

This account will be used to purchase operating supplies to support EM/EOC operations to include credentialing supplies, batteries, vests, etc.

521213 PUBLIC EDUCATION SUPPLIES **$2000**

PROGRAM 2 – EMERGENCY MANAGEMENT $2000

This account will be used to purchase pens, pencils, educational and awareness supplies to hand out to the public during outreach events. This account has additional funds added to supplement the reduction from the General Fund.

525000 – TELEPHONE **$3373**

PROGRAM 2 – EMERGENCY MANAGEMENT $3373

This account reflects the expenses involved with providing telephone service for the Emergency Management Division as well as the Emergency Operations Center (EOC). This amount reflects the pro-rated chargeback of the basic telephone system and for maintenance of these lines.

2 Office phone lines with voice mail at a monthly cost of $40.14 x 12 months = $481.68
11 EOC phone lines without voice mail at a monthly cost of $209.00 x 12 months = $2508
2 Gate phone lines without voice mail at a monthly cost of $32.00 x 12 months = $384

525004 – WAN SERVICE CHARGES **$1541**

PROGRAM 2 – EMERGENCY MANAGEMENT $1541

This account will cover the monthly Wifi charges for the Emergency Manager, Assistant Emergency Manager and Emergency Management Coordinator. Wifi access is essential to perform the required duties of emergency management when operating outside of the emergency operations center.

(3) Wifi 3 x $42.80/month x 12 months= $1,541

525021 – SMART PHONES **$1362**

PROGRAM 2 – EMERGENCY MANAGEMENT $1362

This account covers the monthly Smart Phone fees of the Emergency Manager and Assistant Emergency Manager.

Phone Service & Unlimited Data: (2) $53.00 each/mth + $3.71 sales tax each/mth = $56.71/mo x 12 mo = $1,362

525030 – 800 MHZ RADIO SERVICE CHARGES **$4509**

PROGRAM 2 – EMERGENCY MANAGEMENT $4509

This account will cover monthly operations service charges and roaming charges for (7) – 800 MHz radios.

(7) radios x $53.67/mo x 12 months= $4508.28 (includes sales tax)

525031 – 800 MHZ CONTRACTED MAINTENANCE **$505**

PROGRAM 2 – EMERGENCY MANAGEMENT $505

This account will cover monthly maintenance costs for 7 - 800 MHz radio.
3 radios x $115.60/each/yr = $346.80 (includes sales tax)
4 radios x $39.55/each/ yr = $ 158.20 (includes sales tax)

525090 – OTHER COMMUNICATION CHARGES **$1720**

This account will be used for monthly voice access fees for satellite phones. $1720

(2) Satellite phones 2 x $71.60 months x 12 months = $1,718.40 (includes sales tax)

525210 – CONFERENCES AND MEETING EXPENSES **$7608**

PROGRAM 1 – SARA Title III/Citizen Corps Council/CERT $1000

This account will cover the costs for supplies and refreshments for Citizen Corps Council and Community Emergency Response Team Members Meetings.

PROGRAM 2 – EMERGENCY MANAGEMENT $6608

This account will be used for Emergency Operations Center personnel for the purpose of training, meetings, and meal expenses associated with training or activations. The funds will also cover (2) EOC Emergency Awareness Seminars and/or Tabletop Exercises annually, SCEMA Conference expenses for the Emergency Manager, Assistant Emergency Manager and Emergency Management Coordinator and any additional regional conferences and seminars related to emergency management.

IAEM (International Association of Emergency Managers)	EM and Asst EM = $2400
SCEMA (SC Emergency Management Association)	EM, Asst EM and EM Coord = $2700
Public Safety Leadership Retreat	EM, Asst EM and EM Coord = $300
Training courses, Workshops, Exercises	EM, Asst EM and EM Coord = $1208

525600 – UNIFORMS & CLOTHING $5,000 ~~$5000~~

PROGRAM 1 – SARA Title III/Citizen Corps Council/CERT $5,000 ~~$5000~~

This account will allow for Emergency Management to purchase standard uniforms for the CERT members. A standard uniform fosters traits which are necessary for a person as an individual and an organization as a whole to thrive and prosper. Each member will be issued (1) uniform which will consist of (1) pair of tactical pants and (1) CERT labeled shirt. The estimated cost for each member to be issued a uniform is $66.60 per member.

(1) Pair of tactical pants $40.00
(1) CERT embroidered shirt $26.60

(75) Members X $66.60 /member (shirt and pants) = $4995

SECTION VI.D. – CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS & MINOR EQUIPMENT **$3000**

PROGRAM 2 – EMERGENCY MANAGEMENT $3000

This account will be utilized to purchase small tools & minor equipment needed to assist Emergency Management with the coordination of activation, operation, and training documents for the division.

540010 – MINOR SOFTWARE **$600**

PROGRAM 2 – EMERGENCY MANAGEMENT $600

Per GIS – this account is needed to purchase ESRI maintenance on 2 ArcView licenses for the upcoming year.

(2) ArcView licenses @ $300/ea = $600

5A* PLUM CASE WITH ACCESSORIES** **$7500**

PROGRAM 2 – EMERGENCY MANAGEMENT $7,500

This account will be utilized to purchase the Plum Extended Case which will provide redundancy in wireless network connectivity which is vital in an emergency event. This equipment will provide voice communications and high speed internet access to mission-critical data in areas where cellular service is limited or unavailable. The Plum Extended is a continuity solution supporting 128 simultaneous users and offers the ability to have two different cellular carriers for path diversity in case one carrier is unavailable.

(1) Plum Case $6300 (including tax)	$6300.00
(1) Plum accessory case $1200 (including tax)	$1200.00
	$7500.00

5A* iPad w/ Accessories Rpl** **$1475**

PROGRAM 2 – EMERGENCY MANAGEMENT $1,475

This account will be used to purchase (2) iPad Pros for the Emergency Management Division.

(2) iPad Pro 32GB $1240 (including tax)	$1240.00
(2) Case and keyboard $235 (including tax)	$ 235.00
	$1475.00

5A* SHELVING UNITS/CABINETS** **$3000**

PROGRAM 2 – EMERGENCY MANAGEMENT $3,000

This account will be utilized to purchase (11) shelving units for the Emergency Management storage building which will be located on the Public Safety Regional Training Facility grounds. This building and shelving units will be used to store equipment and supplies necessary for the operations during training and emergency events.

(11) Shelving Units $272.72 each (Shipping and tax included.) = $2999.92

5A* WEATHER HAWK WEATHER STATION** **$11799**

PROGRAM 2 – EMERGENCY MANAGEMENT $11,799

This account will be used to purchase (3) Weather Hawk Weather Stations and additional accessories needed for the purpose of providing a better weather picture which will enhance response times in the event of inclement weather.

3 Weather Hawks x $2150/ea = $2150 + Misc. Parts, Hardware/Software, and accessories = $1984 + Tax = $255 + Shipping $40.00 Total = $4429 Less vendor discount of $496 = $3933 x 3 = $11,799

COUNTY OF LEXINGTON
DHEC - EMS GRANT-IN-AID
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***DHEC - EMS Grant-In-Aid 2520:**							
	Revenues:							
459100	DHEC - EMS Grant-In-Aid	21,044	0	21,044	21,044	21,044		
801000	Op Trn from General Fund	1,225	0	1,450	1,450	1,450		
	****Total Revenue**	22,269	0	22,494	22,494	22,494	0	0
	*****Total Appropriation**				22,494	22,494	0	0
	FUND BALANCE Beginning of Year				198	198	198	198
	FUND BALANCE - Estimated End of Year				198	198	198	198

Fund: 2520
Division: Public Safety
Organization: 131400 - Emergency Medical Services

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	**** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520201	Physical Fitness Program	0	0	0			
525210	Conference, Meeting & Training Expense	17,523	0	22,494	22,494		
529903	Contingency	0	0	0			
	**** Total Operating**	**17,523**	**0**	**22,494**	**22,494**	**0**	**0**
	***** Total Personnel & Operating**	**17,523**	**0**	**22,494**	**22,494**	**0**	**0**
	Capital						
540010	Minor Software	0	0	0			
	All Other Equipment	4,672	0	0			
	***** Total Capital**	**4,672**	**0**	**0**	**0**	**0**	**0**
	******Total Budget Appropriation**	**22,195**	**0**	**22,494**	**22,494**	**0**	**0**

Section V – PROGRAM OVERVIEW

EMERGENCY MEDICAL SERVICES DIVISION
GRANT-IN-AID

The DHEC EMS Grant-in-Aid Program is intended to provide financial assistance to counties to improve and upgrade the EMS system in order to reduce injuries and the loss of life. All DHEC licensed ambulance services that provide emergency treatment and transport services are eligible to receive grant funds. Grant funds are awarded on a 94.5% state / 5.5% county matching fund basis.

SECTION VI.C – OPERATING LINE NARRATIVES

EMERGENCY MEDICAL SERVICES

525210 – CONFERENCE AND MEETING EXPENSES **$22,494**

Funds are needed to train Paramedics to implement full staffing.

4 Students @ $5,623.50 = $22,494

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenue Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Economic Development 2000:**							
	Revenues:							
417100	Fee In Lieu of Taxes	568	0	572	572	572		
417120	Fee In Lieu of Taxes - Prior Year	0	0	0	0	0		
438905	Cell Phone Sales	0	0	0	0	0		
450000	Rental Income	0	0	0	0	0		
459900	Miscellaneous Payments & Grants	0	0	0	0	0		
461000	Investment Interest	2,341	1,148	1,350	1,350	2,000		
821000	R.E.T. from General Fund	524,000	524,000	524,000	524,000	999,121		
	****Total Revenue**	526,909	525,148	525,922	525,922	1,001,693	0	0
	**** Total Appropriation**				942,801	1,181,563	0	0
	Unused Appropriations							
	Contingency				(2,000)	0		
	Utilities/Saxe Gotha Industrial Park				(250,000)	0		
	FUND BALANCE							
	Beginning of Year				344,749	179,870	179,870	179,870
	FUND BALANCE - Projected							
	End of Year				179,870	0	179,870	179,870

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2017-18

Fund 2000
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520103	Landscaping/Ground Maintenance	15,840	0	72,999	249,584		
525302	Util/Saxe Gotha Industrial Park	903	308	258,828	246,921		
529903	Contingency	0	0	0	0		
534278	SC State Museum Foundation	0	0	0	0		
537010	Certified Sites Program	0	0	0	82,500		
537011	Site Improvements Program	0	5,680	5,680	0		
	*** Total Operating**	**16,743**	**5,988**	**337,507**	**579,005**	**0**	**0**
	**** Total Personnel & Operating**	**16,743**	**5,988**	**337,507**	**579,005**	**0**	**0**
	Capital						
5AD758	Airport Connector STIB Application	0	0	0	0		
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	Other Financing Uses						
811000	Op Trn to General Fund/Cty Ordinary	0	0	0	0		
814506	Op Trn to Saxe Gotha Industrial Park	0	0	0	0		
815801	Op Trn to Lex Cty Airport Capital Projects	0	0	0	0		
	****Total Other Financing Uses**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**16,743**	**5,988**	**337,507**	**579,005**	**0**	**0**

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

417100 – Fee in Lieu of Taxes **$ 572**

Based on discussions with the Finance Department

461000 – Investment Interest **$2,000**

Based on discussions with the Finance Department

821000 – Residual Equity Transfer from General Fund **$787,218**

Based on current year needs.

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Economic Development Real Estate Operating Expenses

Objectives:

To provide for on-going operating expenses associated with the County's three business parks. To achieve and maintain status as South Carolina Certified Sites

The goal is to maintain the grounds and accoutrements in the County's three business parks in a highly presentable fashion so as to keep them attractive to new and existing occupants.

Service Standards:

a. To assist and advise the County Council and the County Administrator County-owned economic development real estate.
b. To coordinate the economic development real matters with the County's Chief Legal Counsel.
c. To coordinate with other County Departments on maintenance and other needs in our parks.
d. To ensure that the appearance of our business parks is properly maintained.
e. To achieve and maintain designation as South Carolina Certified Sites for all three business parks.

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING / GROUND MAINTENANCE / INDUSTRIAL PARKS $249,584

Cost to cover the estimated expense of maintaining the landscaping and streets at the following industrial parks:

- Saxe Gotha Industrial Park
  - Landscaping:
    - Estimated cost of $1,583.33 per month x 12 = $18,999.99
  - Street Sweeping / Cleaning*:
    - $1,000 each x 4 (once per quarter) = $4,000
  - Litter Control:
    - $1,000 each x 4 (once per quarter) = $4,000
- Chapin Business & Technology Park at Brighton
  - Landscaping:
    - Estimated cost of $16,007 per month x 12 = $192,084
  - Street Sweeping / Cleaning*:
    - 1,000 each x 4 (once per quarter) = $4,000
  - Litter Control:
    - $1,000 each x 4 (once per quarter) = $4,000
- Batesburg-Leesville Industrial Park
  - Landscaping:
    - Estimated cost of $1,208.33 per month x 12 = $14,499.99
  - Street Sweeping / Cleaning*:
    - 1,000 each x 4 (once per quarter) = $4,000
  - Litter Control:
    - $1,000 each x 4 (once per quarter) = $4,000

*It is our understanding that Lexington County Department of Building Services is requesting a street sweeper/cleaner. If awarded this piece of equipment, the estimated cost above may be substantial reduced and/or eliminated.

525302 – UTILITIES / INDUSTRIAL PARKS $246,921

Cost to cover the estimated expense for all of the utilities at the following industrial parks:

- Saxe Gotha Industrial Park
  - Lighting
    - Total Monthly Lighting Charges - $6,196.16 *plus* $434 (sales tax) = $6,630.16 x 12 = $79,561.92
  - Electrical
    - Sign - $1,000/year
- Chapin Business & Technology Park at Brighton
  - Lighting
    - Total Monthly Lighting Charges - $8,500.15 *plus* $595 (sales tax) = $9,095.15 x 12 = $109,141.80
  - Electrical
    - Irrigation - $12,000/year
    - Signs & fountain - $2,000/year
  - Water - $3,000/year
- Batesburg-Leesville Industrial Park
  - Lighting
    - Total Monthly Lighting Charges - $2,664.87 *plus* $186.54 (sales tax) = $2,851.41 x 12 = $34,216.92
  - Electrical - $6,000/year

537010 – CERTIFIED SITES PROGRAM **$82,500***

Cost to cover the SCDOC requirements to designate Batesburg-Leesville Industrial Park as an SC Certified Site.

*Economic Development staff will apply for grant from SCDOC to cover up to 50% of these expenses; however, there is no guarantee that the grant will be awarded.

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2017-18

Fund 2000
Division: Economic Development
Organization: 181101 - Economic Development Administration

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3	183,410	48,587	181,978	174,500		
510200	Overtime	0	123	0	0		
511112	FICA - Employer's Portion	13,481	3,679	13,921	13,349		
511113	State Retirement - Employer's Portion	20,317	5,376	20,127	21,047		
511120	Employee Insurance - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	2,901	628	2,966	2,914		
515700	Moving Expense Reimbursement	0	2,500	0	0		
519999	Personnel Contingency	0	0	4,380	0		
	*** Total Personnel**	**243,509**	**72,593**	**246,772**	**235,210**	**0**	**0**
	Operating Expenses						
520221	Website Service	4,000	6,000	14,000	5,000		
520300	Professional Services	0	0	8,000	2,500		
520400	Advertising & Publicity	23,588	144	20,000	50,000		
520500	Legal Services	28,240	15,893	30,000	30,000		
520700	Technical Services	2,879	0	3,000	3,000		
521000	Office Supplies	1,770	71	1,600	1,700		
521100	Duplicating	39	32	35	150		
522300	Vehicle Repairs & Maintenance	0	0	500	120		
524000	Building Insurance	80	80	82	85		
524100	Vehicle Insurance	0	0	546	546		
524201	General Tort Liability Insurance	608	608	626	645		
524202	Surety Bonds	0	0	0	30		
525000	Telephone	951	484	955	955		
525006	GPS Monitoring Charges	0	0	228	230		
525021	Smart Phone Charges	1,560	540	1,512	1,512		
525041	E-mail Service Charges - 3	243	215	387	387		
525100	Postage	348	136	500	500		
525110	Other Parcel Delivery Service	0	0	0	250		
525210	Conference, Meeting & Training Expense	24,338	1,761	26,620	25,235		
525230	Subscriptions, Dues, & Books	785	1,385	1,910	3,714		
525240	Personal Mileage Reimbursement	4,306	163	500	1,200		
525250	Motor Pool Reimbursement	0	41	0	0		
525300	Utilities - Administration	8,025	2,720	8,203	6,663		
525400	Gas, Fuel & Oil	0	0	4,500	4,500		
529903	Contingency	0	0	2,000	0		
534301	Central Carolina Econ. Develop Alliance	105,000	52,500	105,000	105,000		
534303	Riverfront Alliance	51,000	25,500	51,000	55,000		
534310	Greater Cola Chamber of Commerce	0	0	0	0		
534311	Contribution - Cayce Gateway Sign	0	0	0	0		
537006	USC Incubator Project	25,000	12,500	25,000	25,000		
537173	Community Open Land Trust (Lex. Greenway Alliance)	0	0	0	0		
537190	Engenuity SC	25,000	12,500	25,000	40,000		
537193	Navigating Good to Great Foundation	0	0	0	0		
	*** Total Operating**	**307,760**	**133,273**	**331,704**	**363,922**	**0**	**0**
	**** Total Personnel & Operating**	**551,269**	**205,866**	**578,476**	**599,132**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2017-18

Fund 2000
Division: Economic Development
Organization: 181101 - Economic Development Administration

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Capital						
540000	Small Tools & Minor Equipment	311	66	514	1,058		
540010	Minor Software	0	0	350	383		
	All Other Equipment	2,183	0	25,954			
	Laptop Replacement/Carrying Case/Docking Station/External USB Drive				1,365		
	(1) IPAD				620		
	****Total Capital**	**2,494**	**66**	**26,818**	**3,426**	**0**	**0**
	***** Total Budget Appropriation**	**553,763**	**205,932**	**605,294**	**602,558**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2000 Fund Title: Economic Development
Organization # 181101 Organization Title: Economic Development Administration
Program # 180 Program Title: Community & Economic Development

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
540000	Small Tools & Minor Equipment	~~800~~ 1,058
540010	Minor Software	383
1	Laptop Replacement/Carrying Case/Docking Station/External USB Drive	1,365
1	IPAD	620

** **Total Capital (Transfer Total to Section III)** ~~3,168~~ 3,426

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Economic Development

Program:

Objectives:

To create general wealth in the County of Lexington deriving from new and expanding enterprises and the payrolls and benefits associated therewith. To expand and broaden the tax base of the County of Lexington by attracting, sustaining and expanding a diversified mix of enterprises. To encourage public and private sector investment in the development of quality sites, buildings and business parks containing the infrastructure necessary to support new enterprises. To increase the number and diversity of job opportunities in the County in order to curb the level of out-commuting to work by county residents.

To achieve these objectives, the Economic Development Department must work collaboratively with economic development allies such as the South Carolina Department of Commerce, the Central South Carolina Alliance, the various utilities that serve the county and many other players. In addition, the Department must develop and maintain strong working relationships with other County Departments, municipal governments, educational institutions and the private sector to ensure that the County of Lexington is maintains its positive image as a good place to conduct business.

Service Standards:

a. To assist and advise the County Council, County Administrator and department heads in all aspects of economic development.
b. To coordinate the economic development efforts with the County's Chief Legal Counsel.
c. To be the single point of contact for the County of Lexington on all matters relating to economic development.
d. To be an "impartial broker" to ensure that all real estate options meeting the criteria of prospective new enterprises are exposed to prospects regardless of ownership or location.
e. To catalog and maintain contemporary data on sites, buildings and business parks county-wide
f. To foster the creation of new product, including business parks and speculative buildings.
g. To proactively pursue certification of available county-owned properties and to assist private property owners to pursuing certification
h. To provide economic development educational opportunities to staff, to increase the awareness of market trends, updated web appearance and information, all in an effort to better position and market the County.
i. To respond to the inquiries and needs of companies considering the County for a new location or fulfilling the needs of existing industry wishing to expand.
j. To implement a focused and systematic Business Expansion and Retention program to ensure that our existing employers are appreciated and heard. To be the ombudsman between existing employers, county government and other service providers.

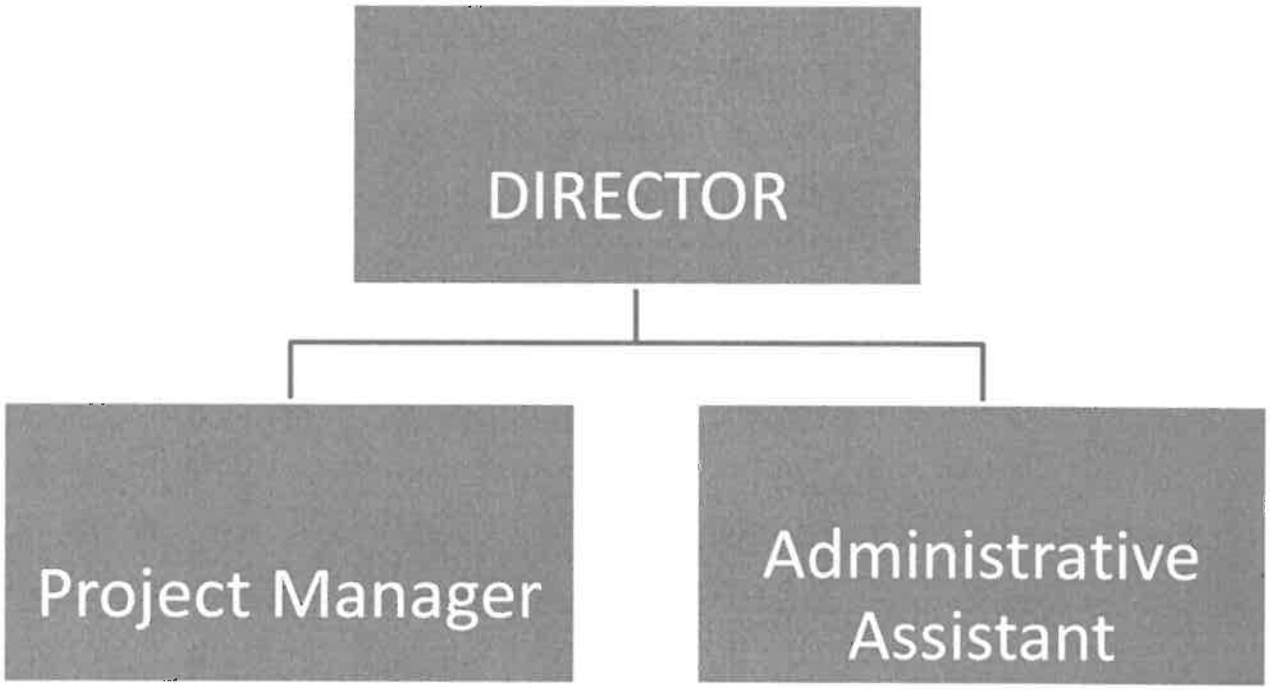
SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Director	1	1		1	217
Project Manager	1	1		1	209
Administrative Assistant	1	1		1	106
Total Positions	3	3		3	

All of these positions require insurance.

Display organization flowchart:



SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520221 - WEBSITE SERVICES **$ 5,000**

Cost to cover the services of a photographer and a graphic designer to upgrade the photography and graphics on the economic development web site. The Department's web site will be brought in-house and hosted and maintained by the County's Information Services Department beginning July 1, 2017.

520300 - PROFESSIONAL SERVICES **$ 2,500**

Cost to cover individualized expertise from professionals that will be needed as Economic Development works to market Lexington County's three industrial parks.

520400 – ADVERTISING & PUBLICITY **$ 50,000**

Cost to cover marketing events to promote Lexington County's three industrial parks; updated marketing brochures with targeted inserts featuring Saxe Gotha Industrial Park, Batesburg-Leesville Industrial Park and Chapin Business & Technology Park at Brighton; quarterly newsletter for existing industry; print ads promoting a park

Expenses year to date - $19,855

520500 - LEGAL SERVICES **$ 30,000**

Cost to cover legal advice and document preparation on all economic development projects; based on YTD and historic activity:

$19,507.50 / 7 = $2,786.79
$2,786.79 x 12 = $33,441.48

520700 - TECHNICAL SERVICES **$ 3,000**

Cost to cover the renewal of SalesCloud Professional Edition customer relationship management software to be used for the existing industry call program, to track prospects and run reports on industry in Lexington Count y.

3 monthly subscriptions @ $65/month = $195
$195 x 12 = $2,340
1 annual support / maintenance plan @ $351.00

521000 - OFFICE SUPPLIES **$ 1,650**

Cost to cover routine office supplies (paper, ink cartridges, pens, file folders, notebooks, binders, dividers, envelopes, business cards, stationary, forms, etc)

Toner bundle (cyan, yellow, magenta, black) – (4) bundles @ $310.80	$ 1,243.30
Miscellaneous office supplies based on (3) employees	$ 406.70

521100 - DUPLICATING **$ 200**

Cost to cover copying internal work papers, reports, emails, budget forms, procurement forms, finance forms another related documents -- $.0315 per copy

$67.74/6 = $11.29 per month
$11.29 x 12 = $135.48
Printer Paper ($2.8569/ream) x 25 = $71.42

522300 – VEHICLE REPAIRS & MAINTENANCE **$ 120**

Cost to cover three vehicle services at $40 each

524000 - BUILDING INSURANCE **$ 85**

Cost to cover allocated building insurance per schedule.

524100 - VEHICLE INSURANCE **$ 546**

Cost to cover allocated vehicle insurance per schedule.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 645**

Cost to cover general tort liability insurance per schedule.

524202 – SURETY BOND **$ 30**

Cost to cover surety bond per schedule.

525000 - TELEPHONE **$ 955**

Cost to cover all of the telephone services for the Economic Development Department. There are a total of (4) lines in the department:

3 existing lines with voicemail x $20.08 = $60.24
1 existing line without voicemail x $19 = $19.00
$79.24 x 12 = $950.88

525006 – GPS MONITORING SYSTEM **$ 230**

Cost to cover 12 months of the GPS Monitoring Service
$18.95 x 12 = $227.40

525021 – SMART PHONE CHARGES **$ 1,512**

Cost to cover all of the cellular telephone service for the Economic Development Department. There are (2) cell phone in the department:

2 cell phone (with hot spot) @ $63/month = $126
$126 x 12 = $1,512

525041 – E-MAIL SERVICE CHARGES **$ 387**

Cost to cover all of the email services for the Economic Development Department. There are a total of (3) email accounts in the department:

3 email accounts @ $10.75 per month = $32.25
$32.25 x 12 = $387

525100 - POSTAGE **$ 500**

Cost to cover an estimated number of mailings including, but not limited to, reports, office correspondence, event mailings, etc.

525110 – OTHER PARCEL DELIVERY SERVICE **$ 250**

Cost to cover occasional delivery by UPS or FEDEX for specialized RFI's (Requests For Information) from prospects looking to locate in Lexington County.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 25,235**

Cost to cover attending the National and South Carolina economic development conferences/meetings, training workshops, local development workshops and targeted marketing trips. In addition, this cost encompasses the expense of maintaining technical competence of professional staff, to include: continuing education hours for CEcD (Certified Economic Developer)

Conferences & Meetings:

SCEDA (SC Economic Developers Association) - Annual Conference
(2 @ $800)
SCEDA – Fall Conference
(2 @ $400)
Central SC Alliance/SC Dept. of Commerce/SC Power Team Targeted Marketing Trips
(4 @ $1,250)

SC Power Team Economic Development Review
(2 @ $605)
SEDC (Southern Economic Development Council) Annual Conference
(1 @ $1,500)
SEDC Meet the Consultants
(2 @ $1,375)
SC Economic Development Institute
(1 @ $3,000)
Oklahoma University Economic Development Institute (OU EDI)
(1 @ $3,400)
IEDC (International Economic Development Council) Annual Meeting
(1 @ $3,000)
IEDC Webinars
(5 @ $100)
Leadership Lexington County
(1 @ $475)
Southern Economic Development Roundtable Annual Meeting
(1 @ $1,200)
Miscellaneous local events (i.e. Power Breakfasts, etc.)
(4 @ $200)

525230 - SUBSCRIPTIONS, DUES & BOOKS **$ 3,714**

Cost to cover annual membership dues to Economic Development professional organizations, both locally and nationally, to include the following:

SCEDA (2 @ $200)
SCEDA web link (1 @ $75)
SEDC (2 @ $250)
IEDC (cost based on population in Lexington County = $975)
LoopNet (3 listings @ $146.95/month = $1,764. LoopNet is the most utilized web-based commercial/industrial properties database. The three listings will be the county's business parks.

525240 – PERSONAL MILEAGE REIMBURSEMENT **$ 1,200**

Cost to cover reimbursement for use of personal vehicles by the Economic Development Department staff on Lexington County business, economic development trips, etc.

2 months of mileage = $170
$170 x 6 = $1,020

525300 - UTILITIES - ADMINISTRATION **$6,663**

Cost to cover the utility allocation for the administrative building:

Estimated monthly cost of $549.63
$549.63 x 12 = $6,595.56
$6,595.56 x .0102 (estimated increase) = $6,662.83

525400 – GAS, FUEL & OIL **$ 4,500**

Cost to cover Economic Development travel, to include: meetings hosted around Lexington County and the Midlands, site visits, existing industry appointments, industrial park tours, marketing trips in the Southeast, etc.

534301 – CENTRAL CAROLINA ECONOMIC DEVELOPMENT ALLIANCE **$ 105,000**

To cover the cost of Lexington County's membership dues -- $97,000
To cover the cost of company performance transcripts - $8,000

534303 – RIVERFRONT ALLIANCE **$ 55,000**

To cover Lexington County's membership dues.

537006 – USC INCUBATOR **$ 25,000**

To cover a portion of the cost to operate the Incubator.

537190 – ENGENUITY SC **$ 40,000**

Cost to support regional economic development and competitiveness work in Lexington County. Amount to be broken down as follows:

- Midlands Regional Competitiveness Report/MBLG Competitiveness Initiative - $10,000
- What's Next Midlands - $10,000
- Lexington County K-12 STEM Programs - $10,000
- *Ignite*! - $5,000
- Regional Mayors Forum - $5,000

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$ 1,058**

To replace shredder, office chairs, cell phone equipment, etc. and purchase office conference phone, additional filing cabinet accessories for laptop replacement.

540010 – Minor Software **$ 383**

Cost to cover (1) additional annual license for Adobe Acrobat Pro

All Other Equipment **$ 1,985**

Laptop Replacement/Carrying Case/Docking Station/External USB Drive - $1,365
(1) IPAD - $620

Central SC
Business Friendly. Business Ready.

A 1201 Main Street Suite 100
Columbia, SC 29201

W centralsc.org

P (803) 733-1131

January 31, 2017

Joe G. Mergo, III
County Administrator

J. Michael Eades, CEcD
Economic Development Director

Lexington County
212 South Lake Drive
Lexington, SC 29072

Dear Joe and Mike,

The Central SC Alliance is pleased to submit to the Lexington County Council our annual budget request for 2017-2018. Our request for funding is $97,000 and $8,000 for company performance transcripts, for a total of $105,000. We would welcome the opportunity to meet with you at your convenience to discuss this request.

Included in this package is a draft budget for FY2017-18. This budget is an early draft document and has not been formally presented to the Board of Directors. I have also included our Annual Report.

On behalf of the Board of Directors and the staff of the Central SC Alliance, it is an honor to represent Lexington County and its citizens. Please feel free to contact me if there are any questions regarding this request.

Sincerely,

Mike Briggs

G. Michael Briggs
President and CEO

Central|sc
Business Friendly. Business Ready.

Estimated Budget 2017-2018

Income		
	City of Columbia	$120,500
	Calhoun County	$72,000
	Clarendon County	$72,000
	Fairfield County	$72,000
	Kershaw County	$72,000
	Lexington County	$97,000
	McCormick County	$36,000
	Newberry County	$72,000
	Orangeburg County	$72,000
	Richland County	$97,000
Total Public Sector		**$782,500**
	Business Community	$600,000
	Investor Initiative	$50,000
	Contract Services	$11,000
	Sponsorships	$10,000
	Grants Revenue	$650,000
Total Private/Grants		**$1,321,000**
Total Income		**$2,103,500**
Expenses		
	Personnel Services	$1,075,000
	Operating Expenses	$85,000
	Overhead	$205,000
	Executive & Administration	$45,000
	Research & ED	$127,000
	Marketing	$530,000
	Investor & Public Relations	$30,000
Total Expenses		**$2,097,000**
Net Income		**$6,500**

THE RIVER ALLIANCE

What 90 miles of river can be.

February 1st, 2017

Mr. Joe G. Mergo
County Administrator
Lexington County
212 South Lake Drive
Lexington, South Carolina 29072

Dear Mr. Mergo:

The River Alliance requests Lexington County's support in the FY 2017-2018 budget. This is in accordance with the terms of the Agreement of The River Alliance, executed by River Alliance and Lexington County (et. al.) in February of 1995. We are requesting a total of **$55,000.00** for the budget year.

Enclosed is our draft budget for 2017-2018, showing:

- all funding sources anticipated, including, in addition to Lexington County, Richland County, the City of Cayce, the City of Columbia and the City of West Columbia, and private funding.
- detailed utilization of the funding.

The River Alliance is privileged to serve both Lexington and Richland Counties. The two most visible Lexington projects are the Three Rivers Greenway in Cayce and West Columbia, and the evolving "12,000 Year History Park" in Cayce. The History Park is on approximately 350 acres along the Congaree Creek and is the result of over 15 years of Alliance effort. Our serviced population is the total population of both counties and the ever increasing number of visitors.

Lexington County is a founding member of the Alliance. Lexington County Council is represented on the Alliance board by two members of Council and two additional citizen appointments. This structure promotes clear understanding of the County goals and needs, and their alignment with the work plan of the Alliance. For this year we will continue to provide river access to the residents of Lexington County via the regional Three Rivers Greenway project.

The I-26 Saluda Crossing from Lexington to Richland County, using federal funds requested by The River Alliance, is now in design. The Phase 1 of the Saluda Riverwalk (funded by Richland County) , three miles of Greenway, has been advertised for bid and will be in construction this year. The Boyd Island Project, funded by private donation, will move to final design. All will become part of the Three Rivers Greenway and be available to the citizens of Lexington County at no cost. This public access to water continues to be extremely popular and adds to the total quality of life in the Midlands.

As always, if you have any questions about this grant request, or on any other matter, please feel free to call me at 765-2200.

Regards,

Michael T. Dawson
Chief Executive Officer

Enclosure: 2017-2018 River Alliance Draft Budget

Cc: Todd Cullum
Debra Summers

River Alliance Draft Budget FY 17-18

INCOME

Annual Government Grant Income	
Lexington County	$55,000
Richland County	$55,000
City of Cayce	$10,000
City of Columbia	$55,000
City of West Columbia	$10,000
Total - Annual Govt Grant Income	**$185,000**

Fundraising Income	
Corporate Contributions	$50,000
Total Fundraising Income	**$50,000**

Other Income	
Project Reimbursed Expenses	$25,000
Project Administration	$20,000
Project Marketing/Public Information Reimbursed Expenses	$5,000
Interest Income	$500
Other Income	$500
Total - Other Income	**$51,000**

INCOME	
Annual Government Grant Income	**$185,000**
Fundraising Income	**$50,000**
Other Income	**$51,000**
TOTAL INCOME	**$286,000**

River Alliance Draft Budget FY 17-18

EXPENSES

Structural/Personnel Expenses	
Payroll	$120,000
Employee benefits and taxes	$36,000
Total - Structural/Personnel Expenses	$156,000

Operating Expenses	
Bank Charges	$150
Audits/Reports	$2,000
Bookkeeping/Accounting Specialists	$1,800
Company Vehicle/Mileage	$2,000
Computer Software	$1,000
Computer - Network & Maintenance	$1,000
Dues & Subscriptions	$780
Education	$700
Equipment Lease/Rental	$5,000
Insurance	$5,343
Legal	$3,000
Licenses, Permits, Registrations	$787
Office Furniture	$500
Office Supplies	$4,000
Postage & Delivery	$1,000
Rent	$3,000
Office Services	$2,000
Repairs & Maintenance	$750
Telephone & Internet	$6,240
Travel & Conferences	$3,000
Director's Discretionary Funds	$1,000
Total - Operating Expenses	**$45,050**

Program Expenses	
Fundraising	$1,000
Marketing/Public Information	$10,800
Professional Services/Costs	$25,000
Three Rivers Greenway	$15,000
River Recreation & Protection	$2,500
12000 Year History Park	$15,000
Total - Program Expenses	**$69,300**

EXPENSES	
Structural/Personnel Expenses	**$156,000**
Operating Expenses	**$45,050**
Program Expenses	**$69,300**
TOTAL EXPENSES	**$270,350**
TOTAL SURPLUS/DEFICIT	**$15,650**

engenuity^{SC}

February 2, 2017

Mr. Joe G. Mergo, III
County Administrator
Lexington County
212 South Lake Drive
Lexington, SC 29072

Dear Joe:

On behalf of the EngenuitySC Board of Directors, I am writing to request $40,000 from Lexington County for the 2017-18 fiscal year to support EngenuitySC's regional economic development and competitiveness work in Lexington County.

EngenuitySC is a non-profit, public-private economic development organization that develops and manages programs in Lexington and Richland Counties with a mission of increasing the competitiveness and prosperity of the region. Our goal is to make our region more attractive to outside companies considering an investment and to address regional issues that encourage and entice existing companies to stay and grow here.

Funding Sources
Per your request, I am providing Engenuity's projected FY 2017-18 fiscal year funding sources. These projections draw from current year funded amounts.

- Local Government: $193,500
- Education: $541,000
- Private Sector: $150,000

Funded Programs
We are requesting funding to be applied to the following projects that we manage for the benefit of Lexington County citizens.

Midlands Regional Competitiveness Report/MBLG Competitiveness Initiative - $10,000
EngenuitySC produces the Midlands Regional Competitiveness Report (MRCR), an annual economic competitiveness study which compares the Midlands of South Carolina to peer and aspirant regions around the southeast in five key areas of competitiveness - Talent, Innovation, Entrepreneurship, High Impact Clusters, and Livability. In 2016, we worked with you to address the needs of Lexington County in the 3rd edition of MRCR, published in January. With your help, we also featured Lexington County businesses in the report. We anticipate this same level of work with you in the coming year.

EngenuitySC is also partnering with Midlands Business Leadership Group (MBLG) in a competitiveness initiative. MBLG, a coalition of more than 40 CEOs and executives from our region's largest employers who regularly convene and work on issues that are important to the Midlands, will be using the report as a road map to catalyze action and seek improvements through the formation of community working groups. We are very proud that we secured leadership positions in the MBLG Competitiveness Initiative for senior Lexington County government and business officials.

What's Next Midlands - $10,000

What's Next Midlands is an idea hub that inspires community action. What's Next Midlands rallies the ideas, community partners, volunteers, and funds needed to make the community's ideas for improving livability happen. Four projects are selected for implementation each year by What's Next members who understand that the community's ideas will make our region a world class community.

Two projects have been selected for implementation that have a direct impact on Lexington County. The first project is increased river access through the installation of a kayak and canoe launch and dock along Congaree Creek in Lexington County. The project is a collaboration between What's Next Midlands, the City of Cayce, the Department of Natural Resources, and the Congaree Riverkeeper.

The second project to be implemented is a public art installation using laser lights that will reflect off of the Congaree River. The lighting installation will make both the Lexington County and Richland County riverbanks a true showcase. The laser lights will be a ten-year permanent art installation that will be unique in the world. The installation will be a must-see for area tourists.

Lexington County K-12 STEM Programs - $10,000

EngenuitySC manages two dynamic K-12 programs: Lower Richland High School STEM and the Richland School District 2 "Carolina Alliance for Technology." Through these programs, students are exposed to coursework and real-world experiences that prepare them for advanced study at the collegiate level, as well as success in highly skilled careers with growing companies in the region. Students, parents and teachers in the STEM Program also benefit from exposure to a wide variety of career development resources outside the classroom.

This year, we have continued our work to bring a STEM Program similar to these to a Lexington County School District. Our current plan is to implement a STEM program, tailored to the needs of the school district, in Lexington County in the 2017-18 school year. The program will provide workforce development benefits by showing students opportunities to pursue highly skilled STEM careers locally and by connecting Lexington County companies with students who are interested in pursuing careers in their areas of need.

***Ignite*! - $5,000**

EngenuitySC's annual celebration of economic competitiveness, entrepreneurship and innovation brings together a large crowd of elected officials, business leaders, innovators, students and entrepreneurs to celebrate forward-thinking economic development and prosperity in the Midlands. Lexington companies are featured during our program each year. In addition to the keynote presentations, the event provides extended networking time for attendees.

Regional Mayors Forum - $5,000

The Regional Mayors Forum is a collaborative of all mayors in Lexington and Richland Counties. Started six years ago, the Forum has focused on relationship building and communication. Understanding that we are one region, the Mayors took the group to a more formal level by working with EngenuitySC to focus on collaborative actions that enhance each of our cities and lead to a stronger, more competitive and prosperous region.

All of the above projects serve the economic development needs of Lexington County citizens, as a whole. The funds will be leveraged with funds from other local governments, higher education, school districts, and private sector businesses to greatly multiply the benefits of the funded amounts.

Goals & Measurements

These programs provide public economic development services to Lexington County citizens and businesses. They are designed to enhance economic growth in the County, particularly to attract and grow companies that bring higher-paying jobs to the County, and to involve existing companies and their employees in activities that enhance the attractiveness of staying and growing in the County.

The Lexington County K-12 STEM Programs will have specific student, parent, and teacher participation numbers that will be reported, once implemented. What's Next Midlands and *Ignite*! will be measured in terms of participation by Lexington County businesses and citizens, as well as overall economic growth of companies participating in the programs. Midlands Regional Competitiveness Report is, in itself, a measurement of progress in the Midlands region. The 2017 report will show annual progress in the five key areas measured across the region, including Lexington County. The MBLG Competitiveness Initiative will be measured by tracking two-year benchmarks from the region. The project will track deeper metrics for the region and determine whether identified priority projects have been completed. The Regional Mayors Forum will be measured by the participation of the mayors, the resources provided to the mayors, the legislative/public engagement the mayors are involved in, and the benefits of the peer-to-peer advisory network and external resource network.

Finally, in addition to preserving elected positions on the EngenuitySC Board for business leaders from Lexington County, we are proud that there has always been and always will be an ex officio seat on the EngenuitySC Board reserved for the Chair of the Lexington County Council. This will ensure that Lexington County is playing a key role in determining the mission, direction and strategic projects of EngenuitySC.

Closing

I appreciate your consideration of our annual request for funding and look forward to discussing this further with you and other key decision makers in Lexington County. We are proud of Lexington County's involvement in EngenuitySC and look forward to another year of working together.

Sincerely,

K. Meghan H. Hickman
Executive Director, EngenuitySC

USC/COLUMBIA TECHNOLOGY INCUBATOR

WILLIAM D. KIRKLAND
EXECUTIVE DIRECTOR
USC/COLUMBIA TECHNOLOGY INCUBATOR
1225 LAUREL STREET
COLUMBIA, SC29201
KIRKLAND@SC.EDU
(803) 556-6501

February 3rd 2017

Mike Eades
Economic Development Director
County of Lexington, South Carolina
212 South Lake Drive, Suite 502
Lexington, South Carolina 29072

Re: Lexington County Funding Requests for FY 2017/2018

Dear Mike:

I'd like to welcome you once again in your role as Lexington County's Economic Development Director. Thank you again for your continued support of the USC/Columbia Technology Incubator (Incubator). Our mission is to help innovative businesses grow through education, mentoring, and an established sense of community in our incubation facility that serves the Midlands of South Carolina. Since 1998, the Incubator has been a driving force for economic development in our region, and with your continued support, that mission will continue. We constantly seek to ensure that our goals align closely with those of Lexington County Council, and view your expression of support as confirmation that our mutual goals are in alignment.

USC/Columbia Technology Incubator Goal Statements

- Encourage positive economic development and growth of the region's Entrepreneurial Ecosystem
- Attract and retain highly skilled, innovative, and creative entrepreneurs, employees, and businesses
- Create high wage, high impact jobs

2016 was another outstanding year for the Incubator as we celebrated many successes with our 48 member companies. Last year, these members generated nearly $35 million in gross revenue and employed nearly 250 people. We estimate that over 30% of these employees reside in Lexington County.

Lexington based Healthy Hands Cooking (HHC) is entering its 2nd year in our business incubation program. The HHC Instructor Certification program is an online, 24/7, patent-pending process that teaches the principles of business start-up, food handling safety, class structure, marketing and more. This self-study program is completed at your own pace from the comfort of your home computer. HHC now has over 350 certified instructors in almost every state. These certified instructors license course materials and use of the operations platform from HHC, and then operate their own small businesses teaching in after school classes, community centers, and birthday parties. In 2016, HHC received a $25,000 investment as part of our 10 week **Fired Up Accelerator Program**, and launched a new website that will allow it to scale its business to over 1,000 certified instructors this year. HHC used their Fired Up experience to test and validate a new marketing strategy that uses a network of influential "mom bloggers" to virally advertise HHC to a potentially huge audience. Of the Fired Up program HHC Founder Jan Pinnington said, "The absolute #1 best thing about it was the push to get me out of my comfort zone and meet face to face with my

USC/COLUMBIA TECHNOLOGY INCUBATOR

prospects and customers." By leveraging their experience in the Fired Up Accelerator, HHC has also recently been accepted into the SC Launch program, which could provide further follow on funding.

In 2016, Lexington County based Incubator graduate **Bridge to Life** saw continued revenue growth, continuing a trend from the previous year. **Bridge to Life** was founded with the mission of improving organ transplants through developing and licensing preservation solutions and technologies.

Another example of a company with a Lexington based founder is GP Technologies LLC. GP Technologies is an international software development and IT services firm with extremely qualified and full-fledged professionals who offer quality, cost-efficient solutions to client's data management needs. Both management and employees perceive consumer's needs and confide in their years of sensible business expertise to assist evety client accomplish continuing success.

Mike, we look forward to you replacing Chuck Whipple on our Board of Directors. With your help and the generous support of Lexington County Council, we've continued to build on our success in engaging and assisting Lexington County based entrepreneurs. We hosted ~50 individual seminars, workshops, and networking events each year, the vast majority of which are free and open to the public. We look forward to working with you to continue leveraging these opportunities to help Lexington County meet its goal of providing public services to the citizens of Lexington County.

As you know, in 2014 we received an EDA grant to help with the construction of a new Incubator facility. I am happy to report that we will be breaking ground in the spring, with an ambitious target move-in date in early 2018. We believe that the move to a modern facility, new selective application processes, outstanding programs, and closer proximity to the university campus will be a tremendous benefit to the economic development and job growth of the entire Midland's region.

Attached is an overview of our prospective budget, which includes Lexington County's continued support at levels consistent with prior years. We are requesting a renewal of your support of $25,000 for the 2017-2018 fiscal year. We look forward to the opportunity to meet with you and/or Lexington County Council to discuss our funding request.

Thank you again for your support.

Sincerely,

William D. Kirkland
Executive Director
USC/Columbia Technology Incubator

Cc: Chad Hardaway, Associate Director, USC/Columbia Technology Incubator
Jack Beazley, Managing Director, USC/Columbia Technology Incubator
Joe Mergo, III, Lexington County Administrator

USC/COLUMBIA TECHNOLOGY INCUBATOR

Estimated Funding Sources and Utilization of Funding
Calendar Year 2017

Estimated Revenue Support

Private Contributions/Donations	$15,000
University of South Carolina	$165,000
Local Government Support	$75,000
Rental Income	$275,000
Program Revenues	$98,000
Total Revenue	$560,000

Expense (Utilization)

Salaries	$225,000
Building Operations Expenses	$205,000
Program Expenses	$85,000
Marketing	$10,000
Office & Computer Expenses	$10,000
Other Operating Expenses	$25,000
Total Expenses	$560,000

ACCUSWEEP
LANDSCAPE
INCORPORATED
• Paving & Asphalt Repairs • Parking Lot Sweeping
• Sealcoating & Striping • Landscaping
1 800 523-2156
LOCAL OFFICES IN SUMMERVILLE, MYRTLE BEACH & COLUMBIA
PROUDLY KEEPING SOUTH CAROLINA
CLEANER AND GREENER.

PO Box 211789
Columbia, SC 29221
FAX: 803-787-9379
phone 800-523-2156

Estimate

February 10, 2017

CLIENT: Lexington Couty – Sarah Johnson
sjjohnson@lex-co.com – 803.785.6818

SERVICE TYPE: Sweeping Estimate

Description of Service:

Estimated amount of time to sweep 4 miles of roadway is 8 hours. Sweeping time depends on amount of debris/sand/etc in road. Sweep price per hour is $150.00/hour. Dumping materials offsite estimated up to $300.00.

AccuSweep Services, Inc. is fully insured including two million dollars of General Liability insurance. All work is guaranteed.

Client Signature/Date

Accusweep Services/Date

ADDENDUM – CAPITAL PROJECT REQUEST

Summary of Programs:

Program 1 – Economic Development Real Estate Enhancements

Objectives:

To provide for one-time expenses aimed at improving the salability of certain prime parcels in the County's three business parks.

Service Standards:

a. To assist and advise the County Council and the County Administrator County-owned economic development real estate.
b. To coordinate the economic development real matters with the County's Chief Legal Counsel.
c. To coordinate with other County Departments on enhancements in our parks.
d. To ensure that the identified prime parcels in our business parks are positioned for serious consideration as locations for new enterprises.
e. To make certain additional investments in site clearing and grading to better position prime parcels in our parks in the marketplace.
f. To mitigate certain wetland areas on prime sites to remove these impediments to development and increase the "developable" acreage of certain parcels.

LINE ITEM NARRATIVES

WETLANDS MITIGATION **$2,272,000**

Cost to cover the estimated expense of wetlands mitigation (approximately $100,000/acre):

- Saxe Gotha Industrial Park
  - Parcel 3 - $782,000
  - Parcel 6, 7 & 12 (located in Saxe Gotha Phase II) - $1,305,000
- Batesburg-Leesville Industrial Park
  - Parcel 6 & 7 - $185,000

SITE CLEARING / GRADING / BUILDING PAD **$1,300,000***

Cost to cover the estimated expense of site preparation, to include: clearing, grading and building pad:

- Saxe Gotha Industrial Park
  - Parcel 3
    - 22.5 acres @ $30,000/acre = $5,000 design fee = $680,000
- Chapin Business & Technology Park at Brighton
  - Parcel 12
    - 5.5 acres @ $30,000/acre + $5,000 design fee = $170,000
  - Parcel 5 & 6
    - 9.5 acres @ $30,000/acre + $5,000 design fee = $290,000
- Batesburg-Leesville Industrial Park
  - Parcel 6 & 7
    - 5.2 acres @ $30,000/acre + $5,000 design fee = $160,000

*The partial clearing / daylighting of selected sites is not expected to cost the County given the timber value. In some cases, there may be a slight return to the County from the timber sale.

COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
FY 2017-18 Estimated Revenues

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Rural Development Act 2001:**							
	Revenues:							
455007	Contribution from Town of B/L	48,880	0	0	0	0		
461000	Investment Interest	13,172	8,350	6,841	6,841	5,000		
470100	Electric Coop Infrastructure Pmts	422,714	424,750	424,750	424,750	0		
470101	Telephone Co Infrastructure Pmts	0	0	0	0	0		
	**** Total Revenue**	484,766	433,100	431,591	431,591	5,000	0	0
	***** Total Appropriation**				2,254,040	830,635	0	0
	Contingency:							
	Unused							
	Carryforward							
	FUND BALANCE							
	Beginning of Year				1,857,582	35,133	35,133	35,133
	FUND BALANCE - Projected							
	End of Year				35,133	(790,502)	35,133	35,133

COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
Fiscal Year - 2017-18

Fund 2001
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
529903	Contingency	0	0	0	5,000		
	*** Total Operating**	**0**	**0**	**0**	5,000 0	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**0**	5,000 0	**0**	**0**
	Capital						
549904	Capital Contingency	0	0	817,174	0		
5A9499	B/L Industrial Park - Roadway Imp	0	28,213	133,898	0		
5A9501	B/L Industrial Park - Master Plan A & E	0	0	7,500	0		
5A9503	B/L Industrial Park - Site Improvement	0	0	2,932	0		
5A9508	B/L Industrial Park - Contingency	0	0	11,100	0		
5AC610	Mitigation Construction Plans	8,000	6,000	16,950	0		
5AC611	Mitigation	0	0	200	0		
5AC612	Permitting	0	0	28,151	0		
5AD726	B/L Phase 1: Water Eng & Design	0	0	250	0		
5AD727	B/L Phase 1: Wastewater Eng & Design	0	0	250	0		
5AF361	Development of Mitigation Plan	0	0	12,500	0		
5AF362	Baseline Data Collection	1,000	0	5,000	0		
5AF363	Final Mitigation Plan	3,000	12,500	12,500	0		
5AF364	Construction	0	15,200	120,000	0		
5AF365	Construction Oversight	0	10,000	10,000	0		
5AF366	Post Construction Monitoring	0	0	120,000	0		
5AF367	Project Management	0	4,000	10,000	0		
5AF368	Annual Maintenance Activities	0	7,500	50,000	0		
5AF369	Long Term Monitoring	0	0	65,000	0		
5AG398	Land Purchase (B/L Indust Park Ent)	52,533	0	0	0		
5AG399	Land Purchase (B/L Indust Park Ent)	48,880	0	0	0		
5AG400	Legal Costs (B/L Indust Park Ent)	1,800	0	0	0		
					0		
	****Total Capital**	**115,213**	**83,413**	**1,423,405**	**0**	**0**	**0**
	Other Financing Uses						
814506	Op Trn to Saxe Gotha Industrial Park	688,497	0	821,478	821,478		
814516	Op Trn to Chapin Technology Park	148,612	0	9,157	9,157		
	****Total Other Financing Uses**	**837,109**	**0**	**830,635**	**830,635**	**0**	**0**
	***** Total Budget Appropriation**	**952,322**	**83,413**	**2,254,040**	5 830,635	**0**	**0**

COUNTY OF LEXINGTON
FARMERS MARKET PROJECT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Farmers Market Project 2002:**							
	Revenues:							
417100	Fee in Lieu of Taxes	266,947	0	0	0	0		
461000	Investment Interest	0	0	0	0	0		
490800	Loan Repayments	0	0	0	0	0		
	**** Total Revenue**	266,947	0	0	0	0	0	0
	***** Total Appropriation**				0	0	0	0
	FUND BALANCE Beginning of Year				(819,965)	(819,965)	(819,965)	(819,965)
	FUND BALANCE - Projected End of Year				(819,965)	(819,965)	(819,965)	(819,965)

Fund 2002
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	***BUDGET*** 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
530800	Loan Repayment	0	0	0	0		
534403	Farmer's Market Facility	0	0	0	0		
	*** Total Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**0**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT CCED GRANTS
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Economic Development CCED Grants 2003:**							
	Revenues:							
452252	CCED # RIF-SCP-50 - Site Cert. (Bla)	61,000	200,000	200,000	200,000	0		
	**** Total Revenue**	61,000	200,000	200,000	200,000	0	0	0
	***** Total Appropriation**				200,000	0	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

Fund 2003
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Non-Operating Expenses						
537020	CCED # CL12102 Nephron Pharmaceutical	0	0	0	0		
537023	CCED # C142308 Palmetto State Armory	0	0	0	0		
537024	CCED # RIF-SCP-33 Spray Field Site	0	0	0	0		
537026	CCED # C152505 - Akebono	0	200,000	200,000	0		
	*** Total Non-Operating**	**0**	**200,000**	**200,000**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	Other Financing Uses						
814506	Op Trn to Saxe Gotha Industrial Park	61,000	0	0	0		
	****Total Other Financing Uses**	**61,000**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**61,000**	**200,000**	**200,000**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT MULTI-PARK 1%
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Economic Development Multi-Park 1% 2005:**							
	Revenues:							
417100	Fee in Lieu of Taxes	7,815	0	0	0	0		
417102	Newberry County FILOT Received	26,460	0	0	0	0		
417103	Calhoun County FILOT Received	50,820	0	0	0	0		
417105	Newberry Cty 1% Prior Yr FILOT Rec	0	0	0	0	0		
417106	Calhoun Cty 1% Prior Yr FILOT Rec.	0	0	0	0	0		
461000	Investment Interest	3,038	3,256	0	0	0		
	**** Total Revenue**	88,133	3,256	0	0	0	0	0
	***** Total Appropriation**				494,514	0	0	0
	FUND BALANCE Beginning of Year				772,028	277,514	277,514	277,514
	FUND BALANCE - Projected End of Year				277,514	277,514	277,514	277,514

Fund 2005
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
529903	Contingency	0	0	494,514	0		
	*** Total Operating**	**0**	**0**	**494,514**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**494,514**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**494,514**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT PROJECT COMMERCE
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Economic Development Project Commerce 2010:**							
	Revenues:							
458000	State Grant Income	0	350,000	350,000	350,000	0		
461000	Investment Interest	0	0	0	0	0		
	**** Total Revenue**	0	350,000	350,000	350,000	0	0	0
	***** Total Appropriation**				350,000	0	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

Fund 2010
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520300	Professional Services	0	350,000	350,000	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**0**	**350,000**	**350,000**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**350,000**	**350,000**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**350,000**	**350,000**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Accommodations Tax 2120:**							
	Revenues:							
420800	Accommodations Tax	354,654	205,747	262,878	262,878	354,655	354,655	
461000	Investment Interest	215	170	100	100	225	225	
	**** Total Revenue**	354,869	205,917	262,978	262,978	354,880	354,880	0
	***** Total Appropriation**				287,878	458,216	413,840	0
	FUND BALANCE Beginning of Year				118,369	93,469	93,469	93,469
	FUND BALANCE - Projected End of Year				93,469	(9,867)	34,509	93,469

	Estimated Total Accommodations Tax Funds:	398,321
	--- Minus General Fund Portion ----	25,000
	Sub-Total	373,321
	--- Minus General Fund 5% Portion ----	18,666
	*** Total Estimated Revenue	354,655
	Appropriation	354,655
**	Additional Appropriations (One Time - Fund Bal.)	59,185
	*** Total Appropriations	413,840
	--- Minus 30% Fund Portion ----	111,996
	Available for Appropriation (65% Funding)	301,844

COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
Fiscal Year - 2017-18

Fund 2120
Division: General Administrative
Organization: 101100 - County Council

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
	Advertising and Promotion (30% Fund)						
534212	Capital City Lake Murray Country	111,996	27,238	83,014	111,916	111,996	
	Tourism Related Exp. (65% Fund)						
534201	Columbia Metro Convention/Visitor Bureau	10,000	7,500	30,000	45,000	45,000	
534204	West Metro Chamber of Commerce	14,200	3,250	13,000	13,000	18,000	
534205	Lexington Chamber of Commerce	11,200	2,535	10,140	20,000	18,000	
534206	Batesburg/Leesville Cham. of Comm.	8,000	1,820	7,280	10,000	13,000	
534209	Lex. Cty. Recreation Softball Tournament	30,000	0	30,000	30,000	35,000	
534220	Riverbanks Zoo	35,000	11,875	47,500	80,000	56,844	
534223	EdVenture Children's Museum	2,500	2,500	2,500	10,000	7,500	
534228	Lexington County Museum	12,500	1,539	6,154	12,000	11,000	
534231	Chapin Chamber of Commerce	9,000	2,047	8,190	9,500	14,000	
534233	Columbia Regional Sports Council	10,000	2,500	10,000	20,000	20,000	
534242	Irmo/Chapin Recreation Commission	15,000	2,500	10,000	30,000	20,000	
534244	Lex. Cty. Recreation & Aging - Tennis	20,000	0	20,000	20,000	25,000	
534252	Greater Irmo Chamber of Commerce	10,600	2,275	9,100	20,800	13,000	
534254	LCAA/Village Square Theatre	2,072	0	0	0	0	
534279	Lexington Dixie Baseball - Youth World Series	12,500	0	0	0	0	
534282	Harbison Theatre at Midlands Tech	0	1,000	1,000	20,000	5,000	
	Capital City Shag Club				6,000	500	
	*** Total Operating**	**314,568**	**68,579**	**287,878**	**458,216**	**413,840**	**0**
	**** Total Personnel & Operating**	**314,568**	**68,579**	**287,878**	**458,216**	**413,840**	**0**

* Recommendations are made from the Accommodations Tax Board.

***** Total Budget Appropriation**	**314,568**	**68,579**	**287,878**	**458,216**	**413,840**	**0**

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: CCLMC Leisure Marketing Promotion /LMC Visitors Center

2. Sponsoring Organization: Capital City/Lake Murray Country RTB (CCLMC)

   Mailing Address: P. O. Box 1783, Irmo, SC 29063

3. Event/Project Director:

   Name Miriam Atria Title President/CEO

   Telephone 803-781-5940 ext 4 Alternate Telephone (803) 781-2105

   Fax Number None

   Email miriam@lakemurraycountry.com

4. Event Website: LakeMurrayCountry.com SCJewel.com

5. Event/Project Category (*Check One*):
   ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☑ Tourism Related Expenditures:

6. Project Timeline: Beginning date 07/01/2017 End date 06/30/2018

7. Location of Project/Event: 4 County Region – Lake Murray Country

8. Number of employees: #Full-time 4 #Part-time 3

9. Do you advertise outside a 50-mile radius? ☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☑ Rack Cards - # distributed 378,000
    - ☑ Brochures - # distributed 827,000
    - ☑ Posters - # distributed 60
    - ☑ Magazine Ads - # ads 44 (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 6 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 802 (list stations and viewing range on separate sheet)
    - ☑ Radios Ads - # ads 617 (list stations and listener range on separate sheet)
    - ☑ Billboards - # ads 12 (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 243 (list on separate sheet with target audience)
    - ☑ Other than listed above: FaceBook 82,702, Pinterest 483 followers, Twitter 1,530 Instagram 342(list on separate sheet with target audience)

11. How many people do you expect to attend? 490,000+

12. Of this number, how many are tourists? 237,000+ (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☑ Web page inquires - estimated inquires per month 21,732
- ☑ Phone call inquiries - estimated phone calls per month 3,434
- ☑ Brochure mailings - estimated brochures mailed per month 5,600
- ☑ Event ticket sales - estimated tickets sold per event 4,241
- ☑ Event registration - estimated registrants per event 645
- ☑ Hotel sales - estimated sales per event/per month $47,200 average
- ☑ License plates - estimated count per event 2,661 from dam
- ☑ Surveys - estimated number of responses per survey 786
- ☑ Other than listed: CCLMC tracks on-line bookings – 8 cities in region on TripAdvisor

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
All hotels in Lexington – specific hotels for events DoubleTree by Hilton (1,623) Holiday Inn Express (72), Wingate Inn (328), Hampton Inn (95), Ramada Limited (42) Comfort Suites (213), Vacation home rentals (992) survey's indicating Lexington Hotels (2,889) these were from fishing tournaments/special events CCLMC hosted.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 763,500
b. Amount of Accommodations Funds requested for this Project: $ 111,916
c. This request equals what percent of the total Project/Event Budget? 15%
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Marketing/Promotion 90%, Visitors Center Repairs 10% - No payroll

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2015-2016, amount $ 111,996, source 4 county wide - $454,435, and purpose: Marketing/Promotion, siding repair at Visitors Center

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑Yes ☐No

c. If no, please explain:

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☑ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other:_____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: CCLMC continues to provide and see significant increases in tourism inquiries, accommodation bookings and special events and fishing tournaments for the Lake Murray Country region.

We are proud of the level of support we are receiving from our funding partners as they continue to see the results of our marketing efforts.

Also, the organization continues to receive awards from our tourism peers. Miriam Atria was inducted into the SCLRA Hall of Fame and presented with The Rudy Award. Recognizing longtime service and commitment to the hospitality industry in the Midlands.

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Miriam Atria	President/CEO
Print Name	Title
Miriam Atria	December 12, 2016
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name:

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
City of Columbia Atax	334,862	290,000	325,000
Lexington County Atax	111,996	111,996	120,000
Newberry County Atax	7,740	7,740	8,000
Richland County Atax	95,000	95,000	125,000
Richland County Hospitality Tax	50,000	66,000	75,000
Saluda County Atax	2,305	2,400	2,400
Town of Lexington	8,529	5,000	7,500
Town of Irmo	7,926	10,000	10 ,000
	618,358	588,136	672,900

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name:

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Web Marketing – Digital Media	55,059.30	27,704.36	30,000.00
Radio	8,035.00	14,500.00	14,500.00
Print Media – Magazine Ads	94,608.86	69,500.00	69,500.00
Travel Media	13,093.75	14,500.00	15,000.00
Brochures – Visitors Guide /Visitors Map	32,465.00	55,000.00	55,000.00
July Celebration	68,562.62	90,000.00	80,000.00
Television	72,879.00	48,000.00	67,000.00
Trade/Travel Shows	3,888.51	4,500.00	4,500.00
Lake Special Events	40,473.46	.00	.00
SCATR	5,719.85	8,072.00	8,500.00
SC Welcome Center	5,140.33	2,000.00	12,500.00
Golf Regional Marketing	30,000.00	25,000.00	30,000.00
TripAdvisor	45,000.00	46,000.00	22,500.00
Big Bass Tour	30,000.00	30,000.00	30,000.00
Forrest Wood Cup	52,600.00	180,000.00	232,000.00
IBBANC	5,070.78	7,500.00	.00
High School National Fishing Championship	5,000.00	5,000.00	5,000.00
Collegiate National Fishing Event	.00	.00	75,000.00
Striped Bass Championship	.00	.00	5,000.00
US Juniors	6,000.00	6,000.00	6,000.00
Motorcoach/Group Tour	37,732.26	.00	.00
Solar 2017 2 Lake Murray	.00	23,993.44	00
Ad Production	24,549.00	5,000.00	1,500.00
Totals	635,877.72	662,269.80	763,500.00

A. General Description: CCLMC will continue our mission and goal to promote tourism and our great outdoors in this four county region. This also encompasses all of the small towns and communities within those four counties. More notably, we will continue to dedicate almost half, or more, of our budget to specific events, marketing and promotion that will continue to bring visitors into the region, promote the region and increase tourism revenues across all tax bases. This is the basis of our project. As we are the destination organization for this region, we are advertising your products, encouraging visitors to visit your attractions/businesses, tracking them through the visitor's center.

B. Benefit to Tourism: As a destination marketing organization, CCLMC is promoting Lexington County and the region throughout our web-site, special events calendar (WLTX uses this calendar as a source for news and events). There are numerous methods we use to promote tourism related businesses, examples include: media writers, group tours and trade shows, etc. CCLMC is able to provide matching dollars in our marketing plan and encourage local regional attractions to work together to market the region. A prime example, recently we worked with area restaurants, Flight Deck and The Lost Cajun to have them featured on Anglers & Appetites on FoxSports South and FoxSports Sun in September and October a 30-minute show also featuring other area restaurants, local fishing guides and community overview. We plan to contract with this show again in 2017 to feature other local businesses.

LakeMurrayCountry.com and CCLMC also shares and pitches travel media writers specific story ideas designed to attract visitors. Quarterly Regional Attractions/Accommodations Committee (RAC) meetings are held for hotels/attractions to share package information for publication through our marketing plan and visitors center.

Through the production of special events and targeted marketing for special events, we work with numerous local restaurants, hotels and, business services to further promote their businesses which results in providing retail dollars into their businesses. The interstate signage provided by virtue of our regional visitor's center attracts visitors from across the nation straight to our visitor's center where we can encourage them to stay overnight to see more.

C. Total attendance to the event/project versus the number of total tourists in attendance. In 2015/2016 the total visitors/tourists tracked directly through our office amounted to 236,722, with a total attendance including events we produce and track of 493,684.

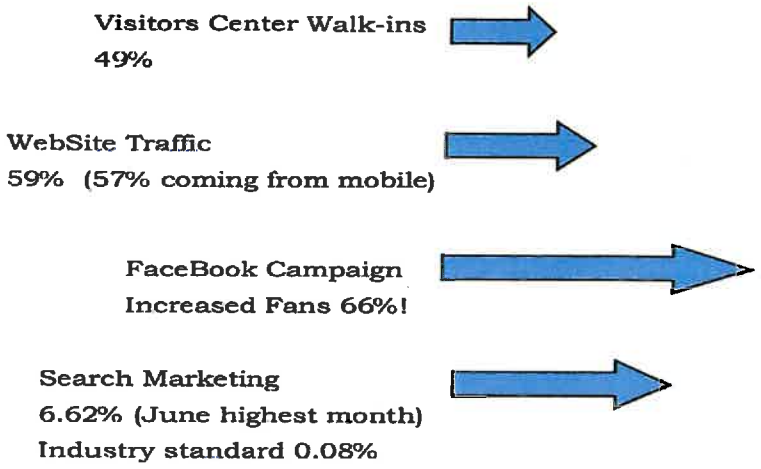
D. Economic Impact generated by tourism to the event/project.

Capital City/Lake Murray Country RTB's 2015-2016 budget of over $1 million, dedicated over $630,000 dollars to promote tourism in Lexington, Richland Newberry & Saluda counties. The result of these efforts is noted in the $32.9 million in tourism revenues generated by our offices. Across all state tax revenues including accommodation, hospitality tax, sales tax, marine fuel tax funds, property tax and non-resident fishing license.

As the leisure destination marketing organization for the region, we continue to cast a VERY large fishing net for tourism through our marketing efforts which have resulted in bringing world class events, thousands of visitors and increased tourism revenues to the region!

CCLMC's national and regional TV ad campaigns during the year resulted in an increase of 49% visitation into LakeMurrayCountry.com along with significant media impressions across all social media. The region continues to also be marketed through Radio, Print Media, Digital online ads and Billboards. Thousands of golfers, motorcoach and tour operators, fishing and vacationing families have heard or seen our ads across the U.S. and world.

The following chart reflects direct results of our efforts and impact. As you will see, they also demonstrate there is a lot of interest from visitors across our nation and the world visiting this region of our state.



Foreign Visitors Stopping by Visitors Center

Australia	Israel
Canada	Japan
China	Korea
Colombia	Mexico
Denmark	Netherlands
Dominican Republic	New Zealand
England	Puerto Rico
France	South America
Germany	Taiwan
India	United Kingdom
Ireland	

CCLMC has a staff consisting of Social Media Technician, Hotel/Group Tour Marketplace Manager with 26+ years of experience, a Public Relations/Marketing Manager with 25+ years of experience, a special events coordinator and a President/CEO with 33 years of tourism/marketing expertise. The organization and President/CEO have won 7 major tourism related awards and honors from across South Carolina.

E. ***Project Marketing Plan:*** CCLMC's marketing plan includes the return of the Forrest Wood Cup in August 2017, a $25 million economic impact event for the region. The four-day event will occupy 9 venues around the region, place our region on NBC Sports television with our 30-second TV ad included to a

worldwide audience. In 2014, this event lured 75,000 fans, families, anglers and fishing folks into the region. In order to provide some impact of this event the following charts show the results of our marketing plan in 2015-2016 and the media impressions from our overall marketing plan efforts. The media impressions from the Forrest Wood Cup alone could exceed the previous number of 774,689,626 impressions.

Marketing Touchpoints/Impressions	
TV	262,020,000
Radio	1,262,760
Pocket Ranger App	1,918,960
M2M Golf Campaign	14,536
TripAdvisor	167,053
Web Banner Ads	4,982,273
Total Media Impressions	270,365,582

Television Advertising

Big Bass Tour – January 2017 through December 2018 - Regional Tourism TV ad to appear on Honey Hole All Outdoors Media productions on the Fox Sports and Root Sports. • One (1) thirty second commercial spot in all 26 weeks of original episodes on Fox Sports and four (2) weekly re-airs. * Show runs entire year. • One (1) logo segment insertion in all 26 weeks of episodes on Fox Sports and all re-airs for the entire year.

CCLMC will receive **39** thirty-second ad spots during the 13 airings of 2 episodes of Anglers & Appetites on Fox Sports South & Fox Sports Sun reaching over 21 million households in Georgia, Florida, South Carolina, North Carolina, Alabama, Mississippi, Tennessee & Kentucky. The ads will also be embedded into the online YouTube and free iTunes podcast downloads.

Forrest Wood Cup – televised live weigh-in show on NCB Sports, MatchSports & World Fishing Network before a worldwide audience with 3 to 4 airings.

Regional TV buy in partnership with SCPRT in a 750 mile radius – regional tourism destination ad.

Magazine Advertising

Travel 50 & Beyond, 115,000 circulation, quarterly publication, half page retirement/relocation ad

2017 USA Today Travel, Digital copy 1. 9 million, 5 million circulation, half page four county ad.

BASS Fishing, Two-year contract through Forrest Wood Cup full page ad, one year welcoming event – second year four county ad, 1M circulations

Carolina Living, 500,000 circulation, Full Page, Fall/Winter 2017 includes digital

SC Hunting & Fishing Regulations, Full Page

SC Visitors Guide–500,000 circulation Full Page, inside front cover, 4 county ad

Partnership advertising of region with MASCT in Local Palette, Southern Living

Carolina Field Trips –(partnership on full page ads and advertorial) with extra area attractions - Harbison Theatre, Riverbanks Zoo, Saluda Theatre, Newberry Opera, etc.

Columbia Metro Magazine

Student Group Tour Magazine, Full Page ad, 4 county area attractions

Group Tour Media, Leisure Group Tour ad, four quarters

Adventure Outdoors Magazine, Summer 2018

Southern Living Travel Planner Ad, Spring/Summer 2018

M2M Golf – ads in various Publications/Newspapers, Virginia Golfer, Let's Golf, Carolina Golf Magazine, Tri-State, Pennsylvania, USA Today, London Free Press, Toronto Sun, Ottawa Sun, Golf AGP and Flagstick Golf.

MORE TO COME BASED ON APPROVED FINAL BUDGET

<u>Digital Advertising - Audience – Fishing, Traveling Families, Outdoor Recreation, Group Tour, Retirement/Relocation</u>

FLW Outdoors.com (24x)
TripAdvisor.com (12x)
DiscoverSouthCarolina (12x)
Eregulations/schuntingfishing (12x)
SCATR.com (12x)
BusToursMagazine.com (6x)
USAToday.Travel.com (6x)
Travel 50&Beyond (6x)
GroupTravelLeader (12x)
CarolinaLiving.com (12x)
BigBassTour (12x)
SCNatureAdventures.com (12x)
PocketRanger (3 states – 12x)
Anglers & Appetites – 2 states – (24)

MORE TO COME

Radio Advertising

640 Sports – WTCB/B106 FM, WJMJ/TheLake, WARQ/93.5, WOMG 98.5, February – June 2018. Promotion of Solar 17 at Lake Murray, Taste of Lake Murray, July 4th at Lake Murray.

Billboard Advertising

2 digital boards running for Solar 17 at Lake Murray, Taste of Lake Murray and July 4th Fireworks on Lake Murray on I-26 from January through July 2017.

Motorcoach Marketplace Advertising

Travel South, March 2017
National Tour Association, St. Louis – February 2017
American Bus Association, Cleveland Ohio – January 2017
South Central Show, (Ga, Ala, Louisiana, Mississippi, Texas) Texas, TBD 2017
Ga/Ala Central Show, August/September, Virginia

Special Event Advertising

Forrest Wood Cup – August 2017

Solar 17 @ Lake Murray – August 2017

Big Bass Tour – September 2017

Black Bass Anglers (IFBBA) – September 2017

South Carolina State Bass Fishing Championship - April 2017

National Collegiate Championship – April 2017

Lake Murray's July 4th Celebration

Clear Forms | Print Forms | Save Forms

County of Lexington
Accommodations Tax Fund
FY 2015/16 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Capital City/Lake Murray Country RTB

Project/Event Name: CCLMC Leisure Marketing & Promotion/Visitors Center

Contact Name: Miriam Atria Phone: 803-781-5940

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? (•) Yes ( ) No

If no, state any problems you encountered: _____

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

Ran regional/national &V ads to 150+ million HH, placed 28 full page ads, 14 half page ads, spent $620,476+ on marketing %53,578 on VC had 59% increase in website , 49%+ walk-ins

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2015/16 Current Year	2014/15 Previous Year
Total Budget of Event/Project	630,000	658,025
Amount Funded by the Lexington County Accommodations Tax Fund	111,996	104,262
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	618,358	604,080
Total Attendance	493,684	229,876
Total Tourists*	236,722	229,876

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

Event surveyr forms, on-line bookings, group room blocks, visitors center logs, licensetag/dam

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Miriam Atria
Print Name

President/CEO
Title

Miriam Atria
Signature

corrected 11-30-2016
Date

Capital City/Lake Murray Country Regional Tourism Board
Balance Sheet
As of December 8, 2016

	Dec 8, 16
ASSETS	
Current Assets	
Checking/Savings	
Regions Business Savings	1,500.14
Regions Checking Account	57,495.91
Total Checking/Savings	58,996.05
Accounts Receivable	
Accounts Receivable	27,286.10
Total Accounts Receivable	27,286.10
Other Current Assets	
Prepaid Expenses	15,000.00
Total Other Current Assets	15,000.00
Total Current Assets	101,282.15
Fixed Assets	
Accumulated Depreciation	-225,636.00
Building Structure	406,718.00
Computers	6,352.83
Historic Structure	52,000.00
Property,Plant,Equipment	134,264.00
Total Fixed Assets	373,698.83
Other Assets	
Petty Cash Drawer	65.00
Total Other Assets	65.00
TOTAL ASSETS	**475,045.98**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Regions Business Visa Card	16,707.56
Total Credit Cards	16,707.56
Other Current Liabilities	
Payroll Liabilities	666.01
Total Other Current Liabilities	666.01
Total Current Liabilities	17,373.57
Long Term Liabilities	
Regions Bank Mortgage	173,610.27
Total Long Term Liabilities	173,610.27
Total Liabilities	190,983.84
Equity	
Retained Earnings	291,716.48
Net Income	-7,654.34
Total Equity	284,062.14
TOTAL LIABILITIES & EQUITY	**475,045.98**

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Marketing Lexington County to Convention Groups & Tourists

2. Sponsoring Organization: Columbia Metropolitan Convention & Visitors Bureau

   Mailing Address: 1101 Lincoln St. Columbia, SC 29201

3. Event/Project Director:

   Name Kelly Barbrey Title VP of Sales & Marketing

   Telephone 803-545-0018 Alternate Telephone 803-569-7583

   Fax Number 803-545-0013

   Email kbarbrey@columbiaauthority.com

4. Event Website: www.experiencecolumbia.com

5. Event/Project Category (*Check One*):
   ☑ *Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 7/1/2017 End date 6/30/2018

7. Location of Project/Event: Lexington County and the Entire Columbia, SC Region

8. Number of employees: #Full-time 18 #Part-time 2

9. Do you advertise outside a 50-mile radius? *☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed_____
    - ☑ Brochures - # distributed_160,000 Visitors Guides
    - ☐ Posters - # distributed_____
    - ☑ Magazine Ads - # ads 29 (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 48 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 18 million impressions (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads_____ (list stations and listener range on separate sheet)
    - ☑ Billboards - # ads 8 billboards year round yielding 2 million impressions (list number and location of billboards on separate sheet)
    - ☐ Websites - # web pages other than primary website #_____ (list on separate sheet with target audience)

- ☐ Other than listed above:_____ (list on separate sheet with target audience)

11. How many people do you expect to attend? 14.5 million tourists

12. Of this number, how many are tourists? 5.4 million of the above 14.5 million stay overnight (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*")
[SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☑ Web page inquires - estimated inquires per month 100,000 (1.2 million web visits in FY 15-16)
- ☐ Phone call inquiries - estimated phone calls per month_____
- ☐ Brochure mailings - estimated brochures mailed per month_____
- ☐ Event ticket sales - estimated tickets sold per event_____
- ☐ Event registration - estimated registrants per event_____
- ☑ Hotel sales - estimated sales per event/per month 304 hotel rooms per month in Lexington County hotels from conventions booked by CVB
- ☐ License plates - estimated count per event_____
- ☐ Surveys - estimated number of responses per survey_____
- ☑ Other than listed: Economic impact study on travel to Columbia region by Tourism Economics

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
Baymont Inn & Suites Columbia NW: 415
Best Western Inn & Suites: 120
Country Inn & Suites Harbison I-26: 135
Hampton Inn 1-26 Airport: 195
Ramada Limited Lexington: 15
Rodeway Inn: 210
Sleep Inn NW: 52
Doubletree: 2511
TOTAL: 3,653 Convention RN (does not include leisure rooms)

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ✓Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

   a. Estimated total cost of Project $4,956,410.00
   b. Amount of Accommodations Funds requested for this Project: $45,000
   c. This request equals what percent of the total Project/Event Budget? Less than 1%
   d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $20,000 print advertising; $15,000 billboard advertising; $5,000 media outreach; $5,000 television advertising

17. Has your project or organization previously received Accommodations Tax Funds?
✓Yes ☐No

a. If yes, state year FY 16/17, amount $30,000, source Lexington County A-Tax, and purpose: tourism marketing.

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑ Yes ☐ No

c. If no, please explain:_____

18. Type of Organization:
Please check one:
- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☑ * Other:Destination Marketing Organization (DMO/CVB)

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments:_____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Kelly Barbrey
Print Name

VP of Sales & Marketing
Title

Kelly Barbrey
Signature

1/2/2017
Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Columbia Metropolitan Convention & Visitors Bureau

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
City of Columbia A-Tax (902)	1,650,000	1,706,000	1,706,000
Richland County A-Tax (902)	166,000	166,000	166,000
City of Cayce A-Tax (902)	1000.00	1000.00	1000.00
Lexington County A-Tax (902)	10,000	30,000	45,000
Richland County H-Tax (902)	24,091	104,091	104,091
Richland County General Fund (902)	50,911	0	0
Town of Lexington A-Tax (902)	5970.00	6000.00	6000.00
West Columbia A-Tax (902)	4000.00	5000.00	5000.00
Visitors Center Merchandise Sales (902)	2070.39	3000.00	3000.00
Lexington County (Other) (902)	10,000	0	0
Interest (902 + 905)	1982.35	2000	2000
Destination Marketing Fee (Private hotel contributions) (905)	1,384,718.90	1,400,000	1,400,000
Co-op Marketing Revenue (905)	72,485.73	75,000	75,000
Visitors Guide Ad Sales (905)	116,569.00	115,000	115,000
aRes Commission and Ticket Sales (905)	10,007.55	10,000	10,000
SCPRT Destination Specific Grant (905)	837,341.89	750,000	750,000
SCPRT Governor's Carolighting (905)	12,384.00	13,000	13,000
Unappropriated Net Position (905)	0	87,466	0
Grant – City of Columbia – Solar Eclipse Marketing (905)	0	50,000**	0
Unappropriated PY Unassigned Net Position (902)		642,853	
TOTAL	4,359,532	5,166,410	4,401,091
**Granted after initial budget published			

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Columbia Metropolitan Convention & Visitors Bureau

List of Expenditures	Actual 2015/16	Current (Projected) 2016/17	Estimated 2017/18
Salaries, Benefits, Labor (902)	500,365.07	765,198.00	765,198.00
Operating (902)	67,298.84	107,195.00	107,195.00
Media/PR (902)	432.51	0*	0*
Midlands Authority Support (902)	429,311.80	426,612.00	426,612.00
Collateral (902)	21,066.74	34,100	34,100
Tradeshows (902)	52,998.28	99,455.00	99,455.00
Travel (902)	35,302.90	30,000	30,000
Promotional Materials (902)	12,718.16	15,000	15,000
Postage (902)	13,780.11	40,593	40,593
Marketing and Advertising (902)	592,338.58	785,588	785,588
Printing (902)	16,482.61	9,350.00	9350.00
Partner/Community Relations (902)	23,364.79	40,000	40,000
Visitors Center Merchandise (902)	1064.60	5000.00	5000.00
Employee Training (902)	12,417.24	7,340.00	7,340.00
Website Enhancements (902)	44,200.71	138,713.00	138,713.00
Sports Marketing (905)	107,654	90,378	90,378
Marketing & Advertising (905)	2,025,136.16	2,008,749	2,008,749
Salaries & Benefits (905)	391,619.51	353,139.00	353,139.00
Net Revenue Over Expenditures (905)	(88,776.11)	0	0
Net Revenue Over Expenditures (902)	(5,724.74)		0
Solar Eclipse Marketing	0	50,000**	0
TOTALS	4,253,051.76	5,006,410	4,956,410
*Media/PR is included in Midlands Authority Support			
**Granted after initial budget published			

Lexington County
Accommodations Tax Fund Grant Application
FY 2017-2018
Application Attachment

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description

As an official destination marketing organization for our region, the Columbia Metropolitan Convention & Visitors Bureau actively markets the entire midlands region of South Carolina as a destination for meetings, conventions and leisure travel. According to a study of travel in our region by Tourism Economics every other year, a total of 14.5 million out-of-town travelers visited the Columbia region (which includes Lexington County, Richland County and the City of Columbia) in 2014, and 5.4 million of those visitors stayed overnight. These numbers are up significantly from roughly 4 million overnight visitors estimated from recent prior years. Tourism Economics' 2016 numbers will be available after first quarter of 2017.

The CVB is hard at work promoting our region to the state, the Southeast and the nation as a viable destination for a variety of types of travel. By spearheading projects such as the CoolPass, the region's family-focused multi-attraction discount ticket and introducing in 2016 the CulturePass, a multi-attractions ticket focused on arts and history, securing an episode featuring Columbia in the spring 2017 season of Family Travel with Colleen Kelly on PBS and much more, we are promoting our region in an attractive, consistent and authentic way.

Our 2017 Official Visitors Guide will be available in March 2017. The 160,000 copies are mailed to potential travelers upon request but can also be found at Columbia area hotels and major attractions. Lexington County hotels and attractions receive a complimentary listing in the guide, as well as on the CVB website, which gernerated nearly one million unique visitors last year.

We plan to continue our billboard advertising, 30-second television commercial advertising and print advertising campaigns which feature ads in Southern Living, Garden & Gun, Local Palate, alternative weekly newspapers in the Southeast and a variety of meeting and convention publications.

The Midlands Authority is finishing up a tourism brand refresh that will be launched to the public in March of 2017. Along with this refresh we will introduce new creative for our advertising. We will schedule meetings individually with each Council member to discuss the tourism brand updates and how that ties in with our marketing of Lexington County.

It has been a banner year for positive editorial coverage of our region resulting from CVB pitches. The CVB hosted 15 press visits, garnered 95 editorial stories and mentions about our region and continued to pitch new and exciting media outlets that could potentially cover our area in the future. Media trips included writers on assignment for USA Today, UPTOWN Magazine, National Geographic Traveler, Points North Atlanta, BudgetTravel.com and more. Details may be found in the response to Question "b" below.

b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community Specific to Lexington County

While our team's mission is to drive business throughout the region in Lexington County, Richland County and the City of Columbia, we do drive significant business specifically to Lexington County in the form of meetings, conventions and leisure travel. We booked 3,653 hotel rooms in Lexington County representing 5,480 conventioneers in FY 15-16, up from 3,415 hotel rooms and 5,123 conventioneers the year prior. Those figures do not include additional leisure travel hotel room nights secured as a result of our marketing and advertising efforts. We are working for you to put heads in beds.

In addition to advertising and driving convention business, our media relations department works with travel writers across the Southeast and the country and encourages them to write about the many attributes in our region. Below please find a list of coverage and mentions that include Lexington County's assets, such as notable restaurants, people and attractions.

Top Mentions from FY 2015 - 2016

July 2015: Honest Cooking/ "Connecting Columbia, SC at Terra Restaurant"
October 2015: Delta Sky Magazine/ Columbia, SC Destination Feature
Note: Editorial was written by local freelancers and was in addition to paid advertising placed by the CVB. Lexington coverage includes: Riverbanks Zoo and Garden, Lake Murray, Lexington Medical Center, Saluda Shoals Park and Lexington County Blowfish.
November 2015: AAA Go Magazine/ "Twinkle & Glitter"
December 2015: Travelocity.com/ "Under the Radar Experiences in Columbia, SC"
January 2016: She Dreams of Travel/ "Monthly Escapes Overview: South Carolina"
March 2016: Trekaroo.com/ "Best U.S. Ziplines for Kids"
May 2016: WLTX/ Segment on Yesternight Distillery
June 2016: Fox News/ "What Fireworks? 12 Wacky American Festivals to Celebrate Independence Day"

Coverage July 2016 – Present

July 2016: The Daily South/ "Tomatoes, Peanuts and Okra: Festivals that Celebrate Summer's Bounty"
July 2016: Simply Southern Mom/ "Riverbanks Zoo and Garden, Columbia SC"
July 2016: The Epoch Times/ "An Appetite for Nature: A Foodie's Guide to America's National Parks"
July 2016: Family Travels on a Budget/ "What's New at Riverbanks Zoo?"
July 2016: Family Travels on a Budget/ "5 Reason to Vacation in Columbia"
July 2016: Thrillist/ "16 Extremely Rare Animals, and the US Zoos Where You Can See Them"
August 2016: Simply Southern Mom/ "4 Must Try Breakfast & Lunch Restaurants in Columbia, SC"
September 2016: Eat Move Make/ "Riverbanks Zoo and Gardens Columbia, SC – So Much More Than a Zoo!"
October 2016: Tripedia.org/ "11 Places Only Locals Know in Columbia, South Carolina, USA"
October 2016: The Daily South/ "Dinner with a View"
October 2016: Traveling Tigers/ "Make the Most of Your time in Columbia, SC"
November 2016: The Local Palate/ "Capital Calling – Columbia, South Carolina's Sizzling Culinary Scene"
November 2016: Roots Rated/ "48 Hours of Adventure in Columbia"
November 2016: Southern Hospitality Magazine/ "'Brighten Up' Your Holidays with These Holiday Light Displays"
December 2016: The Daily South/ "Christmas Eve Dinner with Chef Mike Davis and Bobby Williams"

c. Total attendance to the event/project versus the number of total tourists in attendance

According to an economic impact study of the Columbia region conducted by Tourism Economics, 14.5 million visitors came to the Columbia region in 2014. Of those, 5.4 million stayed overnight. Prior years have indicated the overnight visitor number hovering just above 4 million. In addition to pumping leisure tourism and general overnight visitation to the region, the CVB booked 24,946 convention room nights from 115 different conventions. Of those room nights, 3,653 were booked into Lexington County hotels.

d. Economic impact generated by tourism to the event/project

Economic impact from tourism in 2014 was approximately $1.3 billion. The CVB generated 14.5 million from conventions alone. $1.6 million in convention impact was seen in Lexington County specifically from the 3,653 room nights and 5,480 convention attendees.

e. Overall description of how the event/project attracts and promotes tourists to the area and specifically, how the Accommodations Tax Funds were used to accomplish this

We are grateful for our partnership with Lexington County. The $30,000 grant provided for FY 16-17 helps the CVB execute marketing in the form of billboards in key target markets such as Augusta, Charlotte, Greenville, Charleston and Asheville, as well as national print and digital ad exposure in publications like Southern Living, Garden & Gun and The Local Palate magazines. Without your partnership, we could not have executed our CoolPass digital marketing campaign across the Southeast or secured editorial coverage promoting Lexington County's attributes and assets to readers across the country. If additional funding is granted during FY 17-18, it will be used to further enhance our print, television, digital and billboard marketing presence. We look forward to promoting Lexington County in FY 2017-2018 and for years to come.

Columbia CVB Print Advertising Schedule

Publication	Number of Insertions FY 16-17	Details	Distribution Range
RCMA "Aspire"	4	Fall, Winter, Spring and Tradeshow Special Issue	National
Associations Now	1	July/August show issue	National
Successful Meetings	2	November, May	National
Convention South	3	November, March, June	Southeast Region
PCMA Convene	2	September, January	National
Meetings Today	1	November	National
The Meeting Professional (MPI)	2	October, December	National
Association Forum	1	November – Show Guide	National
Connect Association	1	Tradeshow Issue Cover Band and FP ad	National
Connect Corporate	1	Tradeshow Issue Cover Band and FP ad	National
Connect Faith	1	Tradeshow Issue Cover Band and FP ad	National
Charleston City Paper	18	Annual Agreement	Charleston, SC
Augusta Metro Spirit	14	Annual Agreement	Augusta, GA
Creative Loafing Charlotte	7.5	Annual Agreement	Charlotte, NC
Asheville Mountain Express	8.5	Annual Agreement	Asheville, NC
Local Palate	3*	April, May, June	National
Southern Living	4*	Dec, April, May, June	Regional (SC, NC, GA)
Garden & Gun	2*	Feb/March, April/May	National
SCPRT Vacation Guide	1*	Annual Guide	National

Gray – Meeting Magazine, Blue- Leisure Newspaper, Green- Leisure Magazine

*Advertising in each of these publications is multi-page and/or special section/insert

WIN
FOUR DAYS THREE NIGHTS ON US!
COLUMBIA SC













NEED A WEEKEND AWAY? THIS ONE'S ON US!

Grab your honey, your momma or a friend for this getaway featuring four days and three nights in Columbia, South Carolina. In this Southern city, the cocktails, farm-to-table meals, boutique shopping, elegant accommodations and world class attractions make up an experience that's a little metropolitan, yet entirely relaxed. It's all included, so enter now at columbiacvb.com/getaway.

COLUMBIA SC
FAMOUSLY HOT

ColumbiaCVB.com/getaway

No purchase necessary. Void where prohibited by law. Ends June 15th, 2016. Official Entry can be found at columbiacvb.com/getaway.





THE NEW MEETING HOT SPOT







Columbia, SC is The New Meeting Hot Spot. With over 500,000 square feet of meeting space, including the 142,500 square-foot convention center and nearly 12,000 hotel rooms region-wide, the Columbia area has the facilities to deliver flexible meeting options.

Amp up the "it" factor of a convention with an evening function or social in a new brewery, chic museum or historic mansion. Then convene after-hours in our walkable convention district, with over 60 restaurants and bars and plenty of outdoor seating where conversations can continue long after the meetings wrap.



experiencecolumbia.com

COLUMBIA SC
FAMOUSLY HOT

CVB Billboard Campaign 2016-2017

GRACE	Size	No. of Weeks	Flight Dates
Charlotte - Digital at I-77 .5 mi N/O Tyvola Road	16x23	52	7/1/16-6/30/17
Greenville - Digital at 2-84 S. Church Street (Downtown G'ville Rooftop)	10x36	52	7/1/16-6/30/17
Charleston - Digital at I-26 mm211 W/O I-526	14x48	52	7/1/16-6/30/17
		Total	$128,800

LAMAR	Size	No. of Weeks	Flight Dates
Augusta - Digital at I-20/Tower Road in Martinez, GA	14x48	52	7/7/2016- 7/6/2017
		Total	$28,400

RED TRUCK	Size	No. of Weeks	Flight Dates
Charlotte - Digital at I-485 @ Westinghouse Blvd. in Ballantyne	10.5'x36'	52	7/1/16-6/30/17
Charlotte - Digital at EpiCentre, College Street & 4th F/E & F/W	20'x12'	52	6/27/16-6/30/17
Asheville - Digital at US25 .7mi S/O I-40, Unit 36000	10.5x36	52	6/27/16-6/25/17
Augusta - Digital at Washington Road and Alexander Drive F/E	14x48	52	7/1/16-6/30/17
		Total	$149,240

Grand Total	$306,440

Notes:

Grace - Took off 1 slot from Charlotte and added Greenville for 1 year and contracted Charleston for one year.

Lamar - Slight increase in buy.

Red Truck - EpiCentre was 5 minutes per hour, and due to digtial explosion Downtown, they are charging everyone the same for 2.5 minutes. We got to keep this at 4 minutes to pre-pay.

I-485 - Switched to brand new amazing board, which is already sold out. I have reserved the spot (see photo). Eyes on impressions went from 58,000 to 81,000, and this board is the talk of the town, and by far, the most affluent neighborhood.

Asheville - Board towards Biltmore Village went up, but we are keeping it.

If You Have Additional Monies, We Recommend:

Charlotte - I-77 SB from Charlotte to Columbia at the SC Border - This is a high impact digital in South Charlotte and includes commuter traffic returning to affluent homes in Ft. Mill, Rock Hill and vacationers heading to the SC Beaches, Charleston and Cola. We would move back and forth between 2 boards that are within a 1/4 mile of each other at Westinghouse Blvd and Carowinds Blvd. Both boards' Eyes on Impressions are approximately 125,000/week. **Total is $45,285 annually.**

Outer Banks - We feel you should consider keeping these boards for 4 months (July-October) for $8,800 ($550/board with 4 total). We're awaiting a market report, but we've been told throughout the process that the OBX market has recognized Cola for the first time and is pleasantly surprised by the city's growth. With their peak traffic season about to hit, it might be beneficial to keep these boards until after we see what your new brand looks like to see if it will translate well to vinyl.


THE NEW
KID-FRIENDLY
HOT SPOT
COLUMBIA SC
FAMOUSLY HOT
ExperienceColumbia.com

425


THE NEW
ADVENTURE
HOT SPOT
COLUMBIA SC
FAMOUSLY HOT
ExperienceColumbia.com

426

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Columbia Metropolitan Convention & Visitors Bureau

Project/Event Name: Marketing Lexington County to Convention Groups & Tourists

Contact Name: Kelly Barbrey Phone:803-545-0018

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? Yes

If no, state any problems you encountered: N/A

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

The CVB successfully implemented an advertising campaign with print, digital and billboard advertising. Additionally, the CVB plans to revamp its :30 television commercial in spring of 2017, and run a spring/summer TV ad campaign as well.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	**2015/16 Previous Year**
Total Budget of Event/Project	4,523,557.00**	4,359,532.00
Amount Funded by the Lexington County Accommodations Tax Fund	30,000	10,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	30,000	10,000
Total Attendance	14.5 million	14.5 million
Total Tourists*	14.5 million	14.5 million

**Tourists are generally defined as those who travel 50 miles or more to attend.*

***Does not include unappropriated net position*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): The CVB uses data from research completed by Tourism Economics every other year. Information on 2016 will be available first quarter of 2017. In addition to tracking the overall tourism impact on the midlands region, CVB also tracks hotel room nights booked by meeting and convention planners that work through the CVB. In FY 2015-16 the CVB booked 24,946 hotel rooms, 3,653 were booked in Lexington County hotels.

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Kelly Barbrey
Print Name

VP of Sales Marketing
Title

Kelly Barbrey
Signature

1/3/2017
Date

Midlands Authority for Conventions, Sports & Tourism

Statement of Revenues and Expenditures

902 - Columbia Visitors Bureau

From 7/1/2016 Through 6/30/2017

		Current Period Actual	Current Year Actual	Current Period Budget - Original	YTD Budget - Original	Total Budget - Original
	Operating Revenue					
4000	City of Columbia - Accom Tax	666,716.18	666,716.18	1,706,000.00	1,706,000.00	1,706,000.00
4001	Richland County - Accom Tax	41,500.00	41,500.00	166,000.00	166,000.00	166,000.00
4002	City of West Columbia - Accom Tax	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
4004	Cayce - Accom Tax	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
4005	Town of Lexington - Accom Tax	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
4006	Lexington County - Accom Tax	7,500.00	7,500.00	30,000.00	30,000.00	30,000.00
4021	Richland County - Hospitality Tax	26,022.75	26,022.75	104,091.00	104,091.00	104,091.00
4106	Solar Eclipse Project	50,000.00	50,000.00	0.00	0.00	0.00
4200	Miscellaneous Revenue	147.66	147.66	0.00	0.00	0.00
4205	Visitor Center Merchandise	559.37	559.37	3,000.00	3,000.00	3,000.00
4207	Interest Earned	18.57	18.57	200.00	200.00	200.00
4365	Visitors Center Relocation/Construction	2,973.05	2,973.05	0.00	0.00	0.00
4400	Appropriation PY Unassigned Net Position	0.00	0.00	642,853.00	642,853.00	642,853.00
	Total Operating Revenue	807,437.58	807,437.58	2,664,144.00	2,664,144.00	2,664,144.00
	Total Revenue	807,437.58	807,437.58	2,664,144.00	2,664,144.00	2,664,144.00
	Operating Expenditures					
5002	Salaries - FT Sales & Marketing	126,370.35	126,370.35	462,568.00	462,568.00	462,568.00
5021	Salaries - PT Sales & Marketing	0.00	0.00	36,192.00	36,192.00	36,192.00
5040	Personnel Contingency	0.00	0.00	33,999.00	33,999.00	33,999.00
5050	Payroll Tax Expense	10,458.12	10,458.12	42,621.00	42,621.00	42,621.00
5055	Retirement - 401k	6,010.57	6,010.57	19,058.00	19,058.00	19,058.00
5060	Health Insurance	25,255.63	25,255.63	69,683.00	69,683.00	69,683.00
5061	Dental Insurance	1,653.82	1,653.82	4,391.00	4,391.00	4,391.00
5062	Life & Disability Insurance	2,138.89	2,138.89	4,979.00	4,979.00	4,979.00
5070	Workers Compensation	1,154.96	1,154.96	5,400.00	5,400.00	5,400.00
5071	Unemployment Insurance	0.00	0.00	600.00	600.00	600.00
5075	Incentives	13,595.00	13,595.00	69,200.00	69,200.00	69,200.00
5076	Auto Allowance	0.00	0.00	4,800.00	4,800.00	4,800.00
5080	Contract Labor	3,050.00	3,050.00	7,300.00	7,300.00	7,300.00
5086	Professional Service Fees	172.50	172.50	4,407.00	4,407.00	4,407.00
5100	Client Recruitment & Entertainment	12,891.45	12,891.45	60,000.00	60,000.00	60,000.00
5111	Convention Recruitment Fund	61,379.77	61,379.77	100,000.00	100,000.00	100,000.00
5112	Partner & Community Relations	12,987.51	12,987.51	40,000.00	40,000.00	40,000.00
5200	Marketing & Advertising	283,486.69	283,486.69	760,588.00	760,588.00	760,588.00
5211	Ares Marketing	0.00	0.00	25,000.00	25,000.00	25,000.00
5213	Solar Eclipse Project	22,000.00	22,000.00	0.00	0.00	0.00
5300	Office Space Rental	10,040.58	10,040.58	20,082.00	20,082.00	20,082.00
5310	Utilities	2,498.82	2,498.82	6,800.00	6,800.00	6,800.00
5313	Telephone	4,285.59	4,285.59	3,000.00	3,000.00	3,000.00
5315	General Insurance	1,596.00	1,596.00	4,000.00	4,000.00	4,000.00
5320	Repairs & Maintenance	247.33	247.33	3,000.00	3,000.00	3,000.00
5321	Maintenance Supplies	679.32	679.32	1,000.00	1,000.00	1,000.00
5322	Office Equipment Lease	3,768.08	3,768.08	9,735.00	9,735.00	9,735.00
5325	Computer Expense & Maintenance	2,280.00	2,280.00	6,220.00	6,220.00	6,220.00
5327	Website Enhancements	62,306.75	62,306.75	138,713.00	138,713.00	138,713.00
5334	Tradeshows	56,331.98	56,331.98	49,455.00	49,455.00	49,455.00
5335	Tradeshow/Event Sponsorship	32,000.00	32,000.00	50,000.00	50,000.00	50,000.00
5340	Postage	14,759.46	14,759.46	40,593.00	40,593.00	40,593.00
5341	Printing	3,519.67	3,519.67	9,350.00	9,350.00	9,350.00
5342	Office Supplies	2,877.80	2,877.80	3,500.00	3,500.00	3,500.00
5400	Contract Building Service	1,378.83	1,378.83	1,800.00	1,800.00	1,800.00
5405	Depreciation	2,417.02	2,417.02	18,000.00	18,000.00	18,000.00
5415	Parking	2,400.00	2,400.00	4,800.00	4,800.00	4,800.00
5416	Dues & Subscriptions	14,301.85	14,301.85	21,758.00	21,758.00	21,758.00
5420	Sales & Use Tax	0.00	0.00	1,000.00	1,000.00	1,000.00
5424	Visitors Center Merchandise	400.00	400.00	5,000.00	5,000.00	5,000.00
5425	Promotional Materials	0.00	0.00	15,000.00	15,000.00	15,000.00
5426	Collateral Materials	5,800.00	5,800.00	34,100.00	34,100.00	34,100.00
5427	Employee Travel, Meals & Accomodations	16,695.82	16,695.82	30,000.00	30,000.00	30,000.00
5429	Uniforms	36.26	36.26	2,500.00	2,500.00	2,500.00
5430	Employee Training	1,101.82	1,101.82	7,340.00	7,340.00	7,340.00
5465	Visitors Center Relocation/Construction	5,946.10	5,946.10	0.00	0.00	0.00

Midlands Authority for Conventions, Sports & Tourism
Statement of Revenues and Expenditures
902 - Columbia Visitors Bureau
From 7/1/2016 Through 6/30/2017

otal Budget Variance - Original
1,039,283.82)
(124,500.00)
0.00
0.00
0.00
(22,500.00)
(78,068.25)
50,000.00
147.66
(2,440.63)
(181.43)
2,973.05
(642,853.00)
1,856,706.42)
1,856,706.42)
336,197.65
36,192.00
33,999.00
32,162.88
13,047.43
44,427.37
2,737.18
2,840.11
4,245.04
600.00
55,605.00
4,800.00
4,250.00
4,234.50
47,108.55
38,620.23
27,012.49
477,101.31
25,000.00
(22,000.00)
10,041.42
4,301.18
(1,285.59)
2,404.00
2,752.67
320.68
5,966.92
3,940.00
76,406.25
(6,876.98)
18,000.00
25,833.54
5,830.33
622.20
421.17
15,582.98
2,400.00
7,456.15
1,000.00
4,600.00
15,000.00
28,300.00
13,304.18
2,463.74
6,238.18
(5,946.10)

Midlands Authority for Conventions, Sports & Tourism
Statement of Revenues and Expenditures
902 - Columbia Visitors Bureau
From 7/1/2016 Through 6/30/2017

		Current Period Actual	Current Year Actual	Current Period Budget - Original	YTD Budget - Original	Total Budget - Original
	Total Operating Expenditures	830,274.34	830,274.34	2,237,532.00	2,237,532.00	2,237,532.00
	Total Expenditures	830,274.34	830,274.34	2,237,532.00	2,237,532.00	2,237,532.00
	Net Revenue Over Expenditures	(22,836.76)	(22,836.76)	426,612.00	426,612.00	426,612.00
	Transfers Out					
5700	Transferred out to Authority	166,242.45	166,242.45	426,612.00	426,612.00	426,612.00
	Total Transfers Out	166,242.45	166,242.45	426,612.00	426,612.00	426,612.00
	Net Revenue Over Expeditures (After Transfers)	(189,079.21)	(189,079.21)	0.00	0.00	0.00

Midlands Authority for Conventions, Sports & Tourism
Statement of Revenues and Expenditures
902 - Columbia Visitors Bureau
From 7/1/2016 Through 6/30/2017

otal Budget Variance - Original
1,407,257.66
1,407,257.66
(449,448.76)
260,369.55
260,369.55
(189,079.21)

Midlands Authority for Conventions, Sports & Tourism
Statement of Revenues and Expenditures
905 - Destination Marketing
From 7/1/2016 Through 6/30/2017

		Current Period Actual	Current Year Actual	Current Period Budget - Original	YTD Budget - Original	Total Budget - Original
	Operating Revenue					
4055	Meeting and Visitors Guide	0.00	0.00	115,000.00	115,000.00	115,000.00
4100	Desination Marketing Fee - (Hotel Rooms)	590,455.64	590,455.64	1,400,000.00	1,400,000.00	1,400,000.00
4103	SC Parks, Recreation, & Tourism	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00
4104	Co-op Special Project	45,894.49	45,894.49	75,000.00	75,000.00	75,000.00
4105	Governor's Carol Lighting	12,868.91	12,868.91	13,000.00	13,000.00	13,000.00
4207	Interest Earned	232.76	232.76	1,800.00	1,800.00	1,800.00
4220	Ares Commission	711.82	711.82	2,500.00	2,500.00	2,500.00
4221	Ares Marketing	3,616.49	3,616.49	7,500.00	7,500.00	7,500.00
4400	Appropriation PY Unassigned Net Position	0.00	0.00	87,466.00	87,466.00	87,466.00
	Total Operating Revenue	1,403,780.11	1,403,780.11	2,452,266.00	2,452,266.00	2,452,266.00
	Total Revenue	1,403,780.11	1,403,780.11	2,452,266.00	2,452,266.00	2,452,266.00
	Operating Expenditures					
5002	Salaries - FT Sales & Marketing	124,497.32	124,497.32	232,557.00	232,557.00	232,557.00
5003	Salaries - FT Operations	(369.24)	(369.24)	0.00	0.00	0.00
5040	Personnel Contingency	0.00	0.00	14,690.00	14,690.00	14,690.00
5050	Payroll Tax Expense	5,584.85	5,584.85	19,780.00	19,780.00	19,780.00
5055	Retirement - 401k	1,767.36	1,767.36	9,581.00	9,581.00	9,581.00
5060	Health Insurance	7,216.02	7,216.02	34,841.00	34,841.00	34,841.00
5061	Dental Insurance	472.52	472.52	2,196.00	2,196.00	2,196.00
5062	Life & Disability Insurance	1,148.06	1,148.06	3,436.00	3,436.00	3,436.00
5070	Workers Compensation	288.72	288.72	1,080.00	1,080.00	1,080.00
5071	Unemployment Insurance	0.00	0.00	200.00	200.00	200.00
5075	Incentives	10,485.75	10,485.75	31,700.00	31,700.00	31,700.00
5076	Auto Allowance	2,030.82	2,030.82	2,400.00	2,400.00	2,400.00
5086	Professional Service Fees	0.00	0.00	678.00	678.00	678.00
5111	Convention Recruitment Fund	57,117.56	57,117.56	110,000.00	110,000.00	110,000.00
5112	Partner & Community Relations	1,252.00	1,252.00	0.00	0.00	0.00
5200	Marketing & Advertising	415,331.46	415,331.46	796,249.00	796,249.00	796,249.00
5211	Ares Marketing	3,453.16	3,453.16	7,500.00	7,500.00	7,500.00
5212	Governor's Carol Lighting	14,006.93	14,006.93	13,000.00	13,000.00	13,000.00
5214	Cooperative Advertising	49,591.00	49,591.00	100,000.00	100,000.00	100,000.00
5215	Hotel DMF Partner Ads	177,686.33	177,686.33	560,000.00	560,000.00	560,000.00
5216	Special Events	36,615.17	36,615.17	27,000.00	27,000.00	27,000.00
5218	Market Research	49,802.02	49,802.02	90,000.00	90,000.00	90,000.00
5221	SCPRT Co-op Campaign	0.00	0.00	40,000.00	40,000.00	40,000.00
5225	Unappropriated Marketing Projects	1,438.00	1,438.00	0.00	0.00	0.00
5327	Website Enhancements	21,866.64	21,866.64	150,000.00	150,000.00	150,000.00
5341	Printing	0.00	0.00	115,000.00	115,000.00	115,000.00
	Total Operating Expenditures	981,282.45	981,282.45	2,361,888.00	2,361,888.00	2,361,888.00
	Total Expenditures	981,282.45	981,282.45	2,361,888.00	2,361,888.00	2,361,888.00
	Net Revenue Over Expenditures	422,497.66	422,497.66	90,378.00	90,378.00	90,378.00
	Transfers Out					
5701	Transferred out Sports	45,189.00	45,189.00	90,378.00	90,378.00	90,378.00
	Total Transfers Out	45,189.00	45,189.00	90,378.00	90,378.00	90,378.00
	Net Revenue Over Expeditures (After Transfers)	377,308.66	377,308.66	0.00	0.00	0.00

Midlands Authority for Conventions, Sports & Tourism
Statement of Revenues and Expenditures
905 - Destination Marketing
From 7/1/2016 Through 6/30/2017

otal Budget Variance - Original
(115,000.00)
(809,544.36)
0.00
(29,105.51)
(131.09)
(1,567.24)
(1,788.18)
(3,883.51)
(87,466.00)
1,048,485.89)
1,048,485.89)
108,059.68
369.24
14,690.00
14,195.15
7,813.64
27,624.98
1,723.48
2,287.94
791.28
200.00
21,214.25
369.18
678.00
52,882.44
(1,252.00)
380,917.54
4,046.84
(1,006.93)
50,409.00
382,313.67
(9,615.17)
40,197.98
40,000.00
(1,438.00)
128,133.36
115,000.00
1,380,605.55
1,380,605.55
332,119.66
45,189.00
45,189.00
377,308.66

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Greater Cayce West Columbia Visitor Center

2. Sponsoring Organization: Greater Cayce West Columbia Visitor Center

   Mailing Address: 1006 12th Street Cayce, SC 29033

3. Event/Project Director:

   Name John Banks Title Director of Tourism

   Telephone 803-794-6504 Alternate Telephone 803-665-7620

   Fax Number 803-794-6505

   Email wmvisitorcenter@aol.com

4. Event Website: visitcaycewestcolumbia.com

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☒ Tourism Related Expenditures: Promotions and Operating Visitor Center

6. Project Timeline: Beginning date 7/1/2017 End date 6/30/2018

7. Location of Project/Event: GCWC Visitor Center 1006 12th St. Cayce, SC 29033

8. Number of employees: #Full-time _____ #Part-time 2

9. Do you advertise outside a 50-mile radius? X☒Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed 3,655
    - ☐ Brochures - # distributed 6,400
    - ☐ Posters - # distributed _____
    - ☐ Magazine Ads - # ads 2 (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads 4 (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads 21 (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☐ Websites - # web pages other than primary website #_10 (Multiple)_____ (list on separate sheet with target audience)
    - ☐ Other than listed above: _____ (list on separate sheet with target audience)

11. How many people do you expect to attend? N/A

12. Of this number, how many are tourists? All (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
    - ☐ Web page inquires - estimated inquires per month 3,323
    - ☐ Phone call inquiries - estimated phone calls per month 49
    - ☐ Brochure mailings - estimated brochures mailed per month 69 via Mail and Email
    - ☐ Event ticket sales - estimated tickets sold per event
    - ☐ Event registration - estimated registrants per event
    - ☐ Hotel sales - estimated sales per event/per month
    - ☐ License plates - estimated count per event
    - ☐ Surveys - estimated number of responses per survey
    - ☐ Other than listed: We collect Zip Codes and numbers in the parties at Tartan Day South and the Congaree Bluegrass Festival

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
We are a marketing wing and servicing group and do not actually book rooms. We do assist our local festivals in negotiating rooms for attendees vendors and judges. Through Tartan Day South there were more than 65 room nights in unincorporated area hotels.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

    a. Estimated total cost of Project **$ 64,000.00**
    b. Amount of Accommodations Funds requested for this Project: **$ 13,000.00**
    c. This request equals what percent of the total Project/Event Budget? **20 %**
    d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. **Web, Print, and Operations of Visitor Center.**

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

    a. If yes, state year All, amount $_____, source_____, and purpose:_____

    b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☐Yes ☒No

    c. If no, please explain: A small portion is always carried over for operations in July.

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☒ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other: _____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: _____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

John R. Banks	Director of Tourism
Print Name	Title
John R. Banks	1/4/2016
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Greater Cayce West Columbia Visitor Center

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
City of Cayce	18,000	18,000	18,000
City of West Columbia	24,990	20,000	25,000
Lexington County	13,887	13,000	13,000
Carry Over	9,185	9,207	8,000
	66,063	60,207	64,000

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Greater Cayce West Columbia Visitor Center

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Web Advertising	12,779	3,748	12,000
Print Advertising	4,948	3,000	7,000
Printing			1,000
Web Hosting and Maintenance	1,053	685	1,000
Signage Replacement		195	
Office Supplies	1,161		500
Rent	600	600	700
Payroll Director and Admin Assistant	32,230	16,390	31,680
Taxes and Administrative Fees	4,001	1,661	4,020
Postage and Misc	84	47	200
Carry Over	9,207		6,000
	66,063	27,987	64,000

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Greater Cayce West Columbia Visitor Center

Project/Event Name: Greater Cayce West Columbia Visitor Center

Contact Name: John Banks Phone: 803-794-6504

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered: _____

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	**2015/16 Previous Year**
Total Budget of Event/Project	$66,063	$65,692
Amount Funded by the Lexington County Accommodations Tax Fund	$13,000.00	$13,000.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance		
Total Tourists*		

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): _____

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

John R. Banks — Print Name

Director of Tourism — Title

John R. Banks — Signature

January 4, 2017 — Date

Greater Cayce West Columbia Visitors Center Answers to Question 19

A. General Description

The Greater Cayce West Columbia Visitors Center (GCWCVS) is a full time Visitors Center providing information to travelers about Lexington County. We also promote the attractions in our area regionally and nationally. We promote activities and festivities that draw tourists in an attempt to promote overnight stays form visitors outside our area. We try to package our attractions with our central location for a great place to stay as a destination or a stop through.

B. State the benefit that this project will serve toward promoting tourism and the Lexington County Community

The GCWCVS works in many ways to promote tourism in our County. We act as an on the ground service office close to the airport and downtown. We provide information, maps, and brochures to newly arriving visitors with our central location.

We also act as an advertising wing for the areas we serve. We reach out through our web, newspaper, and magazine advertising telling the benefits of a stay in our area. We promote pooling the attractions and our natural resources as well as specific festival and event ads to sell a broader environment for their stay. We attempt to create a destination with the pool of our attractions and create a picture the traveler may not know is available.

We work exclusively outside the 50 mile radius to draw in visitors for overnight stays stating a wide variety of activities available within minutes of our Center. We provide full information about hotels, dining, and shopping as well as our attractions.

C. Total attendance to the event/project versus the number of total tourists in attendance

This is very difficult to answer because we are not a specific event or project. We provide out of state newspaper advertising (Charlotte Observer and Atlanta Journal Constitution) for Cayce's Blue Grass Festival and to a smaller extent Tartan Day South. Those events pulled in over 12,000 attendees with an estimated 1,400 patrons from out of state, and another 2,000 coming from 51 cities and Towns in South Carolina outside of 50 miles of Lexington County. We worked this year with Tartan Day South that drew visitors from 21 states.

Much of our advertising is for a complete visit to our area. We have added a few new products in 2016 that drove significant traffic to our Web Site. This is our major tool to collect data from our efforts. We do not book rooms through our site, but do pass travelers through to our local hotels sites for booking. Those numbers are hard to quantify. We did have over 23.2 % of the visitors to our web site click through to one of our hotel reservation pages.

D. Economic impact generated by tourism to the event/project

Our goal at GCWCVS is to serve and promote. It is very difficult gather the numbers to measure our impact. With over 5,000 unique visitors to our web site each month, we know we have upped our visibility through our efforts.

E. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this

Accommodations Tax Funds are the basis of our funding to provide the services and advertising that we create. The funds we receive from the county and the municipalities are all of our operating funds. We use all of those funds to accomplish the task of promoting tourism in our area through hands on servicing and placing advertisements in areas that would promote distance travel. We attempt to promote enough activities to require a visitor to stay multiple days.

We accomplish this with a number of tools and advertising opportunities. We believe our web tools and presence lead the way in our efforts to educate outsiders of the benefits of a visit to our area. Our advertising reaches a wide variety of travelers outside 50 miles.

2016 Final Report

Our goal at the center is to service our visitors by providing information on options for lodging, entertainment, and dining. Our second goal is to present new ideas to attract visitors to our area via advertising in media that our other area partners are not. We try to pitch our area as a great weekend get-a-way in the large drive time markets near us like Charlotte and Atlanta. We also target certain types of tourists who fit our resources like the river sports enthusiasts and the tournament directors for Tennis and softball.

We accomplish this with a number of tools and advertising opportunities. We believe our web tools are our biggest aide in our efforts to educate outsiders of the benefits of a visit to our area. We totally revamped our web site in 2015 and it has shown immediate dividends.

Our unique visitors to our site are solidly over 3,000 Unique Visitors per month. Our most visited page each month is our accommodations page followed by restaurants and river sports. Our goal is to provide much more detailed information about our hotels with links to their main sites for reservations. We have a small write up about each of our restaurants describing the type of menu, décor, and links to menus, as well as maps for directions. We promote a constantly updated "things to do" area which highlights local theater, concerts, and events which can be reached within 15 minutes from our area.

We produced our largest program in 2016 working with "The Southern Weekend" and Raycom communications. We produced a 4 minute video highlighting many of our attractions and speaking about our area. It was picked up and ran as a Highlighted destination featured for ten days on the front page thesouthernweekend.com. That video received 937 views. We received over 3,000 web hits from that page over that 10 day period starting June 23rd. The video is now housed on the front of our website. The video was feature on it's own page on "The Southern Weekend" for the rest of July. As a part of the package we received targeted web ads on Facebook and other mobile aps totaling 785,000 impressions over 3 months. This campaign produced our largest web impact with over 8,000 unique visitors to our site over a 30 day period averaging 4 page views per visitor.

We continued an ad campaign in 2016 targeting our river sports with solid success. Our contracts for Internet banner ads with paddling.net for the summer months produced 767 visits over the 3 month run. Most of the visitors toured more than three pages on our site per visit. We believe that the river sports are a sellable commodity. The success we had reported from Palmetto Outdoors and Adventure Carolina outfitters was a great report that these ads are producing real dollars in our community.

We continued an area of success in 2016 by helping in promote local festivals outside our area. We provide out of state newspaper advertising (Charlotte Observer and Atlanta Journal Constitution) for Cayce's Blue Grass Festival. We worked this year with Tartan Day South that drew visitors from 21 states and an estimated 3,200 from outside 50 miles.

We created a simple ad campaign that we continued to run in the Charlotte markets. The "Got to get out of this town" campaign was meant to promote stays in our area that are a short drive time from those two cities. We ran an ad in an annual magazine produced by the Charlotte Observer "Living Here". These are ways we reach out uniquely to bring in new visitors.

We are in the mist of producing all new literature because of the name change that occurred here in the summer of 2016. We are adding a piece highlighting all the activities and location on the rivers in our area. This will be a fun cartoonish map to show a light and pure fun side of our best resource. There are two new pieces headed to the printers in April.

Our main and only goal is to attract and promote our area as a tourism stop. One of the main focuses of the GCWCVS is to educate the outlying public about the beauty and many activities that are available on a stay here. We attempt to tell the story to as many travelers who are looking for an affordable diverse community to visit. There are areas where you can paddle a Kayak down class four rapids in the afternoon and see an outstanding production of a musical or play that same evening and travel a total of five miles to do both. We are attacking this market with print and internet reach. This gives us an outlet to promote the County as a destination.

The Accommodation Tax dollars are the sole source of funding for the center. These are the dollars that allow us to reach out with advertising and produce maps and brochures that sell our area. The A-Tax dollars help us design and place ads outside 50 miles that draw visitors from all over the southeast and the country. We greatly appreciate the funding that the County has provided. We are working on unique marketing programs to highlight our strengths to those who share in those same interests.

Greater Cayce West Columbia Visitor's Center 2015-2016 Budget

Final 6/30/2016

Expenses

	Budgeted	Expenses
Advertising Print		
Print Advertising	$ 8,000.00	$ 4,947.88
Advertising Web		
Web Advertising	$ 8,000.00	$ 12,778.51
Website		
Internet Amount (Website Hosting)	$ 1,500.00	$ 1,053.00
Postage		
Postage	$ 500.00	$ 84.14
Administration		
Directors Pay	$ 28,600.00	$ 29,150.00
Taxes and Fees	$ 2,500.00	$ 2,548.24
Assistants Pay	$ 3,080.00	$ 3,080.00
Taxes - Payroll - 401K Expense	$1,634.00	$ 1,452.92
Office Supplies	$ 1,200.00	$ 1,161.46
Rent		
Rent	$ 600.00	$ 600.00
Miscellaneous	$ 1,300.00	
Totals	$ 56,914.00	$ 56,856.15

Revenues

Carry Over from 2015/2016		$ 9,185.44
City of West Columbia	22-Jul	$10,000.00
Lexington Cty	25-Aug	$3,237.50
City of Cayce	24-Sep	$ 18,000.00
City of West Columbia	21-Jan	$ 2,990.40
Lexington Cty	23-Nov	$ 3,550.00
Lexington Cty	28-Feb	$ 3,550.00
Lexington Cty	13-May	$ 3,550.00
West Columbia	13-May	$12,000.00
		$ 66,063.34
Carry Over for 2016/2017		$ 9,207.19

Tartan Day South 2016
By the Numbers

10,221 Total Attendees over 4 Days

1,879 Zip Codes were collected only on Saturday April 2nd , 2016
All Zip Codes were collected from Patrons of the event. (No vendors, artists, or exhibitors)

256 Zip Codes Collected from Outside of SC Representing 113 Cities from 21 States
Estimated 1,100 Patrons (Tourists) from Outside SC



1,623 Zip Codes were collected from 152 different areas in South Carolina

630 Zip Codes from 92 Cities in South Carolina outside of Lexington and Richland Counties Estimated 2,340 Patrons (Tourists)

Tartan Day South 2016 Economic Impact $1.33 Million dollars on the local Economy
Based on SCPRT Formulas

Tartan Day South 2016 113 Cities in 21 States and France

Georgia

Auburn
Cumming
Roswell
Mableton
Tyrone
Atlanta
Dunwoody
Gainesville
Braselton
Talmo
Dearing
Evans
Grovetown
Hephzibah
Augusta
Macon
Bloomingdale
Baxley

New York

Saint Albans
Oyster Bay
North Brookefeild
Dexter
Ovid

Pennsylvania

Beaver
Canneaut Lake
Schnecksville
Abington

Maryland

Bel Air
Monrovia
Mount Airy
Williamsport
Ocean Pines

North Carolina

Asheboro
Oak Island
Chapel Hill
Clayton
Garner
Apex
Wake Forest
Durham
Albemarle
Concord
Harrisburg
Kannapolis
Lincolnton
Matthews
Monroe
Mooresville
Spencer
Charlotte
Fayetteville
Hamlet
Wilmington
Grassy Creek
Lenior
Cullowhee
Hendersonville
Mill Spring
Sylva
Whittier
Asheville

Texas

Houston
Livingston

Virginia

Alexandria
Richmond
Roanoke
Grundy

Florida

Tallahassee
Orlando
Melbourne
Lake Worth
South Palm Beach
Thonotosassa
St. Petersburg
Auburndale

Alabama

Cullman
Elkmont
Daleville
Enterprise

Tennessee

Clarksville
Hendersonville
Chattanooga
Johnson City
Dandridge
Kodak
Parrottsville
Memphis
Germantown

Ohio

Thornville
Logan
Mount Perry
Moreland Hills
Clarksville
Cincinnati
Huber Heights

New Hampshire

North Swanzey

Indiana

Indianapolis
Topeka

Kentucky

Fort Wright

Michigan

Redford
Lake Orion
Byron

Illinois

Des Moines
Downers Grove
Champaign
Monticello

California

Pasadena
Forest Falls
Vacaville

Arizona

Peoria

Washington

Darrington
Allyn
Ellensburg

Oregon

Albany

Toulouse, France

Tartan Day South 2016

92 Cities in South Carolina Outside Lexington and Richland Counties

South Carolina

Alcolu
Wisacky
Blair
Camden
Cameron
Cassatt
Cope
Cordova
Dalzell
Denmark
Elloree
Great Falls
Heath Springs
Lamar
Little Moutain
Lugoff
Manning
Neeses
Newberry
North
Orangeburg
Pinewood
Pomaria
Prosperity
Rembert
Ridgeway
Rowesville
St. Matthews
Saluda
Sumter
Shaw Air Force Base
Swansea

Charleston
Hanahan
Adams Run
Folly Beach
Georgetown
Goose Creek
Meggett
Ladson
Mount Pleasant
Ridgeville
Sullivans Island
Summerville
Walterboro
Florence
Bennettsville
Conway
Coward
Hemingway
Surfside Beach
North Myrtle Beach
Myrtle Beach
Greenville
Anderson
Easley
Fountain Inn
Greenwood
Greer
Hodges
Newry
Mauldin
Piedmont
Simpsonville

Lake Wylie
Fort Mill
Rock Hill
Mcconnells
Pageland
Ruby
Aiken
New Ellenton
Graniteville
North Augusta
Beech Island
Williston
Okatie
Early Branch
Hardeeville
Miley
Ridgeland
Wagener
Wedgefield
Boiling Springs
Buffalo
Chesnee
Laurens
Union
Taylors
Ware Shoals
Cherokee Falls
Bowling Green
Chester
Indian Land
Tega Cay

2016 Congaree Bluegrass Festival by the Numbers

South Carolina

5	BAMBERG SC
8	BATESBURG SC
7	BLAIR SC
26	BLYTHEWOOD SC
6	CAMDEN SC
1	CAMERON SC
231	CAYCE SC
28	CHAPIN SC
9	DALZELL SC
4	EASTOVER SC
35	ELGIN SC
4	ELLOREE SC
70	GASTON SC
12	GILBERT SC
18	HOPKINS SC
22	IRMO SC
24	LEESVILLE SC
221	LEXINGTON SC
9	LITTLE MOUNTAIN SC
5	LUGOFF SC
2	LYNCHBURG SC
2	MANNING SC
1	NEESES SC
3	NEWBERRY SC
13	NORTH SC
7	ORANGEBURG SC
10	PELION SC
3	POMARIA SC
6	PROSPERITY SC
7	RIDGEWAY SC
10	SAINT MATTHEWS SC
5	SALUDA SC
2	SANTEE SC
2	SILVERSTREET SC
2	SUMMERTON SC
15	SUMTER SC
42	SWANSEA SC
2	WAGENER SC
173	WEST COLUMBIA SC
4	WINNSBORO SC
290	COLUMBIA SC

Pensylvania

1	PHILADELPHIA PA

Virginia

1	HERNDON VA
1	VIRGINIA BEACH VA

North Carolina

1	BELMONT NC
2	LINCOLNTON NC
2	MOORESVILLE NC
2	RAEFORD NC
4	GRANITE FALLS NC
2	WINSTON SALEM NC
1	STATESVILLE NC

Georgia

4	MARIETTA GA
2	STATESBORO GA
6	AUGUSTA GA

Florida

6	APOPKA FL
2	VERO BEACH FL
2	JUPITER FL
2	JACKSONVILLE FL

Tennessee

1	DECATUR TN
4	JOHNSON CITY TN
2	KINGSPORT TN

Mississippi

1	MANTACHIE MS

SC Continued

4	BOILING SPRINGS SC
2	MOORE SC
5	CHARLESTON SC
2	NORTH CHARLESTON SC
2	LADSON SC
3	SUMMERVILLE SC
2	MARION SC
1	MULLINS SC
2	GREENWOOD SC
1	SIMPSONVILLE SC
2	CATAWBA SC
18	AIKEN SC
2	EDGEFIELD SC
1	NORTH AUGUSTA SC
5	WILLISTON SC
2	LAURENS SC
1	GOOSE CREEK SC
3	ROUND O SC
3	FLORENCE SC
1	ANDERSON SC
2	NORRIS SC
3	FORT MILL SC
1	ROCK HILL SC
2	YORK SC
3	BLACKVILLE SC
1	EDGEFIELD SC

Michigan

3	ELKTON MI

Illinois

2	ARTHUR IL
1	ALTON IL
4	MOUNT PROSPECT IL

Texas

1	AUSTIN TX

Idaho

1	FERNAN LAKE VILLAGE ID

Arizona

3	PRESCOTT AZ

Maryland

1	WILLARDS MD

Arkansas

1	SIDNEY AR

California

1	BIG CREEK CA

1,420	South Carolina	67	From 14 States
Total	1,487		

County of Lexington
Accommodations Tax Fund
FY 2017/2018

APPLICATION

JAN 2017
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

1. Name of Project/Event: Lexington Visitors Center Operations & Website

2. Sponsoring Organization: Greater Lexington Chamber & Visitors Center

   Mailing Address: PO Box 44 Lexington, SC 29071

3. Event/Project Director:

   Name Otis Rawl Title President /CEO

   Telephone 803-359-6113 Alternate Telephone 803-920-7378

   Fax Number 803-359-0634

   Email Otis@lexingtonsc.org

4. Event Website: www.lexingtonsc.org

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☒ Tourism Related Expenditures: Visitors Center

6. Project Timeline: Beginning date July 2017 End date June 2018

7. Location of Project/Event: 311 West Main Street Lexington, SC 29072

8. Number of employees: #Full-time 6 #Part-time 1

9. Do you advertise outside a 50-mile radius? ☒ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed
    - ☐ Brochures - # distributed
    - ☐ Posters - # distributed
    - ☒ Magazine Ads - # ads 1 (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads (list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 13 (list on separate sheet with target audience)
    - ☐ Other than listed above: (list on separate sheet with target audience)

11. How many people do you expect to attend? N/A – Does not apply to Visitors Center

12. Of this number, how many are tourists? N/A (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☒ Web page inquires - estimated inquires per month 7,000
- ☒ Phone call inquiries - estimated phone calls per month 36
- ☒ Brochure mailings-estimated brochures mailed per month 38 relocation packages & visitor bags
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☒ Other than listed: Walk-in visitors average 35 on a monthly basis

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
N/A- Does apply to Visitors Center

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 105,191
b. Amount of Accommodations Funds requested for this Project: $ 20,000
c. This request equals what percent of the total Project/Event Budget? 19%
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Operating costs and website expenses

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year 2016-17, amount $10,140, source Lexington County, and purpose: Lexington Visitors Center Operations

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☒Yes ☐No

c. If no, please explain:

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☒ Other: 501 C6 Chamber of Commerce & Visitors Center

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: See attached

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Otis Rawl	President/CEO
Print Name	Title
[signature]	1/4/2017
Signature	Date

Greater Lexington Chamber & Visitor Center

19 (a) Description of Project

The Greater Lexington Chamber and Visitors Center is the first stop for Lexington County visitors and tourists because it is located in the heart of the county – the county seat. This is generally where visitors and those interested in relocating to our county get information about area hotels, restaurants, events, and attractions. Located about three miles from I-20 and close to I-26, the Visitors Center is convenient to travelers/tourists coming to Lexington County.

The Visitors Center, as part of the Greater Lexington Chamber, is located on Main Street. The Visitors Center is almost 1,000 square feet. The building includes a 600-square-foot Board Room and 1,800 square-foot Community Room, providing opportunities for gatherings (family reunions, corporate events) for out-of-towners. Our highly visible location, large parking lot and plentiful interior space has created opportunities to help out-of-town families and companies host parties and events. Photos of Lexington County attractions and landmarks are displayed to showcase its diversity and heritage.

A new partnership was created amongst the GLC&VC and Splash Omnimedia in July 2016. The redesign of lexingtonsc.org will continue to be the resource for both visitors and residents of Lexington by reflecting community news, events and information in a modern design that is easy to navigate, mobile friendly and aesthetically pleasing. The launch of the latest design of lexingtonsc.org is expected in January 2017.

To accomplish our mission, the newly designed lexingtonsc.org will feature separate sections for the Chamber and Visitors Center that can be accessed quickly from the main navigation menus. **The Visitors Center portion of the website will help visitors with the most frequently requested information including restaurants, events, relocation, activities, shopping, hotels, an interactive map and coupons from local businesses. With opportunities to follow the Visitors Center on social media and request a relocation package, the website makes it easy for visitors to find their preferred channel to get information about the community.**

In the physical Visitors Center located on Main Street, visitors will be able to access this same area of the website through digital kiosks. These digital kiosks will introduce visitors and new residents to the website and allow them to receive up-to-date information about the area and will assist the Visitors Center coordinator in directing each individual to the businesses and attraction that meet their needs.

19 (b) Benefit to Tourism and Community

The Greater Lexington Chamber & Visitors Center helps promote tourism every day by providing individual attention to each visitor, telephone and electronic request. The current Visitors Center has brochures about Lexington County hotels, Lake Murray Vacation rental homes, attractions, restaurants, maps and up-to-date details about festivals, parades and sporting events. Walk-in visitors are helped with directions to local places of interest. Telephone calls and email inquiries come from people across the United States looking for information. Relocation packages have been mailed for 2016 covering the U.S. including Ohio, Arizona, Florida, New York, Tennessee, Michigan, Kansas and Illinois to highlight a few. The GLC&VC is staffed with people who are very familiar with the area and can help visitors quickly by phone, email or in person. More than 400 visitor bags were provided to walk in guests in 2016.

Each year, the GLC&VC prepares "Welcome to Lexington" bags to inform teachers attending the Lexington District One Recruitment Fair about the benefits of visiting and relocating in Lexington County. These bags contain maps, brochures, coupons, and promotional items from local businesses.

19 (c) Number of Visitors

The knowledgeable and friendly staff helps hundreds of visitors each year who come through the Visitors Center. Telephone, mail and email requests come in daily from people planning to travel through or to Lexington County for a family, sporting or entertainment event.

A number of visitor and relocation information packets are mailed each year. A list of hotels and hotel brochures are included in the visitor and relocation packets. Potential new residents need hotel information for their visits to Lexington County while they decide where to relocate. With more than 80,000 unique visitors in 2016, the Greater Lexington Chamber and Visitors Center website, www.lexingtonsc.org, is a popular resource for visitors and new residents. Through the marketing of attractions to the coverage of local elections and news, lexingtonsc.org has cemented itself as a gate keeper of information in the community.

19 (d) Economic Impact

Without the Greater Lexington Chamber and Visitors Center and lexingtonsc.org, visitors and residents of both Lexington and the surrounding areas would not be aware of the attractions, events and businesses that this community has to offer. The Chamber and Visitors Center's sphere of influence helps in creating prosperity and a thriving community with its website, programs and services.

Local attractions such as the Icehouse Amphitheater, the Lexington County Museum, parks, golf courses and more will be featured along with all county hotels. The Visitors Center calendar of events will provide current information on festivals and community events that will attract local residents and visitors outside of Lexington.

19 (e) Use of Accommodations Tax Funds

This year the Greater Lexington Chamber and Visitors Center is respectfully requesting $20,000 to support operating costs of our Visitor Center and website www.lexingtonsc.org.

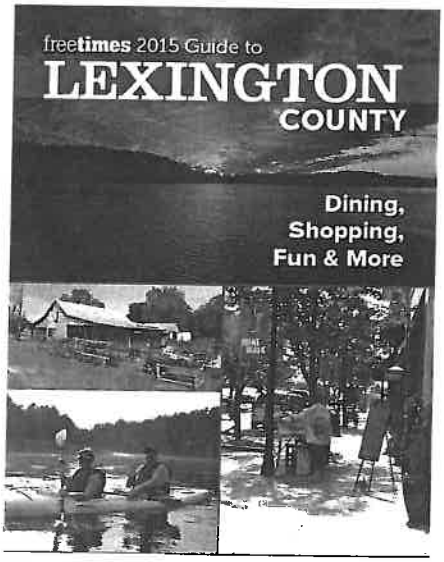
The GLC&VC continues its commitment **to Lexington County**. With help from the Accommodations Tax Fund, we can expand our outreach to show others the many intriguing experiences and surprising attractions Lexington County offers.

NUMBER 10 - MAGAZINE AD

Lexington County is growing.

Make sure your business grows with it.
Reach 10,000 newcomers!

freetimes 2016 Guide to
LEXINGTON COUNTY



PUBLICATION DATE	SPACE RESERVATION	ARTWORK DUE
Sept. 7	Aug. 18	Aug. 22

A glossy magazine and website filled with local information:

- 10,000 copies distributed.
- Inserted into Free Times in Lexington County.
- Magazine mailed directly to newcomers in homes and apartments.
- Available at area hotels, restaurants, retail and real estate offices.
- Electronic edition online for extra reach.
- Promoted through social media.



Targeting these zip codes:

- 29072, 29073 — Lexington
- 29169, 29170, 29172 — West Columbia
- 29033 — Cayce
- 29212 — Harbison
- 29063 — Irmo
- 29036 — Chapin
- 29054 — Gilbert

The guide focuses on the types of businesses that newcomers want to know about:

- Places to eat
- Shopping
- Specialty stores
- Medical, dental, vision services
- Fitness centers
- Recreation
- Beauty salons
- Auto sales
- Auto repairs
- Home repairs
- Remodeling
- Apartment complexes
- Rental centers
- Home and garden supplies
- Landscaping
- Banks
- Real estate offices
- Investment services
- Insurance
- Pet supplies and services
- And much more

Health Care

With two major hospitals and numerous health care facilities and providers, Lexington County boasts unparalleled access to health care and a booming health care industry.

The Lexington Medical Center on Sunset Boulevard near I-26 and I-20 has been the focus of health care in the county since its founding in 1971, and has grown just as rapidly as the county's population continuing to provide ever expanding care.

Recognized as one of the leading health care facilities in the region, the center offers a comprehensive network of more than 600 physicians in six different community medical and urgent care centers. It also provides an occupational health center, extended care facility and an Alzheimer's Care Center.

Lexington Medical's community centers are located in Irmo, Lexington, Chapin, Batesburg-Leesville and Gilbert and Swansea.

Columbia-based Palmetto Health system's Baptist Parkridge hospital in the Irmo area opened in 2014. The hospital offers emergency care and provides services to the Chapin and Dutch Fork area.

Lexington County also has several skilled-nursing homes and senior care centers, both in the urban areas and in rural locations.

The S.C. Department of Health and Human Services offers a wide variety of health care services in Lexington County at a low cost, some for free.



Lexington Medical Center is making room for tomorrow with its clinical expansion, which will be complete in 2019.

Lexington Medical Center Continuing To Grow

Lexington Medical Center, by far the largest network of health care services in Lexington County, continues to grow and expand. The hospital is adding a 545,000 square-foot patient care tower that will add 71 beds to the 414-bed hospital and make Lexington Medical the most modern, state-of-the art hospital in South Carolina.

The 10-story tower, expected to be completed in 2019, will include new patient rooms, operating rooms, educational space for staff and community members, enhanced dining options, and pharmacy operations as well as expand the hospital's Labor and Delivery and Mother/Baby Departments. The hospital's tiniest patients will share private rooms with their parents, an innovative concept that has been shown to lead to better outcomes.

A new parking garage will add 950 parking spaces.

Lexington Medical also includes six community medical centers. In addition to the main campus, community medical centers are in Batesburg-Leesville, Chapin, Gilbert, Irmo, Lexington and Swansea.

Lexington Medical Center is affiliated with more than 600 physicians and more than 70 physician practices. The network also includes comprehensive cardiovascular services and cancer care affiliated with Duke Medicine, an occupational health center, the largest skilled nursing facility in the Carolinas, a 10,000-square-foot rehabilitation center at the hospital's Extended Care campus, and a specialized care center for Alzheimer's.

Lexington Medical Center by the numbers:

- 6,000 health care professionals.
- 19,000 surgeries each year.
- 105,000+ patients seen each year in the state's busiest emergency department.
- More than 700 open-heart surgeries performed since 2012.
- More than 3,700 babies delivered each year.

Lexington Medical Center's services go beyond treatment. The network offers community programs including education on managing disease, classes for newborn care and support groups for a wide range of patients.

The Urgent Care Association of America has designated Lexington Medical Center's urgent care facilities in Irmo and Lexington as Certified Urgent Care centers. Only 500 facilities in the nation have received that designation.

Lexington Medical Center has received honors including Best Hospital by readers of *Free Times*, the Consumer Choice Award from the National Research Corporation and the prestigious Summit Award from Press Ganey for outstanding patient satisfaction.

For more information, visit LexMed.com.



Doctors Care has 12 locations in the Columbia and Lexington area, and is celebrating 35 years in business! Doctorscare.com.

Parkridge About More Than Medicine

At the 76-bed Palmetto Health Baptist Parkridge hospital off Lake Murray Boulevard in the Harbison area, the emphasis is on delivering an experience that is as much luxury hotel and spa as hospital. From the architecture of the building, to its resort-like entrance, to amenities that abound including an actual spa, the idea is to make patients feel welcome and comfortable, not intimidated.

The full-service hospital opened in March 2014 to serve residents of Irmo, Harbison, Chapin, Dutch Fork and surrounding areas. The facility has about 600 team members providing care.

Services include medical and surgical inpatient units as well as an intensive care unit and six operating rooms. Parkridge offers outpatient care, as well as diagnostic and treatment services including laboratory, imaging and more.

Palmetto Health Baptist Parkridge was designated a Breast Imaging Center of Excellence in May by the American College of Radiology recognizing its accreditation in mammography, stereotactic breast biopsy and breast ultrasound.

The hospital has a 24/7 emergency department. In addition to general medicine and surgery, services include non-invasive cardiology, gastroenterology, intensive care, obstetrics and gynecology, orthopedics, outpatient rehabilitation, plastic and reconstructive surgery, pulmonary medicine and spine surgery.

Palmetto Health Parkridge by the numbers:

- 700+ team members.
- 500+ physicians
- 6,000+ surgical procedures (outpatient and inpatient) annually.
- 500+ babies delivered each year.

But Parkridge is about more than just the medicine. The hospital hopes people will come to Parkridge to attend a class, focus on wellness, get a massage or eat a healthy meal.

Healing Waters, a 6,931 square-foot full-service spa, aesthetics, plastic surgery and wellness facility, offers traditional services and treatments, including anti-aging facials, massage therapy and Healing Waters' body rituals. Other services include medical aesthetic procedures, such as Botox and dermal fillers; plastic surgery procedures including both reconstructive and cosmetic plastic surgery; and wellness activities.

At Parkridge's Back Porch, patients and visitors can find an area designed as a place of relaxation and reflection. The Back Porch includes an outdoor dining area, water features, a prayer garden and a labyrinth.

The in-house chef will serve patients and visitors fresh, local food that is never fried, whether it is ordered in the Arbor Dining Room or from a patient room.

In addition to Parkridge, the 1,138-bed Palmetto Health system includes Palmetto Health Baptist, Palmetto Health Richland, Palmetto Health Children's Hospital, Palmetto Health Heart Hospital —all in Columbia — and the 109-bed Baptist Easley Hospital.

Palmetto Health has more than 8,400 team members and 1,000 physicians. The hospitals of Palmetto Health provide care for 70 percent of the residents of Richland County and more than 55 percent of the health care for the combined Richland/Lexington county area.

For more information, visit PalmettoHealth.org.



That's how we do **business!**

Get involved in the Greater Lexington Chamber and connect with nearly 1,000 businesses from throughout the Midlands at **www.lexingtonsc.org.**

GREATER LEXINGTON CHAMBER AND VISITORS CENTER
Inspiring Business, Enhancing Community

311 W. MAIN ST., LEXINGTON, SC • (803)359-6113 •

Number 10 – Websites

1. Blog http://www.lexingtonsc.org/lexington-sc-community-news/
2. Restaurants http://lex.lexingtonsc.org/list/category/restaurants-268/
3. Farmers Market http://www.lexingtonsc.org/play/farmers-markets/
4. Lexington Parks http://www.lexingtonsc.org/play/parks-trails/
5. Hotels http://www.lexingtonsc.org/find-a-hotel-in-lexington-south-carolina/
6. History http://www.lexingtonsc.org/lovin-lexington/town-history/
7. Relocation http://www.lexingtonsc.org/relocate-your-family-to-lexington-sc/
8. Lexington County Living http://www.lexingtonsc.org/relocation-information/living-in-lexington-county/
9. Lake Life http://www.lexingtonsc.org/lovin-lake-murray/a-day-on-the-lake/
10. Festivals and Events http://www.lexingtonsc.org/play/festivals/
12. Jobs http://lex.lexingtonsc.org/jobs
13. Lexington Facts http://www.lexingtonsc.org/facts/

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: GLC&VC

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Membership	270,451	300,000	300,000
Fundraising	9,704	14,500	17,500
Accommodations Tax – County	11,337	20,000	20,000
Accommodations Tax – Town	85,904	55,000	55,000
Monthly Events	67,534	70,600	70,000
Special Events	141,611	213,000	215,000
Membership Services	36,046	11,000	11,000
Miscellaneous	2,300	1,500	1,500
TOTAL	**624,887**	**685,600**	**690,000**

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: GLV&VC

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Personnel	415,337	414,000	420,000
Facilities	67,557	57,400	60,000
Promotions/Advertising	4,669	1,500	3,000
Monthly Events	22,850	22,700	23,000
Special Events	50,800	90,500	85,000
Membership Services	25,605	42,500	45,000
Operational Expense	45,097	42,000	44,000
TOTAL	**631,915**	**670,600**	**680,000**

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Greater Lexington Chamber & Visitors Center

Project/Event Name: Lexington Visitor Center Operations

Contact Name: Otis Rawl Phone: 803-359-6113 (o) or 803-920-7378 (c)

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? Yes

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	**2015/16 Previous Year**
Total Budget of Event/Project	96,250	88,425
Amount Funded by the Lexington County Accommodations Tax Fund	10,140	11,200
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	20,000	22,588
Total Attendance		
Total Tourists*		

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Melanie Sandor
Print Name

Financial & Operations Manager
Title

Signature

1-3-17
Date

VI. Project Budget Report

Lexington County Accommodations Tax
FY 2016-2017

Greater Lexington Chamber and Visitors Center

Expenditures:

Personnel	$65,991.00
Facilities	$15,500.00
Dues/Website	$7,500.00
Supplies	$1,500.00
Telephone	$3,500.00
Postage/Printing	$1,250.00
Office Equipment/Lease	$2,200.00
Taxes/Insurance	$2,250.00
Interest	$5,500.00
Total	$105,191.00

Less Accommodations Tax received:

Lexington County FY 16/17	$10,140.00
Town of Lexington FY 16/17	$20,000.00

Balance of Operation Expenses $75,051.00

(These numbers are based on percentages of our total budget and are actual expenses related to the operation of the Greater Lexington Visitors Center.)

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Visitor's Information Center

2. Sponsoring Organization: Batesburg-Leesville Chamber of Commerce & Visitor's Center

   Mailing Address: P.O. Box 2178, Batesburg-Leesville, SC 29070

3. Event/Project Director:

   Name Robert M. Taylor Title President

   Telephone 803-532-4339 Alternate Telephone 803-622-9980

   Fax Number 803-532-3978

   Email mike@batesburg-leesvillechamber.org

4. Event Website: www.batesburg-leesvillechamber.org

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☑ Tourism Related Expenditures: Visitor's Information Center

6. Project Timeline: Beginning date 01/01/2017 End date 01/01/2016

7. Location of Project/Event: 350 E. Columbia Ave., Batesburg-Leesville, SC 29070

8. Number of employees: #Full-time 1 #Part-time _____

9. Do you advertise outside a 50-mile radius? ☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☑ Rack Cards - # distributed 427
    - ☑ Brochures - # distributed 213
    - ☑ Posters - # distributed 345
    - ☐ Magazine Ads - # ads _____ (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads _____ (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads _____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 1 (list on separate sheet with target audience)
    - ☑ Other than listed above: Facebook (list on separate sheet with target audience)

11. How many people do you expect to attend? 105,000

12. Of this number, how many are tourists? 85,000 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☑ Web page inquires - estimated inquires per month 12,393 Visits, 225,179 Hits
- ☑ Phone call inquiries - estimated phone calls per month 43
- ☑ Brochure mailings - estimated brochures mailed per month 7
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: ~~Lexington County Sheriff's Dept, SCDOT, attendance along parade route~~

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

COMFORT SUITES, MAIN ST, LEXINGTON 15
SPINNER'S RESORT 7
HAMPTON INN 9
LEESVILLE LODGE 6

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 93,960
b. Amount of Accommodations Funds requested for this Project: $ 10,000
c. This request equals what percent of the total Project/Event Budget? 10.5 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Event Flyers, posters, advertising; brochures and postage; visitor's center

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 16/17, amount $ 7,280.00, source Lexington County, and purpose: Visitor's Center, SC Poultry Festival, Arts on the Ridge

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☐Yes ☑No

c. If no, please explain: Arts on the Ridge event will take place in June.

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☑ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other: _____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: _____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

ROBERT M. TAYLOR	PRESIDENT
Print Name	Title
Robert M Taylor	01/04/17
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Batesburg-Leesville Chamber of Commerce & Visitor's Center

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Membership	29,786.00	24,817.00	30,500.00
Membership Opportunities	2,140.00	2,819.00	3,000.00
Membership Meeting Sponsor	998.00	875.00	1,000.00
County Accommodation Tax	5,563.00	7,820.00	7,460.00
Special Events	36,376.00	45,093.00	45,000.00
Affinity Programs	3,814.00	6,457.00	6,500.00
Miscellanious	980.00	479.00	500.00
Building Rental	4,675.00	0	0
	84,332.00	88,360.00	93,960.00

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Batesburg-Leesville Chamber of Commerce & Visitor's Center

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Personnel	32,000.00	33,200.00	36,500.00
Facilities	3,292.64	5,053.31	5,000.00
Dues	498.25	250.00	480.00
Postage, Printing, Office Supplies, Advertising	7,299.62	7,520.14	7,500.00
Telephone	2,078.87	2,049.60	2,300.00
Special Events	14,033.62	14,367.07	14,700.00
Monthly Membership Meetings	3,698.01	4,617.82	5,000.00
Membership Services	369.87	412.11	500.00
Taxes/Insurance	12,594.91	9,242.90	12,500.00
Rent Expense	7,200.00	7,625.00	7,200.00
Arts on the Ridge	0	5,182.42	2,280.00
	83,065.79	89,523.37	93,960.00

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Batesburg-Leesville Chamber of Commerce & Visitor's Center

Project/Event Name: Visitor's Information Center

Contact Name: Mike Taylor Phone: 803-532-4339

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

With the help of the accommodation tax funds Arts on the Ridge's first event was a huge success. The next major event will be a play in June. Statistics show a significant increase in our Facebook usage and and website usage.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	93.960.00	88,360.00
Amount Funded by the Lexington County Accommodations Tax Fund	7,820.00	5,600.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	7,820.00	5,600.00
Total Attendance	105,000	100,000
Total Tourists*	86,500	84,750

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

SC Poultry Festival Committee, SCDOT, Sheriff's Dept., B-L Police Dept., Parade route, tickets, other

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

ROBERT M. TAYLOR
Print Name

President
Title

Robert M Taylor
Signature

01/04/17
Date

County of Lexington

Accommodations Tax Fund

FY 2017/2018

Batesburg-Leesville Chamber of Commerce & Visitor's Center

Item #10 Websites: **www.batesburg-leesvillechamber.org**
Facebook: Batesburg-Leesville Chamber of Commerce & Visitor's Center
Target: Local and worldwide residents interested in the activities of the chamber and community.

Item #19 Project Description

General Project Description: Visitor Information Center Operations

The Batesburg-Leesville Chamber of Commerce & Visitor's Center has become "Information Central" for Batesburg-Leesville and its surrounding area. The center is the first stop for visitors to pick up information on local businesses, restaurants, hotels, and upcoming events. The office is located on Highway 1 near the Leesville Business District. The chamber office is adjacent to Shealy's Bar-B-Que which attracts hundreds of visitors to our town on a daily basis. This gives the visitor's center the unique advantage to market additional businesses in town and provide information on upcoming events in the community.

For potential visitors, the chamber's website is filled with information about the town and surrounding businesses. Our web page promotes our community in a professional manner and provides more information on events, businesses, and weekly news. A monthly calendar with chamber events as well as community events for the year is also listed. Each member has a page to promote his/her individual business that can be updated at the owner's convenience.

Benefit to Tourism and Community

The Batesburg-Leesville Chamber of Commerce & Visitor's Center helps promote tourism to the area daily by providing individual attention to each visitor and each telephone request. The chamber office offers an abundance of space to provide visitors and tourists with a wealth of information about Batesburg-Leesville and the surrounding area. Hotel brochures, maps of the area, and up-to-date details of festivals, parades, and sporting events are always available. The Chamber of Commerce Office & Visitor's center serves as an informational highway for one of Lexington County's largest annual events, the South Carolina Poultry Festival. The 800 number for the SC Poultry Festival comes directly to the chamber. All requests for food and commercial vendors, car show, parade, and etc. are directed to the appropriate person. In addition, the chamber also supplies applications for participating in the road run and cooking contest and provides information regarding accommodations for those attending. The chamber assists the

Batesburg Business Association and the Leesville Merchants Association to supply information regarding their events held during the year. This office also partners with the Lexington County Sheriff's Department in organizing, advertising, and assisting with an annual National Night Out. Walk-in visitors are helped with directions to places of interest in the community. Telephone calls come from across the country with inquiries on the local area businesses, attractions, and information regarding relocation packages. Inquiries are handled personally and immediate information is provided. The chamber offers "Welcome Home" packages to people purchasing homes in the area. These packets are put together by the Chamber and include business and school information as well as local area maps and other items of interest.

Total attendance

The knowledgeable and friendly staff provides information to hundreds of visitors each year who either come into the office or request information via telephone or email. Batesburg-Leesville welcomes over 100,000 attendees for the three day annual poultry festival, with approximately 84,000 of those living outside the community.

Economic Impact

Without the Batesburg-Leesville Chamber of Commerce & Visitor's Center and its website, there would be a void in the information available regarding Batesburg-Leesville and its surrounding areas. Not only do we promote this area but we also participate in a Joint Chamber Group that consists of four other Lexington County Chambers. This provides an opportunity to promote the entire county of Lexington along with its businesses. The Chamber office plays a vital role in supplying information to newcomers and prospects for the area. The chamber's Economic Development Committee continues to promote the area for potential businesses, industry, and home owners. Two of our newer committees, Arts on the Ridge and Dream Catchers, promote the arts in our community and create resources to help our youth become leaders and responsible citizens.

Use of Accommodations Tax Funds

The SC Poultry Festival, Batesburg Business Association and Leesville Merchants Association Events, Peach Tree 23 Yard Sale, Community Christmas Tree Lighting, Christmas Parade, and other yearly chamber events continue to attract visitors to our area. The past two years we have requested additional funding to promote the arts. The funding request this year will provide funding for our Visitor's Center and to promote the arts and events in our three existing parks. Our office promotes tourism for these events by continued advertising via newspapers, e-mail blasts, website postings as well as handbill, newsletter and poster distribution. Batesburg-Leesville experiences positive economic impact from visitors to all of the events, both from their spending while visiting as well as possible relocation to this area. The $10,000 requested by the Batesburg-Leesville Chamber of Commerce & Visitor's Center will help offset a portion of the cost involved with the Visitor's Center operation. Last year postage, paper, printing, and advertising for events and materials used in the distribution of packets was over $7,000. With the help from the Accommodations Tax Fund, the Batesburg-Leesville Chamber of Commerce & Visitor's Center can provide broader promotion of the Batesburg-Leesville area.

County of Lexington Accommodations Tax Fund

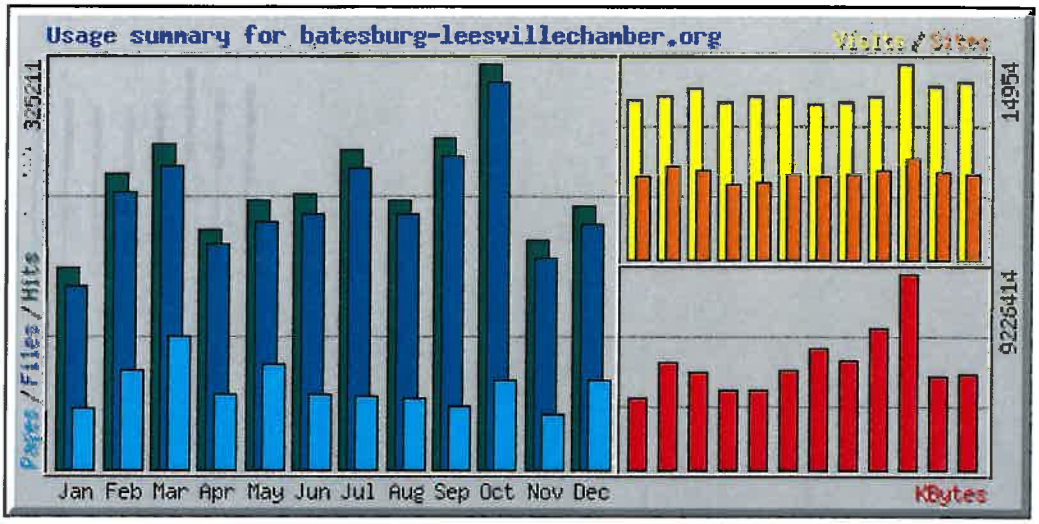
FY 2015 Final Report

Expenses Paid by Accommodations Tax Funds

Total Cost for Printing, Postage, Advertising, and Visitor packets $7,300.00

Usage Statistics for batesburg-leesvillechamber.org

Summary by Month
Generated 30-Dec-2016 07:19 EST



Summary by Month

Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
Dec 2016	7004	6551	2377	451	6465	4481463	13530	71332	196558	210139
Nov 2016	6094	5656	1455	440	6581	4355645	13224	43666	169708	182832
Oct 2016	10490	9988	2321	482	7738	9226414	14954	71961	309650	325211
Sep 2016	8820	8334	1696	413	6839	6656216	12390	50901	250049	264614
Aug 2016	6976	6573	1851	384	6495	5160954	11924	57391	203779	216271
Jul 2016	8253	7765	1869	379	6408	5731534	11763	57947	240735	255866
Jun 2016	7354	6794	2021	415	6523	4655882	12457	60632	203831	220643
May 2016	6948	6388	2732	400	5849	3708781	12400	84696	198048	215393
Apr 2016	6404	6015	2015	401	5709	3723441	12037	60464	180471	192124
Mar 2016	8423	7828	3454	419	6851	4578154	13012	107090	242670	261123
Feb 2016	8152	7677	2727	430	7132	5055915	12471	79105	222639	236413
Jan 2016	5195	4722	1582	389	6284	3302345	12082	49067	146392	161062
Totals						**60636744**	**152244**	**794252**	**2564530**	**2741691**

Generated by **Webalizer Version 2.23**

Usage Statistics for batesburg-leesvillechamber.org

Batesburg-Leesville Chamber of Commerce
Profit & Loss
January through December 2016

	Jan - Dec 16
Income	
2015 Christmas Parade	10.00
Accomodation Tax	7,820.00
Annual Auction	17,981.40
Annual Banquet	4,638.30
Annual Christmas Parade	110.00
Annual Fashion Show	1,129.00
Arts on the Ridge	8,208.01
Blue Cross Blue Shield	6,456.75
Community Christmas Tree Light	370.00
Directory Sponsorship	1,550.00
Dues	24,816.75
Gift Certificate Income	125.00
Golf Tournament	8,706.63
Membership Meeting Income	325.00
Membership Meeting Sponsorship	875.00
Miscellaneous Income	479.00
Taste of the Town Income	3,939.62
Website	600.00
Yard Display Income	220.00
Total Income	88,360.46
Expense	
Advertising	724.00
Annual Auction Expense	4,207.24
Annual Banquet Expense	2,646.11
Bank Charges	921.44
Bank Transfer	5,182.42
Building Maintenance	175.00
Christmas Parade	813.31
Christmas Tree Lighting	45.00
Contributions Expense	100.00
Directory Expenses	1,404.92
Fashion Show Expense	796.88
Financials and Accounting	1,700.00
Gas & Electric	1,962.77
Golf Tournament Expense	2,907.17
Industry Appreciation	855.73
Insurance	1,693.00
Marketing	262.90
Meals	288.25
Membership Decals	412.11
Membership Meeting Expenses	4,617.82
Misc Expense/Monthly Printing	1,215.37
Office & Yard Maintenance	510.00
Office Supplies	1,544.43
Organizational Dues	250.00
P.O. Box Rental	84.00
Payroll Expenses	26,000.00
Postage	415.56
Rent Expense	7,625.00
Ribbon Cuttings	60.08
Salary - Other	1,200.00
Salary Benefits	6,000.00
Taste of the Town Expense	1,807.38
Tax Expense	
Unemployment Tax Expense	8.40
Tax Expense - Other	7,541.50
Total Tax Expense	7,549.90
Telephone Expenses	2,049.60

Batesburg-Leesville Chamber of Commerce
Profit & Loss
January through December 2016

	Jan - Dec 16
Water	257.98
Web Site	888.00
Yard Display	350.00
Total Expense	89,523.37
Net Income	-1,162.91

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Lexington County Softball Tournaments

2. Sponsoring Organization: Lexington County Recreation and Aging Commission

   Mailing Address: 563 South Lake Drive, Lexington, SC 29072

3. Event/Project Director:

   Name Randy Gibson Title Executive Director

   Telephone (803) 359-9961 Alternate Telephone _____

   Fax Number (803) 359-9092

   Email rgibson@lcrac.com

4. Event Website: www.lcrac.com

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☑ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 07/01/2017 End date 06/30/2018

7. Location of Project/Event: 701 Old Barnwell Road

8. Number of employees: #Full-time 7 #Part-time 11

9. Do you advertise outside a 50-mile radius? ☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☐ Brochures - # distributed _____
    - ☐ Posters - # distributed _____
    - ☐ Magazine Ads - # ads _____ (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads _____ (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads _____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 4 (list on separate sheet with target audience)
    - ☑ Other than listed above: see attached (list on separate sheet with target audience)

11. How many people do you expect to attend? 30,100

12. Of this number, how many are tourists? 24,080 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☐ Phone call inquiries - estimated phone calls per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: see attached

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

See Attached

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended**.

a. Estimated total cost of Project $ 126,400.00
b. Amount of Accommodations Funds requested for this Project: $ 30,000.00
c. This request equals what percent of the total Project/Event Budget? 23.73 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc.

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2017, amount $ 30,000.00, source Lexington County, and purpose: Host regional and national softball/baseball tournaments

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑Yes ☐No

c. If no, please explain:

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☑ Other: Special Purpose District

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments:

see attached

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

RANDY H. GIBSON	EXECUTIVE DIRECTOR
Print Name	Title
Signature	01-06-17
	Date

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:

Websites:
We advertise our Preferred Hotels on the following websites.
USSSA – http://gamedayusssa.isinprodution.com/Where-to-Stay
ISA - www.scisafast.com and http://carolinaslowpitch.com/smf/index.php?topic=314.0
NSA – www.palmettosoftball.org
ASA – www.palmettosoftball.org
Each association promotes their tournament in North Carolina, Georgia, Florida, Kentucky, Tennessee, Ohio, Delaware, South Carolina and other states.

Visit Lexington County Recreation and Aging Commission (LCRAC) www.lcrac.com website, where we average approximately 6,300 hits a month.

At the end of the calendar year, the Lexington County Recreation and Aging Commission meet with the USSSA, ISA, NSA, and ASA association directors to assign tournaments to our fields for the year. Each director submits an agreement, which estimates the number of teams that he expects to participate. We also travel outside a 50-mile radius to attend their conferences to secure larger tournaments.

13. List the methods used to track tourists:

LCRAC has implemented a tracking process with our Preferred Hotels. The Director of Sales submits a monthly room night pick up form. We are not capturing all of the room nights that our tournaments produce, so we base our numbers on the reports that the hotels submit to us.

14. Hotels:
Unincorporated:

Wingate	507
Hampton-West Columbia	262

A. General Description:

Lexington County Recreation and Aging Commission strives to provide clean, safe, and attractive facilities for county residents and tourists alike. In coordination with the accommodations tax our efforts have attracted nationwide teams as well as their followers to the tournaments previously hosted. This season's schedule perpetuates the goals of the commission.

Through the combined efforts of the Lexington County Recreation and Aging Commission and the Lexington County Council, recreation continues to draw revenue and people to Lexington County. Therefore, we believe the committee will again find it favorable to extend the funds requested.

B. Benefit to Tourism and Community:

As previously disclosed, Lexington County Recreation and Aging Commission has and continues to contribute to the growth of tourism in Lexington County. Softball/Baseball tournaments hosted previously have drawn teams from across the United States.

The 2017 softball season is expected to be another exceptional year, as we have secured several major tournaments. These tournaments include: USSSA Baseball Winter State, USSSA Baseball NIT (8 total throughout the year), USSSA Men's State (All Divisions), USSSA Baseball Spring Super NIT, NSA Men's State Championship (All Divisions), NSA Spring State Championship (All Divisions), USSSA Fastpitch State Championship, USSSA Elite Select Fastpitch Showcase, New Evolution Men's World Series (All Divisions), NSA 40 & Over/Coed World Series, New Evolution State Championship (All Divisions), USSSA Baseball Jay Criscione Super NIT, USSSA Baseball Spring NIT, USSSA Fastpitch Summer Series Championship and USSSA Fastpitch Mid Atlantic Championship .

Each year Lexington County Recreation hosts several high school fast-pitch teams from Michigan who visit us during their spring break. Currently we are expecting one team to visit Lexington County from up North. They stay approximately one week while practicing at the Oak Grove and Pine Grove Sports Complexes.

NOTE: They visit us in the off-season and, therefore, do not conflict with any of our locally scheduled programs. We provide this service to promote our county and state and for the economic impact it brings to our county.

In addition to tourism, the Recreation Commission facilities provide a direct benefit to county residents throughout the year youth and adult recreational sports are offered to all citizens. Special events such as Senior Sports Games, where Lexington County citizens who are 55 or better participate in friendly competition and social interaction as well as several youth fun days also are offered by the Recreation Commission. The hope is to attract the County's youth into sporting and local events and reduce the possibilities of negative influences of our society.

C. Attendance Numbers:

Below is a partial list of some of the larger tournaments held in 2016.

TOURNAMENT	# of Teams	# of States	# of Participants
USSSA Baseball Spring State	61	3	915
USSSA Baseball Spring NIT	97	5	1,455
USSSA Fastpitch State Championships	40	2	600
NSA Slowpitch Super State Tournament	74	2	1,110
USSSA Baseball State Director Challenge	46	4	690
USSSA Fastpitch Mid Atlantic Championship	48	3	720
USSSA Slowpitch State Tournament	47	1	705
USSSA Summer Series Fastpitch Championship	48	3	720
USSSA Fall Global NIT	56	4	840
USSSA Jay Criscione Super NIT	102	5	1,530

D. Economic Impact:

Players, their families, and supporters spend an average of three days participating in tournaments. We had over 31,000 participants with a direct economic impact of $5,010,175 to Lexington County. Based on the accepted multiplier rate of 3 – 5 and in an effort to be conservative in our estimates we have chosen the multiplier rate of 3 for the calculation of the economic impact to Lexington County of $15,030,525.

These totals do not reflect the participation by spectators nor does it include any participation in other areas such as: Unorganized use of sporting facilities, playgrounds, parks, tennis courts, wellness programs, day camps, after school programs, summer camps for mentally handicapped children, numerous civic groups, aging, etc…

E. Use of Accommodation Tax Funds:

In conclusion, the Lexington County Recreation and Aging Commission requests the Accommodation Tax Funds so that it may continue to enhance the programs currently established and to expand into other fields. It is the goal of the commission to offer facilities that provide a positive influence on today's youth and the institution of the family while benefiting the County of Lexington and the State of South Carolina in the area of commerce. Tourism also allows the Commission to introduce visitors to it's home in Lexington County.

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Lexington County Recreation and Aging Commission

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Accommodations Tax Request			$30,000.00
Gates and T-Shirt Sales			$68,200.00
Concessions - Other Revenue			$28,200.00
Total			$126,400.00

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Lexington County Recreation and Aging Commission

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Tournament Bids & Registrations			$30,000.00
Labor			$27,400.00
Materials & Supplies			$13,200.00
Utilities			$26,400.00
Advertising & Programs			$15,300.00
T-shirts			$14,100.00
Total			$126,400.00

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Lexington County Recreation and Aging Commission

Project/Event Name: Lexington County Softball Tournaments

Contact Name: Randy Gibson Phone: (803) 359-9961

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

Please see "Benefits to Tourism and Community" in Application.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	$135,800.00	$133,700.00
Amount Funded by the Lexington County Accommodations Tax Fund	$30,000.00	$23,500.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance	31,100	30,500
Total Tourists*	24,880	24,400

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

Hotel rooms booked, surveys and team registrations for tournaments.

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

DAVID VELDMAN — Print Name

FINANCE DIRECTOR — Title

David Veldman — Signature

1/6/2017 — Date

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Lexington County Tennis Tournaments

2. Sponsoring Organization: Lexington County Recreation and Aging Commission

   Mailing Address: 563 South Lake Drive, Lexington, SC 29072

3. Event/Project Director:

   Name Randy Gibson Title Executive Director

   Telephone (803) 359-9961 Alternate Telephone _____

   Fax Number (803) 359-9092

   Email rgibson@lcrac.com

4. Event Website: www.lcrac.com

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☑ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 07/01/2017 End date 06/30/2018

7. Location of Project/Event: see attached

8. Number of employees: #Full-time 9 #Part-time 6

9. Do you advertise outside a 50-mile radius? ☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☐ Brochures - # distributed _____
    - ☐ Posters - # distributed _____
    - ☐ Magazine Ads - # ads _____ (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads _____ (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads _____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 2 (list on separate sheet with target audience)
    - ☑ Other than listed above: see attached (list on separate sheet with target audience)

11. How many people do you expect to attend? 13,000

12. Of this number, how many are tourists? 7,000 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☐ Phone call inquiries - estimated phone calls per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: see attached

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

see attached

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 83,200.00
b. Amount of Accommodations Funds requested for this Project: $ 20,000.00
c. This request equals what percent of the total Project/Event Budget? 24.04 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc.

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2017, amount $ 20,000, source Lexington County, and purpose:

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑Yes ☐No

c. If no, please explain:

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☑ Other: Special Purpose District

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: see attached

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

RANDY H. GIBSON	EXECUTIVE DIRECTOR
Print Name	Title
Randy H. Gibson	01-06-17
Signature	Date

7. Locations of Project are 425 Oak Drive, Lexington, SC 29072 and 1120 Fort Congaree Trail, Cayce, SC 29033.

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:

We advertise our Preferred Hotels on the following websites.
LCTC – www.lexingtoncountytennis.com
USTA – www.usta.com when a tournament is scheduled hotels are posted.
International Tennis Federation (ITF) – www.itftennis.com when a tournament is scheduled hotels are posted.

United States Tennis Association (USTA) – It is mandatory that all players entering in to a sanctioned tennis tournament most go through the USTA website to enter. General information about the tournament and accommodations are posted. The USTA covers 17 sections which is the United States.

Visit Lexington County Recreation and Aging Commission (LCRAC) www.lcrac.com website, where we average approximately 6,300 hits a month.

For special tournaments the national office of the United States Tennis Association (USTA) sends tournament information to the Southern Section which includes South Carolina, North Carolina, Georgia, Alabama, Arkansas, Kentucky, Louisiana, Mississippi and Tennessee. The Southern Section sends out the information to the State League Coordinators and the State League Coordinators then send to all Community Tennis Associations (CTA) such as the Lexington Area Tennis Association (LATA). Each CTA has local leagues in which teams play for a chance to compete in the State playoffs. The winners from Sectionals will go to the National Championships in the fall. Through this network thousands are reached outside the state of South Carolina.

13. List the methods used to track tourists:

LCRAC has implemented a tracking process with our Preferred Hotels. The Director of Sales submits a monthly room night pick up form. We are not capturing all of the room nights that our tournaments produce, so we base our numbers on the reports that the hotels submit to us.

14. Hotels:
Unincorporated:

Wingate	497
Hampton Inn	104

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Lexington County Recreation and Aging Commission

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Accommodations Tax Request			$20,000.00
Corporate Sponsors			$17,000.00
Merchandise & Concession			$5,500.00
Entry Fee			$40,700.00
Total			$83,200.00

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Lexington County Recreation and Aging Commission

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Participant Meals & Budget			$14,300.00
Participant Housing			$22,800.00
Officials			$23,400.00
Tennis Supplies			$4,700.00
Utilities			$4,500.00
Supplies, Concessions, Awards			$5,500.00
Advertising & Promotion			$3,100.00
Labor			$4,900.00
Total			$83,200.00

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Lexington County Recreation and Aging Commission

Project/Event Name: Lexington County Tennis Tournaments

Contact Name: Randy Gibson Phone: (803) 359-9961

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

Please see "Benefits to Tourism and Community" in Application.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	$94,400.00	$76,000.00
Amount Funded by the Lexington County Accommodations Tax Fund	$20,000.00	$15,000.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance	16,750	12,600
Total Tourists*	9,040	6,800

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

Estimates based on tournament registrations and hotel rooms booked.

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

DAVID VELDMAN — Print Name

FINANCE DIRECTOR — Title

David Veldman — Signature

1/6/2017 — Date

A. General Description:

The Lexington County Recreation and Aging Commission's two tennis facilities, the Lexington County Tennis Complex and the Cayce Tennis and Fitness Center, include forty-four lighted seventy-eight foot hard courts and seven thirty-six foot courts designed to provide first class tennis opportunities for county residents of all ages and tourists generating events.

The Lexington County Tennis Complex has been named and awarded the 2004 Municipal Facility of the year by "Racquet Sports Industry Magazine", along with formally being named the Professional Tennis Registry Facility of the year 2002, the United States Tennis Association Southern Section: USA League Tennis Facility of the Year 2003, and United States Tennis Association: Outstanding National Public Facility of the Year 2003.

The Cayce Tennis and Fitness Center has been awarded the 2013 Featured Facility Award for Outstanding Public Facility and Southern Member Facility of the Year by the USTA along with being named the 2013 Professional Tennis Registry Public Facility of the Year. The Lexington County Recreation and Aging Commission has also been named the Parks and Recreation Agency of the Year by the "Tennis Industry Magazine".

The Lexington County Tennis facilities are hosting over 25 major tennis events that will draw revenue and people to Lexington County and the midlands.

B. Benefit to Tourism and Community:

The Lexington County Recreation and Aging Commission feels the Lexington County Tennis Complexes have the potential to generate growth of tourism in Lexington County even greater than its softball tournaments have experienced.

The 2017 calendar of tournaments and events scheduled for the Lexington County Tennis facilities include: USTA South Carolina Officials Clinic, Lexington County Junior Open, Rising Star Junior Tournaments, Youth Progression 10U Tournaments, City of Cayce Serves Charity Tournament, PTR 10U, 11-7 and Adult Workshops and Certifications, LATA Spring City Playoffs, Big East Conference Championships, "Love For A Cure" Adult Championships, South Carolina High School Boys' Singles and Team Championships, Boys and Girls Southern 10's, South Carolina Junior Closed Hard Courts Championships, Cayce Tennis and Fitness Center Junior Challenger, Palmetto Tennis Classic, Lexington County Junior Challenger, USTA/ITF South Carolina Junior Championships, Airport High School Foundation Tournament, and the South Carolina High School Girls' Singles and Team Championships.

C. Attendance Numbers:

Some of the major tennis tournaments projected to generate the most economic impact for Lexington County are the Big East Conference Championships, USTA Tennis Boys and Girls Southern 10's East, the International Tennis Federation (ITF) South Carolina Junior Championships, the South Carolina Junior Closed Hard Courts Championships, and the Youth 10U Progression Tournaments.

The Big East Conference Championships will have 10 women teams and 8 men teams, each team has 8 to 10 players plus coaches and trainer. All these teams are from the North East. We are expecting over 200 participants.

The USTA Tennis Boys and Girls Southern 10's East will feature 64 boys and 64 girls tennis players ages 10 and under from South Carolina, North Carolina and Georgia. Cayce Tennis and Fitness Center hosted the tournament in 2015 with 112 of the 128 participates traveling from outside the state of South Carolina.

The International Tennis Federation South Carolina Junior Championships will feature the top 64 boys' and 64 girls' tennis players' ages 13 to 18 in the world, including but not limited to South America, Australia, Asia and Europe, competing for world rankings. The tournament also requires a qualifying tournament with an estimated 128 players worldwide.

The combined impact from the ITF Sanctioned South Carolina Tournament will generate approximately 400 to 500 room nights in Lexington County. An estimated of 240 participants along with their coaches, academies members, families, college coaches and spectators will visit the Lexington County Tennis Complex facility

The 2017 South Carolina Junior Closed Hard Courts Championships will have approximately 260 participants from South Carolina. The tournament was formerly hosted at USC and other Columbia tennis sites for many years. The Cayce Tennis and Fitness Center and The Lexington County Tennis Complex has hosted this tournament for past five years. This is the most prestigious hard-court tournament in the state for ages 10 through 18 years.

D. Economic Impact:

The Cayce Tennis and Fitness Center and the Lexington County Tennis Complex provides recreational opportunities for Lexington County residents along with promoting the sport of tennis locally by providing tennis after school programs, summer camps, Paydays, Junior Team Tennis, adult socials and adult leagues for all levels. The combined scheduled events at the tennis facilities drawing an estimated 3,500-4,000 participants and spectators requiring over 2,000 room nights will provide a direct economic impact to Lexington County of $520,000. Based on the accepted multiplier rate of 3 – 5 and in an effort to be conservative in our estimates we have chosen the multiplier rate of 3 for the calculation of the economic impact to Lexington County of $1,560,000

E. Use of Accommodation Tax Funds:

The Lexington County Recreation and Aging Commission requests accommodation tax funding to host quality tennis tournaments and events that highlight the quality of life in Lexington County along with providing economic benefits to the tax payers of Lexington County.

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Riverbanks Zoo and Garden 2017-2018 Advertising Campaign

2. Sponsoring Organization: Riverbanks Zoo and Garden

   Mailing Address: 500 Wildlife Parkway, Columbia, SC 29210

3. Event/Project Director:

   Name Lochlan Wooten Title Marketing Director

   Telephone 803-602-0837 Alternate Telephone 678-644-2063

   Fax Number 803-771-8722

   Email lbaskin@riverbanks.org

4. Event Website: www.riverbanks.org

5. Event/Project Category (*Check One*):
   - ■ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 7/01/2017 End date 06/30/2018

7. Location of Project/Event: Riverbanks Zoo and Garden

8. Number of employees: #Full-time 139 #Part-time 213

9. Do you advertise outside a 50-mile radius? ■Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ■ Brochures - # distributed 50,000
    - ☐ Posters - # distributed _____
    - ■ Magazine Ads - # ads 20 (list ads and distribution range on separate sheet)
    - ■ Newspaper Ads - # ads 10 (list newspapers and distribution range on separate sheet)
    - ■ Television Ads - # ads 4660 (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ■ Billboards - # ads 67 (list number and location of billboards on separate sheet)
    - ■ Websites - # web pages other than primary website # 10,000 spots (list on separate sheet with target audience)
    - ☐ Other than listed above: 6 Magazine issues, 6 e-updates, 15 media releases, social media/web video (list on separate sheet with target audience)

11. How many people do you expect to attend? 1,300,000

12. Of this number, how many are tourists? 585,000 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ■ Web page inquires - estimated inquires per month 420,000
- ☐ Phone call inquiries - estimated phone calls per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ■ Surveys - estimated number of responses per survey Riverbanks recently installed permanent survey machines
- ■ Other than listed: zip codes are collected from every paid transaction and from every member visit

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
Wingate by Wyndham, DoubleTree by Hilton, Holiday Inn Express and Suites, Hampton Inn-Airport, Holiday Inn-Airport, Holiday Inn Express and a number of other Lexington County hotels take part in our discounted ticket program which allows us to directly track some of the room nights booked in conjunction with a zoo visit. In FY15-16 more than 380 room nights were booked through this program alone.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ■Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 470,000
b. Amount of Accommodations Funds requested for this Project: $ 80,000
c. This request equals what percent of the total Project/Event Budget? 17 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Television and outdoor advertising

17. Has your project or organization previously received Accommodations Tax Funds?
■Yes ☐No

a. If yes, state year 2016, amount $ 47,500, source Lexington County ATAX, and purpose: General Advertising

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
■Yes ☐No

c. If no, please explain:

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ■ Other: Special Purpose District

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: Riverbanks Zoo and Garden is proud to be an economic driver in the midlands, not only by generating tourism dollars but also but creating jobs and adding to the vibrant social offerings and beautiful places in our community. With the muiti-year, $40 million expansion, Destination Riverbanks, now complete the Zoo and Garden is poised to have it's best year in it's 40 year history. The addition of Waterfall Junction to the Riverbanks Botanical Garden in Lexington County has further diversified attendance and more than doubled visitation in the Botanical Garden.

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

LOCHLAN WOOSTEN	Marketing Director
Print Name	Title
[signature]	12/27/2016
Signature	Date

County of Lexington

Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Riverbanks Zoo and Garden

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Lexington County A-Tax	$35,000	$47,500	$60,000
Richland County A-Tax	$59,000	$59,000	$70,000
West Columbia A-Tax	$10,000	$15,400	$18,000
City of Columbia H-Tax	$65,000	$55,000	$65,000
SCPRT TAG	$20,000	$20,000	$20,000
Riverbanks Park District	$180,860	$230,000	$237,000
	$380,000	$470,000	$470,000

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Riverbanks Zoo and Garden

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Television	$235,000	$350,000	$300,000
Outdoor	$110,000	$61,000	$110,000
Print	$20,000	$6,600	$15,000
Radio	$3,000	$0	$10,000
Digital	$18,000	$20,000	$35,000

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Riverbanks Zoo and Garden

Project/Event Name: Riverbanks Zoo and Garden General Advertising

Contact Name: Lochlan Wooten Phone: 803-602-0837

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered: Riverbanks fiscal year is ongoing but we are on track for another record breaking year

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):
Riverbanks Zoo and Garden has had its most successful year to date due to the opening of several new exhibits. This will result in a significant increase in the number of tourists driven to the area.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	386,000	380,000
Amount Funded by the Lexington County Accommodations Tax Fund	$47,500	$45,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	$62,900	$55,140
Total Attendance	1,300,000	1,280,824
Total Tourists*	520,000	512,000

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
zip code tracking for purchases and member entry

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Lochlan Wooten
Print Name

Director of Marketing
Title

Signature

1/6/2017
Date

RIVERBANKS ZOO AND GARDEN
REVENUE & EXPENDITURE STATEMENT

FY 2016-2017 — 07/01/2016 TO 01/31/2017

	CURRENT PERIOD	YEAR-TO-DATE INCLUDING ENCUMBRANCES	BUDGETED	PCT USED
REVENUE:				
State TMPP Grant	0.00	0.00	20,000.00	0
Accommodations Taxes	39,150.00	39,150.00	100,000.00	39
Hospitality Tax Revenue	0.00	0.00	65,000.00	0
TOTAL REVENUE	39,150.00	39,150.00	185,000.00	21
EXPENDITURE:				
Advertising - TV/Cable	34,956.00	34,956.00	300,000.00	12
Advertising - Radio	0.00	0.00	20,000.00	0
Advertising - Outdoor	61,082.08	100,315.39	120,000.00	84
Advertising - Print	6,595.00	10,285.00	10,000.00	103
Advertising - Agency Fees	0.00	0.00	40,000.00	0
Advertising - Production	30,000.00	70,000.00	100,000.00	70
Advertising - Digital	9,465.00	21,465.00	20,000.00	107
General Supplies	1,437.00	1,437.00	1,000.00	144
TOTAL EXPENDITURE	143,535.08	238,458.39	611,000.00	39
DEFICIENCY OF REVENUE BEFORE TRANSFERS	-104,385.08	-199,308.39	-426,000.00	47
DEFICIENCY OF REVENUE AFTER TRANSFERS	-104,385.08	-199,308.39	-426,000.00	47

Riverbanks Zoo and Garden General Advertising 2017-2018
Advertising Sources Outside of Lexington County

Magazine Ads
1 ad – Columbia Visitors Guide Ad for 2017 distributed upon inquiries nationwide
1 ad – Lake Murray Country Visitors Guide Ad for 2017 distributed upon inquiries nationwide
2 ads – Road Trip Magazine distributed in Charlotte Observer (NC) in May and June
3 ads – Carolina Field Trip Magazine distributed in NC, SC and VA
3 ads – Columbia Business Monthly distributed throughout the Midlands
4 ads – Free Times distributed throughout the Columbia Metro area
6 ads – Palmetto Parent distributed throughout Columbia and Lexington areas
Additional Mom/kid centered magazines TBD

Newspaper Ads
Charlotte Observer – 2 ads for day trips May & June
Greenville News – 2 ads for day trips June & July
Augusta Chronicle – 2 ads for day trips May – June
Charleston Post & Courier – 2 ads for day trips May & June
Myrtle Beach Sun – 2 ads for day trips June – July

TV Ads

Augusta Market Stations: EAGT, WAGT, WFXG, WJBF, WRDW, Cable
Total Augusta, GA Commercials = 1240

Charlotte Market Station Spots: Time Warner Cable and local stations TBD
Total Charlotte, NC Commercials = 980

Greenville/Spartanburg/Asheville Market Station Spots:
WHNS, WLOS, WMYA, WSPA, WYCW, WYFF, Cable
Total G/S/A Commercials = 1240

Columbia Market Station Spots:
WACH, WIS, WLTX, WOLO, WZRB, Time Warner Cable
Total Columbia, SC Commercials = 1200

Total Commercials all TV Markets = 4660

Outdoor Board Ads
4 annual interstate boards:
- I-20 .2mi from Broad River Rd.
- I-77 North or Hardscrabble
- I-20 West of Bush River Rd
- I-77 North of Coltharp Rd. (Charlotte)

63 poster boards rotated quarterly throughout the state on secondary roads

Website Ads
WCOS – Charlotte, NC website banner runs July & August targeted to viewers 25 – 54
WBTV – Charlotte, NC 60 days of summer promotional website banner targeted to viewers 25 - 54
Free Times – web banner – targeted to young families ages 25– 49
Radio Disney – Charlotte, NC website banner targeted to young families ages 25– 49
The State – weddings web banner – targeted to singles ages 25–34
Search Engine Marketing—Keywords targeted to mothers, families and tourists across the southeast
Social Media ads- pre-roll videos and banner ads on a variety of social media platforms targeting not only young families but also specific zip codes

Riverbanks Magazine Distribution
Riverbanks distributes six magazine issues to more than 39,000 member households in Southeast and beyond. The magazine is sent bi-monthly to mail and email subscribers.

Riverbanks Email Updates
Riverbanks sends up to 10 email blast updates to all email users that are registered in the database. Currently, the email database has more than 29,000 records.

Website
The Riverbanks website attracts more than 830,000 unique visitors and boasts more than 5 million page views annually. The top 5 cities from which Riverbanks website visitors originate include Columbia, Charlotte, Atlanta, Lexington and Irmo (Nashville and Raleigh are in the top 10); top 5 countries include U.S., U.K., Canada, Russia and India.

Press Releases
Riverbanks sends an average of one press release a week to media outlets throughout the Southeast.

Social Media
Riverbanks utilizes Facebook, Instagram, Twitter and YouTube to announce events and what is happening at the Zoo and Garden. Currently, Riverbanks has more than 114,000 Facebook fans who receive these weekly updates and engage with staff.

Guest Appearances in Outer Markets

Riverbanks staff does weekly radio segments with WKSX Aiken/Augusta

Riverbanks also partners with WAGT-TV in Augusta with regular bi-weekly segments filmed at the Zoo and then broadcast to the station's viewers.

In March, July and October Riverbanks has seasonal appearances with WBTV in Charlotte.

RIVERBANKS ZOO & GARDEN
columbia south carolina

LEXINGTON COUNTY ACCOMMODATIONS TAX FUND REQUEST

2017-2018

Riverbanks Park Commission
500 Wildlife Parkway
Columbia, SC 29210
Federal Tax ID: 56-0946437

Contact:
Lochlan Wooten
Director of Marketing
Phone: 803.602.0837
Fax: 803.771.8722
Email: lwooten@riverbanks.org

Funding request: $80,000

January 5, 2017

LEXINGTON COUNTY ACCOMMODATIONS TAX FUND REQUEST

PROJECT NAME Riverbanks Zoo and Garden
Advertising Campaign 2017-2018

SPONSOR Riverbanks Park Commission
500 Wildlife Parkway
Columbia, SC 29210
Contact: Lochlan Wooten
Director of Marketing
803.602.0837

A. GENERAL DESCRIPTION

Riverbanks Park Commission is applying for a grant in the amount of $80,000 from the Lexington County Accommodations Tax Fund for the purpose of advertising and promoting the state's premier gated attraction to visitors living outside the Midlands' SMSA (standard metropolitan statistical area).

Twice awarded Governors Cup for Most Outstanding Tourist Attraction, Riverbanks Zoo and Garden is consistently named one of the 10 best zoos in the US by major websites such as TripAdvisor and USA Today's 10Best. For more than 40 years, Riverbanks has connected individuals, families and groups with wildlife and wild places. Riverbanks recently completed a $40 million expansion that has transformed the Zoo and Garden into a true national destination attraction. As part of this development project, Riverbanks Botanical Garden opened Waterfall Junction in Lexington County, a brand-new 3-acre children's attraction featuring treehouses, water play, treehouses, an education facility and a dinosaur dig.

MISSION

It is the mission of Riverbanks to foster appreciation and concern for all living things by providing the highest standards of care to all of our animals and plants, a diverse educational and high-quality recreation experience for all Riverbanks guests, and all of the resources at our disposal for the conservation of the earth's plants and animals.

NEED

Riverbanks Zoo and Garden is a special purpose district, relying in part on taxpayer funds to help support its operating budget. Advertising comprises less than 3 percent of Riverbanks' total operating budget, yet the park is one of the most successful zoos in the United States—attracting more than one million visitors annually and supported by a private, nonprofit organization of more than 39,000 member households, representing more than 160,000 individuals (impressive statistics for a zoo and botanical garden located in a city with a metropolitan population of a little more than 700,000).

Thanks to the prior investments of the Lexington County Accommodations Tax Fund, Riverbanks has maximized its general advertising efforts. Continued support from the Lexington County Accommodations Tax Fund in 2017-18 will be vital as we promote the Zoo and Garden

as a world-class tourist attraction – and more specifically draw attention to Waterfall Junction in Lexington County to visitors living outside a 50-mile radius.

B. Benefit: Promoting Tourism and the Lexington County Community

US travel statistics indicate that tourists spend $45 for every dollar spent on advertising; therefore, Riverbanks Zoo and Garden's request for $80,000 for general advertising has the potential to return $3.6 million to the Lexington County economy. If awarded Accommodations Tax Funds from Lexington County, Riverbanks will advertise and promote Waterfall Junction and other events and activities that take place in Riverbanks Botanical Garden, such as weddings and reunions as well as special events like Wine Tasting and Rhythm and Blooms, all of which will not only drive incremental attendance but also serve as a springboard for area restaurant visits, shopping and overnight stays—clearly benefiting tourism and the Lexington County community. Add the new Waterfall Junction into the advertising mix, and Lexington County is sure to see even more return.

C. Total Attendance vs. Number of Tourists

Riverbanks Zoo and Garden is South Carolina's leading gated attraction, drawing more than one million visitors annually. In fiscal year 2016, Riverbanks welcomed 1,280,824 visitors. Based on expert studies, visitor surveys and zip codes tracked at the gate, greater than 560,000 (or 44%) of those visitors were tourists from outside a 50-mile radius. Nearly 130,000 visitors entered through the Lexington County turnstiles, and of those 51,000 of them were tourists from outside a 50-mile radius who traveled along and around Highway 378, purchased gasoline, ate meals in neighborhood restaurants and shopped at local stores.

D. Economic Impact

According to an economic impact study conducted by the USC College of Hospitality, Retail and Sport Management, Riverbanks is a powerful economic driver within the Midlands, pumping more than $60 million in the local economy and creating more than 700 additional jobs throughout the community. On average, more than 2,830 people visit Riverbanks every day, rivaling the population of a few Lexington County towns such as Springdale and South Congaree.

Tourism

Riverbanks Zoo and Garden has a strong tourist draw. Forty-four percent of Riverbanks' visitors originate from outside a 50-mile radius, and nearly 30% come from outside of the state. The average spending per day per Zoo visitor is $73, pumping greater than $29.5 million in business sales directly into the state. Of this amount, more than $21 million is generated from out-of-state visitors and $3.5 million of that goes directly to lodging establishments.

Riverbanks expects to generate close to 36,000 paid room nights throughout the Midlands during 2017-18. Here's how we arrived at the number:

- Riverbanks projects that more than 1.3 million guests will visit the Zoo and Garden in 2017-18, with the completion of the Destination Riverbanks expansion.
- Forty-four percent—or approximately 572,000—of Riverbanks visitors will be tourists from outside a 50-mile radius.

- Studies indicate that 22%—or 125,840—of those 572,000 tourists will spend the night in the area. This number divided by an average zoo visitor party size of 3.5 people suggests that the estimated number of room nights could reach 35,954 paid room nights.

Riverbanks partnered with 10 hotels in Lexington County to offer discount ticket packages in 2016. These packages alone generated 387 room nights and $42,570 in room revenue. This is a mere snapshot of the impact that Riverbanks has on the local community. Private and special events booked in the Garden (such as weddings, corporate banquets, Wine Tasting, Rhythm and Blooms, etc.) resulted in additional overnight stays in the Lexington County area that were not tracked.

Not only do Riverbanks' visitors occupy hotel rooms, but they also buy gasoline, eat meals and shop in area stores—clearly boosting tourism in the region. In fact, each year more than 31,000 cars travel along Highway 378 alone to enter Riverbanks through the Lexington County entrance, thousands of which stop at local businesses along the way.

Notably, Riverbanks has received several awards from major websites, publications and associations, demonstrating the strong appeal the Zoo has to areas outside of the Midlands.

- **Named One of America's Top 10 Zoos** by TripAdvisor
- **Voted Top 10 Travel Destination for Animal Attractions** by readers of *Family Fun* magazine
- **Voted Best Place to Take Out-of-Towners** by readers of FreeTimes
- **Recipient of the Quarter Century Award** by Association of Zoos and Aquariums for 25 Years of Continuous Accreditation

Employment Opportunities

The economic contributions of Riverbanks Zoo and Garden are not limited to tourism:

- Riverbanks employs more than 300 Midlands' citizens (139 full-time, 213 part-time), many of whom are actively involved in various community associations and organizations, and all of whom spend money in the area.
- Riverbanks' payroll exceeds $6 million, which has a multiplying effect on Lexington and Richland counties.
- Service Systems Associates (the Zoo and Garden's food/gift concessionaire) employs an additional 180 workers throughout the year.

Giving Back

Riverbanks Zoo and Garden gives back to the community with various complimentary admissions opportunities:

- All residents of Richland and Lexington counties are eligible for free admission every Friday during January and February. In 2016, more than 8,000 local residents took advantage of this program.
- All Richland and Lexington county school students receive free admission during school-approved field trips. Last year 19,000 K-12 students received free admission.
- In 2016, more than 2,000 guests were admitted free as a result of the Zoo's Toucan Tuesday summer promotion and nearly 3000 pounds of food was donated to Harvest Hope Food Bank. Since its launch in 2009, Toucan Tuesdays has provided more than 25,200 meals to needy families in the Midlands.

- More than 1,000 soldiers in uniform visiting with their families and veterans received free admission in 2015.
- As part of the No Soldiers Left Behind initiative, over 600 soldiers in uniform were admitted free the week before Christmas 2015.

In total, more than $500,000 in free admission was donated back to our community last year.

COMMUNITY PARTNERSHIPS

Riverbanks also supports the community through the following partnerships:

- Riverbanks hosts Palmetto Health's PrimeTimes group (seniors 55 and older) for the Zoo Walkers program. Each year Riverbanks donates monthly meeting space and provides keynote speakers for six of twelve sessions.
- Every Father's Day Riverbanks partners with South Carolina Operation Military Kids to provide free admission to children with deployed dads (and moms) or whose parents have returned from deployment within the past year.
- Riverbanks teams up annually with Harvest Hope Food Bank to offer buy-one-get-one admission with each canned item donation during the annual Toucan Tuesday summer promotion/food-raiser.
- PalmettoPride and Riverbanks have teamed up to enhance the Zoo's recycling efforts with more than 100 new recycling bins throughout the park, helping educate visitors to be better stewards of our environment, which ultimately impacts economic development and tourism.

E. HOW ADVERTISING WILL ATTRACT AND PROMOTE TOURISTS TO THE AREA

Waterfall Junction will be the primary focus of the 2016-17 advertising campaign and, in particular, we will target potential markets outside of the Midlands who may be attracted to the brand-new children's garden in Riverbanks Botanical Garden, ranked one of America's top 20 botanical gardens.

GOAL/OBJECTIVES

The goal of the 2017-18 Riverbanks advertising campaign is to continue to increase the attendance of visitors living outside the Midlands SMSA by 5%, representing 45,000 additional visits. We intend to achieve this goal by building on the successes of previous campaigns and continuing to target those people living and traveling within a two to three hour drive of Columbia, SC.

Target markets will continue to include the Upstate, Charleston/Low Country area, Charlotte, NC, and Augusta, GA. In addition, travelers along interstates I-77, I-26, I-95 and I-20 will be targeted for potential visitation. Purchases of TV and cable airtime, billboard space and print inches will be clustered in order to gain frequency of exposure in the target markets. The bulk of the advertising budget will be spent during the second and third calendar quarters when people are more likely to travel.

STRATEGY

With the support of the Lexington County Accommodations Tax Fund, Riverbanks Zoo and Garden's marketing strategies will focus on advertising Waterfall Junction, the brand-new children's garden. Promoting this exciting new attraction as well as other after-hours events in the Botanical Garden will not only drive incremental attendance but also serve as a springboard for area restaurant visits and overnight stays in Lexington County.

Additional marketing efforts—promoting the opportunity for brides to book weddings in the Garden; staging yearly plant sales and festivals; building exposure through weekly TV and radio segments with a horticulture expert from Riverbanks; and publicizing the growing number of Garden education classes, workshops and camps for all ages—will serve to further pique interest in and reinforce the expertise of Lexington County's Riverbanks Botanical Garden.

IMPLEMENTATION

Riverbanks Zoo and Garden's marketing staff will execute the campaign with the assistance of the Chernoff Newman advertising agency. The staff will be cost-conscious through the campaign, utilizing internal expertise when possible and seeking additional resources from sponsors when necessary.

Corporate sponsors will also provide creative resources and dollars in support of these marketing efforts. Partners for 2016 include Pepsi, Mast General Store, McDonald's, Aflac, WIS, WACH, WLTX and SSA.

Creative work and placement of the campaign ads will be finalized in April 2017, with the campaign continuing through the fiscal year. The scope of the project will relate directly to the amount of funding received from each municipality's Accommodations Tax Fund.

F. ADDITIONAL COMMENTS

Thanks to the unwavering support of Lexington and Richland County Councils, Riverbanks completed Destination Riverbanks, a multi-million dollar expansion in both the Zoo and Botanical Garden. The Zoo's expanded front entrance, new grizzly bear and otter habitats, new sea lion habitat and Waterfall Junction have created a synergy that has elevated Riverbanks to a national attraction and significantly benefitted our community.

While Riverbanks grows, the advertising budget has remained constant. Continued support from the Lexington County Accommodations Tax Fund is essential, allowing Riverbanks to increase promotional spending and, as a result, increase attendance and, subsequently, earned revenue. Funds from Lexington County also will continue to increase visitor traffic within the county and surrounding areas, while ensuring the future success of Riverbanks and enhancing the quality of life and economic integrity of our beloved community.

RICHLAND-LEXINGTON RIVERBANKS PARK DISTRICT

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

FOR THE YEAR ENDED JUNE 30, 2016

	Major Funds			
	General Fund	Debt Service	Capital Projects	Total Governmental Funds
Revenues				
Property taxes	$ 3,367,477	$ 2,812,132	$ 700,000	$ 6,879,609
Sales taxes	-	-	2,071,948	2,071,948
Accommodations & hospitality taxes	187,540	-	-	187,540
General admission fees	5,511,832	-	-	5,511,832
Concessionaire commissions	1,797,053	-	-	1,797,053
Riverbanks Society contributions	1,706,819	-	63,388	1,770,207
Classes and program fees	453,845	-	-	453,845
Rides, shows, promotions, and rentals	2,569,958	-	-	2,569,958
Facility rental & group admission fees	136,569	-	-	136,569
Sponsorships	165,659	-	-	165,659
Non-federal grants and donations	6,530	-	2,676,107	2,682,637
Interest revenue	9,361	2,789	11,038	23,188
Miscellaneous revenues	28,905	-	-	28,905
Total revenues	15,941,548	2,814,921	5,522,481	24,278,950
Expenditures				
Administrative	2,035,659	538	9,417	2,045,614
Animal care	3,527,168	-	78,823	3,605,991
Education	204,089	-	6,915	211,004
Botanical	1,032,298	-	188,894	1,221,192
Facility management	1,944,354	-	60,547	2,004,901
Utilities	1,290,810	-	-	1,290,810
Marketing and public relations	911,857	-	2,972	914,829
Guest services	2,462,204	-	91,292	2,553,496
Rides, shows, promotions, and rentals	1,071,493	-	-	1,071,493
Classes and programs	403,488	-	-	403,488
Debt service				
Principal	155,737	1,335,000	-	1,490,737
Interest	100,197	1,511,213	-	1,611,410
Capital outlay				
Land, Building, Equipment, & Improvements	57,153	-	12,727,873	12,785,026
Total expenditures	15,196,507	2,846,751	13,166,733	31,209,991
Excess of revenues over (under) expenditures	745,041	(31,830)	(7,644,252)	(6,931,041)
Other Financing Sources (Uses)				
Transfers In	-	-	454,566	454,566
Transfers Out	(454,566)	-	-	(454,566)
Total other financing (uses) sources	(454,566)	-	454,566	-
Net change in fund balances	290,475	(31,830)	(7,189,686)	(6,931,041)
Fund balance, beginning of year	2,438,294	1,489,686	7,010,898	10,938,878
Fund balance, end of year	$ 2,728,769	$ 1,457,856	$ (178,788)	$ 4,007,837

The accompanying notes are an integral part of these financial statement

County of Lexington
Accommodations Tax Fund
FY 2017/2018

APPLICATION

1. Name of Project/Event: Historic Driving Tour and Museum Events

2. Sponsoring Organization: Lexington County Museum

   Mailing Address: PO Box 637 Lexington County Museum

3. Event/Project Director:

   Name J.R. Fennell Title Museum Director

   Telephone 803-359-8369 Alternate Telephone

   Fax Number 803-808-2160

   Email jrfennell@lex-co.com

4. Event Website: www.lex-co.sc.gov/museum

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☒ Tourism Related Expenditures:

6. Project Timeline: Beginning date 9/5/2016 End date 6/29/2016

7. Location of Project/Event: 231 Fox Street Lexington, SC

8. Number of employees: #Full-time 2 #Part-time 6

9. Do you advertise outside a 50-mile radius? ☒Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed
    - ☒ Brochures - # distributed 5,000
    - ☒ Posters - # distributed 150
    - ☒ Magazine Ads - # ads 2 (list ads and distribution range on separate sheet)
    - ☒ Newspaper Ads - # ads 1 (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads (list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 12 (list on separate sheet with target audience)
    - ☐ Other than listed above: (list on separate sheet with target audience)

11. How many people do you expect to attend? 20,000

12. Of this number, how many are tourists? 2,500 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☒ Phone call inquiries - estimated phone calls per month 150
- ☐ Brochure mailings - estimated brochures mailed per month
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☒ License plates - estimated count per event 10,000
- ☒ Surveys - estimated number of responses per survey 12
- ☐ Other than listed: Guest registry

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

The Lexington County Museum does not track this information.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 20,000.00
b. Amount of Accommodations Funds requested for this Project: $ 12,000.00
c. This request equals what percent of the total Project/Event Budget? 60 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. See attached sheet

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year FY16-17, amount $ 14,154, source county and town, and purpose: to create video for handicapped visitors

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☒Yes ☐No

c. If no, please explain:

18. Type of Organization:

Please check one:

- ☒ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other:_____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments:_____

_____

_____

_____

_____

_____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

J.R. Fennell	Museum Director
Print Name	Title
J.R. Fennell	1/6/2017
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Lexington County Museum

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Lexington County General Fund	201,191	393,794	217,000
Friends of Lexington County Museum	10,000	13,500	15,000
Lexington County Accomodations Tax	12,500	6,154	12,000
Town of Lexington Accomodations Tax	5,970	8,000	6,000
	229,661	421,448	250,000

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Lexington County Museum

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Personnel	170,195	176,904	179,000
Museum Management	30,996	28,579	29,000
Education	4,000	1,500	4,000
Restoration / Repair	14,000	203,203	20,000
Exhibits/Events/Disabled Tour Video	6,000	10,500	16,000
Advertising	4,500	1,000	2,000
	229,691	421,686	250,000

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Lexington County Museum

Project/Event Name: Disabled Visitor Tour Video

Contact Name: J.R. Ferrell Phone: 803-359-8361

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? yes

If no, state any problems you encountered: _____

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	20,000.00	20,000
Amount Funded by the Lexington County Accommodations Tax Fund	6,154.00	12,500
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	6,154.00	12,500
Total Attendance	17,500	14,471
Total Tourists*	2,500	2,000

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): license plates, surveys, guest register, phone calls

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

J.R. Ferrell — Print Name

Director — Title

J. R. Ferrell — Signature

1/6/17 — Date

Lexington County Museum Accommodations Tax Application

10. **Magazine** – *Free Times Guide to Lexington, Carolina Field Trip*

Newspaper – *Free Times* (Columbia Metropolitan Area Distribution) *State Newspaper* (Statewide Distribution)

Websites – Listings on Tripadvisor, Yelp, Google, Yahoo, Bing, Columbia CVB, Columbia4kids.com, discoversouthcarolina.com, museumusa.com, Lexington Anchor, Facebook, Instagram, *State* Newspaper's website, various other tourist websites. The museum has a page with information on Greater Lexington Chamber of Commerce's website. The target audience is potential visitors to Lexington as well as residents of the Midlands.

16. **Budget for Proposed Accommodations Tax Usage FY 2017-2018**

Item	Cost
Historic Driving Tour	$3,000.00
Museum Brochure Printing	$3,000.00
Museum Promotion	$1,000.00
Christmas and Spring Open House Expenses (Supplies, Advertising)	$3,000.00
Daniel Koon House Restoration	$2,000.00

19.

A. This fiscal year, the Lexington County Museum would again like to request $12,000 from the Lexington County's accommodation tax fund to help pay for several different projects. The first project is to create a driving tour of historic sites around the county. This project would help the museum by featuring the museum's historic structures on the driving tour. It would also promote the county by identifying historic sites and structures within the county. Tourists could learn much more about the rich history of the county by taking this driving tour. This would also provide another free, fun, family-friendly option for tourists looking for something to do within the county. Funds would go towards printing a map/brochure for the driving tour and promotion of the driving tour.

Furthermore, the museum is requesting funds again this year to help pay for and advertise its Christmas Open House and Spring Open House. The Christmas open house is an annual tradition that currently attracts over 600 people (on average) to the museum the second Sunday of every December. This event allows visitors to experience the traditions of Christmas past and features live music and refreshments. A sizeable portion of those that have attended the Open House in the past are from more than fifty miles away. The 2016 Open House was another successful event with over 600 people visiting the museum that day, including visitors from Augusta, Georgia, Charlotte, NC, and Orangeburg, SC. With more exposure, that number would surely grow. Many of those traveling from fifty miles away or more will sleep and eat in Lexington County. We are also hoping to continue to expand the spring open house and add more living history events to that day. As in the

previous year, last year's event featured a blacksmith, soap-makers, and weavers and brought in many more people than the year before. Funds are needed this fiscal year to not only pay for advertising but to also pay for a program entitled "Inalienable Rights." This program features living historians who portray the enslaved. This program helps educate the public about the African-American history of Lexington County and the state. Funds are needed to pay for travel costs for these living historians as well as supplies for the "Inalienable Rights" program.

The museum would also use accommodations tax money to pay for new brochures for the museum. The museum is currently running low on the number of brochures it has in stock. We would like to request funds to print more of our brochures. These brochures are a main way for the museum to promote itself. Museum staff members place these brochures at welcome centers around the state as well as at local hotels.

Funds are also needed to help with repairs to the Daniel Koon Cabin. This cabin, built in 1810 is in need of roof repair. Funds from the Lexington County accommodations tax fund will help supplement funds provided by the Friends of the Lexington County Museum to help with this repair.

B. The projects will attract and promote tourism by further tapping into the heritage tourism market and making tourists more aware of the museum and the events happening there. Visitors traveling along the interstate will be much more likely to eat and stay in the county if there are worthwhile attractions such as the Lexington County Museum. It will also make the County a more attractive place to visit by strengthening the County's identity and promoting a sense of community. The driving tour of historic sites in the county will also give visitors something else to do in the county and increase awareness of the rich history of the county.

Accommodations tax funds will be used as a supplement to the funds provided by the Friends of the Lexington County Museum and from the general fund of Lexington County. Because of the amount of money involved in the aforementioned projects and advertising, the Friends and county general fund cannot cover everything.

C. In FY 2015-16, the Lexington County Museum saw more than 14,000 visitors. Over the past two fiscal years, the museum was visited by tourists from forty-eight states and twenty-six foreign countries. This number of tourists visiting the museum is not unusual either. On average, at least seventy-six percent of the visitors to the Museum not affiliated with school groups are tourists who eat at restaurants in the county and stay in hotels in the county. Since the museum began putting an emphasis on advertising and creating events in 2007, the museum has seen a 52% increase in the number of people taking guided tours and 44% increase in the overall number of visitors (almost 8,000 last year) not associated with a school group. Museum staff members expect that the number of tourists attracted to the events and exhibits at the museum will increase in the upcoming fiscal year, generating more revenue for local restaurants and hotels with continued focus on advertising.

D. Although the museum does not have the resources to measure the exact economic impact of the museum's visitors on the county, we believe that since so many of the visitors to the Museum are tourists, the impact is substantial. Through surveys given to visitors over the last three months of 2011, the staff members of the museum have discovered that ninety four percent of out of state visitors to the museum eat in the Lexington area and thirty-one percent stay at least one night in a hotel/motel within the county.

Furthermore, museums and historic sites in general contribute greatly to local economies according to a national study completed in October 2009 by the Cultural Heritage Tourism

organization. This study found that 78% of all U.S. leisure travelers participate in cultural and/or heritage activities while traveling and that cultural and heritage travelers travel more frequently, reporting an average of 5.01 leisure trips in the past 12 months versus non-cultural/heritage travelers with 3.98 trips. This study indicates that historic sites and museums like the Lexington County Museum are important to tourists and help add revenue to the local economy. Museum staff members feel that these national trends are reflected here locally.

E. These projects will promote tourism by drawing tourists to visit the museum and the events being held there. By making them aware of the museum and showcasing what Lexington County has to offer in terms of cultural organizations, tourists will be more likely to visit and buy food, lodging, etc. in the county. Lexington County will become a more attractive place to tourists if they know that they can attend fun, educational events. This will make them more inclined to visit the museum and the county. The community will be enhanced by the visibility of the museum, making the community a more attractive place to visit. Accommodations Tax money was and will be used to create new and exciting events and exhibits at the museum. This ensures that the museum is always offering something new to attract tourists as well as locals. Moreover, creating a driving tour of historic sites in the county will help draw attention to the rich history of the county and provide another family-friendly free option for visitors looking for something to do while in the county.

FY 2016-2017 County Accommodations Tax Budget

Handicapped Visitor Video	$4,000.00
Event Expenditures	$1,000.00
Laurance Corley Log House Restoration	$1,154.00



January 5, 2017

Judy Busbee, Assistant Clerk to Council
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Ms. Busbee and Council Members,

Enclosed is our request for Accommodations Tax Funds for 2017-2018. Thank you for the opportunity to submit this application. We are focusing our request of $9,500.00 to support the ongoing refurbishment and revamping of the Chapin Chamber House so we can continue to draw more visitors to Chapin for our events and ongoing activities, as well as additional funds for advertising and promoting said events.

It is an exciting time here in Chapin, as we are growing, and with the support we receive from the Accommodations Tax Grant, we know that we will be able to encourage tourism and commerce during our town's expansion!

Past support from the Accommodations Tax Fund has truly helped the Greater Chapin Chamber of Commerce & Visitor's Center to operate effectively and to promote and produce better events which attract visitors.

As always we truly appreciate the consideration of the Lexington County Council for continued financial support of our ongoing efforts with a grant from the Accommodations Tax Fund to help us to continue enhancing our outreach to our tourists.

I have also included copies of our 2016 Directory & Relocation Guide and invite you to check out our website at www.chapinchamber.com to view our enhanced online capacity.

Please contact me at 803-345-1100 if you have any questions or concerns regarding our 2017-2018 request.

Sincerely,

Christina B Chappell

Christina Chappell
Executive Director
Greater Chapin Chamber of Commerce & Visitor's Center



County of Lexington

Accommodations Tax Fund
FY 2017/2018

APPLICATION

1. Name of Project/Event: **Greater Chapin Chamber of Commerce & Visitor's Center**

2. Sponsoring Organization: **Greater Chapin Chamber of Commerce & Visitor's Center**

Mailing Address: **PO Box 577, Chapin, SC 29036**

3. Event/Project Director:

Name: **Christina Chappell** Title: **Exectutive Director**

Telephone: **803-345-1100** Alternate Telephone: **803-917-8715**

Fax Number: **803-345-0266**

Email: **director@chapinchamber.com**

4. Event Website: **www.chapinchamber.com**

5. Event/Project Category (*Check One*):
☒ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

❑ Tourism Related Expenditures:

6. Project Timeline: Beginning date: **July 1, 2017** End date: **June 30, 2018**

7. Location of Project/Event: **302 Columbia Avenue, Chapin, SC 29036**

8. Number of employees: #Full-time: 1 #Part-time: 1

9. Do you advertise outside a 50-mile radius? ☒Yes ❑No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
☒ Rack Cards - # distributed 2,500
☒ Brochures - # distributed 3,500
❑ Posters - # distributed _____
❑ Magazine Ads - # ads_____ (list ads and distribution range on separate sheet)
❑ Newspaper Ads - # ads _____(list newspapers and distribution range on separate sheet)
❑ Television Ads - # ads_____ (list stations and viewing range on separate sheet)
❑ Radios Ads - # ads_____ (list stations and listener range on separate sheet)
❑ Billboards - # ads_____(list number and location of billboards on separate sheet)
☒ Websites - # web pages other than primary website #_____ (list on separate sheet with

target audience)
☒ Other than listed above: Greater Chapin Chamber & Buy Into Chapin FB pages

11. How many people do you expect to attend? **36,000**

12. Of this number, how many are tourists? **18,000** (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
☒ Web page inquires - estimated inquires per month **35-40**
☒ Phone call inquiries - estimated phone calls per month **250-300**
☒ Brochure mailings - estimated brochures mailed per month **30-35**
☒ Event ticket sales - estimated tickets sold per event **150-200**
❑ Event registration - estimated registrants per event
❑ Hotel sales - estimated sales per event/per month
❑ License plates - estimated count per event
❑ Surveys - estimated number of responses per survey
❑ Other than listed:

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
The Hyatt Place, Doubletree, Extended Stay Deluxe, Hampton Inn, and Holiday Inn Express are all used by our larger members including GIS, Westinghouse, SCE&G/SCANA, Ellett Brothers, Lexington Medical Center, Palmetto Health, and Fiserv. It is approximated that over 17,000 rooms will be booked for our business partners, visitors, family and newly hired employees that will visit Lexington and Richland Counties, with approximately half of that number in Lexington County and half in Richland County.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ❑No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**
a. Estimated total cost of Project $ **23,000**
b. Amount of Accommodations Funds requested for this Project: $ **9,500**
c. This request equals what percent of the total Project/Event Budget? **41.3%**
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. **see attached**

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No
a. If yes, state year **2016-17**, amount $ **8,190**, source **Lexington County Accommodations Tax Fund**, and purpose: **Outside & inside building refurbishment, directory/relocation guide mailings & deliveries**

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?

☒Yes ☐No

c. If no, please explain:

18. Type of Organization:
Please check one:
☐ County
☐ Municipal
☒ Non-profit Organization
☐ Community service club, church, etc.
☐ 501(c) 3
☐ Other:_____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism
Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):
a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: **see attached**

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.
Signature of Event/Project Director:

Christina B. Chappell	**Executive Director**
Print Name	Title
Christina B Chappell	1-5-2017
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: **Greater Chapin Chamber of Commerce & Visitor's Center**

List of Funding Sources **SEE ATTACHED**

County of Lexington
Accommodations Tax Fund
FY 2017/2018
FUNDING SOURCES

Organization Name: Greater Chapin Chamber of Commerce

List of Funding Sources	Actual (7/1/15 - 6/30/16) 2015/2016	Current (7/1/16 - 6/30/17) 2016/2017	Estimated (7/1/17 - 6/30/18) 2017/2018
Events (Comedy, Gala, Golf, Silent Auction, Yard Sale)	$41,882	$39,414	$39,900
House Rental	$1,295	$440	$400
Lexington County Accommodations Grant	$8,313	$8,248	$7,900
Membership Dues & Premier Sponsorships	$64,578	$72,159	$72,000
Membership Meetings	$2,060	$1,380	$1,560
Sign Rental	$16,575	$10,425	$14,400
TOTAL:	**$134,703**	**$132,066**	**$136,160**

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Greater Chapin Chamber of Commerce & Visitor's Center

List of Expenditures SEE ATTACHED

County of Lexington
Accommodations Tax Fund
FY 2017/2018
EXPENDITURES

Organization Name: Greater Chapin Chamber of Commerce

List of Expenditures	Actual (7/1/15 – 6/30/16) 2015/2016	Current (7/1/16 – 6/30/17) 2016/2017	Estimated (7/1/17 – 6/30/18) 2017/2018
Accountant	$950	$1,900	$950
Advertising & Marketing	$278	$206	$300
Annie Epting Scholarship	$1000	$2,000	$2,000
Conferences & Meetings	$177	$103	$150
Credit Card Processing Fees	$2,545	$2,383	$2,500
Dues & Subscriptions	$2,690	$3,168	$3,060
Events (Comedy, Gala, Golf, Silent Auction, Yard Sale)	$22,238	$20,277	$20,600
Insurance	$1,455	$2,132	$2,000
Member Services (Including Member Meetings)	$3,905	$3,073	$3,400
Office Equipment	$824	$806	$1,000
Office Supplies	$3,932	$2,647	$3,300
Payroll Expenses	$76,536	$75,254	$73,440
Postage	$675	$667	$600
Repairs/Building Maintenance	$6,056	$4,983	$7,000
Staff Expenses	$448	$99	$120
Telephone/Internet	$2,571	$3,100	$2,880
Utilities	$6,766	$7,528	$7,440
TOTAL:	**$133,046**	**$130,326**	**$130,740**

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:
Organization Name: **Greater Chapin Chmaber of Commerce & Visitor's Center**
Project/Event Name: **Greater Chapin Chamber of Commerce & Visitor's Center**
Contact Name: **Christina Chappell** Phone: **803-345-1100**

II. PROJECT COMPLETION:
Were you able to complete the project/event as stated in your original application?
If no, state any problems you encountered: **We had several problems with our HVAC system that needed addressed, therefore we were not able to complete all of the refurbishments we had hoped to complete with our 2016/2017 accommodations tax grant.**

III. PROJECT SUCCESS:
Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.): **We have had many visitor's stop in and the majority of them comment on the beauty and appeal of our historic home/office, and we would have to agree, however we have learned that the upkeep and funcitionality of a historic buidling is an ongoing task.**

IV. PROJECT ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	$14,040	$28,700
Amount Funded by the Lexington County Accommodations Tax Fund	$8,190	$9,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	$8,190	$9,000
Total Attendance	33,000	32,000
Total Tourists*	16,500	16,000

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): **Visitors to our Visitor Center, Web Inquiries, Facebook Inquiries, ticket sales.**

VI. PROJECT BUDGET:
Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year. **see attached**

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

Christina B. Chappell
Print Name

Executive Director
Title

Christina B Chappell
Signature

1-5-2017
Date

Organization: Greater Chapin Chamber of Commerce & Visitor's Center

County of Lexington Accommodations Tax Fund
FY2017/2018
APPLICATION ATTACHMENT

#10 – Advertising Sources Outside Lexington County

- Greater Chapin Chamber of Commerce Website
  - Our updated website has been extremely helpful getting information to people in other counties around SC and throughout US. We have had many inquiries from multiple states about relocation and vacationing; majority are from Georgia, Ohio, Virginia, Michigan, Florida and even California.
- Greater Chapin Chamber of Commerce & Buy into Chapin Facebook pages
  - The chamber promotes community events, points/places of interest and chamber business members on both of these pages and has many followers outside of Lexington County and even the State of SC.
  - These pages are valuable tools and are dedicated to providing current, interesting and relevant information for those interested in visiting or moving to Chapin or surrounding Lexington County Areas.
- Greater Chapin Chamber of Commerce Directory & Relocation Guide
  - These directories are our strongest advertising tools for Chapin. Not only do we have them for anyone stopping into the Chamber House (new to the area or traveling through), we also supply other SC Visitor Centers with these directories, mail them to anyone inquiring vie email, website or over the phone and SCANA/Westinghouse in Jenkinsville puts these in their relocation packages to prospective/newly hired employees preparing to move to the area.
- SCE&G Payment Center Location
  - In July of 2015 SCE&G closed its Chapin Payment office. The Chamber elected to become a payment processing center for the convenience of South Carolina Electric & Gas customers, which has significantly increased foot traffic at the Chamber. Many of those visitors being from neighboring counties, Fairfield, Newberry and Richland.

#16 – Project Budget

- Greater Chapin Chamber of Commerce & Visitor's Center

Activity/Program	Estimated Cost	Funds Requested
Ongoing Building Refurbishment & Upkeep	$9,000.00	$3,500.00
Advertising and production of special events	$10,000.00	$5,000.00
Directory Production and Mailings	$4,000.00	$1,000.00

19 – Project Description

Our 2017-2018 goals/project description are as follows:

- To continue updating The Greater Chapin Chamber House, while maintaining its charm. Our visitor's center, a beautiful Victorian house that is over a century old, was donated to the Chamber in 1996. This historic home is warm and inviting and serves as a comfortable place for those visiting our small town to come in, wander through and ask questions. In addition to the thousands of recreational visitors annually, we experience a higher volume of foot traffic from Chapin locals and those in neighboring towns, as we are an SCE&G payment processing center.
  It is our goal to continue to provide a beautiful and welcoming location for all who visit.
  The updates needed, in addition to ongoing maintenance and upkeep, include:
  - OUTSIDE
    - Woodwork – porch floor and bannister repair and painting
    - Updated furniture for porches
    - New ceiling fans, electrical work for porches
  - INSIDE
    - Additional display cases and shelving for informational brochures, maps, etc.
    - New ceiling installation in front room of welcome center
    - Wood Floor Refurbishment for front 3 rooms

- To have an increased advertising budget for our ongoing large events as well as for some new projects in this period of growth in Chapin.
  - The Chamber hosts annually several large public events. One of the most popular is the Night of Comedy on Beaufort Street. This event is unique to Lexington County, as to my knowledge, no other Chamber in the state currently hosts such an event. Our Comedy on Beaufort Street event has grown significantly since the first year, from 85 attendees to well over 200 attendees, many coming from all over the state. We had attendees last year from Monks Corner, Greenville, West Columbia and North Augusta, just to name a few. This exciting night of comedy encourages people from all over to come to Chapin, not only for a one of a kind event, but to stay, shop and dine in Lexington County. We would like to be able to better promote the event this year, to increase our attendance by at least 100 people.
  - Our Golf Tournament, held annually at Timberlake Golf Course, attracted new sponsors last year. One sponsor in particular, the DoubleTree by Hilton, sponsored a 19th Hole reception, which was so well attended, they immediately agreed to host the reception again in 2017. With an increased advertising budget, we feel we can continue to grow this great tournament that is attended by many residing outside of Chapin.
  - Additionally, an increased advertising budget is desired for the following events: Annual Silent Auction, Holiday Open House (which encourages visitors to shop and dine at our local shops and restaurants) and the Annual Awards Gala. These events are well attended and encourage tourism and promote commerce in Chapin and surrounding areas.
  - We also assist the Town of Chapin in promoting and providing information about our Annual Labor Day Festival, which is one of the largest and most attended events in the Town of Chapin.

- In 2017, we are excited to pursue, along with the Town of Chapin, an economic development strategic plan. One initiative is to create a monthly farmer's market on Clark Street. With the implementation of the farmer's market, we hope to encourage healthy eating, and the promotion of local community businesses and artisans through a welcoming and family friendly event.

- To facilitate the procurement and distribution of our relocation packages which provide information on area attractions, activities, restaurants, schools, healthcare facilities and accommodations as well as maps of the area. These relocation packages encourage people from all over the country to make Chapin and Lexington County a favorite vacation destination and/or home.
  We are committed to providing the following printed materials and services:
  - In addition to visitors who stop by the Chamber House, we receive numerous calls, emails, website inquiries and are continuously sending out relocation packages via USPS. The provision of these printed materials gives those located a bit further away a glimpse of what Chapin and Lexington County have to offer.
  - Our front room serves as Resource Room for tourists and visitors. We house informational brochures, maps, directions, mailing lists, directories, business cards, local newspapers and other materials to help enhance visitor's experiences while visiting our area, Lexington County and South Carolina overall. We have visitors from all over South Carolina, but also from many surrounding and Northern states.
  - We provide Chapin area maps (which we are reprinting for 2017), along with our Visitor Guide/Relocation Directory to the nine South Carolina Welcome Centers located on South Carolina's borders upon request.
  - We serve as the Welcome/Visitor's Center for not only Chapin, but also for Dreher Island State Park, the North Side of Lake Murray, White Rock, Little Mountain and Prosperity. We promote tourism for Lake Murray, which draws thousands of visitors daily, and we serve as the communications hub and information center for the Chapin Community.

VI. PROJECT BUDGET

Final Report on Project Expenses paid using Lexington County Accommodations Tax Funds FY 2016-17

	Budgeted	Spent
Outside House/Building Refurbishment	$3,000.00	$ 3,000.00
Inside House/Building Refurbishment	$3,000.00	$ 3,000.00
Directory/Relocation Mailings & Deliveries	$2,000.00	$ 700.00*

*Pending: $1,300.00 estimated to be spent in last ½ of 2016/17 FY

Totals: $8,000.00

Greater Chapin Chamber of Commerce

JAN. 2016 - DEC. 2016 PROFIT AND LOSS

	TOTAL
INCOME	
Advertising	20.00
Chaffin-Eleazar Silent Auction	
Basket Sponsor	525.00
Silent Auction	3,215.00
Total Chaffin-Eleazar Silent Auction	**3,740.00**
Chamber House Rental	265.00
Rentals	160.00
Total Chamber House Rental	**425.00**
Chamber Sign Rental	10,650.00
CheckFreePay SCE&G Payments	423.00
Comedy on Beaufort - Income	
Sponsors	4,220.00
Tickets	4,295.00
VIP Tickets	1,615.00
Total Comedy on Beaufort - Income	**10,130.00**
Gala	
Auction	40.00
Drawing	110.00
Sponsors	
Bronze	2,600.00
Gold	1,500.00
Silver	900.00
Total Sponsors	**5,000.00**
Tickets	1,175.00
Total Gala	**6,325.00**
Golf Tournament	
50/50 Raffle	175.00
Hole In One Contest	445.00
Individual	90.00
Mulligans	1,090.00
Mulligans/Raffle/Strings	530.00
Raffle Tickets	175.00
Silent Auction	733.00
Sponsors	
Beverage Cart	1,402.00
Bronze	2,250.00
Gold	1,200.00
Presenting	2,000.00
Silver	1,650.00
Total Sponsors	**8,502.00**
Strings	590.00
Teams	5,910.00

	TOTAL
Total Golf Tournament	**18,240.00**
Grants	
Accomodation Tax - Lex Co.	8,797.50
Total Grants	**8,797.50**
Holiday Open House	1,205.00
Labor Day	
Sign Sponsor	550.00
Total Labor Day	**550.00**
Member Benefits Income/Affinity	
BC/BS Affinity Income	952.71
Total Member Benefits Income/Affinity	**952.71**
Member Meetings	
Guests	10.00
Lunch and Learn	230.00
Monthly Meeting Sponsorship	2,000.00
Total Member Meetings	**2,240.00**
Membership Dues	
New Members	7,205.00
Renewals	45,163.75
TOP LEVEL SPONSORS	20,000.00
Total Membership Dues	**72,368.75**
Refunds	300.00
Renovations (Yard Sale)	699.00
Total Income	**$137,065.96**
GROSS PROFIT	**$137,065.96**
EXPENSES	
Accountant	950.00
Advertising/Marketing	
Ads	81.03
Total Advertising/Marketing	**81.03**
Annie Epting Scholarship	2,000.00
Bank Service Charges	133.29
Board of Directors Expenses	
Board Meetings/Retreat	445.53
Nametags	180.00
Total Board of Directors Expenses	**625.53**
Cell Phone	1,744.49
Chamber Refresh Silent Auction	617.04
Advertising	30.00
Sponsors Baskets	457.28
Total Chamber Refresh Silent Auction	**1,104.32**
Comedy on Beaufort	
Advertising	99.99
Comedians	2,805.25
Flier Printing	23.33
Septic	168.00
Signs	320.00
Sound	805.00

	TOTAL
Ticket Printing	104.35
Total Comedy on Beaufort	**4,325.92**
Conferences & Meetings	
Other Meetings	50.00
Staff Conferences	48.99
Total Conferences & Meetings	**98.99**
Dues and Subscriptions	
Angie's List	9.99
Chambermaster	2,380.00
SC Chamber	400.00
Total Dues and Subscriptions	**2,789.99**
Equipment	350.00
Software	233.00
Antivirus	74.99
Total Software	**307.99**
Total Equipment	**657.99**
Event Supplies	581.71
Gala Expenses	
Awards	222.00
Dance Floor	250.00
Decorations	876.23
Entertainment	550.00
Food/Drink	2,736.73
Insurance	289.00
Invitations	187.36
Venue	240.00
Total Gala Expenses	**5,351.32**
Golf Tour.Exp	
Beer/Drinks	838.69
Food	1,395.00
Prizes	1,257.37
Silent Auction	605.00
Sponsor's Signs	320.00
T-Shirts/Towels	652.90
Team Fees	2,900.00
Tent Set Up	420.00
Venue	765.00
Total Golf Tour.Exp	**9,153.96**
Holiday Open House Expense	872.43
Insurance	2,062.75
Interest Expense	1,403.24
Labor Day Expenses	
Candy	60.20
Float	148.60
Signs	148.00
Total Labor Day Expenses	**356.80**
Member Meetings - Expense	
Lunch and Learn	379.25
Monthly Member Meetings	2,397.54

	TOTAL
Total Member Meetings - Expense	**2,776.79**
Member Services Expenses	
Decals	430.62
Mileage	644.95
Ribbon Cuttings	51.36
Total Member Services Expenses	**1,126.93**
Merchandise Expense	414.49
Merchant Credit Card Fees	
Authorize.net	653.45
BB&T Merchant Services	1,873.06
Square Fee	40.87
Total Merchant Credit Card Fees	**2,567.38**
Office Supplies	2,833.30
Payroll Expenses	
Bonus	1,000.00
Datapay Fees	442.00
Salaries	68,858.00
Total Payroll Expenses	**70,300.00**
Payroll Taxes	
FICA Expense	4,331.20
FUTA Expense	139.87
Medicare Expense	1,012.92
SUTA Expense	26.38
Total Payroll Taxes	**5,510.37**
Postage	662.39
Repairs & Maintenance	
Cleaning Fee	711.00
Heat pump maintenance	1,713.75
House repairs	222.89
Pest Control	612.05
Security Service	530.28
Yard	1,025.00
Total Repairs & Maintenance	**4,814.97**
Staff Expenses	
Business Cards	75.00
Volunteers	38.62
Total Staff Expenses	**113.62**
Tech Support	185.00
Tele/Internet	1,644.10
Internet	1,183.02
Total Tele/Internet	**2,827.12**
Utilities	
Electricity	6,503.65
Garbage	137.88
Water/Sewer	654.01
Total Utilities	**7,295.54**
Website Design/Hosting	
Design	75.00

	TOTAL
Total Website Design/Hosting	**75.00**
Total Expenses	**$135,796.66**
NET OPERATING INCOME	**$1,269.30**
OTHER INCOME	
Interest Earned	1.92
Total Other Income	**$1.92**
NET OTHER INCOME	**$1.92**
NET INCOME	**$1,271.22**

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: 2017-2018 Regional Sports Marketing Campaign

2. Sponsoring Organization: Columbia Regional Sports Council

   Mailing Address: 1010 Lincoln Street, Columbia, SC 29201

3. Event/Project Director:

   Name S. Scott Powers Title Executive Director

   Telephone 803-545-0009 Alternate Telephone 803-467-2344

   Fax Number 803-545-0102

   Email spowers@columbiasportscouncil.com

4. Event Website: www.columbiasportscouncil.com

5. Event/Project Category (*Check One*):
   ☒ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date July 1, 2017 End date June 30, 2018

7. Location of Project/Event: Columbia region (all of Lexington & Richland Counties)

8. Number of employees: #Full-time 2 #Part-time 0

9. Do you advertise outside a 50-mile radius? ☒Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☐ Brochures - # distributed _____
    - ☐ Posters - # distributed _____
    - ☒ Magazine Ads - # ads 14 (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads _____(list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads_____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads_____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads_____(list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 3 (list on separate sheet with target audience)
    - ☒ Other than listed above: Social media, Google Adwords, Trade Show sponsorships (list on separate sheet with target audience)

11. How many people do you expect to attend? 120,000 in FY17-18

12. Of this number, how many are tourists? 48,000 (40%) (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*")
[SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☒ Phone call inquiries - estimated phone calls per month 170 sales calls to clients per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☒ Event ticket sales - estimated tickets sold per event 10,000 sold per ticketed event (15 events)
- ☒ Event registration - estimated registrants per event 278 registrants per event (45 events)
- ☒ Hotel sales - estimated sales per event/per month 222 contracted rooms per event (45 events)
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☒ Other than listed: We survey at select sporting events depending on the event owner's needs.

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
In FY15-16, 17 of our events contracted rooms in unincorporated Lexington County hotels. Those events contracted 1,032 room nights in unincorporated Lexington County hotels. Hotels include: Doubletree, Baymont Inn & Suites, Clarion Inn Airport, Hampton Inn Airport and Microtel Inn & Suites Harbison. We are projecting 2,000 room nights in FY17-18.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 350,000
b. Amount of Accommodations Funds requested for this Project: $ 20,000
c. This request equals what percent of the total Project/Event Budget? 5.7 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Print ads - $8,000; website - $2,000; trade-shows - $8,000; promotional materials - $2,000

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year FY16-17, amount $10,000, source Lexington County, and purpose: 2016-17 Regional Sports Marketing Campaign

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☒Yes ☐No

c. If no, please explain:

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☒ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other: _____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically, how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: Please see the attached documentation for project description.

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

S. Scott Powers	Executive Director
Print Name	Title
S. Scott Powers	1-3-17
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Columbia Regional Sports Council

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Lexington County Accommodations Tax	$10,000	$10,000	$20,000
City of Columbia Hospitality Tax	$75,000	$170,000	$170,000
Richland County Accommodations Tax	$25,000	$25,000	$30,000
Richland County Hospitality Tax	$30,000	$57,000	$60,000
Town of Lexington Accommodations Tax	$1,000	$1,500	$2,000
Destination Marketing Fund	$117,654	$90,378	$90,000
	$258,654	**$353,878**	**$372,000**

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Columbia Regional Sports Council

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Administrative (Personnel, telephone, office supplies, etc)	$168,249	$190,343	$193,000
Trade Show registration, travel costs & client recruitment	$36,910	$97,000	$105,000
Marketing & Advertising (print, website, online, etc)	$49,295	$57,500	$64,000
Promotional/Collateral Materials	$3,000	$9,035	$10,000
	$258,654	**$353,878**	**$372,000**

COLUMBIA REGIONAL SPORTS COUNCIL ATTACHMENT

10. ADVERTISING SOURCES

- **Magazine ads** – We plan to purchase full-page, four-color ads in the following travel industry publications: four (4) in SportsEvents magazine, four (4) in Sports Destinations Management magazine, one (1) in The Sports Planning Guide, one (1) in ConnectSports Magazine and four (4) in The Rowing News. Fourteen (14) total ads. All magazines are nationally distributed in the sports travel community with the exception of Rowing News, which is the leading rowing publication in the nation.
- **Websites** – In addition to our main website (www.columbiasportscouncil.com), we plan to advertise on the following websites: www.sportsdestinations.com, www.sportseventsmagazine.com, www.sportsplanningguide.com, www.rowingnews.com. The target audience for Sports Destinations Management, Sports Planning Guide and SportsEvents is sports event-owners / decision makers. The target audience for Rowing News is collegiate and scholastic rowing coaches who determine sites for winter or spring training.
- **Other** – On a case by case basis, we will promote specific events by purchasing advertising on Facebook, Twitter as well as Google Adwords. We also selectively sponsor sports travel industry trades shows such as ConnectSports and the TEAMS Conference where we are guaranteed to meet face-to-face with over 40 sports-event owners/directors.

19. PROJECT DESCRIPTION

A. GENERAL DESCRIPTION:

The Columbia Regional Sports Council (CRSC) is committed to serving as the central clearinghouse for information regarding the sponsorship, promotion and hosting of sporting events, facilities and associations in Lexington and Richland Counties as well as the City of Columbia.

The mission of the Columbia Regional Sports Council is to strengthen the area's economy by marketing and selling the Columbia, SC region (City of Columbia, Lexington County, Richland County) as a premier destination for sporting events, partnering with local sports organizations to grow and develop existing events, and by recruiting new events which provide an economic benefit to the region by generating room nights, food and beverage sales, and associated tax revenues.

We have been successful in attracting new and unique sporting events to the region since our inception in 2002 using limited funds. Added funding is needed to enhance our current sales and marketing efforts used to recruit regional and national sports events to our community. The 2017-2018 Regional Sports Marketing Campaign supports our goal by directly marketing to events rights holders and sports governing bodies through tradeshow participation, direct mail of collateral pieces and advertising in several national trade publications. This direct marketing effort creates awareness and communicates the advantages of our community's sports products and facilities; allowing us to recruit more events, resulting in increased room nights for our area hotel properties and economic benefit for our entire region.

B. STATE THE BENEFIT THAT THIS PROJECT WILL SERVE TOWARD PROMOTING TOURISM AND THE LEXINGTON COUNTY COMMUNITY:

Spectators, athletes and their support groups all utilize the same services used by other kinds of tourists: accommodations, transport services, food and beverage services, retail businesses and attractions. However, sports events have the ability to spread the use of these services into off-peak periods, such as the summer and winter months, when

occupancy rates and consumer consumptions tend to go down. Since the Columbia Regional Sports Council was established and started receiving funding from Lexington County, Richland County and the City of Columbia; we have discovered new events that had never considered our community for their activities or events. Events like recruiting collegiate rowing teams to train during the winter and spring at the rowing facility on the Broad River or convincing NXT Events to host their 2016 South Carolina Shootout Lacrosse Championships at the Fields at Saluda Shoals Complex or winning bids to host events like the 2017 US Quidditch South Regional. We also assist events such as the SCGA Junior Championships at the Country Club of Lexington, the USTA Junior Team Tennis National Championships hosted by Lexington County Recreation & Aging Commission as well as the Palmetto 200 relay race which has run each of the past 7 years through Lexington County.

The staging of sports events has the potential to raise the profile of the community through the coverage of the event. The marketing of these events also presents many opportunities for the community to showcase its assets and attractions on a regional & national level to other potential visitors and investors. Events enhance the quality of life for local residents by providing year-round recreational alternatives, but can also be used as a tool for economic and other development purposes. As events attract more visitors to the community, the market demand for lodging, restaurants, retail stores and entertainment venues also increases. The economic impact of playing host to these sporting events is endless and benefits the community by showing our region as a destination for hosting successful regional and nation events.

C. TOTAL ATTENDANCE TO THE PROJECT VS. TOTAL TOURISTS IN ATTENDANCE:
The Columbia Regional Sports Council tracks the number of hotel room nights for each of our events. Our goal is to book or assist with booking 10,000 contracted hotel room nights to the region during FY 2017-18 from sporting events. 10,000 room nights / 2.0 nights x 3.0 tourists per room = 15,000 overnight tourists in FY2017-18. Based on research (ticket sales, event owner surveys, event registrations) with our events, an additional estimated 37,000 out-of-town tourists drive in and do not stay in hotels rooms. We are projecting 120,000 total attendance for FY2017-2018, of which 48,000 or 40% are tourists.

D. ECONOMIC IMPACT GENERATED BY TOURISM TO THE EVENT/PROJECT:
Based on our goal of 10,000 contracted room nights, as well as our projection of 37,000 non-overnight tourists, the CRSC estimates it will generate an estimated economic impact of **$12,000,000** in 2017-18. Our direct economic impact in FY15-16 was $11,179,636 and in FY14-15 it was $8,178,475.

E. OVERALL DESCRIPTION OF HOW THE EVENT/PROJECT ATTRACTS AND PROMOTES TOURISTS TO THE AREA AND SPECIFICALLY HOW THE ACCOMMODATIONS TAX FUNDS WERE USED TO ACCOMPLISH THIS:
We use Lexington County Accommodations Tax funds to specifically market directly to national, regional or state-wide sporting event owners or national governing bodies that control where certain major sporting events are held. We promote the region and our sports facilities as potential hosts to these decision makers. We target them with attractive ads in sports-travel industry publications, we meet with them in person at national trade shows and we send out promotional materials, visitor guides and facilities guides that showcase our hotels, sports facilities, restaurants, attractions, etc. We use the accommodations tax funds to purchase advertising space, create promotional materials and travel to national trade shows.

F. ADDITIONAL COMMENTS:
In **FY2015-16**, our sales efforts booked or assisted sports events in unincorporated Lexington County that contracted **1,032 hotel room nights**, attracting **5,810 tourists** and generating an estimated economic impact of **$1,285,658**. A great return on investment!

Midlands Authority for Conventions, Sports & Tourism

Statement of Revenues and Expenditures - Unposted Transactions Included In Report

903 - Sports Council

From 7/1/2016 Through 12/31/2016

		Current Period Actual	Current Year Actual	Current Period Budget - Original	YTD Budget - Original	Total Budget - Original	Percent Total Budget Remaining - Original
Operating Revenue							
Richland County - Accom Tax	4001	6,000.00	6,000.00	12,000.00	12,000.00	24,000.00	(75.00)%
Town of Lexington - Accom Tax	4005	3,000.00	3,000.00	1,500.00	1,500.00	3,000.00	0.00%
Lexington County - Accom Tax	4006	2,500.00	2,500.00	4,999.98	4,999.98	10,000.00	(75.00)%
City of Columbia - Hospitality Tax	4020	42,500.00	42,500.00	72,499.98	72,499.98	145,000.00	(70.69)%
Richland County - Hospitality Tax	4021	14,250.00	14,250.00	28,500.00	28,500.00	57,000.00	(75.00)%
Miss SC Pageant	4101	0.00	0.00	12,499.98	12,499.98	25,000.00	(100.00)%
Total Operating Revenue		68,250.00	68,250.00	131,999.94	131,999.94	264,000.00	(74.15)%
Total Revenue		68,250.00	68,250.00	131,999.94	131,999.94	264,000.00	(74.15)%
Transfers In							
Transferred in from DM	4602	45,189.00	45,189.00	45,189.00	45,189.00	90,378.00	(50.00)%
Total Transfers In		45,189.00	45,189.00	45,189.00	45,189.00	90,378.00	(50.00)%
Operating Expenditures							
Salaries - FT Sales & Marketing	5002	44,991.14	44,991.14	58,207.02	58,207.02	116,414.00	61.35%
Personnel Contingency	5040	0.00	0.00	4,180.50	4,180.50	8,361.00	100.00%
Payroll Tax Expense	5050	3,751.75	3,751.76	4,990.98	4,990.98	9,982.00	62.41%
Retirement - 401k	5055	2,045.35	2,045.35	2,398.02	2,398.02	4,796.00	57.35%
Health Insurance	5060	6,614.53	6,614.53	7,742.52	7,742.52	15,485.00	57.28%
Dental Insurance	5061	472.52	472.52	487.98	487.98	976.00	51.59%
Life & Disability Insurance	5062	760.08	760.08	744.48	744.48	1,489.00	48.95%
Workers Compensation	5070	288.72	288.72	570.00	570.00	1,140.00	74.67%
Unemployment Insurance	5071	0.00	0.00	100.02	100.02	200.00	100.00%
Incentives	5075	2,538.18	2,538.18	7,999.98	7,999.98	16,000.00	84.14%
Auto Allowance	5076	2,030.82	2,030.82	2,400.00	2,400.00	4,800.00	57.69%
Professional Service Fees	5086	0.00	0.00	339.00	339.00	678.00	100.00%
Client Recruitment & Entertainment	5100	5,077.83	5,077.83	10,000.02	10,000.02	20,000.00	74.61%
Convention Recruitment Fund	5111	17,038.45	17,038.45	12,499.98	12,499.98	25,000.00	31.85%
Partner & Community Relations	5112	2,177.05	2,177.05	1,249.98	1,249.98	2,500.00	12.92%
Marketing & Advertising	5200	45,200.42	45,200.42	28,750.02	28,750.02	57,500.00	21.39%
Office Space Rental	5300	3,346.92	3,346.92	3,349.98	3,349.98	6,700.00	50.05%
Telephone	5313	451.15	451.15	1,000.02	1,000.02	2,000.00	77.44%
Website Enhancements	5327	0.00	0.00	4,999.98	4,999.98	10,000.00	100.00%
Tradeshows	5334	12,149.84	12,149.84	7,399.98	7,399.98	14,800.00	17.91%
Printing	5341	42.12	42.12	0.00	0.00	0.00	0.00%
Office Supplies	5342	439.84	439.84	661.02	661.02	1,322.00	66.73%
Parking	5415	600.00	600.00	600.00	600.00	1,200.00	50.00%
Dues & Subscriptions	5416	2,355.00	2,355.00	1,150.02	1,150.02	2,300.00	(2.39)%
Promotional Materials	5425	291.78	291.78	2,667.48	2,667.48	5,335.00	94.53%
Collateral Materials	5426	0.00	0.00	1,999.98	1,999.98	4,000.00	100.00%
Employee Travel, Meals & Accomodations	5427	9,144.39	9,144.39	9,499.98	9,499.98	19,000.00	51.87%
Employee Training	5430	421.99	421.99	1,200.00	1,200.00	2,400.00	82.42%
Total Operating Expenditures		162,229.88	162,229.88	177,188.94	177,188.94	354,378.00	54.22%
Total Expenditures		162,229.88	162,229.88	177,188.94	177,188.94	354,378.00	54.22%
Net Revenue Over Expenditures		(93,979.88)	(93,979.88)	(45,189.00)	(45,189.00)	(90,378.00)	3.99%
Net Revenue Over Expeditures (After Transfers)		(48,790.88)	(48,790.88)	0.00	0.00	0.00	0.00%

Midlands Authority for Conventions, Sports & Tourism

Board of Directors

Company	Prefix	First Name	Last Name	Position	Address	City	State	Zip Code	Cell	Phone	Fax	E-mail	Term Ending	Appointed By
Inn at USC	Mr.	Andrew	Lucas		1619 Pendleton St.	Columbia	SC	29201		779-7779		ALucas@innatusc.com	Jun-18	City of Cola
Jones School Supplies	Mr.	Chris	Asouzu	Treasurer	7421 Coachmaker Road	Columbia	SC	29209	466-2076			casouzu@aol.com	Jun-17	City of Cola
USC	Mr.	Simon	Hudson		129 Beaver Dam Rd.	Columbia	SC	29223		777-2705		SHUDSON@hrsm.sc.edu	Jun-17	City of Cola
Fairfield Inn & Suites Columbia NE	Ms.	Amber	Martin		120 Blarney Drive	Columbia	SC	29223		760-1715		amartin@high-risehotels.com	Jun-18	Richland Co.
Lamar Advertising	Mr.	John	Hardee	Chair	1221 Atlas Road	Columbia	SC	29209		647-9122		jhardee@lamar.com	Jun-18	City of Cola
Sejwad	Mr.	Rick	Patel	Secretary	1400 Main Street	Columbia	SC	29201	479-8217	988-1400	(803) 988-1400	rick@sheratoncolumbiahotel.com	Jun-15	Richland Co.
IMIC	Ms.	Jana	Medlin									jmedlin@extendedstay.com	Jun-16	Lexington Co.
Clyburn Foundation	Ms.	Janice	Marshall		101 Louthian Way	Blythewood	SC	29016		255-0003		clyburnfoundation@yahoo.com	Jun-17	City of Cola
Brandon Alexander Associates	Mr.	Sammy	Hendrix	Vice Chair	111 Smith Street	Lexington	SC	29072	730-3558	386-7222		sammy@brandonalexanderassociates.com	Jun-17	Lexington Co.

PRESIDENT/CEO

Midlands Authority for Conventions, Sports & Tourism	Mr.	Bill	Ellen	President/ CEO	1101 Lincoln Street	Columbia	SC	29201		545-0007	545-0054	bellen@columbiaauthority.com		

ExOfficio:

City of Columbia	Ms.	Teresa	Wilson		P.O. Box 147	Columbia	SC	29201		545-3026		tbwilson@columbiasc.net		
Lexington County	Mr.	Joe	Mergo		212 South Lake Drive	Lexington	SC	29170		359-8389	359-8101	jmergo@lex-co.com		
Richland County	Mr.	Gerald	Seals		P.O. Box 192	Columbia	SC	29201		576-2054	748-4644			

Full-time Staff

Columbia Regional Sports Council	Mr.	Scott	Powers	Exec. Director	1010 Lincoln Street	Columbia	SC	29201		545-0009		spowers@columbiasportscouncil.com		
Columbia Regional Sports Council	Ms.	Grayson	Miller	Sales Manager	1010 Lincoln Street	Columbia	SC	29201		545-0016		gmiller@columbiasportscouncil.com		

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Columbia Regional Sports Council

Project/Event Name: 2016-2017 Regional Sports Marketing Campaign

Contact Name: S. Scott Powers Phone: 803-545-0009

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered: Yes.

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

If we have the proper funding, the Sports Council would be able to attract more large-scale sports events (Spartan Race for example) to Lexington County.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	**2015/16 Previous Year**
Total Budget of Event/Project	$354,378	$293,873
Amount Funded by the Lexington County Accommodations Tax Fund	$10,000	$10,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	$354,378 (projected)	$294,213
Total Attendance	120,000 (projected)	126,323
Total Tourists*	48,000 (projected)	50,529

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): Room pick-up reports obtained from contracted host hotels after each event, event tickets sales as well as surveys from event owners.

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

S. Scott Powers — Print Name

Executive Director — Title

S. Scott Powers — Signature

1-13-17 — Date

IRMO CHAPIN
RECREATION
COMMISSION



Commissioners
John A. Sowards, Chairman
Scott A. Wilhide, Vice Chairman
Emily C. Shuman, Secretary
Bruce P. Loveless
William H. Harmon

Executive Director
Elizabeth Taylor

ICRC Administration
5605 Bush River Road
Columbia, SC 29212
(803) 772-1228

Crooked Creek Park
1098 Old Lexington Hwy.
Chapin, SC 29036
(803) 345-6181

Saluda Shoals Park
5605 Bush River Road
Columbia, SC 29212
(803) 772-1228

Seven Oaks Park
200 Leisure Lane
Columbia, SC 29210
(803) 772-3336

January 5, 2017

Ms. Judy Busbee
Assistant Clerk to Council
Lexington County Council
212 South Lake Dr., Ste.601
Lexington, SC 29072

Dear Ms. Busbee,

On behalf of the Irmo Chapin Recreation Commission, we would like to submit this application for the 2017-2018 Accommodations Tax Grants. This submission requests funding for tourism related expenditures for the ***ICRC Sports Tourism*** program.

We are very grateful for the past support we have received and appreciate the consideration of this request. Please contact me at (803) 213-2006 or etaylor@icrc.net if you have any questions or need additional information.

Sincerely,

Elizabeth B. Taylor
Executive Director

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: ICRC Sports Tourism

2. Sponsoring Organization: Irmo Chapin Recreation Commission

   Mailing Address: 5605 Bush River Road, Columbia, SC 29212

3. Event/Project Director:

   Name Elizabeth B. Taylor Title Executive Director

   Telephone 803-772-1228 Alternate Telephone 803-213-2006

   Fax Number 803-772-6865

   Email etaylor@icrc.net

4. Event Website: www.icrc.net

5. Event/Project Category (*Check One*):
   - ☐ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☒ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 07/01/2017 End date 06/30/2018

7. Location of Project/Event: Saluda Shoals Park, Seven Oaks Park, new Chapin Park

8. Number of employees: #Full-time 63 #Part-time 300

9. Do you advertise outside a 50-mile radius? ☒Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☒ Brochures - # distributed 500
    - ☐ Posters - # distributed _____
    - ☒ Magazine Ads - # ads 2 (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads _____ (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads _____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☒ Billboards - # ads 2 (list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 3 (list on separate sheet with target audience)
    - ☒ Other than listed above: Trade Shows (3) for sports tournament organizations (list on separate sheet with target audience)

11. How many people do you expect to attend? 136,310

12. Of this number, how many are tourists? 28,625 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ■ Web page inquires - estimated inquires per month 10
- ■ Phone call inquiries - estimated phone calls per month 20
- ■ Brochure mailings - estimated brochures mailed per month 10
- ☐ Event ticket sales - estimated tickets sold per event
- ■ Event registration - estimated registrants per event 660 per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ■ Surveys - estimated number of responses per survey 260
- ☐ Other than listed:

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
A housing bureau will track hotel bookings for events and ICRC receives monthly reports from hotels for tournaments. NXT Lacrosse is expected to generate 200 room nights in Lexington County properties. We anticipate an additional 300-400 room nights will be generated for other tournaments/events at ICRC tournament facilities. Lexington County hotels include Baymont Inn, Country Inn & Suites, DoubleTree by Hilton, Wingate by Windham, Comfort Suites, and Holiday Inn & Suites.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ■Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 173,300
b. Amount of Accommodations Funds requested for this Project: $ 30,000
c. This request equals what percent of the total Project/Event Budget? 17 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Tournament Bids $15,000, Marketing $15,000

17. Has your project or organization previously received Accommodations Tax Funds?
■Yes ☐No

a. If yes, state year 2016-17, amount $ 10,000, source Lexington Co. A Tax, and purpose: ICRC Sports Tourism

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☐Yes ■No

c. If no, please explain: we have not spent all of these funds by date of application

18. Type of Organization:

Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ■ Other: Special Purpose District

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments:_____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Elizabeth B. Taylor	Executive Director
Print Name	Title
Elizabeth B. Taylor	January 4, 2017
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Irmo Chapin Recreation Commission

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Accommodations Tax	$15,000	$10,000	$30,000
Admissions	$25,252	$14,157	$36,000
Facility Rental/ Registration	$43,957	$21,625	$60,230
Concessions	$54,392	$5,000	$22,000
Special Events	$17,010	$19,370	$25,500
**Contract Concession Service			
beginning July 2016**			
	$155,611	$70,152	$173,730

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Irmo Chapin Recreation Commission

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Part Time Expense	$18,036	$6,236	$32,940
Concessions	$31,898	0	0
Marketing/Travel	$13,841	$9,187	$18,000
Maintenance/Utilities	$23,408	$14,630	$42,398
Tournament Bids	$7,500	$5,000	$7,500
**Contract Concession Service			
beginning July 2016**			
	$94,683	$35,053	$100,838

ICRC Sports Tourism

#10. Advertising Sources

Magazines:

- Sports Travel Magazine (national monthly publication) – Two (2) ads per year
- Sports Events Magazine (national monthly publication) – Two (2) ads per year

Websites:

- Gameday Sports – www.gamedayusssa.com (regional audience – NC, GA, SC)
- Sports Planning Guide – www.sportsplanningguide.com (national audience)
- Discover SC/ SC Sports Alliance – www.discoversouthcarolina.com/sports-alliance (national audience)

Billboards

- Charlotte, NC – I-77 – One (1) billboard
- Augusta, GA – I-20 – One (1) billboard

Trade Shows:

- Connect Sports Marketplace – Tournament Event Owners/Right Holders
- NASC Sports Event Symposium – Tournament Event Owners/Right Holders
- TEAMS Conference – Tournament Event Owners/Right Holders

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Law:

a. General description.

Funding from the Lexington County Accommodations Tax Fund will be used to support efforts to secure a minimum of 45 sporting events and/or tournaments in the 2017-18 year.

The Irmo Chapin Recreation Commission (ICRC), established in 1969, exists to enhance the quality of life for people in the Midlands through the development of recreation programs that promote a lifestyle of wellness, physical activities and cultural experiences for all ages. ICRC has earned a reputation for program and facility excellence that has attracted participants from throughout the Midlands and across the State. Our well-maintained, four-park system is built to support modern competition and rewards fans with a fun, memorable getaway in an amenity-packed area.

With athletic facilities at Crooked Creek Park (Chapin), the newly renovated Seven Oaks Park (St. Andrews area), and new facilities at Saluda Shoals Park (St. Andrews area) and the Eptings Camp property (Chapin), ICRC will be able to host a minimum of 45 tournaments and numerous additional sporting events in the 2017-18 year. Tournaments and events include:

- Travel Baseball/Softball Tournaments (35 tournaments)
- SC Youth Soccer Friendly Play (10 weekends)
- 20 additional field sports tournaments (races, runs, lacrosse, rugby, soccer, Quidditch, archery)

Seven Oaks Park

Seven Oaks is one of the Midlands' premier baseball venues. The park features six natural-turf baseball diamonds, three multi-use fields and a new gymnasium which will allow us to expand our footprint for indoor competitions including: cheerleading, karate, and basketball.

Saluda Shoals Park

With six multi-use fields (football, soccer, lacrosse) as well as a 10 court tennis complex, Saluda Shoals Park is ideal for both tournaments and run/walk events. The athletic complex has easy access to 10-miles of paved and unpaved trails, canoeing, kayaking, tubing, horseback riding, biking, Saluda Splash and more at this 400-acre riverfront park.

Crooked Creek Park

Crooked Creek is a thriving park in the heart of Lake Murray country. Its six baseball diamonds, and four multi-use fields make it well suited for baseball, soccer, lacrosse and rugby tournaments. The park also includes six tennis courts for competition play or clinics.

New Park, Eptings Camp Rd. Chapin (opening spring 2017)

The new Chapin Park is located less than one mile from Crooked Creek Park and features six baseball diamonds. Guests can explore the 70-acre park, which includes a refreshing splash pad.

These new and updated facilities are ideal for medium scale tournament play and will enhance the community's quality of life, contributing to the economic viability of the Midlands.

b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community.

Sports tourism is the fastest growing segment of the tourism industry. "Sports tourism is a multi-billion dollar business, one of the fastest growing areas of the $4.5 trillion global travel and tourism industry," www.tourism-review.com.

Since July of 2014, ICRC has facilitated 54 tournaments in cooperation with Lexington County Recreation & Aging Commission (LCRAC) including the Jay Criscione Memorial Super NIT, the largest baseball tournament held in South Carolina and one of the largest in the United States. An additional 35 tournaments are planned through June 2018 with LCRAC.

In 2017-2018, ICRC plans to host a minimum of 45 sports tournaments at ICRC facilities in Lexington County. These tournaments will bring an estimated 136,310 people to Lexington County from throughout SC and the United States. New tennis facilities will offer 16 courts, of which six (6) will be clay courts. Senior tournament players prefer the use of clay courts. These new facilities will create partnership opportunities with Lexington County Recreation & Aging Commission tennis facilities. Additional events including runs, walks, and nontraditional sporting events will be hosted throughout the year.

These sporting events also impact Lexington County by building community commitment, creating jobs and promoting other tourist attractions in the Midlands including: Lake Murray, Riverbanks Zoo, area museums and historic sites. Clusters of recreational facilities and attractions offer a critical mass that is not present when facilities are widely scattered. As this critical mass becomes greater, people will travel from a more extensive geographical area to visit them, visitors will stay longer in the area, and they will spend more dollars.

c. Total attendance at the event/project vs. the number of total tourists in attendance.

Total Attendance:	136,310
Overnight Tourist:	17,721 (13%)
Day Tourist:	10,905 (8%)

(Based on 21% from outside the 50 miles radius 28,625.)

d. Economic impact generated by tourism to the event/project

Total Economic Impact:	$5,298,800
Overnight & Day Tourist Economic Impact:	$1,112,748

(Note: Information was determined using the DMAI Event Impact Calendar in partnership with the Columbia Regional Sports Council.)

e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

Funds will be used to market, advertise and create tournament bid packages promoting ICRC tournament facilities and Lexington County amenities. Ads will be placed in national sports publications and on websites. Staff will promote facilities at national trade show events and in one-on-one meetings. A brochure highlighting the region and ICRC sports facilities will be distributed. Bid packages will be developed targeting national, regional and statewide sporting event planners.

f. Additional comments:

ICRC is excited to expand into the sports tourism market and further contribute to the growth of tourism in Lexington County. Funding from the Lexington County Accommodations Tax will help us develop new markets, engage new partners and bring exciting new events to the Lake Murray area.

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Irmo Chapin Recreation Commission

Project/Event Name: ICRC Sports Tourism

Contact Name: Elizabeth B. Taylor Phone: 803-772-1228

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? ☑ Yes ☐ No

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):
Economic Impact for ICRC Sports Tourism - US Quidditch Cup 9 - $857,897, NXT Lacrosse - $873,346, 5k's & Fun Runs(5) - $207,750, SC Youth Soccer - $342,010, Baseball Tournaments(14) - $1,018,997

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	$206,800	$155,611
Amount Funded by the Lexington County Accommodations Tax Fund	$10,000	$15,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	0	0
Total Attendance	136,310	92,234
Total Tourists*	28,625	19,370

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
Surveys, Facility Rental data, Hotel Reservation reports

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Elizabeth B. Taylor — Print Name

Executive Director — Title

Elizabeth B. Taylor — Signature

January 4, 2017 — Date

Accommodations Tax Fund FY 2016-17 Final Report - "ICRC Sports Tourism

Tournament Fees				
US Quidditch South Regional	$5,000.00	Feb-17		
Magazine				
Sports Event Magazine Ad	$3,000.00	Apr-17		
Trade Shows				
Connect Sports Event Matching Reception	$2,500.00	Aug-16		
Total	**$10,500.00**			

IRMO CHAPIN RECREATION COMMISSION
Finance

Commission Brief
October 2016 Preliminary Financial Report

GENERAL FUND

	YTD 10/16	Budget	% of Budget	YTD 10/15
Revenue	$336,145	$6,207,305	5.42%	$364,031
Expenditures	1,864,205	6,207,305	30.03%	1,805,994

Please be aware that property tax collections for October are not included in YTD as of 10/31/2016. They will be reflected in the next report.

SPECIAL REVENUE FUND

	YTD 10/16	Budget	% of Budget	YTD 10/15
Revenue	$1,430,792	$4,233,217	33.80%	$1,374,399
Expenditures	1,035,664	4,233,217	24.47%	1,104,211

As of October 31, 2016 the cash balance of operating and special funds totaled $139,698. Total invested in certificates of deposit or money market accounts was $621,766.

Grants Project	Amount Budgeted	Agency Match	Amount Received
Accommodations Tax	10,000	0	0
Saluda Shoals Foundation	41,000	0	0
PARD	18,000	3,600	0
CDBG	67,000	0	3,488
Star Grant	10,000	0	0
Older Americans Act	150,000	0	0
Totals	278,996	3,600	3,488

In our budget we had projected receipt of a RTP grant in the amount of 100,000. That grant was not received. This will be amended at a later point in the year.

Submitted by:

Jim Wellman
Finance Director
November 2, 2016



GREATER IRMO
CHAMBER OF COMMERCE

1235 Columbia Avenue, Irmo, South Carolina 29063 | T: (803) 749 9355 | CEO GreaterIrmoChamber.com

January 2, 2017

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, South Carolina 29072

RE: Accommodations Tax Request from the Greater Irmo Chamber of Commerce

Thank you for the opportunity once again to request Accommodations Tax funding for the fiscal year 2017-2018. The Greater Irmo Chamber of Commerce is pleased to operate the Greater Irmo Welcome and Visitor's Center to promote the Greater Irmo area and Lexington County. We have greatly enhanced our Visitor's Center with a new building and location. Additionally, we have rebranded the Chamber and we have enhanced our website with countywide content, enhanced our social media and our staff is dedicated to continuing the promotion of the Greater Irmo area and Lexington County as an attractive place to visit, raise families and do business.

Enclosed you will find our completed application with all the necessary documentation as requested. I look forward to meeting with you soon and I thank you for your continued support for our Accommodations Tax funding request. I hope each and every one of you has a prosperous New Year!

Sincerely,

Kerry Powers
President & CEO
Greater Irmo Chamber of Commerce

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Greater Irmo Chamber of Commerce-Shop Local Stay Local

2. Sponsoring Organization: Greater Irmo Chamber of Commerce Welcome Center

   Mailing Address: 1235 Columbia Avenue, Irmo, SC 29063

3. Event/Project Director:

   Name Kerry Powers Title President/CEO

   Telephone 803-749-9355 Alternate Telephone 803-361-2212

   Fax Number 803-732-7986

   Email ceo@greaterirmochamber.com

4. Event Website: www.greaterirmochamber.com

5. Event/Project Category (*Check One*):
   - ☒ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date July 1, 2017 End date June 30, 2018

7. Location of Project/Event: 1235 Columbia Avenue, Irmo, SC 29063

8. Number of employees: #Full-time 2 #Part-time 2

9. Do you advertise outside a 50-mile radius? ☒Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☒ Brochures - # distributed 5000
    - ☐ Posters - # distributed _____
    - ☐ Magazine Ads - # ads _____ (list ads and distribution range on separate sheet)
    - ☒ Newspaper Ads - # ads 52 (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads _____ (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 13 (list on separate sheet with target audience)
    - ☒ Other than listed above: _____ (list on separate sheet with target audience)

Question 10: Other than listed above

The Greater Irmo Chamber of Commerce uses **The New Irmo News** to publish our monthly newsletter in print as well as advertise our Chamber and community events several times per month.

The Greater Irmo Chamber Visitor and Welcome Center contracts with Spring Hill Publications to produce our Greater Irmo map. We distribute the maps at all 9 South Carolina Welcome Centers, other Chambers in Richland and Lexington Counties and it is available online. Each relocation and visitor packet we mail or distribute here at the Welcome Center contains a map. We also distribute the maps at community events including the Irmo Okra Strut. Distribution is approximately 5,000 maps per year.

The Greater Irmo Chamber Visitor and Welcome Center contracts with SC Biz to produce the Town of Irmo Visitor's Guide. We distribute the guides at all 9 South Carolina Welcome Centers, via mail in our relocation packages, in the Chamber lobby and it is available online. Distribution is approximately 5000 books per year.

10. Web pages on www.greaterirmochamber.com which target people outside of Lexington County

Page Name	Target Audience	URL
Contact Us	Visitors, Residents, Members	http://greaterirmochamber.com/contact
Events	Visitors, Residents, Members	http://greaterirmochamber.com/events
Festivals and Events	Visitors, Residents, Members	http://greaterirmochamber.com/content/visitor-information#Festivals_Events
Hotels	Visitors, Residents, Members	http://greaterirmochamber.com/content/visitor-information#Hotels
Members	Visitors, Residents, Members	http://greaterirmochamber.com/members
Recreation	Visitors, Residents, Members	http://greaterirmochamber.com/content/visitor-information#Recreation
Relocation Information	Visitors, Future Residents	http://greaterirmochamber.com/content/relocation_information
Restaurants	Visitors, Residents, Members	http://greaterirmochamber.com/content/visitor-information#Restaurants
Visitor Information	Visitors	http://www.greaterirmochamber.com/visitor_information

Web sites referring to www.greaterirmochamber.com which target people outside of Lexington County

Site Name	Target Audience	URL
Coldwell Banker	Future Residents	http://www.cbcarolinasoothmain.com/agents/locate.asp?CFID=...&AgentCode=...
Irmo Okra Strut	Visitors and Residents	http://www.irmookrastrut.com/contact.html
Joan Lucius on Twitter	Personal Followers	http://twitter.com/#!/JoanLucius/status/31860130453008128
Joseph Strenk on Linkedin	Regional Business Owners	http://www.linkedin.com/in/josephstrenk
Lake Murray Times	Visitors and Residents	http://www.lakemurraytimes.com/lm-business/local-organizations
Lexington County Chronicle	Visitors and Residents	http://lexingtonchronicle.com/client/lexington/lexingtonchronicle/1206201?pagelabel=...
Lexington County, SC	Visitors and Residents	http://www.lex-co.com/Departments/InformationServices/recreation.html
Midstate Chambers Coalition	Regional Business Owners	http://www.midstatechamberscoalition.org/bb-pdf/member-chambers.htm
Miss Greater Irmo Scholarship Pageant on Facebock	Regional Business Owners and Residents	http://www.facebook.com/pages/Miss-Greater-Irmo-Scholarship-Pageant/217318571373807
The State	Visitors and Residents	http://www.thestate.com/2011/11/11/2043303/driving-change-getting-help-on-i-77.html
Welcome to Lake Murray	Visitors	http://www.lakemurray.com/en-US.5YW/7070.TemplateEventTemplate.aspx

11. How many people do you expect to attend? N/A

12. Of this number, how many are tourists? N/A (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☒ Web page inquires - estimated inquires per month 7000
- ☒ Phone call inquiries - estimated phone calls per month 200
- ☒ Brochure mailings - estimated brochures mailed per month 30
- ☐ Event ticket sales - estimated tickets sold per event
- ☐ Event registration - estimated registrants per event
- ☒ Hotel sales - estimated sales per event/per month 10 Feb, 10 Sept
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☐ Other than listed:

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
Residence Inn by Marriott on Lake Murray Blvd. 10-20 Rooms per year for events
Doubletree By Hilton on Bush River 10-20 rooms per year for events

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☒Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 32,800
b. Amount of Accommodations Funds requested for this Project: $ 20,800
c. This request equals what percent of the total Project/Event Budget? 63.41 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. 4000 for tourism ad/magazine, 8000 for online, 8800 for top ten website

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year 16/17, amount $ 9000, source Lex Cty, and purpose: Shop Local Stay Local

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☒Yes ☐No

c. If no, please explain:

Question 14: County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

From February through November of 2016, we put 30 visitors in hotels in our area. That is averaging 3 heads in beds a month.

The list of hotels included is as follows:

Courtyard by Marriott, 347 Zimalcrest Drive. Columbia, SC 29210

DoubleTree by the Hilton, 2100 Bush River Road, Columbia, SC 29210

Wingate by Wyndham, 217 Lanneau Court, Columbia, SC 29212

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☒ Other: 501 (c) 6

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: _____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Kerry Powers	President/CEO
Print Name	Title
Signature	010217
	Date

Question 19: Project Description

a. General Description

The Greater Irmo Chamber Welcome and Visitor's Center is located conveniently off 1-26 approximately one half mile from the interstate and is just off the main route to the Lake Murray Dam. In July 2015, The Greater Irmo Chamber purchased a new facility on Columbia Avenue in the heart of Irmo, right across from Irmo Town Park. Our project for 2017 is to continue to enhance the functionality of our Welcome Center, which will include a campaign to encourage visitors to shop, stay and eat locally.

b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community

The Greater Irmo Chamber Welcome and Visitor's Center will continue to assist in promoting tourism to our area by maintaining the Welcome Center, employing a Welcome Center Coordinator, maintaining up to date content on our website and social media for tourists and visitor's to access. We are available by phone and email to assist visitors to the area.

c. Total attendance to the event/project versus the number of total tourists in attendance

We receive approximately 200 phone calls per month from potential visitors to the area. We maintain a close relationship with the Town of Irmo and we field most of their calls from potential visitors. We receive approximately 7000 hits to our website each month and we mail out an average of 30 relocation packages each month.

d. Economic impact generated by tourism to the event/project:

The Greater Irmo Chamber is one of the first places visitors/tourists contact when coming to visit the Irmo area and Lake Murray. We are able to direct them to our hotels, restaurants and other activities here in our area and throughout Lexington County to keep those tourist dollars in our County.

e. Overall description of how event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Fund were used to accomplish this.

The $20,800 requested by the Greater Irmo Chamber Welcome and Visitor's Center will be used to continue our campaign to encourage people visiting the area to shop, stay and eat in Lexington County.

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: Greater Irmo Chamber of Commerce

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Accounting Fees	7343	3651	7302
Advertising	1089	2508	5016
Bank Charges and CC	2509	1559	3500
Compensation	151460	63861	161000
Chamber Dues	200	200	200
Copier	7580	3380	7800
Donations		60	60
IT	2205	1126	3000
Insurance	2915	1284	3000
Janitorial	2550	1100	2550
Maintenance/Repairs	1861	1510	3020
Meetings Expense	1689	482	1000
Monthly Luncheons	5277	2107	5000
Mortgage	7528	7036	15000
Office Supplies	7177	1063	2126
Postage	917	278	600
Education	535	0	400
Utilities	9907	4156	10000
	212742	95361	230574

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name:_____

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Grants/Funding: Lexington County	10,075	5,300	20,800
Grants/Funding: Town of Irmo	10,000	10,000	10,000
Membership Dues	111,075	64,810	114,000
Projects Income	40,260	15,981	50,000
Other Income	56,377	18,026	54,000
Capital Campaign	57,897	10,100	55,000
	285684	124217	303800

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Greater Irmo Chamber of Commerce

Project/Event Name: Greater Irmo Chamber of Commerce-Shop Local, Stay Local

Contact Name: Kerry Powers Phone: 803-749-9355

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? completed

If no, state any problems you encountered: _____

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

Our members and visitors have been pleased with the Visitor's Guide and the Welcome Center

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	32800	32000
Amount Funded by the Lexington County Accommodations Tax Fund	10075	8500
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	10075	8500
Total Attendance		
Total Tourists*		

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

N/A

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Kerry Powers — Print Name

President/CEO — Title

Signature

010217 — Date

Project Budget Report

Lexington County Accommodations Tax

FY 2016-2017

- $10075 Receiving

Greater Irmo Chamber of Commerce Visitor's Center

Expenditures:

- $32000 to staff and maintain Welcome Center, online presence

Less Accommodations Tax Received:

- Lexington County: $10075

Balance of Expenses: $21925

Greater Irmo Chamber of Commerce
Balance Sheet
As of January 4, 2017

	Jan 4, 17
ASSETS	
Current Assets	
Checking/Savings	
First Citizens Bank - Operating	11,315.37
Restricted Checking	
First Comm - Capital Campaign	12,133.49
First Comm - Reserve	4,614.57
Total Restricted Checking	16,748.06
Total Checking/Savings	28,063.43
Accounts Receivable	
Accounts Receivable	63,784.50
Total Accounts Receivable	63,784.50
Other Current Assets	
Undeposited Funds	745.00
Total Other Current Assets	745.00
Total Current Assets	92,592.93
Fixed Assets	
Land & Bldg - 1235 Columbia Ave	289,275.25
Furniture and Equipment	18,427.21
Accumulated Depreciation	(7,506.96)
Total Fixed Assets	300,195.50
TOTAL ASSETS	**392,788.43**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	8,880.65
Total Accounts Payable	8,880.65
Total Current Liabilities	8,880.65
Long Term Liabilities	
M/P - NBSC	201,260.42
Total Long Term Liabilities	201,260.42
Total Liabilities	210,141.07
Equity	
Principal Reduction on Loan	4,782.65
Unrestricted Net Assets	149,967.96
Net Income	27,896.75
Total Equity	182,647.36
TOTAL LIABILITIES & EQUITY	**392,788.43**

CERTIFIED TO BE A TRUE AND CORRECT COPY
AS TAKEN FROM AND COMPARED WITH THE
ORIGINAL ON FILE IN THIS OFFICE

FEB 18 2004

STATE OF SOUTH CAROLINA
SECRETARY OF STATE

FILED

FEB 18 2004

Mark Hammond
SECRETARY OF STATE

NONPROFIT CORPORATION
ARTICLES OF AMENDMENT

SECRETARY OF STATE, SOUTH CAROLINA

TYPE OR PRINT CLEARLY WITH BLACK INK

Pursuant to the provisions of Section 33-31-1005 of the 1976 South Carolina Code of Laws, as amended, the applicant delivers to the Secretary of State these articles of amendment.

1. The name of the nonprofit corporation is Irmo Chamber of Commerce

2. Date incorporated September 2, 1988

3. Specify (a) the text of every amendment adopted, and (b) list when each amendment was adopted.

   Amendment adopted to change the name of the organization to

   Greater Irmo Chamber of Commerce,Incorporated

4. ☑ By checking this paragraph #4 the applicant represents that (a) approval of the amendment by the members was not required, (b) the amendment was approved by a sufficient vote of the board or directors or the incorporators. (Do not check this paragraph #4 if member vote was required or if the required vote of directors or incorporators was not obtained.)

5. If the approval of the members was required to adopt the amendment(s), provide the following information:

   (a) Designation (Classes of Membership)

   (b) Number of memberships outstanding

   (c) Number of votes entitled to be cast by each class entitled to vote separately on the amendment

   (d) Number of votes of each class indisputably voting on the amendment

   (e) Complete one of the following as appropriate

   (i) Total number of votes cast for and against the amendment by each class entitled to vote separately

   (ii) Total number of undisputed votes cast for the amendment by each class which was sufficient for approval for that class

Irmo Chamber of Commerce

Name of Corporation

6. ☐ By checking this paragraph #6 the applicant represents that approval of the amendment by some person or persons other than the members, the board, or the incorporators is required pursuant to Section 33-31-1030 of the 1976 South Carolina Code of Laws, as amended, and that the approval was obtained. (Do not mark paragraph #6 if either of these statements is not true.)

7. If the amendment provides for an exchange, reclassification, or cancellation of memberships, provisions for implementing the amendment must be set forth here if provisions are not contained in the amendment itself _____

8. ☐ If this corporation is converting from either a public benefit or religious corporation into a mutual benefit corporation, mark this paragraph #8 which certifies that a notice, including a copy of the proposed amendment, was delivered to the South Carolina Attorney General at least twenty days before the consummation of the amendment.

Date February 17, 2004

Greater Irmo Chamber of Commerce, Incorporated

Name of Corporation

Signature or Officer

Charles L. Larsen Sr. President/CEO

Type or Print Name and Office

FILING INSTRUCTIONS

1. Two copies of this form, the original and either a duplicate original or a conformed copy, must by filed.
2. If the space in this form is insufficient, please attach additional sheets containing a reference to the appropriate paragraph in this form, or prepare this using a computer disk which will allow for expansion of space on the form.
3. This form must be accompanied by the filing fee of $10.00 payable to the Secretary of State.

Return to: Secretary of State
P.O. Box 11350
Columbia, SC 29211

NP-ARTICLES OF AMENDMENT.doc

Form Revised by South Carolina
Secretary of State, January 2000

STATE OF SOUTH CAROLINA
SECRETARY OF STATE

NONPROFIT CORPORATION
ARTICLES OF AMENDMENT

SECRETARY OF STATE
FILED
2 1994
AM PM
7 8 9 10 11 12 1 2 3 4 5 6

Pursuant to the provisions of § 33-31-1005 of the 1976 South Carolina Code, as amended, the applicant delivers to the Secretary of State these articles of amendment.

1. The name of the nonprofit corporation is Irmo Business Association

2. Specify (a) the text of every amendment adopted, and (b) list when each amendment was adopted:
Amendment Adopted to Change the Organization name to Irmo Chamber of Commerce.

3. [ ] By checking this paragraph #3 the applicant represents that (a) approval of the amendment by the members was not required, and (b) that the amendment was approved by a sufficient vote of the board or directors or the incorporators. (Do not check this paragraph #3 if member vote was required or if the required vote of directors or incorporators was not obtained.)

4. If the approval of the members was required to adopt the amendment(s), provide the following information:

(a) Designation (Classes of Membership)
Dues paying Members

(b) Number of memberships outstanding
84

(c) Number of votes entitled to be cast by each class entitled to vote separately on the amendment: 1 vote per member - only one Class of members.

(d) Number of votes of each class indisputably voting on the amendment:
30

(e) Complete one of the following as appropriate:

(i) Total number of votes cast for and against the amendment by each class entitled to vote separately: 30 for - 0 against

(ii) Total number of undisputed votes cast for the amendment by each class which was sufficient for approval for that class:
30 for - 0 Against

5. [ ] By checking this paragraph #5 the applicant represents that approval of the amendment by some person or persons other than the members, the board, or the incorporators is required pursuant to Section 33-31-1030 of the 1976 South Carolina Code, as amended, and that the approval was obtained. (Do not mark paragraph #5 if either of these statements is not true.)

6. If the amendment provides for an exchange, reclassification, or cancellation of memberships, provisions for implementing the amendment must be set forth here if provisions are not contained in the amendment itself: Not Applicable

7. [ ] If this corporation is converting from either a public benefit or religious corporation into a mutual benefit corporation, mark this paragraph #7 which certifies that a notice, including a copy of the proposed amendment, was delivered to the South Carolina Attorney General at least twenty days before the consummation of the amendment.

Date: 11/01/94

By: _____
(Signature of Officer)

DON SNIPES, PRESIDENT
(Type or Print Name & Office)

FILING INSTRUCTIONS

1. Two copies of this form, the original and either a duplicate original or a conformed copy, must be filed.

2. If space in this form is insufficient, please attach additional sheets containing a reference to the appropriate paragraph in this form, or prepare this using a computer disk which will allow for expansion of space on the form.

3. This form must be accompanied by the filing fee of $10.00 payable to the Secretary of State.

Form Approved by South Carolina
Secretary of State Jim Miles
June, 1994

The State of South Carolina

Office of Secretary of State Mark Hammond

Certificate of Existence, Non-Profit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

GREATER IRMO CHAMBER OF COMMERCE, INCORPORATED, A Non-Profit Corporation duly organized under the laws of the State of South Carolina on September 2nd, 1988, has as of the date hereof filed as a non-profit corporation for religious, educational, social, fraternal, charitable or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the Secretary of State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to section 33-31-1404 of the South Carolina code and that the non-profit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 18th day of February, 2004.

Mark Hammond

Mark Hammond, Secretary of State

CERTIFIED TO BE A TRUE AND CORRECT COPY AS TAKEN FROM AND COMPARED WITH THE ORIGINAL ON FILE IN THIS OFFICE

DECLARATION AND PETITION FOR INCORPORATION

APPLICATION MUST BE TYPEWRITTEN

DO NOT FILE IN DUPLICATE

FEB 1 2 2004

FILED
SEP - 2 1988
AM PM
7 8 9 10 1 2 3 4 5 6

Mark Hammond
SECRETARY OF STATE OF SOUTH CAROLINA

BJC 01/02 4973
88-013691/88-013691 15:29 00 00F
09-02-88 PM 7:15.00
SECT OF STATE OF SOUTH CAROLINA

The undersigned declarants and petitioners.

NAME	STREET ADDRESS AND CITY
Robert F. Garrison, DMD	PO Box 1246, Irmo
Ashley R. Whetsell, MD	PO Box 1246, Irmo
Stanley S. Sessler, III, CPA	PO Box 1246, Irmo

being two or more of the officers or agents appointed to supervise or manage the affairs of Irmo Business Association

a Corporation which has been duly and regularly organized for the purposes hereinafter to be set forth, do affirm and declare:

That at a meeting of the aforesaid organization, held pursuant to the by-laws or regulations of the said organization, they were authorized and directed to apply for incorporation.

That the said organization holds, or desires to hold, property in common for a Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose, or any two or more of said purposes, and is not organized for the purpose of profit or gain to the members, otherwise than is above stated, or for the insurance of life, health, accident or property; and that the three days' notice in the Independent News of Irmo a newspaper published in the County of Lexington South Carolina has been given that the aforesaid Declaration would be filed.

The said Declarants and Petitioners further declare and affirm:

FIRST. Their names and residences are as above given.

SECOND. The name of the proposed Corporation is Irmo Business Association

THIRD. The place at which it proposes to have its headquarters or to be located is PO Box 1246 (Street and Number) in the City of Irmo, SC

FOURTH. The purpose of the said proposed Corporation is Community business and civic organization

FIFTH. The names and residences of all Managers, Trustees, Directors or other officers, are as follows:

NAMES	TITLE	ADDRESS
Robert F. Garrison, DMD	President	PO Box 1246
Ashley R. Whetsell, MD	Vice-President	PO Box 1246
Stanley S. Sessler, III, CPA	Secretary/Treasurer	PO Box 1246

SIXTH. That they desire to be incorporated in perpetuity (or number of years 50).

Wherefore your petitioners pray that the Secretary of State do issue to the aforesaid

Irmo Business Association
(Repeat Name of Association)

A Certificate of Incorporation, with all rights, powers, privileges and immunities, and subject to all the limitations and liabilities conferred by Title 33, Chapter 31, 1976 Code, and Acts amendatory thereto, to provide for the incorporation of Religious, Education, Social, Fraternal or Charitable Churches, Lodges, Societies, Associations, or Companies, and for amending the Charters of those already formed and to be formed.

(Sign here) Robert F. Garrison
Ashley R. Whetsell
Stanley S. Sessler, III

Date 8/10/88, 19

(Affidavit on other side)

INSTRUCTIONS

FILING FEES—Churches, Religious Organizations, Religious Societies, Religious Institutions and Volunteer Fire Departments $3.00

Other non-profit Corporations $15.00

All fees are payable to the Secretary of State.

Two petitioners are all that is required.

State the purpose of your organization tersely in general terms. Do not attempt to include therein matter that should go into your by-laws, or specifically ask for certain powers granted under the law to all corporations such as the right to buy and hold property, to have a common seal, etc.

SHOULD ASSOCIATION BE OTHER THAN A CHURCH, HAVE THE SHERIFF ENDORSE THE PETITION.

THE AFFIDAVIT BELOW MUST BE COMPLETED BEFORE THE CHARTER WILL BE ISSUED.

AFFIDAVIT EXECUTED AS PART OF THE DECLARATION AND PETITION FOR INCORPORATION OF A PROPOSED CORPORATION NAME Irmo Business Association

STATE OF SOUTH CAROLINA)
)
COUNTY OF Lexington)

The undersigned Robert F. Garrison, DMD
Ashley R. Whetsell, MD
Stanley S. Sessler, III, CPA

do hereby certify that they are the officers or persons signing the petition for incorporation of a non-profit corporation having no capital stock, that all the facts in the petition are true and correct and that the corporation will not operate for a profit for itself or any of its members.

✓ Robert Garrison
✓ Ashley R Whetsell
✓ Stanley S Sessler III

Sworn to before this _____

day of _____, 19____

_____

Notary Public for South Carolina

My commission expires _____

NOTICE: IF IT IS FOUND THAT THE CORPORATION IS OPERATED FOR PROFIT, THIS MAY BE GROUNDS FOR REVOCATION OF CHARTER.

Dave Ed. Byrd CHIEF OF POLICE IRMO, S.C.

SHERIFF'S SIGNATURE

PLEASE MAIL THIS APPLICATION WITH CORRECT REMITTANCE TO: SECRETARY OF STATE
P. O. BOX 11350, COLUMBIA, SOUTH CAROLINA 29211

Chip Huggins
District No. 85 - Lexington County
308 Wayworth Court
Columbia, SC 29212

Committees:
Regulations and Administrative Procedures
Ways and Means

Subcommittees:
Sales and Income Tax, Chairman
Transportation, Regulatory and Cultural

House of Representatives

State of South Carolina

323-B Blatt Building
Columbia, SC 29201

Tel. (803) 734-2971
Fax (803) 734-0103

December 8, 2016

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Council:

I am writing on behalf of The Greater Irmo Chamber of Commerce that has recently applied for County of Lexington Accommodations Tax Fund for fiscal year 2017-2018. Those funds will be used for the Welcome and Visitor's Center designed to advance the status of the community and Lexington County for tourism. The Greater Irmo Chamber of Commerce has my support in their effort to market the Greater Irmo community as a tourist destination.

The Greater Irmo Chamber of Commerce has a positive program in place that would greatly enhance its ability to attract tourism to the community, and this would benefit Lexington County as a whole. The use of County of Lexington Accommodations Tax Fund for this program would be a responsible investment in the community, and I support the use of these funds for the Greater Irmo Chamber of Commerce and Visitor's Center. I would greatly appreciate it if you would give this application your careful and thoughtful consideration.

If I can ever be of assistance, please call me.

Sincerely,

Chip Huggins

Thanks for all you do!

CH/vhr/2016dec8-3

e-mail: chiphuggins@schouse.gov
24-Hour Hotline (803) 331-8468

Nathan Ballentine
District No. 71 - Lexington &
Richland Counties
324 Sienna Drive
Chapin, SC 29036

Committee:
Labor, Commerce & Industry
Legislative Oversight

House of Representatives

State of South Carolina

320-B Blatt Building
Columbia, SC 29201

Tel. (803) 734-2969

December 8, 2016

Lexington County Council
212 South Lake Dr., Suite 601
Lexington, SC 29072

Dear Council:

Thank you for the opportunity to endorse the Greater Irmo Chamber of Commerce's recent application for the County of Lexington Accommodations Tax Fund for Fiscal Year 2017-2018. This financial support will enable the Greater Irmo Chamber of Commerce to further its endeavor for the Greater Irmo Chamber Welcome and Visitor's Center.

The Greater Irmo Chamber of Commerce has continued to strive to implement programs that benefit not only the Irmo Community but Lexington County overall. I am in full support of this request for use of the County of Lexington Accommodations Tax Fund for this project and do appreciate your full consideration. The project will generate overnight stay in Lexington County's lodging facilities.

I am honored to represent the Lexington County portion of the Greater Irmo area in the South Carolina State House. If I may be of further assistance, please do not hesitate to contact me.

Sincerely,

Nathan Ballentine

Senate Education Committee

JOHN COURSON
CHAIRMAN

SUITE 412
GRESSETTE OFFICE BUILDING
TELEPHONE (803) 212-6250

THE SENATE OF SOUTH CAROLINA
P. O. BOX 142
COLUMBIA, SOUTH CAROLINA 29202

SALLY CAUTHEN
RESEARCH DIRECTOR
K-12

OLIVIA BURNS
RESEARCH DIRECTOR
HIGHER EDUCATION

December 12, 2016

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Lexington County Council Members,

I support the Greater Irmo Chamber of Commerce's application for the fiscal year 2017-2018 County of Lexington Accommodations Tax Fund request. The funds will help as the Greater Irmo Chamber of Commerce continues to enhance their Welcome and Visitor's Center to elevate the community's status and develop better networking opportunities for small and minority owned businesses. This funding source will go a long way in helping the Chamber continue to promote and encourage tourism in the Greater Irmo area and Lexington County.

The Greater Irmo Chamber of Commerce is a viable group of business and professional men and women who are committed to making this area the best that it can be. The Chamber has a proactive program in place that would help them with the goal to attract tourism. All of Lexington County would benefit from this project. The program will generate overnight stays in Lexington County's lodging facilities. The county's historical and cultural venues, recreational facilities and events, and the uniqueness and flavor of the local community and Lexington County will be promoted and highlighted. I believe that the Accommodations Tax Fund will be a wise investment in this community. Your support of their effort would be greatly appreciated.

I am honored to represent a large part of the Lexington County portion of the Greater Irmo area in the South Carolina Senate, and I thank you for your past support of the Greater Irmo Chamber. If I can provide additional information or whenever I may be of assistance, please feel free to contact me.

With warm regards, I am

Sincerely,

John Courson
SC Senator

RONNIE CROMER
SENATORIAL DISTRICT NO. 18

HOME ADDRESS:
P.O. BOX 378
PROSPERITY, SC 29127
TELEPHONE: (803) 364-3950



OFFICE ADDRESS:
P. O. BOX 142
311 GRESSETTE BUILDING
COLUMBIA, SC 29202
TELEPHONE (803) 212-6330
FAX (803) 212-6299
EMAIL: RONNIECROMER@SCSENATE.GOV

December 20, 2016

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Members of Council:

I am of the understanding that The Greater Irmo Chamber of Commerce has recently applied for funds from the County of Lexington Accommodations Tax Fund for fiscal year 2017-2018, for the Welcome and Visitor's Center. I fully support the efforts of The Greater Irmo Chamber of Commerce and Visitor's Center to market the Irmo community and Lexington County as a tourist destination.

I believe the mission and purpose of The Greater Irmo Chamber of Commerce to encourage and promote tourism of the Greater Irmo area and Lexington County are all-important to meeting the needs and supporting the tourist climate of the area. The use of the County of Lexington Accommodations Tax Fund would not only benefit and be in the best interest of the community of Irmo, but of Lexington County as a whole.

Your consideration of this request is greatly appreciated. If I can provide any further information or comment, please let me know.

With warmest regards,

Ronnie Cromer
South Carolina Senate District Eighteen

RWC:ah

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: EdVenture's Out of Market Marketing Plan FY18

2. Sponsoring Organization: EdVenture, Inc.

   Mailing Address: PO Box 1638, Columbia, SC 29202

3. Event/Project Director:

   Name Sara Salley Title Director of Philanthropy

   Telephone 803-400-1138 Alternate Telephone

   Fax Number

   Email ssalley@edventure.org

4. Event Website: www.edventure.org

5. Event/Project Category (*Check One*):
   ☑ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☐ Tourism Related Expenditures:

6. Project Timeline: Beginning date 7/1/2017 End date 6/30/2018

7. Location of Project/Event: EdVenture Children's Museum (211 Gervais Street)

8. Number of employees: #Full-time 47 #Part-time 87

9. Do you advertise outside a 50-mile radius? ☑ Yes ☐ No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    ☑ Rack Cards - # distributed None in 2016 due to re-branding
    ☑ Brochures - # distributed 10,000
    ☑ Posters - # distributed 50 - event posters in Richland and Lexington County
    ☑ Magazine Ads - # ads 13 (list ads and distribution range on separate sheet)
    ☑ Newspaper Ads - # ads 5 (list newspapers and distribution range on separate sheet)
    ☑ Television Ads - # ads 544 (list stations and viewing range on separate sheet)
    ☑ Radios Ads - # ads 100 (list stations and listener range on separate sheet)
    ☑ Billboards - # ads 20 (list number and location of billboards on separate sheet)
    ☐ Websites - # web pages other than primary website # 5 (list on separate sheet with target audience)
    ☑ Other than listed above: 4 (social media and enews) (list on separate sheet with target audience)

11. How many people do you expect to attend? 225,000

12. Of this number, how many are tourists? 141,702 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☑ Web page inquires - estimated inquires per month 47,219 page views per month
- ☑ Phone call inquiries - estimated phone calls per month 25
- ☑ Brochure mailings - estimated brochures mailed per month 300
- ☑ Event ticket sales - estimated tickets sold per event 217,000 in FY15-16
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: zip code tracking through ticketing software

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
Various hotels throughout Richland and Lexington Counties. It is estimated that EdVenture will generate a total of 11,250 hotel nights in FY18.

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 75,000
b. Amount of Accommodations Funds requested for this Project: $ 10,000
c. This request equals what percent of the total Project/Event Budget? 13 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Billboards $4,000, Digital/web $2,500, TV $2,500, Rack cards/brochures $1,000

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2016-17, amount $ $2,500, source ATax, and purpose: tourism marketing and Snowville exhibit

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑Yes ☐No

c. If no, please explain:

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☑ 501(c) 3
- ☐ Other:_____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments:_____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Sara Jane Salley	Director of Philanthropy
Print Name	Title
Sara Jane Salley	1/5/17
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: EdVenture, Inc.

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Lexington County ATax	2500	2500	5000
City of West Columbia ATax	4000	4000	4000
Richland County A Tax	20000	20000	20000
SCPRT	20000	20000	20000
City of Columbia HTax	26000	18500	18500
Richland County HTax	17500	10000	10000
	90000	75000	75000

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: EdVenture, Inc.

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Billboards - out of market	2000		4000
Digital/Web		1000	2500
Television/Cable		1500	2500
Printing/Rack Cards			1000
Print ads	500		
	2500	2500	10000

A. General Description

EdVenture, South Carolina's premier children's museum, draws visitors from all 46 counties of South Carolina, all 50 states, and 18 foreign countries. Our mission is to inspire children to experience the joy of learning through innovative and hands-on exhibits, educational programs and outreach. Since opening in 2003, EdVenture has established itself as a fiscally sound and well managed organization that consistently brings in more than 217,000 visitors annually, through effective marketing and advertising, collaborations and strategic partnerships.

EdVenture requests $10,000 to assist with FY2017-2018 out of market tourism marketing and the *Snowville* exhibit which will be displayed in November 2017 – January 2018. The main objectives for EdVenture's 2017-18 tourism advertising:

1. Market the *Snowville* exhibit to out of market visitors through various marketing and advertising vehicles including billboards, print ads, TV, radio and digital/web.

2. Build awareness with out-of-market audiences that EdVenture Children's Museum is the Southeast's largest children's museum and a unique attraction for individuals/families with children planning a trip to the Midlands region of South Carolina or looking for a memorable, rewarding day trip for kids.

Snowville is a highly popular seasonal exhibition that brings the wonder and magic of winter to South Carolina. For many children and families living in the south, there is little opportunity to experience the joys of snow or winter sports such as ice hockey or fishing. At EdVenture Children's Museum it snows all day long in *Snowville* and visitors can discover about the science of snow and ice, build an igloo, learn about penguins, come into close contact with a polar bear, slide down on a snowy hill or even toss snowballs. It is anticipated that more than 29,000 individuals will travel to EdVenture Children's Museum to view this exhibit during its nine week run in FY18.

EdVenture's overall advertising campaign for out-of-market visitors is heavily weighted toward the late fall, to capture travelers to fall sporting events and to position EdVenture as an attraction for the "winter break" season from schools; early spring, to capture "spring break" travelers; and to reach those making summer travel plans. These time frames depict peak attendance trends for out-of-area visitors.

The out-of-market media mix we plan to use this year to reach our primary and secondary target audiences will include print, digital outdoor (out-of-home), and a major emphasis on television advertising supported by targeted online advertising, social media, and PR strategies to increase the reach and frequency of our messaging.

EdVenture will measure the viability and effectiveness of its 2017-18 marketing campaign through a variety of tracking methods that encompass different visitor details and habit patterns such as zip codes, website usage, and visitor surveys.

B. Benefit to Promote Tourism

EdVenture Children's Museum continues to be one of the most exciting attractions of its kind statewide, and it draws significant crowds of our target demographic which includes children ages 12 and younger, parents, families, school groups and other organized groups from across the state. We are the only children's museum in the Midlands and the largest (in terms of size and educational/outreach impact) in the state. When analyzing audience numbers for FY2016, EdVenture's 217,000 visitors included 49,984 (23%) tourists travelling 50 miles or more and 167,339 (77%) residents within a 50-mile radius of Columbia. Visitors from Lexington County totaled 35,914 and 83,298 were from Richland County. Over 55% of EdVenture's audience lives outside of Lexington and Richland Counties.

- Display ads and Facebook ads will be targeted to Midlands, Greenville/Spartanburg, Charlotte, Charleston, Florence, Myrtle Beach area, and Aiken/Augusta (display ads delivered 558,181 impressions with a CTR rate of 0.17% and delivered 348,149 Facebook impressions with a 1.21 CTR rate in 2016/2017)
- Digital ads on Pandora radio

Billboard Placements

- Columbia, SC (10), Charleston (1) and Augusta, GA (5)
- Out of market placement partnership with CVB to place boards in Charlotte, Greenville and Augusta

Radio

- Radio spots on Alpha Media stations (Columbia Metro-region)

Internal Promotion (With Donor Recognition)

- Exhibit Signage at exhibit entrance on 24" x 36" sign
- Exhibit Promotion on a 4' x 6' marquee sign over the front door of the museum
- Exhibit Promotion in EdVenture's electronic newsletter (distribution of 11,000+ emails)
- Exhibit Promotion in e-blasts to members 4x each month highlighting Snowville exhibit (3,000 households)
- Exhibit Promotion in Elevator Signage
- Exhibit Promotion exposure for 2.5 months on EdVenture's website (receives more than 47,000 page views per month)

Accommodations Tax Funds will be used to market and promote *Snowville* exhibit marketing throughout the state and region as noted above as well as other tourism marketing ads highlighting EdVenture as an area attraction in these same markets.

F. Additional Comments

Thank you for the opportunity to apply for Accommodations funds that will assist EdVenture in promoting *Snowville* and EdVenture as a whole to tourists outside the 50 mile radius from EdVenture.

EdVenture Tourism Marketing Detail

Magazine ads:
Low Country Parent – 2 issues (Charleston region)
Upstate Parent – 2 issues (Greenville region)
Augusta Family – 6 issues (Augusta region)
Southern Living – 1-3 issues
Fig – 2 issues (Columbia/Midlands)
Columbia CVB annual tourism guide
Lake Murray annual tourism guide
Free Times

TV ads:
Time Warner Cable - Columbia, Sumter, Orangeburg, Florence, Rock Hill
Comcast Cable - Augusta
Network/Shows: USA, TNT, Lifetime, Learning Channel, Food Network, Nick, Discovery, Cartoon Network, Disney XD, HUB, Animal Planet, Bravo
WISTV
WLTX, WOLO and WACH have covered events and EdVenture's impact.

Radio ads:
Stations: WWDM, WLTY, WXBT, WARQ

Billboards:
17 Digital Billboards in Augusta
Location: W/S Belair Rd N/O Columbia Rd
15th St at Broad River
Hwy 25 N/O Harold Rd

Various locations in Richland County

EdVenture is partnering with CVB on digital billboard shares in Augusta, Greenville, and Charlotte markets.

Websites: The majority of our marketing covered the markets of Columbia, Charleston, Florence/Myrtle Beach, Greenville/Spartanburg, Aiken/Augusta and South Charlotte. Our primary demographic targeted was moms with children under 9 with a secondary target of grandparents. Websites include: EdVeture.org, Pandora, Facebook, WISTV, Weather.com.

Other:
Rack Cards: Rack cards will be distributed to SC Welcome Centers
Digital: Targeted to Midlands, Greenville, Spartanburg, Aiken, Augusta, Charlotte, Florence, and Myrtle Beach area. Static, animated and expandable units delivered.
E-newsletter – 11,000 receive monthly newsletter in addition to exhibit and event updates
Facebook: 17,576 likes
Instagram: 1,331 followers
Twitter: 4,633 followers
Community Calendars: Midlands Region

Economic Impact Analysis

Projected for EdVenture for July 1, 2017 – June 30, 2018

Total Dollars Spent by EdVenture Visitors (by all visitors, exclusive of lodging) (225,000 total attendance visitors x $59) (Source: SCPRT)	**$13,275,000**
****Note- For EdVenture reference only, not in EIA total********* Total Visitor Admissions Revenue at EdVenture (225,000 x $11.50) (2,000 Memberships x $129)	$2,845,500
Retail Purchases at EdVenture ($1.50/person x 225,000 = $337,500)	$337,500
Total Hotel Revenue (15 % overnight visitors x 225,000= 33,750 total overnight visitors or 11,250 hotel rooms 1/3 of 33,750 x $75/night) (Source: SCPRT)	**$843,750**
Total Sales and Accommodations Tax Revenue (14% x $843,750) (6% state sales tax, 1% local option, 2% accommodations tax local, 5% accommodations state)	**$118,125**
Total Sales and Hospitality Tax Revenue (9% x $6,637,500 [50% of visitor expenditure]) (6% state sales tax, 1% local option, 2% hospitality tax)	**$597,375**
Total Retail Sales Tax (7%) (6% state sales tax, 1% local options x $337,500)	**$23,625**
Overall Economic Impact	**$14,857,875**

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: EdVenture, Inc.

Project/Event Name: Snowville Exhibit and Out of Market Advertising

Contact Name: Sara Salley Phone: 803-400-1138

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application? Yes

If no, state any problems you encountered:

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):
EdVenture thanks Lexington County for supporting its marketing efforts to attract tourists to the museum.

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	2015/16 Previous Year
Total Budget of Event/Project	75000	90000
Amount Funded by the Lexington County Accommodations Tax Fund	2500	2500
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	24000	24000
Total Attendance	217000	209000
Total Tourists*	49910	54340

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
zip codes are tracked by EdVenture's ticketing software

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Sara Salley
Print Name

Director of Philanthropy
Title

Signature

1/5/17
Date

EdVenture
EDUCATION. EVERYONE.

FY16-17 County of Lexington Accommodations Tax
Expenses Report

Digital placement – Weather.com (Buonasera – August 2016)	$1,000
Out of Market Time Warner Cable Ads (Buonasera – January 2017)	$1,500
	$2,500

EDVENTURE, INC.

STATEMENT OF ACTIVITIES

YEAR ENDED JUNE 30, 2015
(With comparative totals for the year ended June 30, 2014)

	Year Ended June 30, 2015			Totals Year Ended June 30, 2014
	Unrestricted	Temporarily Restricted	Total	
Revenues, Gains and Other Support				
Annual giving and pledges	$ 595,268	$ 170,250	$ 765,518	$ 671,594
Government support and grants	1,526,622	-	1,526,622	1,832,832
Admissions	996,273	-	996,273	913,323
Membership	261,815	-	261,815	267,428
Program revenue	1,009,518	-	1,009,518	1,037,387
Retail sales	114,805	-	114,805	140,589
Facility rental	85,115	-	85,115	66,875
Special events	135,293	-	135,293	115,752
In-kind support	76,806	-	76,806	81,019
Investment income (loss)	5,147	-	5,147	35,593
Net assets released from restrictions	555,035	(555,035)	-	-
Total revenues, gains, and other support	5,361,697	(384,785)	4,976,912	5,162,392
Expenses Before Depreciation, Amortization, Interest Expense and Other Expenses				
Administration	1,048,010	-	1,048,010	964,349
Facilities and exhibits	448,019	-	448,019	449,079
Education	2,224,142	-	2,224,142	2,247,642
Development	282,920	-	282,920	214,967
Marketing	583,253	-	583,253	491,002
Retail operations	165,879	-	165,879	182,746
Special events	109,272	-	109,272	84,771
Total expenses before depreciation, amortization and interest expense	4,861,495	-	4,861,495	4,634,556
Changes in net assets before depreciation, amortization, interest expense and other expenses	500,202	(384,785)	115,417	527,836
Depreciation and amortization expense	(725,709)	-	(725,709)	(788,364)
Interest expense	(61,218)	-	(61,218)	(73,626)
Changes in net assets	(286,725)	(384,785)	(671,510)	(334,154)
Net assets, beginning of year	4,288,144	5,621,952	9,910,096	10,244,250
Net assets, end of year	$ 4,001,419	$ 5,237,167	$ 9,238,586	$ 9,910,096

See accompanying notes.

EDVENTURE, INC.

STATEMENT OF FINANCIAL POSITION

AS OF JUNE 30, 2015
(With comparative totals as of June 30, 2014)

	2015			
	Unrestricted	Temporarily Restricted	Total	Totals 2014
Assets				
Cash and cash equivalents	$ 34,568	$ 617,559	$ 652,127	$ 768,173
Accounts receivable	62,104	-	62,104	33,840
Grants receivable	222,644	-	222,644	233,335
Pledges receivable, net of allowance for uncollectible pledges	58,693	253,500	312,193	365,742
Pledges receivable from Board members and employees	6,085	-	6,085	22,810
Contributions receivable for future rent	-	4,208,829	4,208,829	4,436,793
Retail inventory	14,296	-	14,296	18,473
457(b) Retirement plan asset	150,335	-	150,335	141,827
Beneficial interest in assets held by others	78,939	157,279	236,218	240,446
Deposits on exhibits	53,250	-	53,250	30,000
Property and equipment, net of accumulated depreciation and amortization	5,020,947	-	5,020,947	5,537,236
Total assets	$ 5,701,861	$ 5,237,167	$ 10,939,028	$ 11,828,675
Liabilities and Net Assets				
Liabilities:				
Accounts payable and other liabilities	$ 285,855	$ -	$ 285,855	$ 350,070
457(b) Retirement plan liability	150,335	-	150,335	141,827
Deferred revenue				
Membership dues	116,091	-	116,091	118,474
Programs	60,242	-	60,242	50,195
Line of credit - operating	205,419	-	205,419	225,513
Notes payable	882,500	-	882,500	1,032,500
Total liabilities	1,700,442	-	1,700,442	1,918,579
Contingencies (*Note 15*)				
Net assets:				
Unrestricted:				
Unrestricted - invested in property and equipment	5,020,947	-	5,020,947	5,537,236
Unrestricted - other	(1,019,528)	-	(1,019,528)	(1,249,092)
Temporarily restricted	-	5,237,167	5,237,167	5,621,952
Total net assets	4,001,419	5,237,167	9,238,586	9,910,096
Total liabilities and net assets	$ 5,701,861	$ 5,237,167	$ 10,939,028	$ 11,828,675

See accompanying notes.

County of Lexington
Accommodations Tax Fund
FY 2017/2018

APPLICATION



1. Name of Project/Event: Mktg Support for 17-18 Season of Harbison Theatre at MTC

2. Sponsoring Organization: MTC Foundation on behalf of Harbison Theatre at MTC

   Mailing Address: 7300 College Street, Irmo, SC 29063

3. Event/Project Director:

   Name Katie Fox Title Executive Director

   Telephone 803-407-5003 Alternate Telephone

   Fax Number 803-407-5004

   Email foxk@midlandstech.edu

4. Event Website: www.harbisontheatre.org

5. Event/Project Category (*Check One*):
   ☑ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☐ Tourism Related Expenditures:

6. Project Timeline: Beginning date 7/1/17 End date 6/30/18

7. Location of Project/Event: Harbison Theatre at Midlands Technical College (MTC)

8. Number of employees: #Full-time 3 #Part-time 2

9. Do you advertise outside a 50-mile radius? ☑Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☑ Rack Cards - # distributed 2500
    - ☑ Brochures - # distributed 66854
    - ☑ Posters - # distributed 100
    - ☑ Magazine Ads - # ads 7 (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 8 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 935 (list stations and viewing range on separate sheet)
    - ☑ Radios Ads - # ads 700 (list stations and listener range on separate sheet)
    - ☑ Billboards - # ads 3 (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 1 (list on separate sheet with target audience)
    - ☐ Other than listed above: (list on separate sheet with target audience)

11. How many people do you expect to attend? 28000

12. Of this number, how many are tourists? 16100 (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☐ Phone call inquiries - estimated phone calls per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☑ Event ticket sales - estimated tickets sold per event 350
- ☐ Event registration - estimated registrants per event
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: Raise your hand polls

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:
N/A

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $ 490000
b. Amount of Accommodations Funds requested for this Project: $ 20000
c. This request equals what percent of the total Project/Event Budget? 4.08 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Advertising with media outlets including television and radio

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2016/2017, amount $ 1,000, source Lexington County A-Tax Grant and purpose: Marketing support for 16-17 Season of Harbison Theatre at MTC

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☑Yes ☐No

c. If no, please explain:

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☑ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other: _____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: _____

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Katie Fox	Executive Director
Print Name	Title
Katie Fox	1/5/17
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: MTC Foundation on behalf of Harbison Theatre at MTC

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Richland County H-Tax*	15000	25500	27000
State, Federal, Local Grants	25000	13544	16000
Sponsorships	5000	15000	15000
Rental Income	19041	27795	29000
Ticket Revenue	129203	34762	130000
MTC Operations Fund	263809	259315	254617
According to the Lexington County Assessors Office the			
county dividing line runs through the theatre. This makes			
Harbison Theatre eligible for Richland County H-Tax funds.			
However, the rest of the campus is in Lexington County.			

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name: MTC Foundation on behalf of Harbison Theatre at MTC

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Brochure Printing	19687	19775	19000
Window Clings	3900	3752	3400
Per Show Advertising	34377	13552	36287
Season Marketing	39297	7387	41480
Artist Fees	209792	181450	221450
Salaries	150000	150000	150000

2017-18 Lexington Accommodations Tax Project Description for Harbison Theatre at Midlands Technical College

A. General description:

Harbison Theatre at Midlands Technical College offers programs and productions that encourage reflection, examination and discovery; and that provide entertainment, education and opportunity to professionals, learners and community members in all stages of life. The theatre is a state-of-the-art, 400 seat performing arts center located on the Harbison Campus of Midlands Technical College. It is home to a 20 production Signature Series that features performing artists and groups from across the country, offering residents and visitors the best in theatre, dance, music, and film. Performing legends such as Mavis Staples, The Second City, Kathleen Madigan, Pilobolus and have graced our stage; as well as pop culture favorites The Texas Tenors, Scott Bradlee's Postmodern Jukebox and Lucky Chops, family events like The Singalong Muppet Movie and world-renown scholars and authors such as Fabien Cousteau, Glennon Doyle Melton and Negin Farsad. Harbison Theatre presents the sold-out Pops Series featuring the South Carolina Philharmonic, offering additional professional performance opportunities to the professional musicians of our community. The theatre is also home to several yearly performances by young people in Lexington/Richland School District Five and serves as a performance space available for rent by community arts organizations such as the Chapin Community Theatre, Irmo-Chapin Recreation Commission, the Lake Murray Symphony Orchestra, and several local dance schools. Between Harbison's presenting activities and rentals, the theatre is in use almost every weekend of the year. This grant application concerns advertising support for the Signature Series. Based upon our prior success and audience surveys, the 2017-18 Season includes productions and events that promise to highlight the best of performing arts both home-grown and abroad.

B. Benefit to promoting tourism and Lexington County Community:

For years, Irmo has suffered from a "great place to live, but I wouldn't want to visit there" image. Harbison Theatre at Midlands Technical College plays a leading role in changing that image. Until its construction, the community and the surrounding area lacked a space that could technically sustain nationally-touring performing acts. Based on ticketing information, we know that 57.5% of this season's audience visited from beyond the boundaries of Lexington County. Based on casual, "raise your hand" polling, we know that about half our audience members visit a restaurant before they attend shows. Harbison Theatre increases the draw of an evening audience to Irmo.

In addition to featuring nationally-recognized companies and performers, Harbison Theatre serves as a showplace for the best in local, Lexington county-based performing arts. The theatre is a second home to Chapin Theatre Company, the Lake Murray Symphony Orchestra; and several dance academies also perform in the space throughout the year. Additionally, the

theatre hosts a dozen performances by performing arts students in District Five of Richland and Lexington Counties. Visiting artists regularly lead masterclasses for learners of all ages during their time at Harbison Theatre, strengthening the skills of local professional and pre-professional performers.

C. **Total attendance to project vs. number of tourists:**
Total attendance to our 2015-16 Season was 19,145 and 10,530 of those attendees were tourists. We anticipate increased attendance during our 2017-18 Season.

D. **Economic impact generated by tourism to the project:**

Based on information gathered in our ticketing system: During our 2015-16 Season tourists comprised about 55% of our audience (10,530).

- If half of our tourists eat in restaurants that would equal 5265 meals.
- In the 2015-16 Season, 5% of our audience traveled two hours or more to attend shows = 957; if 1/3 of those audience members stay in hotel, and we add the number of hotel rooms that the theatre books for visiting performers that would equal 319 rooms.

E. **Overall description of how the event/project attracts and promotes tourists to the area and how the Accommodations Tax Funds were used to accomplish this:**

Our plan to attract and promote tourism is as follows:

Spring 2017 - Season performances finalized; graphic design for print and digital pieces created; season and performance sponsorships finalized
Early Summer 2017 - Season brochure and postcard mailed to 92,647 local residents; rack cards distributed to hotels and visitor centers around the state; print and digital advertisement of season packages; season tickets on sale
Early Fall 2017 - Television and radio advertising for individual shows begins; tickets go on sale for individual purchasers (non-subscribers)
Per-show advertising throughout the season (October through May): Appropriate print ad placement; reminder cards sent home in student take home folders; press releases; Web page features; Harbison Theatre E-newsletter features; billboards; radio and television features.

The Accommodations Tax Funds will assist us in accomplishing this task by helping fund the paid advertising efforts we have planned for our 2017-18 Season.

2017-18 Lexington Accommodations Tax Advertising Source Information for Harbison Theatre at Midlands Technical College

Magazine Ads (combined circulation 100,000):

- Go Columbia
- Jasper
- Fig
- Capital City Lake Murray Country (Visit South Carolina)

Newspaper Ads (combined circulation 501,000):

- Daily Gamecock
- Free Times
- Carolina Panorama
- The State

Television Ads (1,987,000 impressions)*:

- WLTX
- WIS
- Time Warner Cable
- WOLO
- WACH

Radio Ads (1,687,200 impressions)*:

- WWDM
- WARQ
- WTCB
- WLXC
- WFMV
- WOMG
- WCOS
- WWNU
- Pandora

Billboards (1,347,044 impressions):

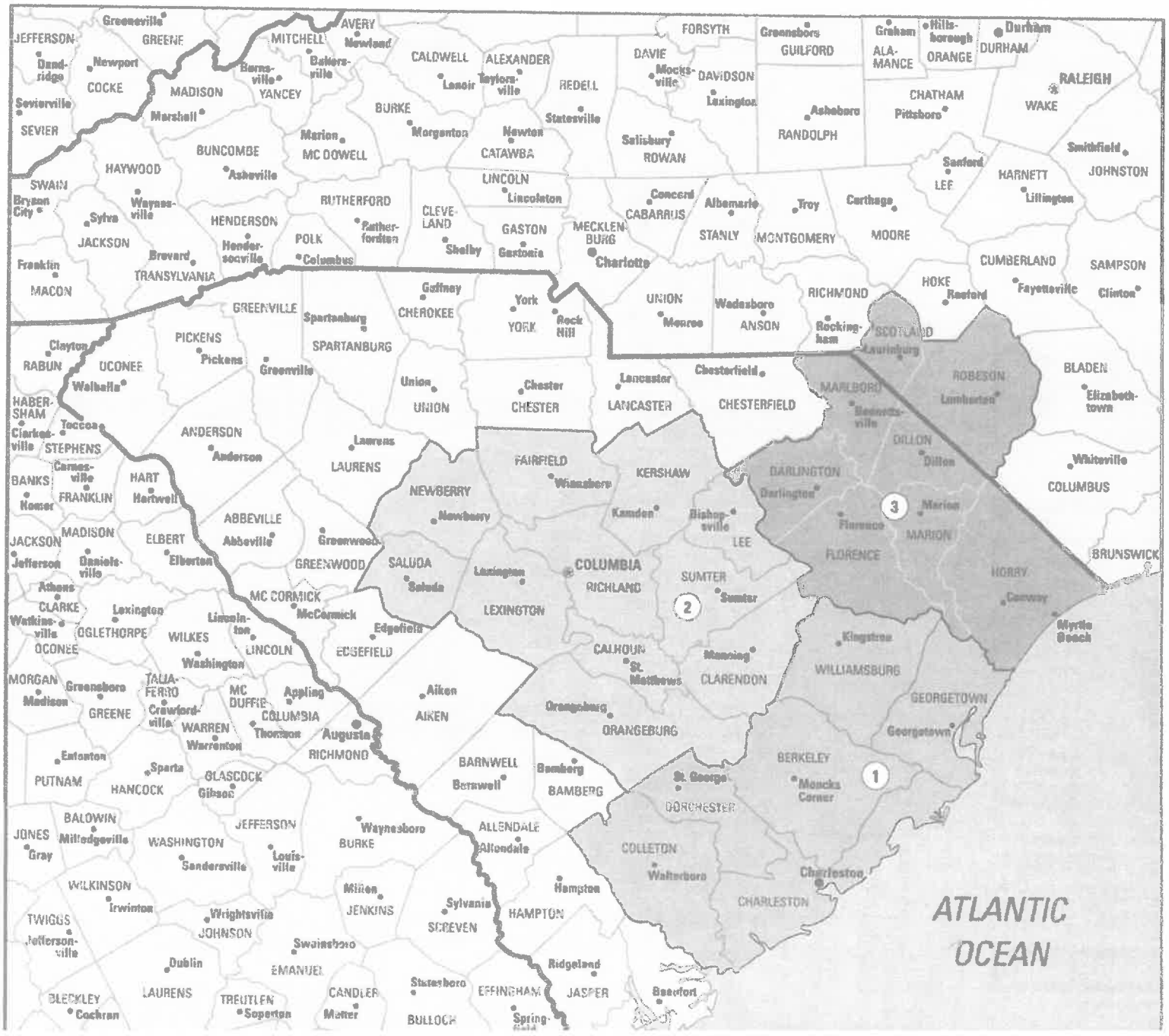
- Lamar
  - 5236 Sunset Blvd
  - 10240 Two Notch Rd
- Grace
  - Corner of Gervais and Assembly

Digital (10,000 online impressions):

- Thestate.com
  - Target: Central SC residents

**Coverage maps attached*

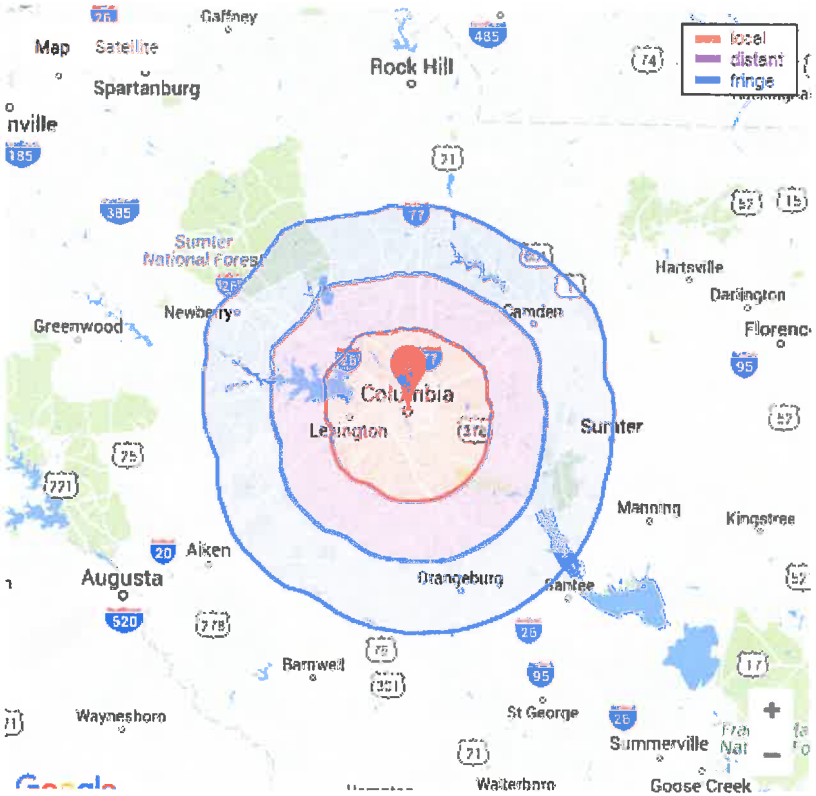
TV HH Rank: 83; Cable HH Rank: 158



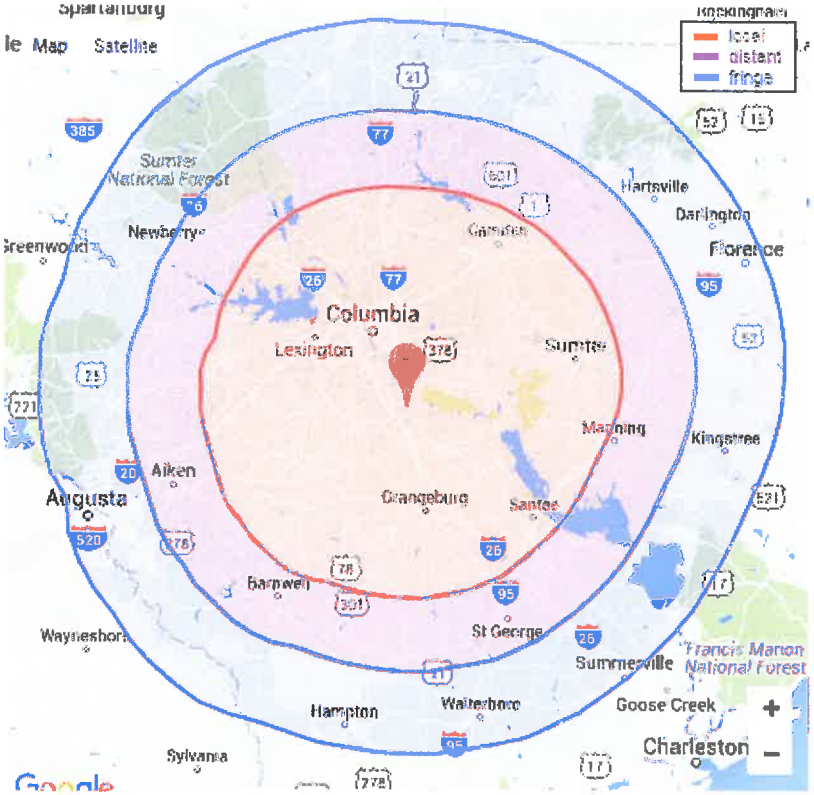
WWDM COVERAGE MAP



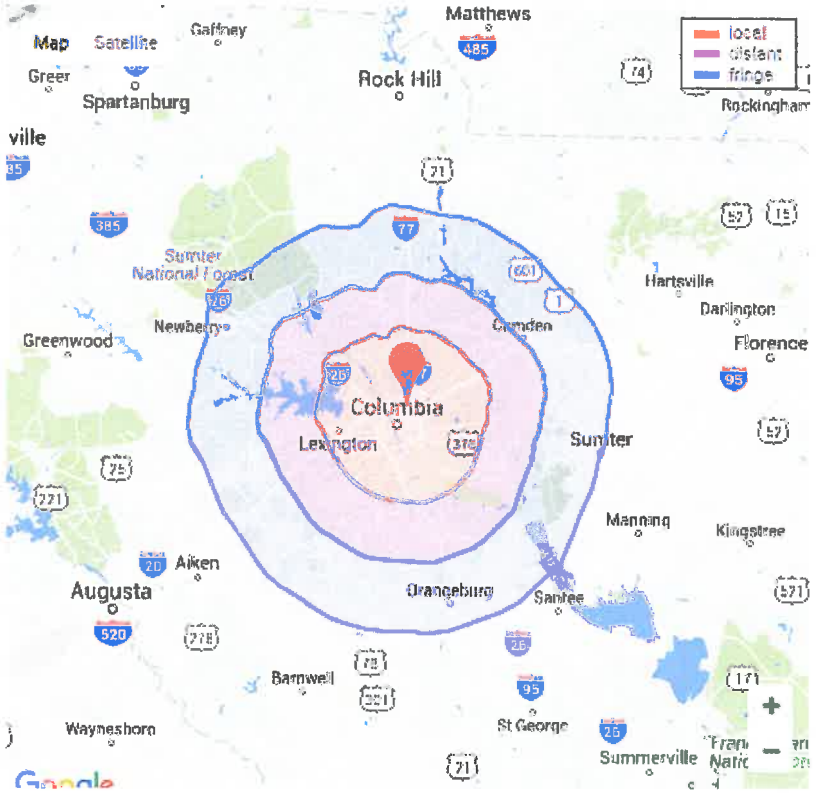
WARQ COVERAGE MAP



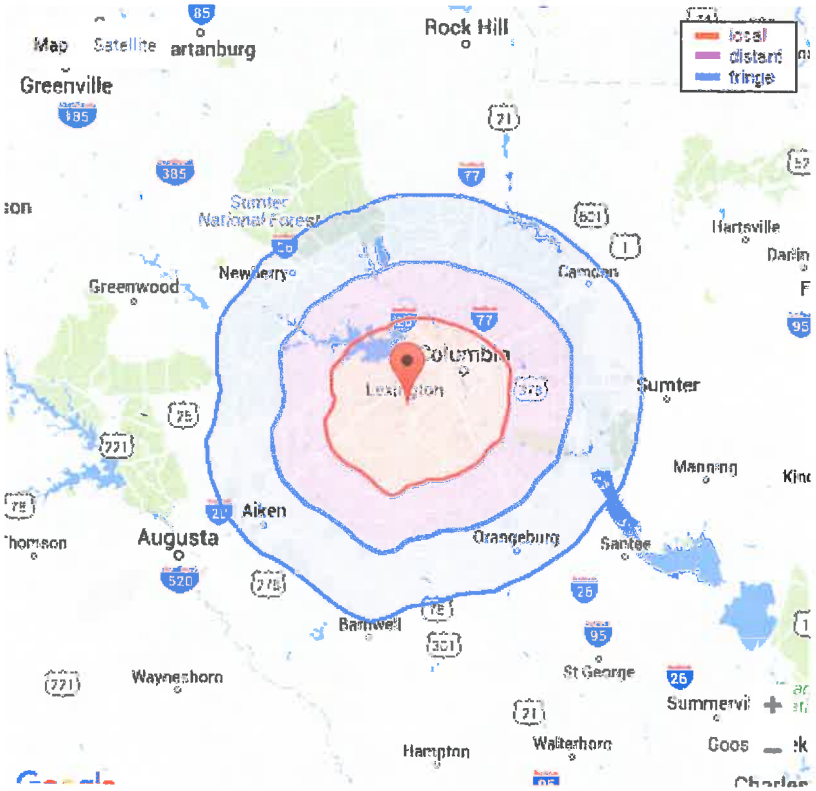
WTCB COVERAGE MAP



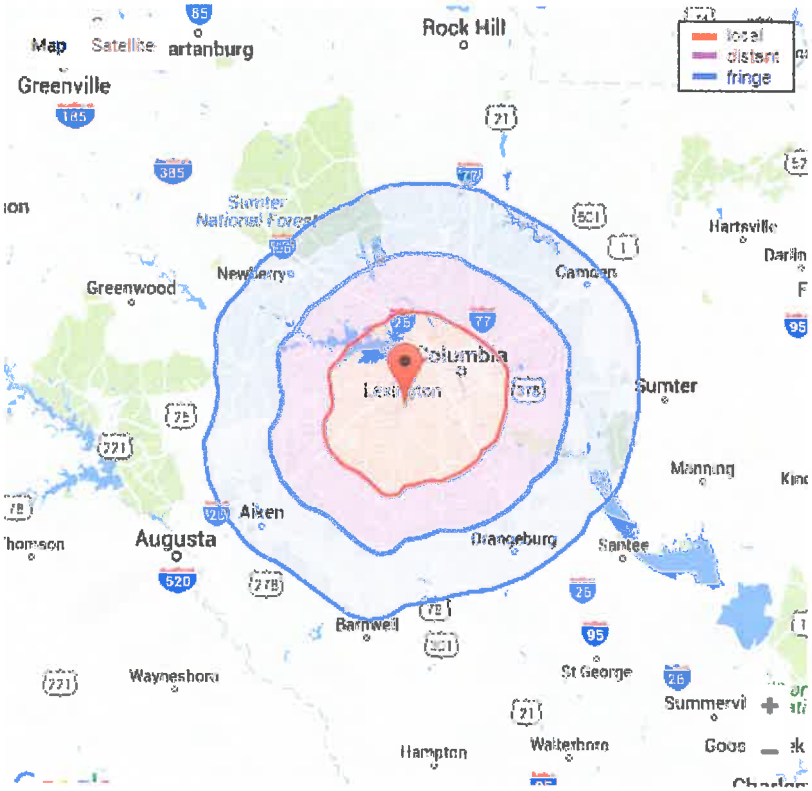
WLXC COVERAGE MAP



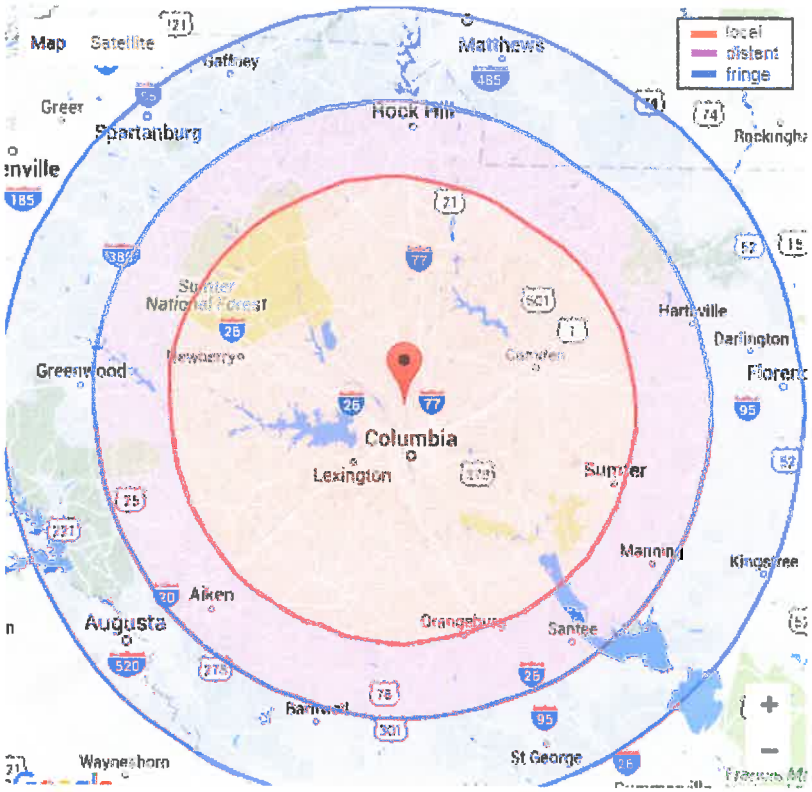
WFMV COVERAGE MAP



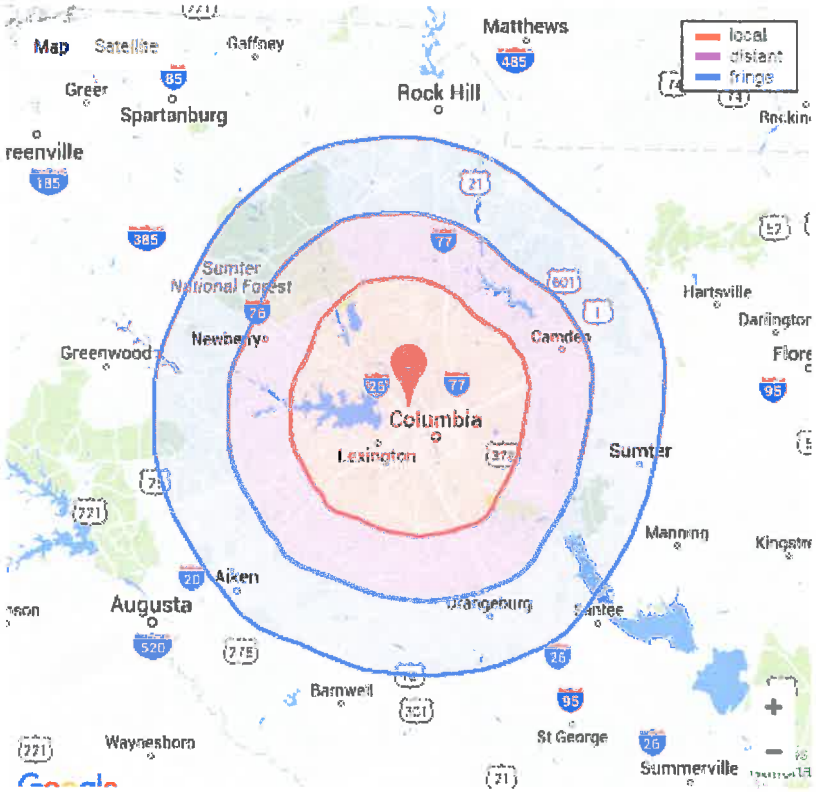
WOMG COVERAGE MAP



WCOS COVERAGE MAP



WWNU COVERAGE MAP



PANDORA COVERAGE

Pandora ads are placed by zipcode. Different zipcodes may be used based upon the audience we are targeting for each individual show.

HARBISON THEATRE
at MIDLANDS TECHNICAL COLLEGE

VI. Project Budget

List of Accomodations Tax Grant Expenses - FY2016/17

Vendor Name	Amount	Expense Category
WOLO	$1190	Marketing
Total	**$1190**	

MIDLANDS TECHNICAL COLLEGE FOUNDATION, INC.

STATEMENT OF FINANCIAL POSITION
June 30, 2016
(With comparative amounts for June 30, 2015)

	June 30, 2016	June 30, 2015
Assets		
Cash and cash equivalents	$ 318,450	$ 720,745
Contributions receivable, net	2,721,657	1,774,923
Other receivables	18,168	12,274
Investments	8,028,917	6,859,533
Total assets	$ 11,087,192	$ 9,367,475
Liabilities and Net Assets		
Accounts payable	$ 52,892	$ 94,812
Total liabilities	52,892	94,812
Net assets:		
Unrestricted - undesignated	1,432,829	844,284
Unrestricted - designated	613,554	598,804
Temporarily restricted	2,427,301	2,525,101
Permanently restricted	6,560,616	5,304,474
Total net assets	11,034,300	9,272,663
Total liabilities and net assets	$ 11,087,192	$ 9,367,475

See accompanying notes.

County of Lexington
Accommodations Tax Fund
FY 2017/2018



APPLICATION

1. Name of Project/Event: Capital City Shag Extravaganza IX

2. Sponsoring Organization: Capital City Shag Club

   Mailing Address: PO Box 310268 Columbia SC 29221

3. Event/Project Director:

   Name Marie Kiesel Title Event Chair

   Telephone 803-606-3030 cell Alternate Telephone 803-772-7577 home

   Fax Number ---

   Email mkiesel@sc.rr.com

4. Event Website: http://www.capitalcityshagclub.com

5. Event/Project Category (*Check One*):
   - ☑ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 03/23/2018 End date 03/25/2018

7. Location of Project/Event: DoubleTree Hotel 2100 Bush River Road Columbia SC 29210

8. Number of employees: #Full-time 0 #Part-time 14 Volunteers

9. Do you advertise outside a 50-mile radius? ☑Yes ☐No

10. If yes to #9, please check all that apply to advertising sources outside of Lexington County:
    - ☐ Rack Cards - # distributed _____
    - ☐ Brochures - # distributed _____
    - ☑ Posters - # distributed 200
    - ☑ Magazine Ads - # ads 3+ (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 2 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 4 (list stations and viewing range on separate sheet)
    - ☑ Radios Ads - # ads 80 (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads _____ (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 103 (list on separate sheet with target audience)
    - ☐ Other than listed above: _____ (list on separate sheet with target audience)

11. How many people do you expect to attend? 400 paid attendees 415 total attendees

12. Of this number, how many are tourists? 332 (80%) (Tourists: "*People taking trips outside of their home communities for any purpose, except daily commuting to and from work.*") [SC Code of Laws, Chapter 6, Section 6-4-5 (4)].

13. List the methods used to track tourists:
- ☐ Web page inquires - estimated inquires per month
- ☐ Phone call inquiries - estimated phone calls per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☑ Event ticket sales - estimated tickets sold per event 400 tickets tracked by Roster
- ☐ Event registration - estimated registrants per event 415
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☐ Surveys - estimated number of responses per survey
- ☑ Other than listed: Ticket Roster with Ticket #/Name/Adress/City/State/Zip Code

14. **Must complete:** County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of room nights you have used or plan to use for your event/project located in the unincorporated areas of Lexington County only:

DoubleTree Hotel — 200 room nights

15. Please indicate you have read: **Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976**? ☑Yes ☐No

16. Project Budget - **Request for funds must meet the requirements of Chapter 6, Section 6-4-10, SC Code of Laws, 1976, as amended.**

a. Estimated total cost of Project $48,725
b. Amount of Accommodations Funds requested for this Project: $6,000
c. This request equals what percent of the total Project/Event Budget? 12.3 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Cultural/Arts (Entertainment) - $5,500 Marketing $500

17. Has your project or organization previously received Accommodations Tax Funds?
☐Yes ☑No

a. If yes, state year_____, amount $_____, source_____, and purpose:_____

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☐Yes ☐No

c. If no, please explain: The decision to move Shag Extravganza VIII to Lexington County came after the deadline for submitting 2016/17 grant applications.

18. Type of Organization:
Please check one:

- ☐ County
- ☐ Municipal
- ☑ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ 501(c) 3
- ☐ Other: _____

Note: For-profit organizations are not eligible for Accommodations Tax Funds

19. Project description - please attach a report with the following information needed by the Tourism Expenditure Review Committee to be sure that the event/project was in accordance to Section 6-4-10 of the S.C. Code of Laws (***Use separate sheet for Project Description if needed***):

a. General description
b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the event/project versus the number of total tourists in attendance
d. Economic impact generated by tourism to the event/project
e. Overall description of how the event/project attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this
f. Additional comments: See Attachment

PLEASE NOTE: Applicant and/or representatives must be present during review process by the Accommodations Tax Advisory Board in order to be considered for funding.

Signature of Event/Project Director:

Marie Kiesel	Shag Extravaganza Event Chair
Print Name	Title
MJ DiMarco for Marie Kiesel	12/21/2016
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name:_____

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Ticket Sales	32,080	32,000	32,000
Grants	3,000	0	6,000
Sponsors & Donors	900	400	500
Program Advertisements	500	500	500
Vendor Fees	500	500	500
Other Income - Merchandise Sales, Auction, Raffle	7,189	8,210	8,600
All Income	**44,169**	**41,610**	**48,100**
	Actual	**Estmated**	**Estimated**

County of Lexington
Accommodations Tax Fund
FY 2017/18

EXPENDITURES

Organization Name:_____

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Rentals/Meals @Hotel	27,190	32,066	31,510
Hospitality Suite - Friday & Saturday	1,079	1,225	1,000
Dance Floor	650	650	650
Hospitality Suite - Sunday	1,068	1,250	1,500
Decorations	645	900	1,000
Marketing/Promotion/Advertising	1,010	900	1,125
Entertainment	6,400	6,400	7,350
Office Supplies, Postage & Mailing Supplies, Other	1,441	2,280	1,840
Prizes	765	900	850
Store Merchandise	676	475	400
Participation Fee to Club Account	1,500	1,500	1,500
All Expenses	**42,424**	**48,546**	**48,725**
	Actual	**Estimated**	**Estimated**

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

Not Applicable for Shag Extravaganza VIII
No Funds Requested for FY2016/17

I. PROJECT INFORMATION:

Organization Name:_____

Project/Event Name:_____

Contact Name:_____ Phone:_____

II. PROJECT COMPLETION:

Were you able to complete the project/event as stated in your original application?

If no, state any problems you encountered:_____

_____

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.):

_____

_____

IV. PROJECT ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for projects for current and previous years.

	FY2016/17 Current Year	**2015/16 Previous Year**
Total Budget of Event/Project		
Amount Funded by the Lexington County Accommodations Tax Fund		
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance		
Total Tourists*		

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):_____

_____

VI. PROJECT BUDGET:

Attach a report indicating what project expenses were paid for using the Lexington County Accommodations Tax Funds for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

_____ _____

Print Name Title

_____ _____

Signature Date



Lexington County
Application for Accommodations Tax Funds

Item 19. Project Description
Capital City Shag Extravaganza IX

a. General Description

Shag Extravaganza IX is the ninth 3-day week end Shag party hosted by Capital City Shag Club and featuring food, music, dance workshops and entertainment. It will be held at the DoubleTree Hotel on March 23, 24, 2018 and at Jamil Shrine Temple on March 25. DoubleTree will provide three meals and a group block of hotel rooms. Historically, Shag Extravaganza attendee book over 200 hotel room-nights. On Sunday the event moves to Jamil Shrine Temple with more food, music and entertainment.

Shag Extravaganza promotes a uniquely southern cultural art form — The Shag and Beach Music. The Shag is the official South Carolina state dance and Beach Music is the official state music as enacted by the SC Assembly in 1984. Association of South Carolina Deejays and a Carolina Beach Music Association (CBMA) award winning band provide the music. Entertainers and dance instructors come from outside a 50-mile radius of Lexington County to attract tourists from all over the southeast — including more than 35 shag clubs in South Carolina, North Carolina, Georgia, Florida, Ohio and New York. About 80% of attendees are tourists. In 2014 Governor Nikki Haley proclaimed the last weekend in March as Capital City Shag Extravaganza Weekend. Shag Extravaganza is consistently nominated for Best Shag Party of the Year by the CBMA.

Shag Extravaganza includes dance workshops with recognized, award winning professional instructors; it also features dance exhibitions by members of the Shagging Hall of Fame, award winning amateur dance champions, and an award winning junior shag team

b. Promotion of Tourism

Historically, Shag Extravaganza attracts about 415 attendees and of these, more than 80% come from outside the event location. Shag Extravaganza IX will hire deejays, bands and dance instructors from outside a 50-mile radius of the DoubleTree Hotel to draw their fans to this event. In addition we will advertise and promote out side the area. Many tourists book over 200 room nights at the event hotel.

c. Attendance Profile (Non-Tourists to Tourists)

Projected Total Attendance	415
Estimated Tourists (@80%)	332

d. Economic Impact

The economic impact of Shag Extravaganza is estimated at over $68,000. This comes from income to the Hotel and to local area businesses for supplies and services.

Hotel Room Rentals	200 @$125	$ 25,000
Hotel Meals (3)		31,330
Hotel Bar Sales		2,100
Other Hotel Expenses		3,180
Hospitality Suite Supplies Friday & Saturday		1,000
Hospitality Supplies Sunday		1,500
Decorations		1,000
Prizes & Store Merchandise		1,250
Office and Other Supplies		1,840
Projected Economic Impact		**$ 68,200**

e. Promoting and Attracting Tourism

Funds from an Accommodations Tax grant will be used to expand marketing, promotion and advertising, and to offset the arts/entertainment costs associated with this uniquely southern cultural art form. Shag Extravaganza competes with over 50 other multi-day shag events offered by shag clubs throughout the southeast. To be competitive and maintain market share we must offer the best value in lodgings, food and entertainment to our customers.

We advertise outside of Lexington County, including

200 Color Posters distributed to ACSC Member Clubs and Lounges in Camden, Lugoff, Richland, Kershaw, Fairfield, Saluda, Aiken and Sumter counties.

3+ Magazine Ads local events calendar sections in AAA Go Magazine, Gartner Guides, Columbia Convention & Visitor Bureau Guide, Federal Credit Union, etc.

2 Newspaper Ads 2 issues of the GoColunbia in the State newspaper

4 **TV Spots** Public Service Announcements on WIS, WLTX, WOLO, WACH

80 Radio Ads Z93.1 the Lake with 50+ mile broadcasting range targeting shag and fast dance listeners.

104 Web Sites
94 ACSC Web Sites All the member shag club web sites of the Association of Carolina Shag Clubs (ACSC). The target audience are shaggers.

10 Web Sites with On-line Calendars Columbia CVB, Patch, Cola Daily, WIS, WLTX, WACH, (WOLO)abccoluumbia, The State, FreeTimes, Columbiasc-Events. The target audience are people looking for things to do in the Columbia/Lexington area.

f. Additional Comments

f.1 County of Lexington Accommodations Tax Fund FY 2016/17 FINAL REPORT

Not Applicable. Capital City Shag Club did not submit an application for the 2016/17 Fiscal Year.

This is the first application for a grant from Lexington County. Previous grants came from the City of Columbia Hospitality Tax Grant Program because the Embassy Suites Hotel was located within the Columbia city limits. Our decision to move the 2017 Shag Extravaganza VIII to DoubleTree in Lexington County came after the deadline for submitting 2016/17 applications.

f.2 Other Funding Requests

Capital City Shag Club **will not** request nor receive funds from other municipalities or counties in conjunction with this request.

Current Financial Report

Shag Extravaganza Financial Statement

Assets		
First Citizens Operating Account	40,386.97	
Accounts Receivable	18,354.60	
Allowance for Doubt Accounts	6,500.00	
Fixed Assets	615.00	
Other Assets	0.00	
		$ 65,856.57
Liabilities and Equity		
Liabilities	38,518.08	
Retained Earnings	0.00	
Reserve Account	27,337.49	
Opening Balance Equity	0.00	
Current Year Earnings	0.00	
		$ 65,855.57

COUNTY OF LEXINGTON
TOURISM DEVELOPMENT FEE
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Tourism Development Fee 2130:**							
	Revenues:							
435300	Tourism Development Fees	1,322,205	679,368	1,200,000	1,200,000	1,300,000		
435302	TDF - Discount Travel Websites	116,402	59,902	90,000	90,000	100,000		
	Other Revenue:							
461000	Investment Interest	392	303	200	200	400		
469912	Litigation Settlement	0	0	0	0	0		
	**** Total Revenue**	1,438,999	739,573	1,290,200	1,290,200	1,400,400	0	0
	*****Appropriation Total**				1,290,200	1,400,400	0	0
	FUND BALANCE Beginning of Year				122,662	122,662	122,662	122,662
	FUND BALANCE - Projected End of Year				122,662	122,662	122,662	122,662

Fund 2130
Division: General Administrative
Organization: 101100 - County Council

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520500	Legal Services	0	0	50	25		
521000	Office Supplies	0	0	50	25		
521100	Duplicating	0	0	50	25		
525100	Postage	0	0	50	25		
534400	Convention Center Facility	1,516,812	647,019	1,290,000	1,400,300		
	*** Total Operating**	**1,516,812**	**647,019**	**1,290,200**	**1,400,400**	**0**	**0**
	**** Total Personnel & Operating**	**1,516,812**	**647,019**	**1,290,200**	**1,400,400**	**0**	**0**
	***** Total Budget Appropriation**	**1,516,812**	**647,019**	**1,290,200**	**1,400,400**	**0**	**0**

COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
Annual Budget
Fiscal Year 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Temporary Alcohol Beverage License Fee 2140:**							
	Revenues:							
435400	Temp. Alcohol Beverage Permit Fee	81,850	9,050	80,000	80,000	80,000		
461000	Investment Interest	916	707	200	200	600		
	**** Total Revenue**	82,766	9,757	80,200	80,200	80,600	0	0
	*****Appropriation Total**				125,412	21,500 / 126,912	0	0
	FUND BALANCE Beginning of Year				302,130	256,918	256,918	256,918
	FUND BALANCE - Projected End of Year				256,918	210,606 / ~~235,418~~	256,918	256,918

Fund 2140
Division: Non-departmental
Organization: 999900 Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses						
529903	Contingency	0	0	0			
534070	Gaston Collard and Barbeque Festival	2,500	0	2,500	2,500		
534071	Lexington County Peach Festival	2,500	2,500	2,500	5,000		
534072	SC Poultry Festival	2,500	0	2,500	2,500		
534073	SC Pelion Peanut Festival	2,500	2,500	2,500	2,500		
534074	Chapin Labor Day Festival & Parade	2,500	2,500	2,500	2,500		
534075	Irmo Okra Strut	2,500	2,500	2,500	2,500		
534076	Lexington Oktoberfest	0	0	0			
534080	Swansea Festival	0	0	0			
534081	Pine Ridge Festival	0	0	0			
534083	Riverfest - Epilepsy Foundation of SC	0	0	0			
534097	Unearth - Saluda Shoals Foundation	0	0	0			
534098	Tartan Day South - The River Alliance	2,500	0	2,500	4,000		
534313	Saluda Shoals - Nature Theater Series	2,500	0	2,500			
	*** Total Operating**	**20,000**	**10,000**	**20,000**	**21,500**	**0**	**0**
	**** Total Personnel & Operating**	**20,000**	**10,000**	**20,000**	**21,500**	**0**	**0**
	Other Financing Uses						
812501	Op Trn to Community Juvenile Arbitration	42,000	52,706	105,412	105,412		
	****Total Other Financing Uses**	**42,000**	**52,706**	**105,412**	105,412 / ~~0~~	**0**	**0**
	***** Total Budget Appropriation**	**62,000**	**62,706**	**125,412**	~~21,500~~ / 126,912	**0**	**0**

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

DEC 2016
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

APPLICATION

1. Name of Festival: Gaston Collard and Barbeque Festival
2. Sponsoring Organization: Town of Gaston
   Mailing Address: PO Box 429, Gaston, SC 29053
3. Festival Director:
   Name Jennifer Hoyt Title Town Clerk
   Telephone 803 7967725 Alternate Telephone
   Fax Number 803 739 5793
   Email jghoyt7085@gmail.com
4. Festival Website: gastonsc.org
5. Event Category (*Check One*):
   ☑ Festival: Gaston Collard and Barbeque Festival
   ☐ Other – Pursuant to State Statute Section 61-6-2010:
6. Festival Timeline *(Actual Dates of Festival)*: October 7, 2017
7. Location of Festival: 131 North Carlisle Street, Gaston, SC 29053
8. How many people do you expect to attend? 2,600
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**
   a. Estimated cost for this project: $ 10,000.00
   b. Amount of funds requested for this project: $ 2500.00
   c. This request equals what percent of the total Festival Budget? 25 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☑ Yes ☐ No
    a. If yes, state year 2016, amount $ 2,500.00 source Lexington County, and purpose: Help with cost of festival.
    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☑ Yes ☐ No
    c. If no, please explain:

11. Type of Organization:

Please check one:

- ☐ County Government
- ☑ Municipal
- ☐ Non-profit Organization
- ☐ Community service club. church. etc
- ☐ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300. etc.
f. Additional comments: _____

(See attached)

Signature of Festival Director:

Jennifer Hoyt
Name

Town Clerk
Title

Jennifer Hoyt
Signature

11/2/16
Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive. Suite 601
Lexington. SC 29072

12a. The Gaston Collard & Barbeque Festival is held every year in the early to late Fall. This year it was held October 1, 2016. Next year it will be held on October 7, 2017. The festival consists of barbeque, collard greens, along with a variety of other food, games, rides or inflatable's vendors and crafters from different areas and entertainment for the community. The Town of Gaston was founded in 1894. The Town was incorporated into Lexington county in 1974. Population is approximately 1800.

12b. The festival promotes tourism for the town and Lexington county. People come from miles away just to taste the collard greens and enjoy fellowship with our community.

12c. Attendance this year was approximately 2400. Almost half were tourists.

12d. The tourism brings income to local businesses and possibly interest from tourist wanting to move to Gaston, which would provide more income to all businesses.

12e. The festival attracts and promotes tourists to the area with entertainment, many vendors from all areas come together. Funds from the Temporary Alcohol Beverage License Fee were used as income for advertisement, supplies and entertainment.

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization: Town of Gaston

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Temporary Alcohol Beverage	2500.00	2500.00	2500.00
Sponsors and Vendors	2500.00	4570.00	3500.00
Gaston Pageant and Admission	1800.00	2762.00	2200.00
Barbeque Plates	3200.00	5142.00	4100.00
Barbeque Competition	3200.00	1350.00	1500.00
Anything with Collards Contest	220.00	85.00	100.00
	13,420.00	16,409.00	13,900.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization: Town of Gaston

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Kirby Parade Floats	350.00	350.00	350.00
Entertainment - Band	1500.00	1200.00	1200.00
T-Shirts	∅	∅	∅
Karaoke	350.00	350.00	350.00
Advertisement & Stickers for signs	1500.00	1394.53	1400.00
Trophy - BBQ Trophies	125.00	134.70	130.00
IGA	600.00	395.44	500.00
Air Fun Rentals	3450.00	3990.00	4000.00
Crowns for Pageant /Trophies	380.00	131.84	350.00
Sashes for Pageant	150.00	192.48	180.00
Pageant Supplies	50.00	66.45	65.00
ASCAP	100.00	100.00	100.00
Sams Club	320.00	389.10	400.00
Corbitts Meat Market	1280.00	1009.33	1200.00
Lizards Thicket	565.00	556.31	565.00
Pageant Director, Judges, Auditor, Emcee	325.00	375.00	375.00
Barbeque Contest Winners	1500.00	1800.00	1500.00
Choo Choo Train Ride	250.00	∅	250.00
Supplies for parade and festival	325.00	1166.34	250.00
SCBA dues	600.00	600.00	600.00
Plaques	∅	109.03	105.00
	13,720.00	13,310.59	13,620.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17

I. FESTIVAL INFORMATION:

Organization Name: Town of Gaston

Festival Name: Gaston Collard and Barbeque Festival

Contact Name: Jennifer Hoyt Phone: 803-796-7725

II. FESTIVAL COMPLETION:

Were you able to complete the festival as stated in your original application?

If no, state any problems you encountered: Yes.

III. FESTIVAL SUCCESS:

Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.): Successful ways on running the festival smoothly.

IV. FESTIVAL ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year

	2016/17 Current Year	2015/16 Previous Year
Total Budget of Festival	10,000.00	10,000.00
Amount Funded by the Temporary Alcohol Beverage License Fee	2500.00	2500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources	2500.00	2,500.00
Total Attendance	2400	2600
Total Tourists*	1700	1850

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): Volunteer committee did head count and sale of plates count.

VI. FESTIVAL BUDGET:

Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Jennifer Hoyt
Name

Jennifer Hoyt
Signature

Town Clerk
Title

11/2/16
Date

Statement of Cash & Debts

Account	YTD Actual as of 09/30/16
BB&T General Fund	389,594
BB&T Sewer Fund	85,052
BB&T Collard Festival	7,667
BB&T Police Dept Acct	9,286
BB&T Municipal Court Acct	28,647
Petty Cash	5,522
Total Checking / Savings	$ 525,767

Town of Gaston
Budget-to-Actual Comparison 2014-2015

General Fund
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 09/30/16	YTD Actual 30-Sep-16	
Income				
Election Cost				
Business License Income	100,500	1,629	23,752	
Building Permits & Inspections Income	6,000	255	756	
Franchise Fees	84,500		547	
Distributions from the State	35,487		7,984	
Income Distributions from MASC	175,000		4,632	
Tower Lease	9,125			
Other Income (Rentals, Faxes/Copies, I	2,500	307	412	
Renovations Grant Income				
Restitution Revenue			142	
Total Income	**$ 413,112**	**2,191**	**38,224**	
Expenses				
Salaries and Wages	60,917	6,288	15,513	
Employees Fringe Benefits	16,924	1,183	2,924	
Health Insurance	7,300	694	1,785	
Employee Training	2,350		838	
Travel Exp for Training	3,000		1,703	
Employee & Council Mileage Reimburs	900	51	436	
Office Supplies	3,700		771	
Postage, Delivery & Public Notices	1,600	94	426	
Dues and Subscription	1,225		39	
Telephone	3,000	219	656	
Internet Services	1,860	155	310	
Cell Phone	1,000			
Electricity	8,400	624	1,858	
Electricity-Street Lights	15,500	1,235	3,704	
Water	350	16	116	
Audit	8,500			
Accounting Service	13,000	725	2,038	
Legal Fees	5,800	1,425	1,425	
Legal Fees - Ordaniance	6,600		550	
Building Inspector	300	550	1,100	
Building Inspector Supplies & Training	15,000			
Building Repairs & Maintenance	10,000	325	559	
Lawn Care & Trash Removal	24,628	2,082	6,497	
Cleaning Services	4,800	1,200	2,000	
Equipment Repairs	1,000		370	
Computer System Repairs & Maint	650		320	
Property & General Liability Insurance	7,300			
Insurance - Bonding	3,000			
Election Fee	1,030			
Community Development				
Community Events	1,500			
Planning & Zoning	1,500	5,793	13,207	
Miscellaneous Adjustments	2,373	154	599	
Bank Service Charges	200	5	15	
Total Expenses	**$ 235,207**	**(22,817)**	**(59,758)**	**957** Over spent
Income/Loss for General Fund	**$ 177,905**	**(20,627)**	**(21,534)**	

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Sewer Fund
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 09/30/16	YTD Actual 30-Sep-16	
Income				
Sewer Sales Income	45,000	4,267	13,115	
Total Sewer Fund Income	**$ 45,000**	**$ 4,267**	**$ 13,115**	**$ 1,865**
Expense				Over
Electricity-Pump Station	1,300	109	307	
Supplies & Tools	50	-	0	
Sewage Volume Charges	13,000	1,548	4,029	
Lift Station & Pump Repair	7,000		977	
Property & General Liability Insurance	260		0	
Ayers Tap Fee			0	
JMW&S Pmt			0	
Bank Service Charges	50	4	12	Under Spent
Total Expenses	**$ 21,660**	**$ (1,661)**	**(5,324)**	**(91)**
TOTAL Income or Loss for the Sewer Fu	**$ 23,340**	**$ 2,606**	**7,791**	**$ 1,956**
				Ahead

Collard Festival
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 09/30/16	YTD Actual 30-Sep-16
Collard Festival Income			
Auction	0	-	-
Beauty Pageant	2200	2,677	2,677
Contest - Anything with Collards	60	45	85
Contest - BBQ	2975	620	1,220
Sponsors	1000	2,750	3,700
Kitchen Plates	3800		-
Vendors-Food/Crafts/Etc	750	200	420
Trf from Community Events	0	-	-
Other Income			-
Grant	2500	-	-
Total Income	**13285**	**6,292**	**8,102**
Collard Festival Expense			
Sales, Use & Other Tax	290		-
BBQ - Contest	3300	1,009	1,744
Beauty Pageant	700	101	391
Kitchen - Food for Plates	1900	-	-
Parade	430	-	-
Other Festival Expenses	6665	5,555	9,070
Total Expenses	**13285**	**6,665**	**(11,205)**
TOTAL Income or Loss for Collard Festiv	**0**	**(373)**	**(3,103)**

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Police Department
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 09/30/16	YTD Actual 30-Sep-16	
Income				
Police Fines and Penalties	235,000	15,298	54,461	
Less Police Fines and Penalties to Stat	(152,750)	(11,049)	(35,866)	
Less Police Fines and Penalties to Vitc	(16,685)	(1,308)	(4,035)	
Police Seizure Income			-	
Donations & Other Income	1,500		5,491	
Grant Money Rec'd		3,000	5,350	
Interest Income			-	
Total Income	**$ 67,065**	**5,941**	**25,401**	8,635
Expenses				Over
Police Salaries	133,600	12,798	33,295	
Magistrate Judge	4,800	400	1,200	
Police Fridge Benefits (FICA, SUTA, PC	36,185	2,796	8,613	
Health Insurance	11,650	1,116	2,919	
Mileage Reimb	250	195	195	
Office Supplies	1,900	166	434	
Postage and Delivery	650	-	79	
Dues & Subscriptions	245	-	125	
Telephone	2,590	254	761	
Electricity	3,300	386	1,150	
Water	200	16	46	
Legal Fees	17,500	-	-	
Building Repairs & Maint	5,000	-	1,006	
Landscaping & Trash Removal	4,320	360	1,080	
Equipment & Computer Repairs	200	-	-	
Lawtrak & Computer Exp	3,720	360	2,739	
Magistrate & Admin Fees from County	1,600	-	368	
Juror Pay for Court Cases	650		-	
Police Building & Liab Insurance	4,000	-	-	
Police Uniforms	700	170	439	
Radio - Handheld	3,100	252	839	**2016 Dodge**
Supplies, Tools & Equipment	4,500	4,141	5,890	**Expenses**
Vehicles - total equip & supplies	3,000	228	13,131	11,117
Vehicle Purchase			24,955	24,955
Vehicle Insurance	4,500	-	409	
Vehicle Repairs	2,500		715	
Vehicle Maintenance	2,500		276	
Vehicle Gas	11,500	890	3,383	
Police Training	650	-	350	
Travel Expense for Training	1,500	809	1,175	
Security	350	32	95	
Police Misc Adj	700		-	
Bank Service Charge	450	2	4	
Spending Grant Money			-	**2016 Dodge**
Debt Service - Contingent Liabilities	-	-	-	36,071
Total Expenses	**$ 268,310**	**(25,371)**	**(105,670)**	**(38,593)**
TOTAL Income or Loss for Police Depart	**$ (201,245)**	**(19,430)**	**(80,269)**	**6,113**
				Ahead

Summary of Income/Loss	2017 Budget	Actual as of 09/30/16	YTD Actual 30-Sep-16
Income/Loss for General Fund	$ 177,905	$ (20,627)	(21,534)
Sewer Fund	23,340	$ 2,606	7,791
Collard Festival	-	(373)	(3,103)
Police Department	(201,245)	(19,430)	(80,269)
TOTAL Income or Loss	**$ -**	**$ (37,823)**	**(97,116)**

Statement of Cash & Debts

Account	YTD Actual as of 10/31/16
BB&T General Fund	350,123
BB&T Sewer Fund	88,056
BB&T Collard Festival	9,916
BB&T Police Dept Acct	6,726
BB&T Municipal Court Acct	23,462
Petty Cash	1,350
Total Checking / Savings	$ 479,634

Town of Gaston
Budget-to-Actual Comparison 2014-2015

General Fund
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 10/31/16	YTD Actual 31-Oct-16	
Income				
Election Cost	-	-	-	
Business License Income	100,500	-	23,752	
Building Permits & Inspections Income	6,000	-	756	
Franchise Fees	84,500	-	547	
Distributions from the State	35,487	-	7,984	
Income Distributions from MASC	175,000	-	4,632	
Tower Lease	9,125	-	-	
Other Income (Rentals, Faxes/Copies, I	2,500	506	918	
Renovations Grant Income		-	-	
Restitution Revenue		200	342	
Total Income	**$ 413,112**	**706**	**38,930**	
Expenses				
Salaries and Wages	60,917	4,990	20,503	
Employees Fringe Benefits	16,924	941	3,866	
Health Insurance	7,300	554	2,339	
Employee Training	2,350	-	838	
Travel Exp for Training	3,000	-	1,703	
Employee & Council Mileage Reimburs	900	43	479	
Office Supplies	3,700	191	1,146	
Postage, Delivery & Public Notices	1,600	350	776	
Dues and Subscription	1,225	-	39	
Telephone	3,000	218	874	
Internet Services	1,860	155	465	
Cell Phone	1,000	-	-	
Electricity	8,400	602	2,460	
Electricity-Street Lights	15,500	1,235	4,939	
Water	350	30	146	
Audit	8,500	-	-	
Accounting Service	13,000	850	2,888	
Legal Fees	5,800	-	1,425	
Legal Fees - Ordaniance	6,600	-	550	
Building Inspector	300	550	1,650	
Building Inspector Supplies & Training	15,000	-	-	
Building Repairs & Maintenance	10,000	426	985	
Lawn Care & Trash Removal	24,628	2,052	8,549	
Cleaning Services	4,800	400	2,400	
Equipment Repairs	1,000	-	370	
Computer System Repairs & Maint	650	-	320	
Property & General Liability Insurance	7,300	-	-	
Insurance - Bonding	3,000	-	-	
Election Fee	1,030	-	-	
Community Development	-	-	-	
Community Events	1,500	181	181	
Planning & Zoning	1,500	7,331	20,537	
Miscellaneous Adjustments	2,373	54	652	
Bank Service Charges	200	5	83	
Total Expenses	**$ 235,207**	**(21,156)**	**(81,163)**	**(2,760)** Over Budget
Income/Loss for General Fund	**$ 177,905**	**(20,450)**	**(42,232)**	

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Sewer Fund
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 10/31/16	YTD Actual 31-Oct-16	
Income				
Sewer Sales Income	45,000	4,159	17,274	
Total Sewer Fund Income	**$ 45,000**	**$ 4,159**	**$ 17,274**	**$ 2,274**
Expense				Over
Electricity-Pump Station	1,300	98	405	
Supplies & Tools	50	-	0	
Sewage Volume Charges	13,000	1,558	5,586	
Lift Station & Pump Repair	7,000	1,274	2,251	
Property & General Liability Insurance	260	-	0	
Ayers Tap Fee		-	0	
JMW&S Pmt		-	0	
Bank Service Charges	50	4	16	**Over Spent**
Total Expenses	**$ 21,660**	**$ (2,934)**	**(8,258)**	**1,038**
TOTAL Income or Loss for the Sewer Fur	**$ 23,340**	**$ 1,225**	**9,016**	**$ 1,236**
				Under Budget

Collard Festival
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 10/31/16	YTD Actual 31-Oct-16
Collard Festival Income			
Auction	0	-	-
Beauty Pageant	2200	-	2,677
Contest - Anything with Collards	60	-	85
Contest - BBQ	2975	300	1,520
Sponsors	1000	300	4,000
Kitchen Plates	3800	5,118	5,118
Vendors-Food/Crafts/Etc	750	100	520
Trf from Community Events	0	-	-
Other Income		-	-
Grant	2500	-	-
Total Income	**13285**	**5,818**	**13,920**
Collard Festival Expense			
Sales, Use & Other Tax	290	366	366
BBQ - Contest	3300	1,800	3,544
Beauty Pageant	700	-	391
Kitchen - Food for Plates	1900	556	556
Parade	430	-	-
Other Festival Expenses	6665	114	9,189
Total Expenses	**13285**	**2,837**	**(14,046)**
TOTAL Income or Loss for Collard Festiv	**0**	**2,981**	**(126)**

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Police Department
Budget vs Actual 2016-2017

	2017 Budget	Actual as of 10/31/16	YTD Actual 31-Oct-16	
Income				
Police Fines and Penalties	235,000	10,732	65,193	
Less Police Fines and Penalties to Stat	(152,750)	(7,989)	(43,854)	
Less Police Fines and Penalties to Vitc	(16,685)	(860)	(4,895)	
Police Seizure Income	-	-	-	
Donations & Other Income	1,500	1,285	6,776	
Grant Money Rec'd		-	5,350	
Interest Income		-	-	
Total Income	**$ 67,065**	**3,168**	**28,569**	6,214
Expenses				Over
Police Salaries	133,600	10,268	43,563	
Magistrate Judge	4,800	400	1,600	
Police Fridge Benefits (FICA, SUTA, PC	36,185	2,253	10,866	
Health Insurance	11,650	894	3,813	
Mileage Reimb	250	166	361	
Office Supplies	1,900	198	658	
Postage and Delivery	650	-	79	
Dues & Subscriptions	245	-	125	
Telephone	2,590	254	1,014	
Electricity	3,300	283	1,433	
Water	200	15	60	
Legal Fees	17,500	-	-	
Building Repairs & Maint	5,000	12	1,018	
Landscaping & Trash Removal	4,320	360	1,440	
Equipment & Computer Repairs	200	-	-	
Lawtrak & Computer Exp	3,720	-	2,739	
Magistrate & Admin Fees from County	1,600	-	368	
Juror Pay for Court Cases	650	-	-	
Police Building & Liab Insurance	4,000	-	-	
Police Uniforms	700	130	569	
Radio - Handheld	3,100	251	1,090	**2016 Dodge**
Supplies, Tools & Equipment	4,500	1,405	7,392	**Expenses**
Vehicles - total equip & supplies	3,000	114	13,167	11,117
Vehicle Purchase	-	-	24,955	24,955
Vehicle Insurance	4,500	-	409	
Vehicle Repairs	2,500	(1,079)	(364)	
Vehicle Maintenance	2,500	-	276	
Vehicle Gas	11,500	687	4,071	
Police Training	650	-	350	
Travel Expense for Training	1,500	474	1,283	
Security	350	32	127	
Police Misc Adj	700	-	-	
Bank Service Charge	450	-	4	
Spending Grant Money		11,957	11,957	**2016 Dodge**
Debt Service - Contingent Liabilities	-	-	-	36,071
Total Expenses	**$ 268,310**	**(29,074)**	**(134,422)**	**(44,985)**
TOTAL Income or Loss for Police Departi	**$ (201,245)**	**(25,906)**	**(105,853)**	**(2,700)**
				Over Budget

Summary of Income/Loss	2017 Budget	Actual as of 10/31/16	YTD Actual 31-Oct-16
Income/Loss for General Fund	$ 177,905	$ (20,450)	(42,232)
Sewer Fund	23,340	$ 1,225	9,016
Collard Festival	-	2,981	(126)
Police Department	(201,245)	(25,906)	(105,853)
TOTAL Income or Loss	$ -	$ (42,150)	(139,196)

Gilbert Community Club

Lexington County Peach Festival • Gilbert Community Park

3 JAN 2017
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

January 3, 2017

Ms. Judy Busbee
County of Lexington
212 South Lake Drive
Lexington, SC 29072

Dear Ms. Busbee:

Thank you for the opportunity again to submit a funding request on behalf of the Gilbert Community Club for the Lexington County Peach Festival that will be held July 4, 2017. Our request is in the amount of $5,000.

For several years we have received a $2,500 grant which we greatly appreciate, but as the cost of putting on a quality festival increases each year, we would appreciate being considered for the full $5,000 grant for 2017. We currently use the $2,500 grant to off-set our advertising costs which this year exceeded $11,000. If additional documentation is required in order to receive the additional funding, please let me know.

Again, we thank you for your approval of these funds in the past and look forward to hearing from you and working with you in the future. If you should need additional information or clarification on the enclosed documents, please contact me at (803) 920-9904.

Sincerely,

Shelba D. Howard

Shelba D. Howard, CFO

SDH

Enclosures

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

JAN 2017
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

APPLICATION

1. Name of Festival: Lexington County Peach Festival
2. Sponsoring Organization: Gilbert Community Club
   Mailing Address: POB 103, Gilbert, SC 29054
3. Festival Director:
   Name Shelba D. Howard Title Treasurer
   Telephone 8039209904 Alternate Telephone
   Fax Number
   Email Shelba_howard@yahoo.com
4. Festival Website: www.lexingtoncountypeachfestival.com
5. Event Category (*Check One*):
   ☑ Festival: Lexington County Peach Festival
   ☐ Other – Pursuant to State Statute Section 61-6-2010:
6. Festival Timeline *(Actual Dates of Festival)*: July 4, 2017
7. Location of Festival: Gilbert Community Park and surrounding area
8. How many people do you expect to attend? 30,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**
   a. Estimated cost for this project: $ 74,100
   b. Amount of funds requested for this project: $ 5,000
   c. This request equals what percent of the total Festival Budget? 6.7 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☑ Yes ☐ No
    a. If yes, state year 2016, amount $ 2,500, source Lexington County, and purpose: Lexington County Peach Festival
    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☑ Yes ☐ No
    c. If no, please explain:

11. Type of Organization:

Please check one:

- ☐ County Government
- ☐ Municipal
- ■ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments: See attached

Signature of Festival Director:

Shelba D. Howard	Treasurer
Name	Title
Shelba D. Howard	1/6/17
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization: Lexington County Peach festival

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
See Attached	64,731.85	69,520.00	71,620.00
	64,731.85	69,520.00	71,620.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization: Lexington County Peach Festival

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
See Attached	63,509.36	74,600.00	74,870.00
	63,509.36	74,600.00	74,870.00

Financial Accounting: 2016 GCC Lexington County Peach Festival Annual Report

Beginning Balance			**62,811.00**
Revenue			
6/10	Michelin (Arts and Crafts)	1,300.00	
7/31	Arts & Crafts	11,670.00	
	Concessions - Refunds/Ice Cream	1,358.70	
	Fireworks	1,945.00	
	Pageant	3,703.15	
	Grant	2,500.00	
	Revenue from Vendors & Rides	930.00	
7/31	Revenue from Sponsors	28,850.00	
7/31	Revenue from Ads	12,475.00	
Total Revenue to LCPF Account		64,731.85	
Operating Expenses			
4/20	T&S Farms (rental)	375.00	
5/12	Atlanta Pyrotechnics International (FW)	3,260.00	
5/13 *	Jones/Hobby Lobby (art contest)	35.00	
5/21 *	Lowe's (flag)	32.08	
5/24 *	USPS (program books)	32.66	
5/30 *	Office Depot (ink, envelopes)	64.17	
6/2	USPS (stamps)	28.88	
6/5	Office Depot (labels, sharpies)	21.38	
6/7 *	USPS (envelopes, postage)	19.95	
6/8	JRM Consulting (payroll)	1,590.00	
6/15	Craig Finley (EMS, Fire, PF forum)	93.46	
6/16	Vendor Refunds (reservations)	135.00	
	Shealy's BBQ (banquets/noon luncheon)	13,145.91	
6/22 *	Office Depot (ink, paper)	118.74	
6/22 *	USPS	47.00	
6/22 *	Wristco (wristbands)	36.55	
6/24	Party Reflections (tents, tables, etc.)	1,530.75	
6/25	USPS (program books)	152.00	
6/25	Dollar Tree (concession supplies)	32.10	
6/27	USPS (program books)	109.44	
6/27	USPS (program books)	122.32	
6/28	Lexington Printing, LLC (program)	11,426.53	
6/28	Entertainment	11,100.00	
6/29 *	USPS (postage)	238.52	
6/30	Party Reflections (tents, tables, etc.)	650.13	
6/30	Independent Choice Insurance	1,286.14	
7/2	Ace HW (staple guns & tools)	59.51	
7/4	Recipe Contest (inc. judge prizes)	338.86	
7/11	Atlanta Pyrotechnics International (FW)	3,260.00	
7/11	Moon Tree Trophies (parade plaques)	278.20	
7/12	Ed Smith Lumber (tape)	6.41	
7/12	Jean Fallaw (spray paint)	37.00	
7/14	E&D Enterprises of Cola., Inc.	1,126.40	
7/14 *	Quick Serve (gas for gators)	17.59	
7/14 *	Lowe's (gas can)	21.37	
7/14 *	Office Depot (tape)	10.69	
7/14 *	Dollar General (soap & paper towels)	11.77	
7/15 *	Robin McCartha (gift cards for recipe judges)	88.86	
7/16	Wayne 'Buddy' Taylor (peaches for media)	505.00	
7/20	Sammy Howard (PF float)	70.00	
8/1	Hope M. Derrick (caution tape - FW)	10.68	
8/1	JRM Consulting (payroll)	1,710.00	
10/10	American Sign & Display Inc.	807.85	
	Rentals (Port-a-Jon/Tents)	3,732.28	
	Pageant Expenses	4,636.33	
	Publicity	356.85	
	Labor	740.00	
Total Expenses to LCPF Account		**63,509.36**	
2016 LCPF (Net Income for 2016)			**1,222.49**
Ending Balance			**64,033.49**

*Individual Reimbursements

GILBERT COMMUNITY CLUB for LEXINGTON COUNTY PEACH FESTIVAL - 2017

A. Description of Festival and History

The Festival is a one-day event consisting of a parade, a local aviation business that provides and exciting air show before the parade, a peachy recipe contest, beauty contests, many art and craft vendors, and a program with parade awards, peachy recipe awards, and recognition of visiting dignitaries. There is also entertainment on three stages that begins around 9:30 AM and continues until around 6:00 PM. At that time music continues on one stage until around 10:30 PM after the fireworks show ended. There is also a Peach Festival Auto Show, and Antique Tractor and Farm Equipment Show, a volleyball tournament, and a Revolutionary War Camp which all draw a large crowd.

A luncheon is held in the Gilbert Primary School cafeteria immediately following the morning program. This is for invited guests and in recent years has also been a venue for honoring our soldiers and veterans. It is also when awards are presented for the Peachy Recipe Contest, the Parade, and the oldest and youngest in attendance.

The Gilbert Community Club is responsible for food vending all day. Numerous booths provide peach ice cream, hot dogs, hamburgers, chicken sandwiches, barbeque sandwiches, sno-cones, peach cobbler, peach sundaes, peach tea, peach punch, peach slush, and peach-berry split (peaches and blueberries on ice cream). Barbeque chicken and pork plates are also available on the grounds.

The Festival is a family event which prohibits alcohol on the premises. We feel that this is a very important aspect of our Festival. We have a large number of people who express appreciation for our stand on this issue. We also ask that our arts and crafts vendors not sell items that promote drugs, alcohol, tobacco or profanity, and they are asked to leave it they refuse to cooperate.

The Festival began in 1959 as a small community project to raise money for various community projects. The three goals were to promote the community, to promote the peach industry, and to promote our county. The peach industry was huge in Gilbert, South Carolina in 1959 and celebrating our country's independence and our local peach industry on July 4th seemed a natural thing to do. While the peach industry in Gilbert is not as large as in 1959, the support of the festival and what it stands for is still a huge factor in this community.

Over the years the festival has grown from a small local event to a huge event drawing crowds from all over. The additional of a web page six years ago has put the festival into a position to be nationally recognized.

B. Benefit Festival Will Serve Toward Promoting Tourism and the Lexington County Community

The Peach Festival brings in people from all over the state as well as many from out of state. The name Gilbert and Lexington County are synonymous with the Peach Festival to many people. It is one of the largest, oldest, and best known events sponsored in the county. A large number of people come to Lexington County to attend this festival each July 4th making it a part of their Independence Day tradition.

As state previously, when we added a web page to our promotional events, we began to get inquires nationwide about the Festival. We also had people from several states who made the Festival a part of their travel plans for the summer. In 2010 one family from Pennsylvania planned their trip to Disney World so that they could be in Gilbert on the 3rd for the Festival. Each year we get inquires form more and more out-of-state people.

C. Festival Attendance

The estimated attendance of the Festival is around 40,000 with approximately 25,000 of those considered tourists.

D. Economic Impact Generated by Tourism

We have no records to indicate actual figures for economic impact. We do know that a large number of our attendees come from out of town spending the night in neighboring towns with hotel accommodations. We also have reports from our local businesses that business booms for them on the day of the Festival. In addition, several restaurants in nearby towns as well as in Gilbert are swamped with visitors who enjoy a meal with them before leaving the area. Several of our local stores express to us the large numbers of people that stop in to shop. One local sandwich shop has added breakfast to their menu on the day of the festival and has had great success with it.

E. Description of How Festival Attracts and Promotes Tourists and How Funds are Used

The Festival at this point attracts a large number just by our reputation acquired over the last 58 years. We have good promotions sponsored by WISTV and other local TV, newspaper, and magazine producers. For several years Southern Living has done a story about the Festival, and we were featured on the TODAY Show in New York on July 4, 2008! We are members of the SC Festival Association and have our website linked to the PRT site, WISTV, the Festival Association site, as well as several others.

Last year we spent $11,000 on entertainment and approximately $500 to drive and maintain a float for the Festival queens that represents us in many parades. These expenses alone would more than take care of the $2,500 grant that we receive.

As evident by the receipt in the amount of $11,426.53 that was submitted to the County of Lexington for 2016 promotion expenses, the $2,500 grant that we received was used to offset the costs of printing and advertising for the Festival.

F. Additional Comments

We have enjoyed a highly successful festival for 58 years and look forward to continuing this tradition into the next century. We have set up an advisory board to ensure that we are preparing leaders for the festival as years pass and our present generation who have worked with the Festival for the past 58 years are no longer able to carry out their duties.

We receive many comments of appreciation from the attendees of the Festival about our "no alcohol" policy. Law enforcement also has expressed appreciation for this as it makes their job a much easier one on the day of the Festival.

The Festival serves as a unifying factor in our community bringing people together from all walks of life. It is also a source of pride for our community as it is the major thing that has "put Gilbert on the map" so to speak!

In 1983, the Gilbert Community Club, along with the Peach Festival, began giving scholarships to seniors who have worked for at least 3 years with the Festival, and to date have given over 300 scholarships. Today a large number of our festival workers, committee chairpersons, and several of the advisory members, are former scholarship recipients.

We are proud of our reputation and the quality of our Festival and hope to be able to continue to promote Lexington County with a Festival of integrity and class for many years to come!

Budget for Gilbert Community Club's Lexington County Peach Festival
Fiscal Year January 1, 2016 - December 31, 2016

	Administration	Programs	Fireworks	Art Contest	Arts & Crafts	Pageant	Parade	Promotion	Entertainment	Banquets	Construction	Donations	Rentals	Labor	Recipe Contest	Concessions	Totals
2014 Anticipated Expenditures	6,000.00	13,500.00	6,550.00	1,500.00	1,200.00	5,500.00	800.00	2,000.00	14,000.00	7,000.00	1,000.00	2,000.00	4,000.00	200.00	250.00		65,500.00
2014 Actual Expenditures	6,107.85	12,586.68	6,520.00	1,380.00	905.11	4,399.43	256.80	3,539.90	11,865.00	6,734.93	5,701.46	22,606.78	3,297.43	831.00	250.00	1,800.00	88,782.37
2015 Anticipated Expenditures	6,100.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	300.00	3,000.00	14,000.00	7,000.00	1,000.00	10,250.00	4,000.00	500.00	250.00		73,520.00
2015 Actual Expenditures	5,269.28	12,954.59	6,529.60	1,250.00	1,188.77	4,658.63	118.00	1,865.73	14,050.00	5,125.70	4,830.49	86.25	3,450.58	100.00	250.00	4,942.17	66,669.79
2016 Anticipated Expenditures	6,230.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	550.00	3,000.00	14,000.00	7,000.00	1,500.00	10,250.00	4,100.00	600.00	250.00		74,600.00
2016 Actual Expenditures	8,065.91	11,426.53	6,530.64	1,640.00	560.00	4,636.33	348.20	1,669.70	11,100.00	13,145.91	0.00	0.00	3,307.28	740.00	338.86		63,509.36
2017 Anticipated Expenditures	6,230.00	13,500.00	6,520.00	1,600.00	1,000.00	4,500.00	550.00	3,000.00	12,000.00	9,000.00	1,500.00	10,250.00	4,100.00	700.00	250.00		74,700.00
2017 Actual Expenditures																	
2018 Anticipated Expenditures	6,500.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	550.00	3,000.00	14,000.00	7,000.00	1,500.00	10,250.00	4,100.00	600.00	250.00		74,870.00
2018 Actual Expenditures																	

	Sponsors	Programs	Fireworks	Art Contest	Arts & Crafts	Pageant	Grants	Refunds	Bound Books (promotion)	Volleyball	Totals
2014 Anticipated Receipts	22,000.00	20,200.00	800.00	1,200.00	10,200.00	8,550.00	2,500.00		150.00		65,600.00
2014 Actual Receipts	30,240.00	21,205.00	1,025.00	1,200.00	12,197.00	5,646.00	2,500.00	1,800.00	110.00		75,923.00
2015 Anticipated Receipts	28,000.00	22,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00		120.00		73,520.00
2015 Actual Receipts	29,005.00	17,094.00	975.00	1,250.00	13,079.00	4,865.50		5,012.17			71,280.67
2016 Anticipated Receipts	25,000.00	21,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00		120.00		69,520.00
2016 Actual Receipts	28,850.00	12,475.00	1,945.00	1,300.00	12,600.00	3,703.15	2,500.00	1,358.70			64,731.85
2017 Anticipated Receipts	26,000.00	22,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00		120.00		71,520.00
2017 Actual Receipts											
2018 Anticipated Receipts	26,000.00	22,000.00	1,100.00	1,300.00	12,500.00	6,100.00	2,500.00		120.00		71,620.00
2018 Actual Receipts											

655

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17

I. FESTIVAL INFORMATION:
Organization Name: Lexington County Peach festival (Gilbert Community Club)
Festival Name: Lexington County Peach Festival
Contact Name: Shelba D. Howard Phone: 803 920 9904

II. FESTIVAL COMPLETION:
Were you able to complete the festival as **stated** in your original application? Yes
If no, state any problems you encountered:

III. FESTIVAL SUCCESS:
Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.):
The great Weather and our Volunteers continue to contribute to our success

IV. FESTIVAL ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2016/17 Current Year	2015/16 Previous Year
Total Budget of Festival	74,700.00	74,600.00
Amount Funded by the Temporary Alcohol Beverage License Fee	2,500.00	2500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources		
Total Attendance	40,000.00	40,000.00
Total Tourists*	25,000.00	25,000.00

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): Media, Registration, informal surveys, web page response/applications, law enforcement

VI. FESTIVAL BUDGET:
Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

Shelba D. Howard — Name
Treasurer — Title
Shelba D. Howard — Signature
1/3/17 — Date

2016 Expense	Purpose	Amount	Total
Lexington Printing, LLC (program)	Printed programs for festival promotion	11,426.53	11,426.53

2017 Board of Directors for Gilbert Community Club

Billy Crout
141 Bridgewood Court
Gilbert, SC 29054

Robert Caughman
144 Bridgewood Court
Gilbert, SC 29054

Frederick J. Taylor
P. O. Box 294
Gilbert, SC 29054

Jennifer Stalvey
429 Crout Pond Way
Gilbert, SC 29054

Tim Kyzer
904 Goldie Road
Leesville, SC 29070

2017 Gilbert Community Club Officers

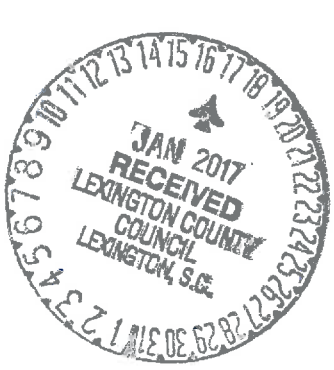
Robin McCartha, President
503 Semm Sease Road
Gilbert, SC 29054

Ed Crout, Vice President
1210 Juniper Springs Road
Gilbert, SC 29054

Shelba D. Howard, Treasurer
325 Shady Branch Road
Leesville, SC 29070

DeeDee Whitehead, Secretary
200 Belinda Court
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18



APPLICATION

1. Name of Festival: South Carolina Poultry Festival
2. Sponsoring Organization: Leesville Merchants Association
   Mailing Address: P.O. Box 40167, Batesburg-Leesville, S.C. 29070
3. Festival Director: Randy Taylor, Brent Shealy
   Name Daphyne Ridgell Title Co-chairs
   Telephone 803-532-9273 Alternate Telephone 803-429-5198
   Fax Number 803-332-1940
   Email bshealy@economyfurn.com
4. Festival Website: scpoultryfestival.com
5. Event Category (*Check One*):
   ☒ Festival: _____
   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: May 11, 12, 13 2017
7. Location of Festival: Leesville Business District
8. How many people do you expect to attend? 80,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**
   a. Estimated cost for this project: $ 100,000.00
   b. Amount of funds requested for this project: $ 2500.00
   c. This request equals what percent of the total Festival Budget? 2.5 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☒Yes ☐No
    a. If yes, state year 2016, amount $ 2500.00, source Lex. County, and purpose: Advertising, Publicity
    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☒Yes ☐No
    c. If no, please explain: _____

11. Type of Organization:

Please check one:

- ☐ County Government
- ☐ Municipal
- ■ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments: The festival began in 1987 as a way to promote the community and town of Batesburg-Leesville. Brings a large crowd to our community demonstrating pride and cooperation. Total attendance is approx. 15000 out of county. It has an economic impact & est $200,000 with radio and billboard advertising.

Signature of Festival Director:

Randy Taylor, Brent Shealy, Daphyne Ridgell — Co-Chairs
Name — Title

Daphyne Ridgell — 1-11-17
Signature — Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization: South Carolina Poultry Festival

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Events	22,000.00	21,000.00	22,000.00
Vendors	54,000.00	52,000.00	54,000.00
Sponsorships	20,000.00	24,900.00	20,000.00
Advertising	9,000.00	7,100.00	8,000.00
Grants	2		
	#2500	#2500	#2500
	107,500.00	107,500.00	106,500.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization: _____

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Advertising	7,000.00	6,034.00	7,000.00
Events	65,000.00	69,000.00	60,000.00
Bank	100.00	100.00	100.00
Misc.	1,500.00	1,600.00	1,500.00
Contributions	6,000.00	5,085.00	5,000.00
Equipment/Facilities	2,670.00	9,598.00	5,000.00
Insurance	3,500.00	2,000.00	3,500.00
Licenses	150.00	150.00	150.00
Office/Printing	8,500.00	8,200.00	8,500.00
Phone	100.00	200.00	200.00
Rentals	5,500.00	5,500.00	5,500.00
Scholarships	2,000.00	1,600.00	2,000.00
Utilities	800.00	500.00	800.00
Professional	1,500.00	910.00	1,500.00
Souvenirs	8,500.00	8,500.00	8,500.00
	112,820.00	109,977.00	109,250.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17



I. FESTIVAL INFORMATION:
Organization Name: South Carolina Poultry Festival
Festival Name: South Carolina Poultry Festival
Contact Name: Brent Shealy Phone: 803-532-9273

II. FESTIVAL COMPLETION:
Were you able to complete the festival as stated in your original application?
If no, state any problems you encountered: _____

III. FESTIVAL SUCCESS:
Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.): _____
Due to great weather, large crowds & excitement. Great entertainment.

IV. FESTIVAL ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2016/17 Current Year	2015/16 Previous Year
Total Budget of Festival	109977.00	112820.00
Amount Funded by the Temporary Alcohol Beverage License Fee	2500.00	2500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources		
Total Attendance	80000	80000
Total Tourists*	15000	15000

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): _____
Estimates based on Parade Crowds & Fireworks Crowd

VI. FESTIVAL BUDGET:
Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

Brent Shealy — Name
Co-chair — Title
Brent Shealy By Linda Minick — Signature
1-12-17 — Date





County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE
FEE FY2017/18

APPLICATION

1. Name of Festival: South Carolina Pelion Peanut Party
2. Sponsoring Organization: South Carolina Pelion Peanut Party
   Mailing Address: P.O. Box 386 Pelion, SC 29123
3. Festival Director:
   Name: Charles W. Haggard Title: SC PPP - Co-Coordinators
   Telephone: 803 894-3596 Alternate Telephone: 803 785-3272
   Fax Number: 803 785-7651
   Email: chaggard@comporium.net
4. Festival Website: www.scpelionpeanutparty.com
5. Event Category (*Check One*):
   ◉ Festival: _____
   ○ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: August 11 & 12, 2017
7. Location of Festival: 951 Pine St Pelion, SC 29123
8. How many people do you expect to attend? 10,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**
   a. Estimated cost for this project: $3800.00
   b. Amount of funds requested for this project: $2500.00
   c. This request equals what percent of the total Festival Budget? 66%
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
   ☑ Yes ☐ No
   a. If yes, state year 2015, amount $ 2500.00, source LC TABLF Funds, and purpose: Subsidized advertising expenses for SC PPP.
   b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☑ Yes ☐ No
   c. If no, please explain: _____

11. Type of Organization:

Please check one:

- ○ County Government
- ○ Municipal
- ◉ Non-profit Organization
- ○ Community service club, church, etc.
- ○ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments: _____

See attached. ✓

Signature of Festival Director:

Charles W. Haggard
Name

SC PPP - Co-Coordinators
Title

Charles W. Haggard
Signature

2-10-17
Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY
Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

12. Festival description - please attach a report with the following information:
a. General description of the festival and brief history of the organization
This is the 35th SC Pelion Peanut Party with the celebration beginning on August 12 and 13, 2016. Our community is proud each year to host the South Carolina Peanut Princess Pageant for the 36th year to kick off the Peanut Party. Our parade is enjoyed by the hundreds of people lining the streets to see the Grand Marshall, state and local politicians, the Peanut Princesses, creative peanutty floats, the PHS Band, tractors (representing our agricultural heritage), and the 282nd Army Band from Fort Jackson, a highlight since 2007. Last year's *"Peanuts, Popcorn, And Baseball"* highlighted the Lexington County Blowfish Baseball team. This helped to draw baseball fans from all over the state.

This annual event is enjoyed by local townsfolk, as well as those from the surrounding Lexington County in a 50 mile radius. They look forward to it as entertainment for their families – alcohol free, music, fabulous festival food, parade, amusements, crafts, special exhibits and contests. Palmetto Amusements added a regulation sized Ferris wheel that lit up the festival site for miles! Proudly, we can report that during the 35 years of Peanut Party activities we have no reported serious injuries or inappropriate behavior by attendees, vendors, or carnival employees. It is our responsibility to maintain a safe and secure place for all to relax and enjoy the festivities and the peanuts.

The Peanut Party is held on the Pelion Community Center grounds at 951 Pine Street in Pelion. The Steering committee involves our local business leaders, local Pelion Police, and community organizations to help make this event happen. All continue to give their support to the festival. The Peanut Party continues to monetarily support community needs such as high school and community scholarships, the community center ground enhancements, the public library, the Annual Christmas Tree for Children, and catastrophic events that befall our community.

b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community:
The SC Pelion Peanut Party also exposes the Pelion area to tourists as a wholesome and friendly community in terms of peripheral spending. Businesses – retail and accommodation – within a 50-mile radius reap the benefits of Peanut Party increased tourist traffic. We appreciate the sponsorships of local businesses such as Walter P. Rawls, Blizzard Funeral Home, and the Smoakhouse Restaurant as crucial components of our advertising campaign.

With the Town of Lexington, our county seat, being 20 miles from Pelion, we have the opportunity to refer our participants to use the hotel accommodations and restaurants in the county. In an effort to promote Lexington County to our out of town participants, including vendors, we sent them Peanut Party information including two local hotels with telephone numbers and contacts encouraging them to take advantage of the local facilities. We encouraged festival guests to visit the new Lexington County Blowfish Stadium and attend their ballgames.

Our featured contests, peanut butter & jelly sandwich eating and frozen t-shirt contests drew in kids and adults from all over – we even had 2 men from Columbia compete and one won the PB&J contest eating 8 sandwiches in 3 minutes! Additionally, we had a decent number of entries for our Car Show. We are most proud to say that Hog –n-Around BBQ truck was a crowd pleaser - the smells of the BBQ permeated the area and they ran out of BBQ hours before the festival closed on Saturday night.

Our entertainment includes a variety of southern bands originating in counties other than Lexington which increases out of county tourists. They advertise on their websites itineraries, and this year's entertainment assured crowds with Black Bottom Biscuits and Mattie Phiffer's solo performances returning. We tried something different this year and invited several young Columbia bands with ties to Pelion to perform. They drew a large younger crowd who also stayed to eat & ride. Crafters come from all over the southeast to sell their products in our crafts show.

We still enjoy the fact that the boiled peanut is the state snack food!

c. Total attendance to the festival versus the number of total tourists in attendance:
It is hard to recall when we've had such favorable weather during the festival. This certainly had an impact on both festival attendees and tourists. Low temperatures in the 80's and no rain helped attendees stay longer and spend their dollars, as well as enabling the parade to proceed with an increasing number of viewers.
Since we have an open venue with no point of established entry, we use the following methods to track tourists and attendees:

Crowd estimates from Lexington County Law Enforcement and Pelion Police
Registration cards from exhibitor and craft booths
Booth set up to record attendees zip-codes from various point of sales and drawings
Count from Palmetto Amusements ride ticket sales
Point of entry #'s from SC Princess Pageant and "Peanuts, Popcorn & Baseball" venue
Peanut Butter & Jelly Sandwich Eating & T-shirt contests/ Peanutty Recipe Contest
Food Vendor survey & sales
Reception for Grand Marshall
Website hits, telephone inquiry increases

d. Economic impact generated by tourism to the festival
As stated in Section B, we continue to recommend Lexington County to our overnight vendors, exhibitors, crafters and entertainment participants to use hotels, restaurants, retail merchants, and gas stations. We saw an increase of local hotel and business use in 2015 in our county and at the SC Pelion Peanut Party. Due to our contacts with local hotels, we were able to secure discounts for 2 night stays. Several of our food vendors took advantage of this benefit. Accommodation brochures are provided in all vendor and crafter application packets as a convenience. The Peanut Party brochure is made available to tourists in the town of Pelion and to merchants in Orangeburg, Aiken, Saluda, Richland, Newberry, and Lexington counties.

We have contracted with Palmetto Amusements for the past 14 years. This is a Lexington County business and member of the SC Festival and Events Association, as is the SC PPP. Palmetto Amusements has the same ideals as we do – promoting family oriented entertainment in a safe and secure environment. We strive to provide entertainment that targets tourists of all ages, race, and denominations with a variety of events and music. In 2015, Mattie Phiffer and the Black Bottom Biscuits advertised for us on their websites and at their concerts throughout the summer months prior to our event. Events such as our frozen t-shirt contest, cooking contest, peanut butter & jelly sandwich eating contest, and the SC Princess Pageant all bring in tourists from a 50+ mile radius of Pelion. They certainly appreciated our Gnat Bats – peanut shaped fans, just right for shooing those pesky gnats away.

It should be noted that this is one of the few remaining alcohol-free festivals in the state which we are sure has an economic impact on our revenue. Good and bad. Due to the socio-economic demographics of our area, we have to provide lower ticket prices for events and food and offer more free activities with our focus on making this a family friendly event. Attracting tourists, having a safe, alcohol free environment, and making sure we can fund the next year's Peanut Party are our uppermost goals. We are not looking to be the biggest festival on the block!

e. Overall description of how the festival attracts and promotes tourists to the area and specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this, i.e. brochures:

The SC Pelion Peanut Party strives to make our event as visible as financially possible. The Peanut Party Steering Committee evaluates the previous year's advertising successes and failures to develop the current year's advertising campaign. 2015's advertising expenditures were less than what was budgeted for in previous years. We decided to cut costs and produce a program brochure instead of a booklet. We distributed our flyers and brochure around Lexington County within a 50 mile radius of Pelion, and at other highly visible tourist attractions. We advertised in the Lexington Chronicle and Twin City News during July and August which highlighted individual events, and had coverage in the State Newspaper. Our event was covered by Channel 19 News Live On Saturday. Our newly updated website is maintained to provide better access to special events, contact information, and directions. This is also how we inform potential vendors, exhibitors, contestants, parade participants, and crafters of our procedures for participation in the Peanut Party. We partnered with the Lexington County Blowfish organization to promote baseball. Reinforcing our creative efforts in advertising, our sales of the popular GNAT Bats, with our logo and sponsors names on the back, continued to be a hit with the attendees.

The following is a listing of our free and paid for advertising locally:

Radio PSA (Doug Enlow 94.3 Carolina Country and 98.5 Oldies) done at no charge to Peanut Party value =$500.00

Entertainment Bands websites (Black Bottom Biscuits website calendar www.blackbottombiscuits.com)

GO (The State)
MCEC Living
Channel 19 News Coverage day of event FREE
Coffee News (Lexington Ed)
Foodie News (Food Lover Events) online http://columbiafoodienews.com FREE
Free Times Annual Manual 2015 August Calendar pg. 42 FREE
Go Columbia Pg 8D (The State Newspaper) August 6, 2015 FREE inclusion
Hearthstone Rhythm Band website calendar hearthstonerhythmband.com FREE
Lexington County Chronicle & Dispatch News (Around Pelion – Kay Collings) FREE
Lexington County Chronicle & Dispatch News Ad $390
Lexington County Chronicle & Dispatch News August 13, 2015 Pictures FREE
Lexington County Peach Festival $150
Mattie Phifer website calendar www.mattiephiferband.com FREE
Mid-Carolina Living Magazine Calendar FREE
PHS Awards Program May 18, 2015 Scholarship FREE
PHS Yearbook $75
Prosperity Flag & Banner Newspaper FREE
The State Local August 7, 2015 pg. 3A FREE
The Twin City News (Batesburg-Leesville) August 6, 2015 FREE
Where the Shows Are Ad online $25 Yr.

f. Additional Comments:

The support we receive from the County of Lexington TABLF grant continues to be an important component of the success of the SC PPP. Your support enables us to *promote* a safe and secure venue for South Carolina tourists. Our concern for the safety of our attendees is uppermost in importance. This is why we continue to add additional lighting, reinforcing and beautifying the entertainment stages, make available handicapped spaces for parking, and comfort improvements such as more tents, seating, water misters, and picnic tables. In 2015 we continued to have a paid onsite bonded, licensed master electrician. To maintain safety and lessen the dangers of electrical accidents for our attendees, vendors, crafters, and exhibitors we have all electrical connections for event set-ups done by our master electrician.

Of Note: The $1550 bill received by the SC PPP shows an increase in security that is now mandated by Pelion Town Council. This amount covers Pelion Police Department security personnel for the two days of the Peanut Party and the Pageant. Although lower than last year's security costs, this is still our largest expense, based on surveying other county festival security fees.

We are proud to offer continued school and community scholarships to high school seniors. We are able to support the Pelion Christmas Tree for Children, an annual event to support children in our community who otherwise might not have a Christmas.

Even though these kinds of community support continue to make a sizeable dent in our budget, the results have enabled students to pursue their educational dreams, ensure a safer community and festival site, and promote continued use of the community building and grounds (i.e., weddings, receptions, birthdays, Saturday yard sales, safety workshops, the Annual Christmas Parade and Tree Lighting, Easter events, school events, and seasonal craft bazaars).

We provide an onsite venue for certain community partners, i.e. Walter P. Rawls, SC Specialty Foods Association, Lexington County schools, the Pelion Library Friends Annual Book Sale and the Ruritan peanut sales, so they can to promote their goods and services to Lexington County and the State of South Carolina.

Our theme "Peanuts, Popcorn and Baseball" showcased Lexington County's new ball team facilities. After the parade, Blowie, the team mascot, and Blowfish owner, Bill Shanahan and his wife attended our reception and stayed to sign autographed baseballs to the general public.

Thank you Lexington County Administration and Council for your support of the Pelion community and the Peanut Party!

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017-18

FUNDING SOURCES

Organization: South Carolina Pelion Peanut Party

List of Funding Sources	Actual 2014/15	Current 2015/16	Estimated ~~2016/17~~ 17-18
LC TABLF Funds	$ 2,500.00	$ 2,500.00	$ 3,800.00
	$ 2,500.00	$ 2,500.00	$ 3,800.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE
FEE FY2017-18

EXPENDITURES

Organization: South Carolina Pelion Peanut Party

List of Expenditures	Actual 2014/15	Current 2015/16	Estimated 2016/17 17-18
Advertising: used LC TABLF Funds	$ 5,433.66	$ 3,055.99	$ 3,800.00
	$ 5,433.66	$ 3,055.99	$ 3,800.00

Clear Forms | Print Forms | Save Forms

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016-17

I. FESTIVAL INFORMATION:
Organization Name: South Carolina Pelion Peanut Party

Festival Name: South Carolina Pelion Peanut Party

Contact Name: Susan Enlow Phone: 803 606-9522

II. FESTIVAL COMPLETION:
Were you able to complete the festival as stated in your original application? (●) Yes ( ) No
If no, state any problems you encountered: _____

III. FESTIVAL SUCCESS:
Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.): Highlighted LC Blowfish Organization; music venues upgraded; new LC Food Vendors; Security costs elevated; restarted car show; better weather; free publicity in variety of outlets.

IV. FESTIVAL ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2015/16 Current Year	2014/15 Previous Year
Total Budget of Festival	$ 17,584.06	$ 22,691.71
Amount Funded by the Temporary Alcohol Beverage License Fee	$ 2,500.00	$ 2,500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources	$ 2,500.00	$ 2,500.00
Total Attendance	10000	8000
Total Tourists*	1500	1000

see attached Report

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): Estimates: Law, Amusement sales, exhibitors, web hits, food sales, contests and shows; phone call logs.

VI. FESTIVAL BUDGET:
Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

Charles W. Haggard — Name
SC PPP Co-Cordinators — Title
Charles W. Haggard — Signature
2/10/17 — Date



2016/17 SC Peanut Party TABLF Grant Advertising Budget

2016 Expenditures Using $2500 TABLF:

Office Depot	$ 140.48
Paper Pro Gnat Bats	$ 284.16
Crafty Things (Banners, crowns, T-shirts, labor)	$1027.50
Gardener Guides Online Web Banner	$ 316.00
PHS Yearbook Ad	$ 75.00
Website, Domain	$ 419.88
PO Stamps & Box, etc.	$ 47.00
Kirby Float (1)	$ 300.00
SCFEA Membership	$ 125.00
GPS Triangle News	$ 50.00
Smoakhouse Printing (program book) WALMART	$ 577.66
Aiken Standard Newspaper	$ 280.00
Brunner Press/Twin City News	$ 253.50
Pageantry Unlimited (Parade Trophies)	$ 77.17
Total	**$3,970.35**

Free Advertising 2016 =

Lexington Chronicle Coverage during reception Saturday FREE
Free Times Annual Manual 2016 August Calendar FREE
Go Columbia article (The State Newspaper) August 11 2016 FREE inclusion
The State Newspaper Palmetto section Go calendar events all week FREE
The State News GO Katie McElveen article and photos 8/12/16FREE
Steele Justice Band website calendar FREE
Lexington County Chronicle & Dispatch News (Around Pelion – Kay Collings) FREE
Lexington County Chronicle & Dispatch News August 18, 2015 Pictures FREE
Mattie Phifer website calendar www.mattiephiferband.com FREE
Mid-Carolina Living Magazine Calendar FREE
PHS Awards Program May 18, 2015 Scholarship FREE
Gary Pozik Radio Live Interview 8/8/16 105.1FM & 620AM FREE
The Twin City News (Batesburg-Leesville) Article August 11, 2015 FREE
MCEC SC Living Magazine Highlights & Calendar FREE
LocalPalate.com Online feature in calendar FREE
GPS Triangle News several articles during week of 8/7, Calendar, photos FREE
Midlands Authority for Conventions, Sports and Tourism calendar of events www.columbiacvb.com/events/ FREE
Town Planner Calendar for Lexington listing FREE
SC Department of Parks, Recreation & Tourism inclusion in online database of festivals & photos FREE
National Geographic Traveler Online Magazine article FREE
Mid Carolina Lifestyle Magazine in the July Calendar & Events FREE
AS of 8/14/16 Website hits 35,216 cummulative

Submitted by Shirley Sprenne, Susan Enlow, & Ann Smoak SC Peanut Party Steering Committee

chapin
SOUTH CAROLINA
157 NW Columbia Avenue • P.O. Box 183 • Chapin, SC 29036

DEC 2016
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

December 20, 2016

Judy Busbee, Assistant Clerk to Council
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

RE: FY17/18 Festival Application

Dear Judy,

The 2016 Labor Day Festival and Parade was another big success, and we look forward to building on that momentum for the 2017 edition! Attached please find our application for FY 2017-18 with supplemental information and the final recap for the FY 2016/17 grant.

We fully believe the Labor Day Festival brings positive exposure not only to Chapin, but also Lexington County. It adds to our quality of life in so many ways, and the Town of Chapin appreciates the County's continuing support.

Please let me know if you have additional questions.

All the best,

Karen Owens
Director of Communications and Economic Development

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18



APPLICATION

1. Name of Festival: Chapin Labor Day Festival & Parade
2. Sponsoring Organization: Town of Chapin, SC

   Mailing Address: PO Box 183, Chapin, SC 29036
3. Festival Director:

   Name Karen Owens Title Director of Communications

   Telephone 803-575-8039 Alternate Telephone 803-413-6789

   Fax Number 803-345-0427

   Email karen@chapinsc.com
4. Festival Website: www.chapinsc.com
5. Event Category (*Check One*):

   ☒ Festival:

   ☐ Other – Pursuant to State Statute Section 61-6-2010:
6. Festival Timeline *(Actual Dates of Festival)*: September 2-4, 2017
7. Location of Festival: Downtown Chapin
8. How many people do you expect to attend? 25,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**

   a. Estimated cost for this project: $ 15,800.00

   b. Amount of funds requested for this project: $ 2,500.00

   c. This request equals what percent of the total Festival Budget? 16 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

    ☒ Yes ☐ No

    a. If yes, state year 2016, amount $ 2500.00, source Temporary Alcohol Fund and purpose: Marketing and promotion support

    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☒ Yes ☐ No

    c. If no, please explain:

11. Type of Organization:

Please check one:

- ☐ County Government
- ☒ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments: See attached document

Signature of Festival Director:

Karen Owens	Director of Communications
Name	Title
Signature	12-20-2016
	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization:_____

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Sponsors/Advertisers	$4975.00	$6380.00	$7000.00
Lexington County Temporary Alcohol Grant	$2500.00	$2500.00	$2500.00
Vendors	$5445.00	$4295.00	$4700.00
Parade floats	$2300.00	$2875.00	$3000.00
Tshirt sales	$560.00	$910.00	$1000.00
Return check fees/misc income	$37.00	n/a	n/a
TOTAL	$15,817.00	$16,960.00	$18,200.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization:_____

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Advertising & Promotions	$3286.88	$4538.81	$5000.00
Custodial (clean up) & porta johns	$3100.00	$3180.00	$3500.00
Entertainment & Awards	$1312.25	$1341.94	$1500.00
Program design & printing	$1729.89	$1769.32	$1800.00
Parade and equipment rentals /purchases	$840.61	$2587.57	$1500.00
Miscellaneous supplies/expenses	$360.78	$2491.98	$2500.00
TOTALS	$10,630.41	$15,909.62	$15,800.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17

I. FESTIVAL INFORMATION:

Organization Name: Town of Chapin, SC

Festival Name: Chapin Labor Day Festival

Contact Name: Karen Owens, Director of Communications Phone: 803-575-8039

II. FESTIVAL COMPLETION:

Were you able to complete the festival as stated in your original application? Yes

If no, state any problems you encountered:

III. FESTIVAL SUCCESS:

Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.):
See attached

IV. FESTIVAL ATTENDANCE:

Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2016/17 Current Year	2015/16 Previous Year
Total Budget of Festival		
Amount Funded by the Temporary Alcohol Beverage License Fee	$2500.00	$2500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources		
Total Attendance	22,500	22,000
Total Tourists*	9,000	8,800

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
Observation, traffic and parking counts, vendor estimates, parade entries/participants

VI. FESTIVAL BUDGET:

Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:

Provide signature of official with the organization verifying accuracy of above statements.

Karen Owens
Name

Director Communications
Title

Signature

12-20-2016
Date

2017/18 Application Information

12. Chapin Labor Day Parade and Festival Overview and Description

a. The Chapin Labor Day Parade and Festival will enter its 38th year in 2017, and continues to serve as Chapin's signature public event that brings thousands of residents and visitors to this lakeside community for an extended weekend of activities. The weekend kicks off on Saturday morning with a 5K Race coordinated by the Irmo Chapin Recreation Commission to benefit its senior programs, including Meals on Wheels. This year we are including the newly-established Chapin Farmer's Market as a sanctioned festival event, with farmers, craftsmen and food vendors set up on Clark Street and an adjacent parking lot. On Sunday evening, we will once again host a free community blues concert that bring individuals and families to the Beaufort Street area for fun, enjoyable entertainment. Then on Monday, the festival goes full throttle with 100+ street vendors lining historic Beaufort, Lexington and Clark Streets selling food, arts and crafts, and other novelties; a Children's Play area with games and activities for younger families; a Classic Car Show featuring a variety of late model automobiles; an annual book sale by the Chapin Branch library; model train display at the old Fire Station/American Legion Post; musical concerts by local artists; and the 100+ entry annual parade that has welcomed local, state and national figures over the years.

b. This long-time annual festival is a popular destination for people throughout the Midlands, South Carolina and beyond, much like its fellow Lexington County festivals (Peach, Poultry, Collard, Okra Strut, etc.). Roughly 22,500 people come out to participate each year in this end-of-summer send off, which generates a huge impact on local restaurants, shops, and the participating vendors. Several of Chapin's local non-profit organizations and schools also raise vital funds that support their causes by serving as food vendors or providing essential festival services such as parking, festival set up and clean up, and public safety. And 50 % of the vendors come from outside of the Midlands and potentially stay in nearby hotels the night preceding the festival.

c. Attendance estimates for 2016 were 22,500, with approximately 40% of attendees coming from outside the area.

d. Vendors do not provide the Town with their sales information but a conservative estimate of minimum spending by individuals in attendance of $7 a person, would generate a minimum of $157,500 in revenues and additional sales generated after the festival is not tracked either. Whatever is generated, the impact is far greater than the money spent to put the festival on, because it creates community pride, encourages a diverse group of people to work together for a common cause, generates new visitors to our community as well as positive publicity for our town.

e. The money ($2500) received from Lexington County through its Temporary Alcohol Beverage License Fee funds will be used to support advertising and promotions as follows:

$1000	Radio advertising with Lake Murray Radio (Z 93 FM)
$ 750	of the $1800 for printing 1200 program books that were distributed in advance and at festival
$ 750	for online advertising with EC Publishing (Carolinas Festival Magazine), Facebook and Gardner Publications (Top 10 Things To Do eblast)
$2500	

f. We were fortunate to once again partner with Lake Murray Country Tourism Board to cross promote our Labor Day Festival with their activities to promote lake tourism through the provision of 30 two-sided street banners that were on display on the two main Chapin transportation corridors, Columbia Avenue and Chapin Road (Hwy 76) beginning in early June. This partnership helped save the festival more than $2500 in promotional expenses. We plan to partner with them again in 2017.

2016-17 Final Report Recap

III. Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.): We were fortunate to once again have another successful festival with increased attendance and several new features added to the festival. The one blemish was heavy rains on the Friday prior to the Saturday 5K race which required ICRC to postpone the race until October. But beautiful weather prevailed for the rest of the weekend and festival goers enjoyed moderate temperatures on Sunday night and Monday.

We replicated the Blues on Beaufort Street concert with Anthony Charles and the Blues Dolphins performing a free outdoor concert on Beaufort Street. More than 400 people came out for the concert, which also featured a local food truck, a craft beer vendor and the Tipsy Toad Tavern providing food, beer and wine to attendees. Mid-Carolina Electric Cooperative sponsored the Sunday night show, and United Sporting Companies (locally known as Ellett Brothers) sponsored the Monday concert, which featured an R&B act CASH MONEY. Lexington Medical Center served as a presenting sponsor for the festival again in 2016.

We kept the new straight parade route since it was successful in 2015, and attendance was up for the parade. We honored Sgt. Robert Barber, a veteran that was wounded in Afghanistan, as our Grand Marshall, and we were fortunate to have the Fort Jackson Army Marching Band as special guests for the parade. We had a bumper crop of politicians although the presidential candidates were notably absent. We continued to allow a limited number of professional food vendors to offer a wider variety of food options and more traditional festival fare. Because of this increased need and access for power, we purchased some additional electrical outlet equipment to avoid some of the shortages we have experienced in the past. The new Publix grocery store came in as a new sponsor for the Children's play area. Publix employees had giveaways and coloring tables set up which provide a different and fun activity for the kids.

Chapin Baptist's youth ministry helped set up four tents with activities and games that kids could play at no charge. The town also paid $200 for a jumpy house rental that was also free admission. The families were overjoyed that they didn't have to wait in long lines or pay for their kids to be entertained, thus keeping our family-friendly festival standing intact.

As a result of attending the SC Festival Association conference, we also pursued securing special event insurance for the first time. This was a precaution that should have been made years ago, and it will be an expense for the festival going forward. We also put in several food safety measures as a result of DHEC making changes to how they regulate festivals. We provided all the food vendors with information about proper food storage and handling, appropriate temperatures, hand washing and disposal. There were two trained food volunteers that visited each food vendor to ensure they were in compliance. This was another way to reduce the town's exposure and liability to a food borne illness outbreak at the festival.

VI: **Festival Budget** - The money ($2500) received from Lexington County through its Temporary Alcohol Beverage License Fee funds for 2016-17 was used to support advertising and promotions as follows:

$1000	Radio advertising with Lake Murray Radio (Z 93 FM)
$1000	of the $1769.32 for printing 1200 program books that were distributed in advance and at festival
$ 500	of the $586.00 for advertising with EC Publishing (Carolinas Festival Magazine) and Gardner Publications (Top 10 Things To Do eblast)
$2500	

Town of Chapin
Labor Day Festival Profit & Loss
January through December 2016

	Jan - Dec 16	
Ordinary Income/Expense		
Income		
4900 · Miscellaneous Revenues		
4905 · Festival, Event, Parade Income	16,960.00	
Total 4900 · Miscellaneous Revenues		16,960.00
Total Income		16,960.00
Expense		
6000 · Salaries & Benefits		
6001 · Salaries & Wages	102.69	
6008 · Bonus	0.00	
Total 6000 · Salaries & Benefits		102.69
6020 · Fringe Benefits		
6021 · Payroll Taxes	7.70	
6023 · Group Health Insurance	(2.05)	
6025 · Retirement Expense	11.87	
6029 · Unemployment Expense	0.00	
Total 6020 · Fringe Benefits		17.52
6100 · Operations Expense		
6300 · Purchased Services		
6346 · Community Events & Promotions	15,750.69	
6348 · Dues, Subscriptions, Fees	0.00	
Total 6300 · Purchased Services	15,750.69	
6420 · Repair & Maintenance		
6424 · Vehicle Gas & Oil	38.72	
Total 6420 · Repair & Maintenance	38.72	
Total 6100 · Operations Expense		15,789.41
Total Expense		15,909.62
Net Ordinary Income		1,050.38
Net Income		**1,050.38**

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18



APPLICATION

1. Name of Festival: 44th Annual Okra Strut Festival
2. Sponsoring Organization: Town of Irmo
   Mailing Address: PO Box 406, Irmo, SC 29063
3. Festival Director:
   Name Bob Brown Title Town Administrator
   Telephone 803-781-7050 Alternate Telephone 803-479-0548
   Fax Number 803-749-2743
   Email rbrown@townofirmosc.com
4. Festival Website: theokrastrut.com
5. Event Category (*Check One*):
   ☒ Festival: festival and parade
   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: September 29-30, 2017
7. Location of Festival: Irmo, South Carolina, 29063
8. How many people do you expect to attend? between 10,000 - 15,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**
   a. Estimated cost for this project: $ 74,000.00
   b. Amount of funds requested for this project: $ 2,500.00
   c. This request equals what percent of the total Festival Budget? 3 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☒ Yes ☐ No
    a. If yes, state year 2016, amount $ 2,500.00, source _____, and purpose: provide tourism and marketing
    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☒ Yes ☐ No
    c. If no, please explain: _____

11. Type of Organization:

Please check one:

- ☐ County Government
- ☒ Municipal
- ☐ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ Other: _____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments: _____

Signature of Festival Director:

Bob Brown	Town Administrator
Name	Title
[signature]	12/9/16
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Town of Irmo

The Town of Irmo has been incorporated since 1890 and currently has a population of approximately 12,000. The Okra Strut Festival is going into its 44th consecutive year and has been a mainstay event for the Irmo area.

Annual Irmo Okra Strut Festival

The festival always begins with a free concert on Friday evening that includes rides, food and a great time by all. The past several years has been national acts that have performed during this Friday evening concert. Saturday morning begins with the Okra Strut Parade that continues to be one of the largest parades in the state each year with an average of 3,000 participants and twice that number lining the mile parade route.

The remainder of Saturday until 5:00pm at the main festival site includes an average of 110 arts & craft vendors, rides, a large number of food vendors and local musical and dancing shows throughout the day.

Attendance Estimates

The festival averages 10,000 -15,000 visitors (not counting the parade) and it is estimated that 70-80% are tourist. The numbers are derived through random question checks during the festival, the number of rooms being rented during the festival along with increases in food sales throughout the area.

ABC License Fees spent in 2016

Last year the Temporary Alcohol Beverage License Fee Funds were used exclusively to promote the festival and tourism through a variety of media sources (billboards, flyers, TV and Radio stations along with area and regional print media).

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization: Town of IRMO (OKRA STRUT)

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
Lexington County (ABC Funds)	2,500		2,500
Richland County (Hospitality)	10,600		10,600
Corporate Sponsors	30,025		35,000
Parade Entries	3,400		5,000
Booth Rentals	20,890		22,000
Sales	9,809		10,000
Town of IRMO (Hospitality)	15,400		15,000

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization: IRMO OKRA STRUT

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
STAFF OVERTIME	8,445		9,000
Misc.	22,139		23,000
Marketing / Promotions	8,253		8,500
Entertainment	14,143		16,000
Scholarships	2,000		3,000
Lexington County Deputies	1,715		2,000
Technical Support	5,999		6,000

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2015/16

I. FESTIVAL INFORMATION:
Organization Name: TOWN OF IRMO
Festival Name: 43rd IRMO OKRA STRUT FESTIVAL
Contact Name: BOB BROWN Phone: (803) 781-7050

II. FESTIVAL COMPLETION:
Were you able to complete the festival as stated in your original application? YES
If no, state any problems you encountered:

III. FESTIVAL SUCCESS:
Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.):
WENT WELL, GREAT WEATHER, LARGE CROWDS — ONLY PROBLEM AREA WAS BUSING / MOVING PEOPLE (NO PARKING ALLOWED ON-SITE)

IV. FESTIVAL ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2015/16 Current Year	2014/15 Previous Year
Total Budget of Festival	74,100	65,200
Amount Funded by the Temporary Alcohol Beverage License Fee	$8,100	4,350
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources	8,100	4,350
Total Attendance	App. 26,200	App. 9,300
Total Tourists*	App. 7,000	App. 3,500

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.): TWO RANDOM SURVEYS (1) PARADE ROUTE, (2) FESTIVAL SITE; VOLUNTEERS W/ NUMBER COUNTERS

VI. FESTIVAL BUDGET:
Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

ROBERT M. BROWN — Name
TOWN ADMINISTRATOR — Title
Signature
10/4/16 — Date

October 4, 2016

Re: Summary of Payments using Temporary Alcohol Beverage License Fees to promote the 43rd Irmo Okra Strut Festival (September 23 – 24, 2016)

Vendor	Amount	Balance
I-HeartMedia	$1,999.00	$1,999.00
Another Printer	$1,253.05	$3,252.05
WACH Fox	$1,700.00	$4,952.05
The New Irmo News	$ 234.00	$5,186.05
LINC, Inc.	$ 570.00	$5,756.05
Big Eyed Bird Creative	$3,150.00	$8,906.05

TOWN OF IRMO

18127

IHEART MEDIA

018127 10/03/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/03/2016	1009524493		IHEART MEDIA	299.00

BALANCE OF ADVERTISING FOR 2016 OKRA STRUT

CHECK TOTAL 299.00

LR3812LN1 DATA FLOW 806-371-7310 FAX 806-371-0720

PRINTED IN U.S.A.

Note 1: WLTY-FM, WNOK-FM

CPE

Invoice Summary:

No. of Spots/Misc:	127/2
Total Gross:	$1,999.00
Agency Commission:	$0.00
Total Net Due:	**$1,999.00**

$299 Per attached email from Larry Slaughter.

This invoice is in accordance with the official log and the announcements/programs indicated below were aired on the dates and the times shown. Per your advertising agreement, the actual times may have run within 10 minutes of the scheduled time.

60-5000-50230

PUBLICA

ColumbiaSC Market
WCOS-AM, WCOS-FM, WLTY-FM,
WNOK-FM, WVOC-AM, WXBT-FM, BXBT-FM
Remit To: iHeartMedia
PO Box 406066
Atlanta, GA 30384-6066
Phone: (803) 343-1100

iHeartMEDIA

INVOICE: 1009524493

Irmo Okra Strut Commission of

PO Box 406
Irmo, SC 29063

Advertiser No.: 26417
Irmo Okra Strut Commission of
Order: 1109530177 Invoice Date: **09/25/2016**
Co-op: No Payment Due: **10/25/2016**
AE: Hallbick, Nicole

Billing Type: Broadcast

Note 1: **WLTY-FM, WNOK-FM**

CPE

Invoice Summary:

No. of Spots/Misc:	127/2
Total Gross:	$1,999.00
Agency Commission:	$0.00
Total Net Due:	**$1,999.00**

#299 Per attached email from Larry Slaughter.

This invoice is in accordance with the official log and the announcements/programs indicated below were aired on the dates and the times shown. Per your advertising agreement, the actual times may have run within 10 minutes of the scheduled time.

60-5000-50200

DUPLICATE

TOWN OF IRMO

18126

BIG EYED BIRD CREATIVE, LLC

018126 10/03/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
10/03/2016	0381		BIG EYED BIRD CREATIVE, LLC	1,450.00

SECOND HALF OF FINAL INVOICE - 2016 OKRA STRUT

CHECK TOTAL 1,450.00

LR3812LN1 DATA FLOW 806-371-7310 FAX 806-371-0720

PRINTED IN U.S.A.

ACTIVITY	HOURS	RATE	AMOUNT
50% Balance for Public Relations, Social Media and Graphic Design for the Irmo Okra Strut (2nd payment of 2)	27	100.00	2,700.00
Total of 54 hours			
(See proposal for full list of services)			
50% Sponsorship for Trade: Diamond Sponsorship (Total $2500)	1	-1,250.00	-1,250.00
Second half of discount for final invoice.			

BALANCE DUE **$1,450.00**

60-5000-50230

Big Eyed Bird Creative, LLC
119 Sandy Lane
Cayce, SC 29033 US
(803) 586-0774
alana@bigeyedbird.com
www.bigeyedbird.com

bigeyedbird
CREATIVE

INVOICE

BILL TO
Town of Irmo
Okra Strut

INVOICE # 0381
DATE 09/28/2016
DUE DATE 10/28/2016
TERMS Net 30

ACTIVITY	HOURS	RATE	AMOUNT
50% Balance for Public Relations, Social Media and Graphic Design for the Irmo Okra Strut (2nd payment of 2)	27	100.00	2,700.00
Total of 54 hours			
(See proposal for full list of services)			
50% Sponsorship for Trade: Diamond Sponsorship (Total $2500)	1	-1,250.00	-1,250.00
Second half of discount for final invoice.			

BALANCE DUE **$1,450.00**

60-5000-50200

18110

33 LINC, INC. 018110 09/28/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/28/2016	1609TOI		LINC, INC.	570.00
	2016 OKRA STRUT EDITION PROMOTION - $350			
	1/4 PAGE DISPLAY - $220			

CHECK TOTAL 570.00

DESCRIPTION	
Okra Strut edition 2016 promotion	$350.00
INVOICE TOTAL	$350.00

60-5000-50230

We appreciate your business and support.
Please make all checks payable to linc, inc.
If you have any questions concerning this invoice, contact Mr. Luther at 803-772-7506

linc, inc
Old National Community Newspapers
New Irmo News • Lake Murray News • Northeast News
Cayce West Columbia News • GPS Triangle News
P.O. Box 175 Irmo, SC 29063 Phone (803) 772-7506 Fax (803) 772-7795

INVOICE #: 1609TOI
INVOICE DATE: 9-23-16

To:
Town of Irmo/Okra Strut Commission
P.O. Box 406
Irmo, SC 29063

For: Advertising

DESCRIPTION	
Okra Strut edition 2016 promotion	$350.00
INVOICE TOTAL	$350.00

60-5000-50230

We appreciate your business and support.
Please make all checks payable to linc, inc.
If you have any questions concerning this invoice, contact Mr. Luther at 803-772-7506

linc, inc
Old Fashioned Community Newspapers
New Irmo News • Lake Murray News • Northeast News
Cayce West Columbia News • GPS Triangle News
P.O. Box 175 Irmo, SC 29063 Phone (803) 772-7506 Fax (803) 772-7795

INVOICE #: 1609TOI
INVOICE DATE: 9-23-16

To:
Town of Irmo
P.O. Box 406
Irmo, SC 29063

For: Advertising

DESCRIPTION	
Advertising - Display	
Okra Strut edition 2016 Display 1/4 page	$220.00
INVOICE TOTAL	$220.00

60-5000-50230

We appreciate your business and support.
Please make all checks payable to linc, inc.
If you have any questions concerning this invoice, contact Mr. Luther at 803-772-7506

[redacted] OF IRMO

18109

IHEART MEDIA

018109 09/28/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/28/2016	11109530177- 2ND 2ND PAYMENT OF ORDER # 1109530177 2016 OKRA STRUT ADVERTISING		IHEART MEDIA	850.00

CHECK TOTAL 850.00

[redacted]

60-50 500

	Market Station	Bind To	Start Date	End Date	No Of Weeks	Rate Rev. Type	Skip W.	M	T	W	T	F	S	S	Spots/ W.	Spot Length	Ord Spots	Ord Cost
1	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	30	30	
2	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
3	Columbia WNOK-FM	17:00-19:00 Remote	09/23/16	09/23/16	1	Local-Direct	0					x			4	60	4	
4	Columbia WNOK-FM	12:00-14:00 Remote	09/24/16	09/24/16	1	Local-Direct	0						x		4	60	4	
5	Columbia WNOK-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
6	Columbia WNOK-FM	06:00-23:59 Commercial	09/12/16	09/25/16	2	Local-Direct	0	x	x	x	x	x	x	x	15	30	30	

#	Misc Rev	Station	Start Date	End Date	Type	Quantity	Invoiced	Description
1		WNOK-FM	09/23/16	09/23/16	Fee-Tal	1		Talent-Fee
2		WNOK-FM	09/24/16	09/24/16	Fee-Tal	1		Talent-Fee

No. of Spots/Misc: 128/2

Total Gross:	$1,700.00
Agency Commission:	$0.00
Total Net Due:	$1,700.00

Per email pay $850.00 now

Then, pay $850.00 after

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Amt. Ord.:	128	0	0	0	0	0	0	0	0	0	0	0	0
Gross:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

When signed below, this is a contract for advertising on the radio stations named above, made with the owner of those stations, subject to those terms and conditions beginning on the last page of this Order Confirmation. Except when this contract is executed by advertiser itself, it is agreed that advertiser's agency makes this contract both for itself and advertiser.

Accepted for Company: _____ Accepted for Advertiser: _____

Participating Customers

Irmo Okra Strut Commission of 100%

iHeartMEDIA **Pre-Bill 1109530177**

ColumbiaSC Market
WCOS-AM, WCOS-FM, WLTY-FM,
WNOK-FM, WVOC-AM, WXBT-FM, BXBT-FM
Remit To: iHeartMedia
PO Box 406066
Atlanta, GA 30384-6066
Phone: (803) 343-1100

Advertiser No: 26417
Start Date: 09/12/2016
End Date: 09/25/2016
Month Type: Broadcast
Agency Comm.: 0%
CPE:
AE: Hallbick, Nicole
Last Update: 08/17/2016 11:35 AM by rcae1khr
Note: WLTY-FM, WNOK-FM
Note 2:
Spl Req Inv: Cash In Advance

Order No: 1109530177

Irmo Okra Strut Commission of

PO Box 406

Irmo, SC 29063

60-5000-50200
50230

	Market Station	Bind To	Start Date	End Date	No Of Weeks	Rate Rev. Type	Skip W.	M	T	W	T	F	S	S	Spots/ W.	Spot Length	Ord Spots	Ord Cost
1	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	30	30	
2	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
3	Columbia WNOK-FM	17:00-19:00 Remote	09/23/16	09/23/16	1	Local-Direct	0					x			4	60	4	
4	Columbia WNOK-FM	12:00-14:00 Remote	09/24/16	09/24/16	1	Local-Direct	0						x		4	60	4	
5	Columbia WNOK-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
6	Columbia WNOK-FM	06:00-23:59 Commercial	09/12/16	09/25/16	2	Local-Direct	0	x	x	x	x	x	x	x	15	30	30	

#	Misc Rev Station	Start Date	End Date	Type	Quantity	Invoiced Description
1	WNOK-FM	09/23/16	09/23/16	Fee-Tal	1	Talent-Fee
2	WNOK-FM	09/24/16	09/24/16	Fee-Tal	1	Talent-Fee

No. of Spots/Misc: 128/2

Total Gross:	$1,700.00
Agency Commission:	$0.00
Total Net Due:	$1,700.00

Per email pay $850.00 now

Then, pay $850.00 after

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Amt. Ord.:	128	0	0	0	0	0	0	0	0	0	0	0	0
Gross:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

When signed below, this is a contract for advertising on the radio stations named above, made with the owner of those stations, subject to those terms and conditions beginning on the last page of this Order Confirmation. Except when this contract is executed by advertiser itself, it is agreed that advertiser's agency makes this contract both for itself and advertiser.

Accepted for Company: _____

Accepted for Advertiser: _____

Participating Customers

Irmo Okra Strut Commission of 100%

18049

19 ANOTHER PRINTER

018049 09/20/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/20/2016	99353		ANOTHER PRINTER	1,166.54
	2016 OKRA STRUT BANNERS			
09/20/2016	99524		ANOTHER PRINTER	86.51
	2016 OKRA STRUT PAPER BANNERS			

CHECK TOTAL 1,253.05

4	Banners, 48" x 84", On 9oz. Mesh Screen; Full Color, 1-Sided; With Grommets and Hole Reinforcement in Each Corner; Digital Files Provided By Customer	484.05
13	Banners, 36" x 48", on Standard White Vinyl; Full Color, 1-Sided; With Sleeve Along One 48" Side; Digital Files Provided By Customer	606.17

Sales Rep: House	**SUB**	1,090.22
Thank You For Your Business	**TAX**	76.32
	SHIPPING	
	TOTAL	1,166.54

60-5000-50230 $400.00

60-5000-50901 $766.54

Creating great impressions!

2892

INVOICE

Another Printer, Inc.
10 Bush River Court
Columbia, SC 29210
(803) 798-1380

No. 99353

Date **9/19/2016**

Customer P.O. No.

Sarah Long
Irmo Okra Strut
P.O. Box 212334
Cola SC 29221

QUANTITY	DESCRIPTION	AMOUNT
4	Banners, 48" x 84", On 9oz. Mesh Screen; Full Color, 1-Sided; With Grommets and Hole Reinforcement in Each Corner; Digital Files Provided By Customer	484.05
13	Banners, 36" x 48", on Standard White Vinyl; Full Color, 1-Sided; With Sleeve Along One 48" Side; Digital Files Provided By Customer	606.17

Sales Rep: House
Thank You For Your Business

SUB	1,090.22
TAX	76.32
SHIPPING	
TOTAL	1,166.54

60-5000-50230 $400.00
60-5000-50901 $766.54

TOWN OF IRMO

18020

82 THE NEW IRMO NEWS

018020 09/12/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/12/2016	97 OKRA STRUT ADVERTISING		THE NEW IRMO NEWS	234.00

CHECK TOTAL 234.00

Irmo News Billing for week 08/25/2016 234.00 234.00

Invoice Amounts for New Charges During Aug 2016 234.00

RECEIVED

SEP 06 2016

TOWN OF IRMO

Outstanding Previous Balance Through Aug 2016 0.00

60-5000-50230

Please clip and return this portion with your payment (NOTE ADDRESS CORRECTIONS BELOW)

IRMO7050
Irmo Town of
P.o. Box 406
Irmo, SC 29063

INVOICE for Advertising and
STATEMENT of Account 97

Remittance Amount _____

New Chg	234.00
Prev Bal	0.00
Remit	234.00

We appreciate your business and support. Please call if you have any questions.
(Please direct billing questions to Melissa at 772-5584.)

The New Irmo News

P.O. Box 175, Irmo, SC 29063 Phone (803) 772-7506 Fax (803) 772-7795

INVOICE for Advertising and STATEMENT of Account

Irmo Town of
P.o. Box 406
Irmo, SC 29063

Invoice # : 97
Account # : IRMO7050
Bill Date : 08/31/2016
Due Date : 09/15/2016
Terms : Net

Publication	Description	Price	Extension
Irmo News	Billing for week 08/25/2016	234.00	234.00
	Invoice Amounts for New Charges During Aug 2016		234.00

RECEIVED
SEP 06 2016
TOWN OF IRMO

Outstanding Previous Balance Through Aug 2016 0.00

60-5000-50230

Please clip and return this portion with your payment (NOTE ADDRESS CORRECTIONS BELOW)

IRMO7050
Irmo Town of
P.o. Box 406
Irmo, SC 29063

INVOICE for Advertising and
STATEMENT of Account 97

Remittance Amount _____

704

We appreciate your business and support. Please call if you have any questions.

New Chg	234.00
Prev Bal	0.00
Remit	234.00

TOWN OF IRMO

18057

'WACH '

018057 09/20/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
09/20/2016	CONTRACT 627314 2016 OKRA STRUT ADVERTISING FOR 09/01/2016 - 09/23/2016		WACH	1,700.00

CHECK TOTAL 1,700.00

60-5000-5023C

Agy Code	Advertiser Code	Product 1/2

Agency Ref	Advertiser Ref
19243	

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/ Week	Rate	Rtn	Type	Spots	Amount
1	WACH	09/14/16	09/23/16	M-F 6-9am	6-9am		:15				NM	30	$210.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTF--	15	$7.00								
Week:	09/19/16	09/25/16	MTWTF--	15	$7.00								
2	WACH	09/14/16	09/23/16	M-F10-1130p/Sa-Sa10-1030p	M-F10-1130p/Sa-S		:15				NM	6	$300.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTFSS	3	$50.00								
Week:	09/19/16	09/25/16	MTWTF--	3	$50.00								
3	WACH	09/19/16	09/23/16	M-F 6-7pm	6-7pm		:15				NM	5	$425.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/19/16	09/25/16	MTWTF--	5	$85.00								
4	WACH	09/14/16	09/23/16	M-Sun Overnight	Overnight		:15				NM	20	$60.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTF--	10	$3.00								
Week:	09/19/16	09/25/16	MTWTF--	10	$3.00								
5	WACH	09/14/16	09/23/16	M-Sun Late Fringe Rotator	M-F 11p-1a/SS 10:		:15				NM	10	$100.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTFSS	5	$10.00								
Week:	09/19/16	09/25/16	MTWTF--	5	$10.00								
6	WACH	09/14/16	09/23/16	Sports Zone	Sports Zone		:15				NM	5	$150.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTF--	2	$30.00								
Week:	09/19/16	09/25/16	MTWTF--	3	$30.00								
7	WACH	09/21/16	09/21/16	Wed 9-10p	9-10p		:15				NM	1	$455.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/19/16	09/25/16	--W----	1	$455.00								
8	WACH	09/17/16	09/18/16	Weekend Daytime	Sat 12p-6p // Sun 9		:15				NM	10	$0.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	-----SS	10	$0.00								
9	WACH	09/14/16	09/23/16	M-Sun Overnight	Overnight		:15				NM	20	$0.00
	Start Date	End Date	Weekdays	Spots/Week	Rate								
Week:	09/12/16	09/18/16	--WTF--	10	$0.00								
Week:	09/19/16	09/25/16	MTWTF--	10	$0.00								
10	WACH	09/14/16	09/23/16	M-Sun Late Fringe Rotator	M-F 11p-1a/SS 10:		:15				NM	10	$0.00

(* Line Transactions: N = New, E = Edited, D = Deleted)

Net 30-Payment is due within 30 days from invoice date. Station owned or provided services by the Sinclair Broadcast Group.

Warranty-We warrant the above broadcasts were made according to the official station log. Please note that we do not notarize invoices since the purpose of placing a notary seal on a document is to guaranty the authenticity of an individual's signature and not to certify the accuracy of commercial aired.

Contract Agreement Between:

Print Date 09/19/16 Page 1 of 2

CONTRACT

WACH
1400 Pickens St.
Columbia, SC 29201
(803) 252-5757

And:

Town of Irmo
Attention: Kirk Luther
PO Box 406
Irmo, SC 29063

Contract / Revision	Alt Order #
627314 / 1	

Product
Okra Strut

Contract Dates	Estimate #
09/14/16 - 09/23/16	**Okra Strut**

Advertiser	Original Date / Revision
Town of Irmo	09/12/16 / 09/13/16

Billing Cycle	Billing Calendar	Cash/Trade
EOM/EOC	Calendar	Cash
Property	**Account Executive**	**Sales Office**
WACH	Kacey Liles	Local-Columbia

Special Handling

Demographic
Adults 25-54

Agy Code	**Advertiser Code**	**Product 1/2**

Agency Ref	Advertiser Ref
19243	

60-5000-50230

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/ Week	Rate	Rtn Type	Spots	Amount
1	WACH	09/14/16	09/23/16	M-F 6-9am	6-9am		:15			NM	30	$210.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTF--	15	$7.00							
Week:	09/19/16	09/25/16	MTWTF--	15	$7.00							
2	WACH	09/14/16	09/23/16	M-F10-1130p/Sa-Sa10-1030p	M-F10-1130p/Sa-S		:15			NM	6	$300.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTFSS	3	$50.00							
Week:	09/19/16	09/25/16	MTWTF--	3	$50.00							
3	WACH	09/19/16	09/23/16	M-F 6-7pm	6-7pm		:15			NM	5	$425.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/19/16	09/25/16	MTWTF--	5	$85.00							
4	WACH	09/14/16	09/23/16	M-Sun Overnight	Overnight		:15			NM	20	$60.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTF--	10	$3.00							
Week:	09/19/16	09/25/16	MTWTF--	10	$3.00							
5	WACH	09/14/16	09/23/16	M-Sun Late Fringe Rotator	M-F 11p-1a/SS 10:		:15			NM	10	$100.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTFSS	5	$10.00							
Week:	09/19/16	09/25/16	MTWTF--	5	$10.00							
6	WACH	09/14/16	09/23/16	Sports Zone	Sports Zone		:15			NM	5	$150.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTF--	2	$30.00							
Week:	09/19/16	09/25/16	MTWTF--	3	$30.00							
7	WACH	09/21/16	09/21/16	Wed 9-10p	9-10p		:15			NM	1	$455.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/19/16	09/25/16	--W----	1	$455.00							
8	WACH	09/17/16	09/18/16	Weekend Daytime	Sat 12p-6p // Sun 9		:15			NM	10	$0.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	-----SS	10	$0.00							
9	WACH	09/14/16	09/23/16	M-Sun Overnight	Overnight		:15			NM	20	$0.00
	Start Date	End Date	Weekdays	Spots/Week	Rate							
Week:	09/12/16	09/18/16	--WTF--	10	$0.00							
Week:	09/19/16	09/25/16	MTWTF--	10	$0.00							
10	WACH	09/14/16	09/23/16	M-Sun Late Fringe Rotator	M-F 11p-1a/SS 10:		:15			NM	10	$0.00

(* Line Transactions: N = New, E = Edited, D = Deleted)

Net 30-Payment is due within 30 days from invoice date. Station owned or provided services by the Sinclair Broadcast Group.

Warranty-We warrant the above broadcasts were made according to the official station log. Please note that we do not notarize invoices since the purpose of placing a notary seal on a document is to guaranty the authenticity of an individual's signature and not to certify the accuracy of commercial aired.

nt Between:

WACH
1400 Pickens St.
Columbia, SC 29201
(803) 252-5757

Contract / Revision	Alt Order #
627314 / 1	

Contract Dates	Product	Estimate #
09/14/16 - 09/23/16	Okra Strut	Okra Strut

Advertiser	Original Date / Revision
Town of Irmo	09/12/16 / 09/13/16

*Line	Ch	Start Date	End Date	Description	Start/End Time	Days	Length	Spots/ Week	Rate	Rtn	Type	Spots	Amount
Start Date		End Date	Weekdays	Spots/Week	Rate								
Week: 09/12/16		09/18/16	--WTFSS	5	$0.00								
Week: 09/19/16		09/25/16	MTWTF--	5	$0.00								
						Totals		0.00				117	$1,700.00

Time Period	# of Spots	Gross Amount	Net Amount
09/01/16 -09/23/16	117	$1,700.00	$1,700.00
Totals	117	$1,700.00	$1,700.00

Signature: _____ **Date:** _____

The parties intend for the Standard Advertiser Terms and Conditions ("Terms") located at ...http://sbgi.net/?p=1224 ... to be part of their agreement, and the sale of advertising is expressly subject to said Terms.

(* Line Transactions: N = New, E = Edited, D = Deleted)

Net 30-Payment is due within 30 days from invoice date. Station owned or provided services by the Sinclair Broadcast Group.

Warranty-We warrant the above broadcasts were made according to the official station log. Please note that we do not notarize invoices since the purpose of placing a notary seal on a document is to guaranty the authenticity of an individual's signature and not to certify the accuracy of commercial aired.

TOWN OF IRMO

17944

BIG EYED BIRD CREATIVE, LLC

DATE	I.D.	PO #	DESCRIPTION	017944 08/16/2016 AMOUNT
08/15/2016	0360		BIG EYED BIRD CREATIVE, LLC	1,700.00
	MARKETING/ADVERTISING FOR OKRA STRUT			

CHECK TOTAL 1,700.00

TERMS Net 30

ACTIVITY	HOURS	RATE	AMOUNT
50% Deposit for Public Relations, Social Media and Graphic Design for the Irmo Okra Strut (1 payment of 2)	27	100.00	2,700.00
Total of 54 hours			
(See proposal for full list of services)			
50% Sponsorship for Trade: Diamond Sponsorship (Total $2500)	1	-1,250.00	-1,250.00
Second half of discount will be taken off of final invoice.			
50% Facebook Social Media Advertising Payment Total $500 (1 of 2 payments)	1	250.00	250.00

BALANCE DUE **$1,700.00**

Big Eyed Bird Creative, LLC
119 Sandy Lane
Cayce, SC 29033 US
(803) 586-0774
alana@bigeyedbird.com
www.bigeyedbird.com

bigeyedbird
CREATIVE

60-5000-50200

INVOICE

BILL TO
Town of Irmo
Okra Strut

INVOICE # 0360
DATE 08/12/2016
DUE DATE 09/11/2016
TERMS Net 30

ACTIVITY	HOURS	RATE	AMOUNT
50% Deposit for Public Relations, Social Media and Graphic Design for the Irmo Okra Strut (1 payment of 2)	27	100.00	2,700.00
Total of 54 hours			
(See proposal for full list of services)			
50% Sponsorship for Trade: Diamond Sponsorship (Total $2500)	1	-1,250.00	-1,250.00
Second half of discount will be taken off of final invoice.			
50% Facebook Social Media Advertising Payment Total $500 (1 of 2 payments)	1	250.00	250.00

BALANCE DUE **$1,700.00**

TOWN OF IRMO

17965

IHEARTMEDIA

017965 08/22/2016

DATE	I.D.	PO #	DESCRIPTION	AMOUNT
08/18/2016	1109530177		IHEARTMEDIA	850.00
	IRMO OKRA STRUT ADVERTISING - ORDER #: 1109530177			

CHECK TOTAL 850.00

	Market Station	Bind To	Start Date	End Date	No Of Weeks	Rate Rev. Type	Skip W.	M	T	W	T	F	S	S	Spots/ W.	Spot Length	Ord Spots	Ord Cost
1	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	30	30	
2	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
3	Columbia WNOK-FM	17:00-19:00 Remote	09/23/16	09/23/16	1	Local-Direct	0					x			4	60	4	
4	Columbia WNOK-FM	12:00-14:00 Remote	09/24/16	09/24/16	1	Local-Direct	0						x		4	60	4	
5	Columbia WNOK-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
6	Columbia WNOK-FM	06:00-23:59 Commercial	09/12/16	09/25/16	2	Local-Direct	0	x	x	x	x	x	x	x	15	30	30	

#	Misc Rev	Station	Start Date	End Date	Type	Quantity	Invoiced	Description
1		WNOK-FM	09/23/16	09/23/16	Fee-Tal	1		Talent-Fee
2		WNOK-FM	09/24/16	09/24/16	Fee-Tal	1		Talent-Fee

No. of Spots/Misc: 128/2

Total Gross:	$1,700.00
Agency Commission:	$0.00
Total Net Due:	$1,700.00

Per email pay $850.00 now

Then, pay $850.00 after

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Amt. Ord.:	128	0	0	0	0	0	0	0	0	0	0	0	0
Gross:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

When signed below, this is a contract for advertising on the radio stations named above, made with the owner of those stations, subject to those terms and conditions beginning on the last page of this Order Confirmation. Except when this contract is executed by advertiser itself, it is agreed that advertiser's agency makes this contract both for itself and advertiser.

Accepted for Company: _____ Accepted for Advertiser: _____

Participating Customers

Irmo Okra Strut Commission of 100%

iHeartMEDIA Pre-Bill 1109530177

ColumbiaSC Market
WCOS-AM, WCOS-FM, WLTY-FM,
WNOK-FM, WVOC-AM, WXBT-FM, BXBT-FM
Remit To: iHeartMedia
PO Box 406066
Atlanta, GA 30384-6066
Phone: (803) 343-1100

Advertiser No: 26417 Order No: 1109530177
Start Date: 09/12/2016
End Date: 09/25/2016
Month Type: Broadcast
Agency Comm.: 0%
CPE:
AE: Hallbick, Nicole
Last Update: 08/17/2016 11:35 AM by rcae1khr
Note: WLTY-FM, WNOK-FM
Note 2:
Spl Req Inv: Cash in Advance

Irmo Okra Strut Commission of

PO Box 406

Irmo, SC 29063

60-5000-50200
50230

	Market Station	Bind To	Start Date	End Date	No Of Weeks	Rate Rev. Type	Skip W.	M	T	W	T	F	S	S	Spots/ W.	Spot Length	Ord Spots	Ord Cost
1	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	30	30	
2	Columbia WLTY-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
3	Columbia WNOK-FM	17:00-19:00 Remote	09/23/16	09/23/16	1	Local-Direct	0					x			4	60	4	
4	Columbia WNOK-FM	12:00-14:00 Remote	09/24/16	09/24/16	1	Local-Direct	0						x		4	60	4	
5	Columbia WNOK-FM	06:00-19:00 Commercial	09/12/16	09/23/16	2	Local-Direct	0	x	x	x	x	x			15	15	30	
6	Columbia WNOK-FM	06:00-23:59 Commercial	09/12/16	09/25/16	2	Local-Direct	0	x	x	x	x	x	x	x	15	30	30	

#	Misc Rev	Station	Start Date	End Date	Type	Quantity	Invoiced	Description
1		WNOK-FM	09/23/16	09/23/16	Fee-Tal	1		Talent-Fee
2		WNOK-FM	09/24/16	09/24/16	Fee-Tal	1		Talent-Fee

No. of Spots/Misc: 128/2

Total Gross:	$1,700.00
Agency Commission:	$0.00
Total Net Due:	$1,700.00

Per email pay $850.00 now

Then, pay $850.00 after

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Amt. Ord.:	128	0	0	0	0	0	0	0	0	0	0	0	0
Gross:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net:	1,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

When signed below, this is a contract for advertising on the radio stations named above, made with the owner of those stations, subject to those terms and conditions beginning on the last page of this Order Confirmation. Except when this contract is executed by advertiser itself, it is agreed that advertiser's agency makes this contract both for itself and advertiser.

Accepted for Company: _____ Accepted for Advertiser: _____

Participating Customers

Irmo Okra Strut Commission of 100%

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

JAN 2017
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

APPLICATION

1. Name of Festival: Tartan Day South Highland Games & Celtic Festival
2. Sponsoring Organization: The River Alliance

   Mailing Address: 420 Rivermont Dr. Columbia, SC 29210
3. Festival Director:

   Name John Banks Title Festival Coordinator

   Telephone 803-665-7620 Alternate Telephone 803-765-2200

   Fax Number 803-794-6505

   Email johnbanks@columbiaspeedway.com
4. Festival Website: tartandaysouth.com
5. Event Category (*Check One*):

   ☑ Festival: _____

   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival):* *March 28 – April , 2017*
7. Location of Festival: Historic Columbia Speedway and Riverwalk Amphitheater
8. How many people do you expect to attend? 20,000
9. Festival Budget: **Request for funds must meet the requirements of Chapter 61, Section 61-6-2010, SC Code of Laws, 1976, as amended.**

   a. Estimated cost for this project: $ 85,000.00

   b. Amount of funds requested for this project: $ 4,000.00

   c. This request equals what percent of the total Festival Budget? 4.7 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

    ☒ Yes ☐ No

    a. If yes, state year 2017, amount $ 2,500, source Lexington Cty, and purpose: _____

    b. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received? ☒ Yes ☐ No

    c. If no, please explain: _____

11. Type of Organization:

Please check one:

- ☐ County Government
- ☐ Municipal
- ☒ Non-profit Organization
- ☐ Community service club, church, etc.
- ☐ Other:_____

Note: For-profit organizations are not eligible for funding.

12. Festival description - please attach a report with the following information:

a. General description of the festival and brief history of the organization
b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
c. Total attendance to the festival versus the number of total tourists in attendance
d. Economic impact generated by tourism to the festival
e. Overall description of how the festival attracts and promotes tourists to the area and **specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this**, i.e. brochures - $300, etc.
f. Additional comments:_____

Signature of Festival Director:

John R. Banks
Name

Festival Organizer
Title

John R. Banks
Signature

1/6/2016
Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 6, 2017
FY17/18 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

FUNDING SOURCES

Organization: The River Alliance

List of Funding Sources	Actual 2015/16	Current 2016/17	Estimated 2017/18
West Columbia A Tax	8,000	8,000	8,000
Cayce A Tax	4,000	5,000	5,000
Lex Beverage	2,500	2,500	2,500
Cayce H Tax	20,000	22,000	22,000
Sponsors	4,750	5,000	5,000
Vendor Fees	8,615	8,000	8,000
Beverage Sales and Car Club Entrys	5,738	4,000	4,000
Ticket Sales	34,155	27,000	27,000
Program Sales	519		
Town of Lexington A-Tax		4,000	4,000
	88,277	85,500	85,500

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

EXPENDITURES

Organization: The River Alliance

List of Expenditures	Actual 2015/16	Current 2016/17	Estimated 2017/18
Event Insurance	1,594	2,000	2,000
Printed Marketing Materials	2,531	3,000	3,000
Entertainment Athletics and Sound The Celtic Force	21,230	22,000	22,000
Tents and Tent Rentals	12,667	13,000	13,000
Restroom Rentals and other Logistical Rentals	6,496	7,000	7,000
Advertising & Marketing	23,975	26,000	26,000
Facility Rentals	5,500	5,000	5,000
Misc Labor	5,562	3,000	3,000
SC Amusement Taxes	1,625	1,500	1,500
Lodging for Judges and Bands	2,747	1,500	1,500
Security and Fire	1,435	1,500	1,500
Contribution to TRA	2,809		
Awards	105		
	88,277	85,500	85,500

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17

I. FESTIVAL INFORMATION:
Organization Name: The River Alliance

Festival Name: Tartan Day South Highland Games & Celtic Festival

Contact Name: John Banks Phone: 803-665-7620

II. FESTIVAL COMPLETION:
Were you able to complete the festival as stated in your original application?
If no, state any problems you encountered: Yes

III. FESTIVAL SUCCESS:
Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.):
Tartan Day continues to grow and succeed with visitors from 21 states in 2016.

IV. FESTIVAL ATTENDANCE:
Record numbers in table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous year.

	2016/17 Current Year	2015/16 Previous Year
Total Budget of Festival		$75,000
Amount Funded by the Temporary Alcohol Beverage License Fee		$2,500.00
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources		
Total Attendance		10,221
Total Tourists*		3,440

*Tourists are generally defined as those who travel 50 miles or more to attend.

V. METHODS:
Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
We collect zip codes and the number in their party as they come in the gate at the main event.

VI. FESTIVAL BUDGET:
Attach a report indicating what festival expenses were paid for using Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE:
Provide signature of official with the organization verifying accuracy of above statements.

John R. Banks
Name

Festival Organizer
Title

John R. Banks
Signature

1/6/2017
Date

Tartan Day South Answers to Question 12:

a. General description of the festival and brief history of the organization

Tartan Day South is a multifaceted multiday festival celebrating Celtic Heritage. We have stretched the festival to five days to encourage overnight stays from our visitors. We celebrate national Tartan Day, a holiday created by the US Congress to celebrate the contributions of Americans of Scottish and Irish decent.

The Five days include:

Wednesday night is the "Celtic Kickoff Party"

Thursday night's events are an outdoor Movie Night featuring a Celtic themed film and The Power of Plaid Fashion Show ad Gala.

Friday's Celtic Commotion is a concert with three bands, bagpipe performances, Traditional Dancing, and other exhibits.

Saturday is the Main event with 10 hours of festival covering 9 acres. The event includes Highland Athletics, Traditional Dancing Exhibitions, Great Celtic Music, Mass Pipe Bands, Sheep Dog Herding Exhibitions, Birds of Prey Exhibitions, Traditional Foods & Drink, Genealogy, Classic British Car Show, Celtic Clans & Societies, Ax Tossing & Archery, Celtic Marketplace and Kids Rides and Play Area.

The Festival Concludes on Sunday morning with a Kirkin' of the Tartans service.

Brief history of The River Alliance:

The River Alliance mission is the creation of community benefit from the region's rivers. We receive some support from our member governments but also rely on our private sector partners. We can affirm this support has a direct impact on our ability to continue operations and develop projects. We have been successful in creating a regional public policy of river access. We have then followed through with defining and resourcing projects. We have formed successful teams to design, engineer and permit these projects and we have managed their creation. Our success is measured in the thousands of people who routinely visit. Our web site, www.riveralliance.org has more details. For those who have not seen the Three Rivers Greenway, I suggest a weekend visit. A map can be downloaded from the site. The busiest portions routinely see 400-500 users per hour.

b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community

This themed festival draws a genre of people who follow these events around the country. The bands we bring in have international and regional followings that also brings tourists. We have had a tremendous success in drawing from outside our area. By collecting Zip Code at last year's event we captured visitors from 163 cities and towns in 24 states and three foreign countries. We also captured zip codes from 49 South Carolina cities that are located outside 50 miles from Lexington County. This festival opens new eyes to what Lexington County has to offer.

c. Total attendance to the festival versus the number of total tourists in attendance

Our tourists attendance has grown each year. The total grew to 3,440 for the 2016 event. The event celebrated the Sixth year in April of 2015. The attendance of the 2016 reached over 10,221. Through the data collected we estimate that over 1,100 visitors were from out of state and another 2,340 South Carolina visitors were from outside of 50 miles from Lexington. This indicates over 30% of the attendees would be considered tourists.

d. Economic impact generated by tourism to the festival

The economic impact for the festival is far reaching from restaurants, hotels, pubs, and gas stations. Based on figures provided by SCPRT for estimating economic impact the festival conservatively provides over $1.33 million dollars on the main event day alone. A local business right down the road from the speedway states that it is their busiest day of the year over the last four years.

e. Overall description of how the festival attracts and promotes tourists to the area and specifically how the Temporary Alcohol Beverage License Fee funds were used to accomplish this, i.e. brochures - $300, etc.

We purchase billboards in Charlotte and Augusta at around $1,000. We purchase over $3,000 dollars in state wide radio ads through 97.5 FM which reaches 75% of South Carolina's population. We receive $2,500 last year and that is where it was targeted.

2016 Tartan Day South Final Accounting

Marketing Expenses

Field Signs	$	768.05
Printing	$	1,763.47
Celtic Life	$	495.00
102.3 Fox	$	1,840.00
98.5 Steve WVOC 560 AM	$	5,500.00
97.5 WCOS FM 104.7 fm		
Daily Gamecocks	$	500.00
107.5 The Game	$	1,500.00
WIS TV Full Market	$	6,000.00
Peach Jar	$	1,060.00
Lamar Billboards	$	900.00
Billboard CVB	$	630.00
Irmo News, CWC News	$	600.00
Lexington Chronical	$	1,000.00
The State	$	1,100.00
Social Media Consultant	$	500.00
The Celtic Force	$	2,800.00
Hometown radio	$	750.00
Highland Game)		
Grace Bill Boards	$	800.00
Wach	$	500.00
Web Maintanance	$	300.00
Total Marketing	**$**	**29,306.52**
Operating Expenses	**$**	**56,161.66**
Total Expenses	**$**	**85,468.18**

Other Expenses

Tent Rentals	$	12,666.73
Vip Tent Expenses	$	512.78
Golf Carts	$	802.50
Volunteer T-Shirts	$	617.39
Restroom Services	$	1,564.80
Trash Services	$	500.00
Athletic Equipment	$	611.05
Feeding Athletes	$	380.00
Credit Card Fees	$	160.18
Electrical and Logistics Rentals	$	1,347.78
Security and Fire	$	1,435.00
Music Artists	**$**	**17,180.00**
Pipe Bands		
Herding & Falconry		
Dancers		
Athletics		
Sound		
Photographer	$	100.00
Axe Throwing & Archery	$	750.00
Rooms for Bands & Judges	$	2,747.25
Event Insurance	$	1,594.20
Facility Rental	$	5,500.00
Awards	$	104.50
Miscelanous Labor	$	2,400.00
Ammusement Taxes	$	1,625.00
Grant Writers Fees	$	3,162.50
Fairy	$	200.00
MC	$	200.00
Operating Expenses	**$**	**56,161.66**

Income Items

Grants		
West Columbia A-Tax	$	8,000.00
Cayce A-Tax	$	4,000.00
Lexington Beverage Tax	$	2,500.00
Cayce H-Tax	$	20,000.00
Sponsors		
Guiness	$	1,500.00
Dr Sams Chiropractic	$	250.00
Cox Wood Perserving	$	1,000.00
Southern Industries	$	500.00
Bath Fitters	$	500.00
Paradise Home Improvements	$	500.00
Liberty Mutual	$	500.00
Total Grants & Sponsors	**$**	**39,250.00**
Vendor Income	$	8,615.00
Car Club Fees and Income	$	1,311.00
Program Sales	$	519.00
Ticket Sales	$	34,155.00
Beverage Income	$	4,427.74
Total Income	**$**	**88,277.74**
Total Expenses	**$**	**85,468.18**
Net Money Raised	**$**	**2,809.56**

Tartan Day South 2016
By the Numbers

10,221 Total Attendees over 4 Days

1,879 Zip Codes were collected only on Saturday April 2nd , 2016
All Zip Codes were collected from Patrons of the event. (No vendors, artists, or exhibitors)

256 Zip Codes Collected from Outside of SC Representing 113 Cities from 21 States
Estimated 1,100 Patrons (Tourists) from Outside SC



1,623 Zip Codes were collected from 152 different areas in South Carolina

630 Zip Codes from 92 Cities in South Carolina outside of Lexington and Richland Counties Estimated 2,340 Patrons (Tourists)

Tartan Day South 2016 Economic Impact $1.33 Million dollars on the local Economy
Based on SCPRT Formulas

Tartan Day South 2016 113 Cities in 21 States and France

Georgia

Auburn
Cumming
Roswell
Mableton
Tyrone
Atlanta
Dunwoody
Gainesville
Braselton
Talmo
Dearing
Evans
Grovetown
Hephzibah
Augusta
Macon
Bloomingdale
Baxley

New York

Saint Albans
Oyster Bay
North Brookefeild
Dexter
Ovid

Pennsylvania

Beaver
Canneaut Lake
Schnecksville
Abington

Maryland

Bel Air
Monrovia
Mount Airy
Williamsport
Ocean Pines

North Carolina

Asheboro
Oak Island
Chapel Hill
Clayton
Garner
Apex
Wake Forest
Durham
Albemarle
Concord
Harrisburg
Kannapolis
Lincolnton
Matthews
Monroe
Mooresville
Spencer
Charlotte
Fayetteville
Hamlet
Wilmington
Grassy Creek
Lenior
Cullowhee
Hendersonville
Mill Spring
Sylva
Whittier
Asheville

Texas

Houston
Livingston

Virginia

Alexandria
Richmond
Roanoke
Grundy

Florida

Tallahassee
Orlando
Melbourne
Lake Worth
South Palm Beach
Thonotosassa
St. Petersburg
Auburndale

Alabama

Cullman
Elkmont
Daleville
Enterprise

Tennessee

Clarksville
Hendersonville
Chattanooga
Johnson City
Dandridge
Kodak
Parrottsville
Memphis
Germantown

Ohio

Thornville
Logan
Mount Perry
Moreland Hills
Clarksville
Cincinnati
Huber Heights

New Hampshire

North Swanzey

Indiana

Indianapolis
Topeka

Kentucky

Fort Wright

Michigan

Redford
Lake Orion
Byron

Illinois

Des Moines
Downers Grove
Champaign
Monticello

California

Pasadena
Forest Falls
Vacaville

Arizona

Peoria

Washington

Darrington
Allyn
Ellensburg

Oregon

Albany

Toulouse, France

Tartan Day South 2016

92 Cities in South Carolina Outside Lexington and Richland Counties

South Carolina

Alcolu
Wisacky
Blair
Camden
Cameron
Cassatt
Cope
Cordova
Dalzell
Denmark
Elloree
Great Falls
Heath Springs
Lamar
Little Moutain
Lugoff
Manning
Neeses
Newberry
North
Orangeburg
Pinewood
Pomaria
Prosperity
Rembert
Ridgeway
Rowesville
St. Matthews
Saluda
Sumter
Shaw Air Force Base
Swansea

Charleston
Hanahan
Adams Run
Folly Beach
Georgetown
Goose Creek
Meggett
Ladson
Mount Pleasant
Ridgeville
Sullivans Island
Summerville
Walterboro
Florence
Bennettsville
Conway
Coward
Hemingway
Surfside Beach
North Myrtle Beach
Myrtle Beach
Greenville
Anderson
Easley
Fountain Inn
Greenwood
Greer
Hodges
Newry
Mauldin
Piedmont
Simpsonville

Lake Wylie
Fort Mill
Rock Hill
Mcconnells
Pageland
Ruby
Aiken
New Ellenton
Graniteville
North Augusta
Beech Island
Williston
Okatie
Early Branch
Hardeeville
Miley
Ridgeland
Wagener
Wedgefield
Boiling Springs
Buffalo
Chesnee
Laurens
Union
Taylors
Ware Shoals
Cherokee Falls
Bowling Green
Chester
Indian Land
Tega Cay

COUNTY OF LEXINGTON
MINIBOTTLE TAX FUND
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Minibottle Tax Fund 2141:**							
	Revenues:							
420700	Minibottle Tax	477,800	278,485	398,630	398,630	516,024		
	**** Total Revenue**	477,800	278,485	398,630	398,630	516,024	0	0
	*****Total Appropriation**				398,630	516,024	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

Fund: 2141
Division: Health & Human Services
Organization: 171600 - Minibottle Contributions

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
534000	Contributions (LRADAC)	477,800	99,657	398,630	516,024		
	*** Total Operating**	**477,800**	**99,657**	**398,630**	**516,024**	**0**	**0**
	**** Total Personnel & Operating**	**477,800**	**99,657**	**398,630**	**516,024**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**477,800**	**99,657**	**398,630**	**516,024**	**0**	**0**

COUNTY OF LEXINGTON
INDIGENT CARE
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Indigent Care 2200:**							
	Revenues:	0.887 Mills		0.887 Mills	0.887 Mills	Mills	Mills	Mills
410000	Current Property Taxes	777,167	459,087	804,815	804,815	804,815		
410500	Homestead Exemption Reimbursements	37,511	0	36,000	36,000	36,000		
410520	Manufacturer's Tax Exemption	3,531	0	3,500	3,500	3,500		
410530	State Sales and Use Tax Credit	8,245	5,765	20,704	20,704	20,704		
411000	Current Vehicle Taxes	128,874	65,609	125,370	125,370	125,370		
412000	Current Tax Penalties	1,469	2	1,400	1,400	1,400		
413000	Delinquent Taxes	29,296	14,223	31,000	31,000	31,000		
414000	Delinquent Tax Penalties	4,419	2,136	5,000	5,000	5,000		
417100	Fee in Lieu of Taxes	67,508	0	70,450	70,450	70,450		
417120	Fee in Lieu of Taxes - Prior Year	0	0	0	0	0		
417130	FILOT - Manufacturer's Tax Exemption	3,430	0	3,500	3,500	3,500		
417150	FILOT - Fee for Services	357	0	449	449	449		
418000	Motor Carrier Payments	1,850	1,458	1,500	1,500	1,500		
419000	Merchants Exemptions	23,800	11,900	23,800	23,800	23,800		
461000	Investment Interest	387	268	150	150	150		
	**** Total Revenue**	1,087,844	560,448	1,127,638	1,127,638	1,127,638	0	0
	*****Total Appropriation**				1,375,275	1,375,275	0	0
	FUND BALANCE Beginning of Year				266,042	18,405	18,405	18,405
	FUND BALANCE - Projected End of Year				18,405	(229,232)	18,405	18,405

Fund 2200
Division: Health & Human Services
Organization: 171200 - Social Services

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	***BUDGET*** 2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
534000	Contributions	1,099,815	488,292	1,375,275	1,375,275		
	*** Total Operating**	**1,099,815**	**488,292**	**1,375,275**	**1,375,275**	**0**	**0**
	**** Total Personnel & Operating**	**1,099,815**	**488,292**	**1,375,275**	**1,375,275**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,099,815**	**488,292**	**1,375,275**	**1,375,275**	**0**	**0**

SECTION I

COUNTY OF LEXINGTON
GENERAL FUND
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 2600
Division: Professional Bond Fees
Organization: 141100 -Clerk of Court

Object Code	Revenue Account Title	Actual 2014-15	Actual 2015-16	Anticipated 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:						
431100	Clerk of Court Account	11,840	11,500	11,500	12,500		
461000	Investment Interest	214	508	300	300		
	** **Total Revenue (Section II)**	12,054	12,008	11,800	12,800	0	0
	*** **Total Appropriation (Section III)**				74,626		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2600 Fund Name: Professional Bond Fees

Organ. #: 141100 Organ. Name: Clerk of Court

Revenue Code	Fee Title	Actual Fees 2014-15	Actual Fees 2015-16	12/31/2016 Year-to-Date 2016-17	Anticipated Fiscal Year Total 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees 2017-18	Proposed Fee Change	Total Proposed Estimated Fees 2017-18
431100	Clerk of Court Account	11,840	15,040	8,910	11,500			12,500	0	12,500
461000	Investment Interest	$ 214	$ 508	$ 300	$ 300			$ 300		$ 300

SECTION III

COUNTY OF LEXINGTON
CLERKOF COURT/PROFESSIONAL BOND FEES
GENERAL FUND
Annual Budget
Fiscal Year - 2017-18

Fund: 2600
Division: Professional Bond Fees (General Sessions)
Organization: Clerk of Court-141100

Object Code	Expenditure Classification	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel			
510100	Salaries & Wages -	0		
510200	Overtime	0		
511112	FICA Cost	0		
511113	State Retirement	0		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	0		
511213	State Retirement - Retiree	0		
		0		
	*** Total Personnel**	**0**		
		0		
	Operating Expenses	0		
520300	Professional Services	0		
520702	Technical Currency & Support	0		
520800	Outside Printing	0		
521000	Office Supplies	3,000		
521100	Duplicating	0		
521200	Operating Supplies	0		
524000	Building Insurance	0		
524201	General Tort Liability Insurance	0		
524202	Surety Bonds -	0		
525000	Telephone	0		
525021	Smart Phone Charges	0		
525041	E-mail Service Charges -	0		
525100	Postage	0		
525110	Other Parcel Delivery Service	0		
525210	Conference & Meeting Expense	0		
525230	Subscriptions, Dues, & Books	0		
525240	Personal Mileage Reimbursement	0		
525300	Utilities - Admin. Bldg.	0		
529903	Contingency	65,000		
	*** Total Operating**	**68,000**		
	**** Total Personnel & Operating**	**68,000**		
	Capital			
540000	Small Tools & Minor Equipment	6,126		
540010	Minor Software	500		
	All Other Equipment	0		
	**** Total Capital**	**6,626**		
	***** Total Budget Appropriation**	**74,626**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2600 Fund Title: Professional Bond Fees
Organization # 141100 Organization Title: Clerk of Court
Program # Program Title:

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
540000	Small Tools & Minor Equipment	6,126
540010	Minor Software	500

SECTION V. - PROGRAM OVERVIEW

Program: General Sessions

Objectives:

To achieve and maintain a high standard of accuracy and efficiency regarding all arrest warrants bonds, indictments and sentences for the county. To insure all records are received and processed for County Magistrates and Municipalities; to report this information to various other entities such as Solicitor, Public Defender, Probation Department and Attorneys; to report any/all "disposition of charges" information to South Carolina Court Administration for disbursement throughout the state; to provide adequate assistance and advise Circuit Court Judges, Solicitors, Attorneys and the general public upon request. To appoint legal counsel to all qualified, including but not limited to those declared indigent; to properly maintain and manage General Sessions and Transfer Court on a daily basis. To maintain and collect fines imposed by Judges in both courts. To organize and maintain all evidence submitted in criminal trials and coordinate availability to Supreme Court for appeals process. To maintain all bonding company license and provide current information for those companies to all Magistrates. To compose, prepare and mail all Jury duty summons for Circuit and Criminal Court in an efficient and timely manner. To assist all persons on Jury duty as well as maintaining all Juror information for Civil, Criminal and Transfer Courts. Provide all Jury support services as well as the compilation of all Jury information for trail while Coordinating Jury selection.

Service Standards:

The goal of this department is to assure accurately transmitted information pertaining to criminal offenses occurring in Lexington County, produced revenue for the County by timely collection of fines and continued services to the citizens.

	SERVICE LEVELS			
Service Level Indicators:	**Actual FY 11/12**	**Actual FY 12/13**	**Estimated FY 13/14**	**Projected FY 14/15**

N/A

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - SUMMARY OF REVENUES

431100 – CLERK OF COURT ACCOUNT **$ 12,500.00**

Collecting the professional bondsman fees generates the Clerk of Court Account. 100% of the fee is remitted to the County Treasurer to be put back into the Clerk of Courts discretional account. A professional or surety bondsman, doing business in a county other than the bondsman's principal place of business, is required to pay to the Clerk of Court in the county in which such foreign business is conducted, the sum $100.00 annually. When the professional bondsman is doing business in his principal place of business the annual fee is $150.00. The monies paid by professional bondsmen are to be retained by the Clerk of Court. These funds are used to help defray the ordinary expenses of operating the Clerk of Courts office (estimated).

461000 – INVESTMENT INTEREST **$ 300.00**

Interest earned (estimated).

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
N/A					

All of these positions require insurance.

Display organization flowchart:

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$ 3,000.00**

This account is used for pens, pencils, printing, paper, case folders, toner (250.00 each) and misc supplies

529903 - CONTINGENCY **$ 65,000.00**

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$ 6126.00**

This account is used for calculators, telephone replacement and time stamps and seals. We have two employees that need two replacement time/date stamps to properly process all court documents.

540010 – MINOR SOFTWARE **$ 500.00**

This will be utilized should any upgrades be needed in the General Sessions area.

APPENDIX - 1 - LISTING OF VEHICLES

N/A

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18
	***Public Safety / Emergency Telephone System E-911 2605:**					
	Revenues:					
435100	911 Tariff	616,418	251,353	600,000	600,000	600,000
435101	911 CMRS Cell Phone Surcharge	936,225	496,460	750,000	750,000	750,000
435103	911 CMRS Capital Reimbursements	491,555	97,055	220,000	220,000	360,000
437550	911 Tape Sales	1,807	1,132	1,500	1,500	1,500
	Other Revenues:					
461000	Investment Interest	19,224	14,435	0	0	0
469900	Miscellaneous Revenues	0	0	0	0	0
	**** Total Revenue**	2,065,229	860,435	1,571,500	1,571,500	1,711,500
	*****Total Appropriation**				2,261,005	2,161,234 ~~2,158,759~~
	FUND BALANCE Beginning of Year				3,803,522	3,114,017
	FUND BALANCE - Projected End of Year				3,114,017	2,664,283 ~~2,666,758~~

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2017-18

Fund: 2605
Division: Public Safety
Organization: 131300 - Communications

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested
	Personnel				
510100	Salaries & Wages - 5	147,988	109,713	256,877	256,877
511112	FICA - Employer's Portion	10,003	7,714	19,651	19,651
511113	State Retirement - Employer's Portion	16,393	12,683	28,411	28,411
511120	Employee Insurance - 5	23,400	19,500	39,000	39,000
511130	Workers Compensation	444	884	1,288	1,288
519999	Personnel Contingency	0	0	3,605	3,605
	*** Total Personnel**	**198,228**	**150,494**	**348,832**	**348,832**
	Operating Expenses				
520100	Contracted Maintenance	233,635	150,036	321,727	349,568
520200	Contracted Services	265,092	129,292	300,126	315,153
520300	Professional Services	0	3,000	4,000	7,000
520400	Advertising & Publicity	436	0	500	500
520510	Interpreting Services	8,180	3,901	8,350	11,196
520702	Technical Currency & Support	64,335	66,253	99,922	74,922
521000	Office Supplies	2,006	1,922	4,000	8,000
521100	Duplicating	483	241	750	750
521200	Operating Supplies	2,413	2,646	4,500	1,000
521213	Public Education Supplies	1,787	182	2,500	2,500
522050	Generator Repairs & Maintenance	0	11	3,725	3,725
522100	Heavy Equipment Repairs & Maint.	0	0	1,000	1,000
522200	Small Equip Repairs & Maintenance	790	0	3,000	3,000
524201	General Tort Liability Insurance	69	69	119	74
524202	Surety Bonds - 5	0	0	20	50
525000	Telephone	22,232	11,845	48,499	60,120
525002	Telephone (800 Service)	96	32	125	125
525004	WAN Service Charges	912	380	1,156	2,199
525021	Smart Phone Charges	2,828	1,253	5,401	5,021
525030	800 MHz Radio Service Charges - 47	16,495	9,938	25,200	32,389
525031	800 MHz Radio Maintenance Contract	151,351	198,840	210,051	~~210,051~~ 207,051
525041	E-mail Service Charges - 5	0	0	258	645
525042	Share Point Service Charges -	0	160	172	0
525100	Postage	217	59	600	600
525210	Conference, Meeting & Training Expense	22,960	8,249	50,225	~~56,624~~ 62,099
525230	Subscriptions, Dues, & Books	3,412	1,575	3,406	3,450
525240	Personal Mileage Reimbursement	93	0	750	500
525250	Motor Pool Reimbursement	903	57	1,000	1,700
525430	Emergency Generator Fuel	374	0	3,705	3,705
525500	Laundry & Linen	89	86	300	800
525600	Uniforms & Clothing	949	175	1,623	1,215
525700	Employee Service Awards	2,094	302	3,563	3,510
529903	Contingency	0	0	557,888	557,888
	*** Total Operating**	**804,231**	**590,504**	**1,668,161**	~~1,718,980~~ 1,721,455

**** Total Personnel & Operating**	**1,002,459**	**740,998**	**2,016,993**	**2,070,287** ~~2,067,812~~

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2017-18

Fund: 2605
Division: Public Safety
Organization: 131300 - Communications

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested
	Capital				
540000	Small Tools and Minor Equipment	3,929	3,084	12,146	12,750
540010	Minor Software	0	483	1,490	41
	New and Replacement Monitors				4,000
	Tablets				1,349
	KVM Switches				5,958
	Consoles for Node 2				25,086
	UPS Upgrade Node 2				23,218
	Replacement Dispatch Chairs				4,244
	Radio Replacement -- 1				5,659
	Sliding Doors				4,902
	CritiCall Software				3,740
	All Other Equipment	840,178	9,319	230,376	0
	**** Total Capital**	**844,107**	**12,886**	**244,012**	**90,947**
	***** Total Budget Appropriation**	**1,846,566**	**753,884**	**2,261,005**	~~2,158,759~~ 2,161,234

BUDGET SUMMARY
Communications - 911

:605 = 911 Funds

FY 2016/2017	$2,016,993
FY 2017/2018 Proposed	**$ 2,178,586**
Personnel	$ 348,832
Operating	$1,712,916
Capital	$ 116,838
TOTAL	$ 2,178,586

NEW PROGRAMS **$0**

CAPITAL LINE ITEMS	COST	CMRS $
Small Tools	$14,098	7,041
Minor Software	$41	
Monitors	$4,000	2,800
Rep Printers – 3	$5,239	3,668
KVM Switch	$5,958	4,171
Consoles for Node 2	$25,086	17,561
UPS Upgrade Node 2	$23,218	16,253
Rep. Dispatch Chairs	$7,073	4,952
Radio Replacement -- 3	$18,165	
Sliding Doors	$4,902	3,432
Cameras	$5,318	
CritiCall Software	$3,740	2618

CARRYOVERS

one

OPERATING INCREASES

Contracted Maintenance 510100
Contracted Services 520200
Interpreting Services 520510
Office Supplies 521000
Operating Supplies 521200
Surety Bonds 524202
Telephone 525000
WAN Service Charges 525004
Smart Phone Charges 525021
800 MHz Radio Service 525030
800 MHz Radio Maintenance 525031
Email Service Charges 525041
Conference Meetings & Training 525210
Laundry and Linen 525500

SECTION II

COUNTY OF LEXINGTON

NEW PROGRAM

Proposed Revenues

Fines, Fees, and Other

Budget FY - 2017-2018

Fund #: 2605 Fund Name: 911 Funds

Organ. #: 131300 Organ. Name: PS/Communications

Revenue Code	Fee Title	Budget			
		Units of Service	Current Fee	Current Total Estimated Fees 2017-18	Proposed Fee Change	Total Proposed Estimated Fees 2017-18
435100	9-1-1 Tariff		.50/mo	$ 600,000	$ -	$ 600,000
435101	911 CMRS Cell Phone		.61/mo	$ 750,000		$ 750,000
435103	911 CMRS Reimburs.			$ 360,000		$ 360,000
437550	CAD/Tape Fees		$35 per tape	$ 1,500		$ 1,500

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 2605 Fund Title: E911
Organization # 131300 Organization Title: PS/Communications
Program # Program Title:

Qty	Item Description	***BUDGET*** 2016-17 Requested Amount
540000	Small Tools & Minor Equipment	12,750
	Minor Software	41
	New and Replacement Monitors	4,000
	Tablets - 2	1,349
	KVM Switches	5,958
	Consoles for Node 2	25,086
	UPS Upgrade - Node 2	23,218
	Replacement Dispatch Chairs	4,244
	Radio Replacement - 1	5,659
	Sliding Doors	4,902
	CritiCall Software	3,740
	** **Total Capital (Transfer Total to Section III)**	**90,947**

SECTION V. – PROGRAM OVERVIEW

911 DIVISION

PROGRAM 1 - 911 TRAINING

The 911 Training Division is responsible for the recruitment, selection, initial training and continuing education of all Lexington County Consolidated 911 Telecommunicators, along with coordinating the mandated 911 Telecommunicator Certification through the South Carolina Criminal Justice Academy for all Public Safety Answering Point (PSAP) Telecommunicators countywide. Additionally, all Lexington County Consolidated 911 Telecommunicators are trained and or certified in the following: Cardio-Pulmonary Resuscitation (CPR), Association of Public Safety Communications Officials (APCO) Basic Telecommunicator, Emergency Medical Dispatch (EMD), National Crime Information Center (NCIC) and National Incident Management System (NIMS). The 911 Training Division is also responsible for establishing and maintaining written directives and standard operating procedures for the Lexington County Communications Center; designing and implementing a career development program; ensuring accreditation compliance by adhering to strict training guidelines and maintaining accurate documentation of all 911 emergency communications training completed by Telecommunicators.

PROGRAM 2 - 911 PUBLIC EDUCATION

To promote greater understanding of 911 and emergency response services available to the citizens of Lexington County, the 911 Training Division provides a comprehensive public education program. This program consists of presentations designed to be both informative and educational, offered to schools, child/adult care facilities, businesses, churches and community groups. These presentations reinforce the proper use of 911, through demonstrations by public safety personnel, videotapes, posters, instructional brochures and handout materials such as stickers, pencils, pens and coloring books. The 911 Training Division also collects pertinent information from the residents of Lexington County relating to medical, fire service and or law enforcement concerns, such as hearing or speech impaired occupants, which is then entered into a computer aided dispatch database, to assist the 911 Telecommunicator and emergency responders.

PROGRAM 3 - 911 SYSTEM MANAGEMENT

There have been a number of technological advances in communications, to include voice, data, and video communications services. The 911 Training Division currently manages and supports the maintenance of the database operations along with the 911 related telephone equipment and other required services for all Lexington County Public Safety Answering Points (PSAP's), to include the overall financial support. Additionally the 911 Training Division is dedicated to the research and development of identifying new technologies designed to improve emergency communications.

Total Telephone Calls Received	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	34,027	35,087	37,215	35,644	38,195	39,264	41,030	39,443	37,660	38,660	34,841	36,041	447,107
Batesburg/Leesville	131	116	303	126	145	147	358	293	286	308	251	302	2,766
Cayce	475	512	523	534	500	531	554	632	281	0	0	547	5,089
West Columbia	1,003	966	1,106	1,002	1,003	1,157	1,081	1,081	1,206	1,207	1,130	1,320	13,262
Total Telephone Calls Received	***35,636***	***36,681***	***39,147***	***37,306***	***39,843***	***41,099***	***43,023***	***41,449***	***39,433***	***40,175***	***36,222***	***38,210***	***468,224***

Cell Phone Calls Received	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	24,331	24,979	27,223	26,321	27,998	29,130	29,828	28,372	26,910	27,668	25,285	25,237	323,282
Batesburg/Leesville	82	70	113	95	104	110	251	221	213	228	188	216	1,891
Cayce	165	172	187	193	187	202	203	242	98	0	0	335	1,984
West Columbia	789	783	921	827	846	952	877	930	1,009	887	870	1,062	10,753
Total Cell Phone Calls Received	***25,367***	***26,004***	***28,444***	***27,436***	***29,135***	***30,394***	***31,159***	***29,765***	***28,230***	***28,783***	***26,343***	***26,850***	***337,910***

Calls Transferred	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	0	0	0	0	0	0	2,544	2,499	0	2,443	2,379	2,587	12,452
Batesburg/Leesville	0	0	0	0	0	0	0	0	0	0	0	0	0
Cayce	0	0	0	0	0	0	0	0	0	0	0	0	0
West Columbia	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Calls Transferred	***0***	***0***	***0***	***0***	***0***	***0***	***2,544***	***2,499***	***0***	***2,443***	***2,379***	***2,587***	***12,452***

Cell Phone Calls Transferred	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	0	0	0	0	0	0	2,499	2,460	0	2,271	2,202	2,398	11,830
Batesburg/Leesville	0	0	0	0	0	0	112	104	100	0	0	0	316
Cayce	0	0	0	0	0	0	0	0	0	0	0	0	0
West Columbia	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Cell Phone Calls Transferred	***0***	***0***	***0***	***0***	***0***	***0***	***2,611***	***2,564***	***100***	***2,271***	***2,202***	***2,398***	***12,146***

Law Enforcement CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Airport PD	13	12	19	22	16	20	16	13	18	9	9	15	182
Chapin PD	274	291	293	269	311	299	286	261	266	269	314	291	3,424
Gaston PD	310	312	350	290	348	317	362	392	327	308	318	353	3,987
Irmo PD	1,398	1,363	1,624	1,657	1,733	1,562	1,392	1,494	1,436	1,408	1,393	1,283	17,743
Lexington PD	2,355	2,337	2,560	2,332	2,596	2,591	2,704	2,621	2,298	2,408	2,178	2,531	29,511
Pelion PD	316	289	305	257	304	307	265	229	222	193	183	163	3,033
Pineridge PD	188	241	349	225	296	204	226	260	226	206	178	203	2,802
South Congaree PD	503	438	476	522	519	412	393	389	321	476	446	411	5,306
Springdale PD	383	416	484	469	505	431	439	533	403	475	488	479	5,505
Swansea PD	225	262	244	242	231	225	211	252	191	187	218	231	2,719
Total Municipal LE CAD Events	***5,965***	***5,961***	***6,704***	***6,285***	***6,859***	***6,368***	***6,294***	***6,444***	***5,708***	***5,939***	***5,725***	***5,960***	***74,212***
Sheriff's Department	16,711	15,189	18,480	17,689	18,700	18,705	17,660	17,662	16,133	16,626	16,119	17,326	207,000
Total Law Enforcement CAD Events	***22,676***	***21,150***	***25,184***	***23,974***	***25,559***	***25,073***	***23,954***	***24,106***	***21,841***	***22,565***	***21,844***	***23,286***	***281,212***

EMS CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County EMS	3,503	3,273	3,756	3,481	3,684	3,800	3,787	3,826	3,485	3,660	3,474	3,915	***43,644***

Fire Service CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County Fire	1,036	1,007	1,112	1,034	1,083	1,227	1,373	1,217	1,146	1,345	1,297	1,246	14,123
Irmo Fire	312	293	290	309	313	346	329	344	360	331	366	362	3,955
Airport Fire	0	2	3	5	3	3	3	2	2	4	3	6	36
Batesburg Fire	62	61	60	63	72	81	76	80	72	86	92	88	893

West Columbia Fire	137	130	141	118	125	152	157	154	158	183	187	185	1,827
Total Fire CAD Events	***1,547***	***1,493***	***1,606***	***1,529***	***1,596***	***1,809***	***1,938***	***1,797***	***1,738***	***1,949***	***1,945***	***1,887***	***19,007***
Miscellanous Departments	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***TOTALS***
Animal Control	39	14	30	28	29	24	41	25	50	65	67	62	474
Coroner	74	96	82	66	74	67	67	80	79	74	76	88	923
Total Miscellaneous Departments	***113***	***110***	***112***	***94***	***103***	***91***	***108***	***105***	***129***	***139***	***143***	***150***	***1,397***

Miscellaneous Activity	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***TOTALS***
Complaints	0	2	0	0	0	2	0	0	2	1	2	4	13
Attaboys	0	0	0	0	0	0	0	0	0	0	0	3	3
NCIC Enteries/Deletions/CCH	458	370	548	409	496	471	426	418	420	365	396		4,777
Tape Request Completed	129	99	162		74	111	165	175	146	129	128	129	1,447
Vacancies/Apps in Progress	9/50	11/53	4/80		10/60	11/60	9/35	9/60	11/50	10/103	10/90	10/90	

Dispatch Times	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***Yearly***
FIRE -FRACTILE % DISP UNDER 1:00	48%	47%	48%	47%	47%	31%	32%	54%	55%	55%	53%	54%	
%DISP UNDER 1:59	85%	83%	84%	83%	83%	61%	63%	75%	75%	76%	75%	76%	
EMS FRACTILE % DISP UNDER 1:00	38%	39%	39%	40%	39%	5%	6%	23%	22%	23%	22%	23%	
%DISP UNDER 1:59	79%	82%	81%	82%	83%	25%	32%	43%	41%	42%	42%	42%	
POLICE FRACTILE % DISP UNDER 3:00	63%	61%	60%	55%	61%	43%	45%	78%	76%	77%	77%	76%	
%DISP UNDER 4:00	79%	78%	77%	72%	76%	61%	64%	86%	84%	84%	84%	84%	
LCSD FRACTILE % DISP UNDER 3:00	57%	55%	57%	54%	55%	35%	40%	63%	60%	62%	63%	62%	
%DISP UNDER 4:00	75%	73%	75%	71%	74%	55%	59%	75%	72%	73%	73%	73%	

% of 911 Telephone Calls Answered Within State Standard	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***Yearly***
Within 10 Seconds	83.19%	80.92%	79.08%	80.67%	80.57%	70.69%	72.53%	72.40%	71.16%	73.44%	67.65%	70.47%	
Within 20 Seconds	98.75%	98.03%	95.75%	98.25%	98.11%	95.55%	95.78%	96.22%	95.70%	96.30%	94.26%	94.95%	
Within 30 Seconds	99.80%	99.62%	97.33%	99.69%	99.65%	98.91%	98.99%	99.23%	99.05%	99.22%	98.58%	98.82%	

Shift Comparison	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***Yearly***
A Shift 90% within 10 Seconds	83.47%	85.99%	84.91%	85.94%	86.19%	67.50%	73.65%	68.99%	68.55%	70.01%	69.34%	72.02%	
B Shift 90% within 10 Seconds	83.78%	72.55%	74.34%	78.51%	75.77%	70.59%	67.92%	69.13%	71.69%	77.16%	69.68%	74.07%	
C Shift 90% within 10 Seconds	65.57%	76.03%	76.34%	75.19%	72.99%	63.14%	69.07%	67.88%	64.11%	63.94%	60.83%	63.98%	
D Shift 90% within 10 Seconds	90.97%	85.87%	80.64%	85.95%	87.02%	79.63%	80.14%	79.78%	78.80%	77.85%	73.66%	71.07%	
Part Time 90% within 10 Seconds	87.74%	83.40%	85.32%	83.59%	83.98%	73.73%	70.38%	70.65%	70.74%	75.68%	61.80%	62.86%	
1-1 Shift 90% within 10 Seconds	82.18%	81.22%	78.29%	85.38%	82.79%	74.95%	78.52%	78.88%	78.29%	81.81%	77.95%	77.78%	
Shift Of the Quarter													

Budget Informtion	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***TOTALS***
Quarterly Cost Recovery Funds	$		***70,536.89***	$		-							$ 70,536.89
Quarterly Wireles Funds	$		-	$		-							$ -
Tape Fees Collected	$ 173.60	$ 69.56	$ 198.26		$151.41	$ 266.41	$ 190.00	$ 81.50	$ 140.00	$ 140.00	$ 115.00	$ 196.47	$ 1,722.21

TOP 3 Call Takers of the Month													
	K. Bagby S. Harris S. Mason	B. Deaville S. Mason J. Hendrix	D. Williams S. Harris A. Blease	B. Deaville M. Jenkins J. Hendrix	K. Bagby S. Harris I. Whitfield	B. Little N Kulick J. Hendrix	K. Bagby M. Hagins S. Harris	K. Bagby B. Little A. Blease	B. Deavile I. Whitford M. Hagins	B. Little M. Nuovo B. Deaville	B. Deavile E. Jaen S. Mason	A. Taylor I. Whitfield M. Heimbuch	

Special Projects	***Jan***	***Feb***	***Mar***	***Apr***	***May***	***Jun***	***Jul***	***Aug***	***Sep***	***Oct***	***Nov***	***Dec***	***TOTALS***
Public Education Events	0	0	0	0	4	0	0	0	0	7	1	2	14
													STATRPT

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

435100 – 911 Tariff **$600,000**

This is the 911 fees collected from phone companies for all Landline telephones in the Lexington County service area. Landline usage is decreasing. Projection based on the revenues received through Dec 2016.

435101 – 911 CMRS Cell Phone Surcharges **$750,000**

This is the revenues received quarterly from the state 911 funds for the number of cell phone calls processed in Lexington County. Projection based on the revenues received through Dec 2016.

435103 – 911 Cost Recovery Reimbursements **$360,000**

This is the revenues received quarterly from the state 911 funds for items or charges incurred by Lexington County 911 that are eligible for reimbursement. Projection based on quarterly reports, (Not including special Projects).

437550 – 911 Tape Sales **$1,500.00**

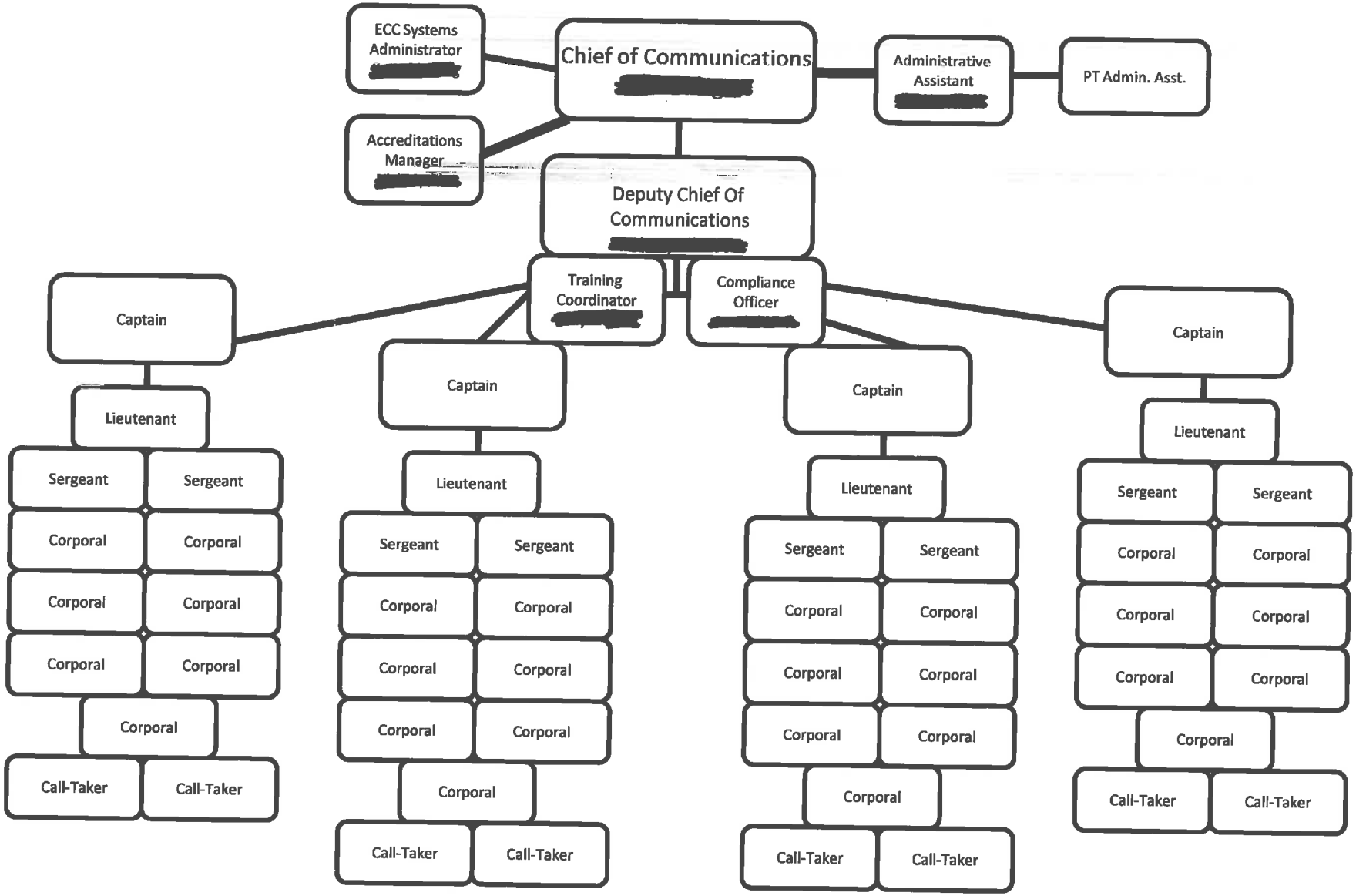
This is revenues collected for the processing of 911 recording request.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Deputy Chief of Communications	1		1	1	213
Training Coordinator	1		1	1	212
ECC Systems Administrator	1		1	1	212
Accreditation Manager	1		1	1	209
Administrative Assistant	1		1	1	108
TOTAL POSITIONS	5		5	5	

**5 Positions require insurance



Created 8/23/2016

SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

911 DIVISION

520100 - CONTRACTED MAINTENANCE **$ 349,568**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $ 349,567.50

This account will cover the cost of maintaining 911 equipment at Lexington backup center and Ball Park Road. (Contract Required)

AT&T

Lexington(Backup)	6,885/mo x 12 = $82,620 + tax = $88,403.40
Ball Park Road	4,695/mo x 12 = $56,340 + tax = $60,283.80

This account will also cover cost of maintaining uninterrupted power source (UPS) at the Lexington backup facility.
UPS Total = $8,000.00

This account will cover the cost of maintaining uninterrupted power source (UPS) at the Ball Park Road Facility.
UPS Total = $44,798.10

This account will cover the 24x7 maintenance for the National Academy Emergency Medical Dispatch (NAEMD) Priority Dispatch software. (Contract Required)
Priority Dispatch = $56,474.00 + tax = $60,427.18

This account will cover the maintenance of PowerDMS Software for Commission on Accreditation for Law Enforcement Agencies (CALEA) Accreditation to include the PowerDMS Policy and PowerDMS Standards. (CALEA Requirement)
PowerDMS Policy = $5,300

This account will cover the annual maintenance for the Scheduling software, Ragnasoft/Planit.
PLANIT Total =2,550

This account will cover the annual maintenance for the Guardian Tracking Employee Performance Documentation/Early Intervention & Recognition Software.
Guardian Tracking Total = $2,495.00

This account will cover the annual System version upgrade from Motorola API on Audiolog TLR Dongle #17380
Annual Motorola upgrade Total = $20,000.00

PageGate Version Upgrade = $250.00

This account will count the annual maintenance for recording equipment at all of the PSAPS. (Contract Required)

Lexington (Backup)	$16,672.12 + tax = $17,839.17
Ball Park Road	$36,655.00 + tax = $39,220.85 (increased from FY16/17 which only covered 6 months, has increased this FY for covering the entire year)

520200 - CONTRACTED SERVICES **$315,153**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $315,152.84

This account will also cover the cost of E-911 network service charges. Does NOT include Late Fees.
AT&T Subscriber Billing (Est.) $15,375 x 12/mo = $184,500 + tax = $197,415 (Contract Required)

Covers the cost of pre employment testing. Communications on Accreditation for Law Enforcement Agency (CALEA) Required standards require all 911 Operators must be physically capable of performing their duties and requires a physician to certify the person is capable of performing their duties

Work Key Testing $49 x 20 employees = $980
Physicals $45 x 20 employees = $900
Psychological testing = 20 employees x $225 = $4,500
Vision Screening $15 x 20 employees = $300.00

This account will provide contracted services (Required) 24 hours a day 7 days a week including holidays for:
Admin Building to Pal 800
2-T-1 Lines to include line card $714.00 x 2 x 12/mo + tax = $18,335.52
Radio Loop for Radio Infrastructure - $25 x 12/mo + tax = $321.00

P25 Core Connection (T1 or Ethernet) Ball Park Road - $350.00 per month x 12 + tax = $4,494.00 (contract required)
P25 Core Connection (T1 or Ethernet) South Lake Drive - $350.00 per month x 12 + tax = $4,494.00 (contract required)

ECC Ball Park Road
11-4 Wire Circuits for UHF/VHF Radios & Conventional Paging
$1,010.00 per month x 12/mo + tax = $12,968.40
ECC to Pal 800
2 Metro-E Lines for 800 MHz Radio's $824 x 12/mo + tax = $10,580.16

Phase II Wireless $210 x 2 PSAPS x 12/mo + tax = $5,392.80

Sonnet Ring $4000 x 12/mo + tax = $51,360 (Contract Required)

Fire Alarm Monitoring - $378.00 + tax = $404.46 annually

Survey Monkey (creating surveys for communications department employees) - $300.00

ACE (Accredited Center of Excellence) Accreditation (Priority Dispatch/International Academies for Priority Dispatch
Initial Application Fee - $2,250 + tax = $2,407.50

520300 – PROFESSIONAL SERVICES **$7,000**

PROGRAM 3 – 911 SYSTEM MANAGEMENT & PROGRAM 1 - TRAINING $7,000

This account will provide the cost for developing and analyzing a comprehensive survey for the 911 center. This will provide vital information to the Leadership team to focus on the strengths and weaknesses of the 911 Communications Center. Additionally this account will provide contractor to facilitate the annual Public Safety Staff retreat.

911 Comprehensive Survey - $4,000.00
Contractor for Public Safety Staff Retreat - $3,000.00

520400 – ADVERTISING AND PUBLICITY **$500**

PROGRAM 2 – PUBLIC EDUCATION $500

This account provides fees for advertising Job Vacancies on a national level.

520510 – INTERPRETER SERVICE **$11,196**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $11,196

This account will also provide service to allow Lexington County Communication to have access to an interpreter during 9-1-1 operations. 911-call history indicates increasing numbers of 9-1-1 calls from non-English speaking persons. In the recent FY 16/17 the monthly cost has increased due to call volume for non-English speaking citizens.

Language Line Monthly Fees - $872/mo (average of July 2016-December 2016) x 12 mo + tax = $11,196

520702 – TECHNICAL CURRENCY & SUPPORT **$74,922**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $74,921.40

Cover cost of technical support for:
Arch view ESRI = $428

This account will cover 24 x 7 maintenance for the OSSI CAD (Computer Aided Dispatch).
OSSI CAD (to include maintenance on Priority Dispatch Interface) (Contract Required)
Total = $69,620.00 + tax = $74,493.40

521000 - OFFICE SUPPLIES **$8,000**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $8,000

Cover costs of office supplies such as toner cartridges for 4 printers that are used 24/7 as well as 2 fax machines that also need to be operation ready 24/7, pens, paper and any other office supplies used in the course of normal 911 operations.

521100 – DUPLICATING **$750**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $750

This account is used to make copies of reports for Law Enforcement, Fire Service, Emergency Medical Service, SLED NCIC entries, Quality Assurance reports and training document such as policy and procedure manuals. This will also be used for Duplicating cost associated with printing copies for the Quarterly Public Safety Leadership Training.

521200 - OPERATING SUPPLIES **$1,000**

PROGRAM 3 – 911 MANAGEMENT $1,000

Covers the cost of office related items that are non-expendable items used in the course of normal 911 operations. Also included would be the cost for supplies for the Quarterly Public Safety Leadership Training.

521213 – PUBLIC EDUCATION SUPPLIES **$2,500**

PROGRAM 2 - 911 PUBLIC EDUCATION $2,500

This account will be used to cover costs of CD's, flyers, pencils, and other materials required for presentations and special events using the Red E. Fox mascot to bring education into the local schools and other public safety events.

522050 – GENERATOR REPAIRS & MAINTENANCE **$3,725**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $3,724.65

Covers the cost of generator repairs or maintenance at Ball Park Road tower generator and 2 units at ECC. Cost Coordinated with Building Services.

Maintenance - $773.20 x 2 units + tax = $1,654.65
Repairs - $500.00 x 2 units + tax = $1,070
Repairs – unit at Tower = $1000



522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$1,000**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $1,000

This account will be used to cover the cost of repairing and maintaining the radio tower, and equipment not covered under contracted maintenance.

CIPOV (Tower Lights) $500 x 2 = $1,000

522200 - SMALL EQUIPMENT REPAIR & MAINTENANCE **$3,000**

PROGRAM 3- 911 SYSTEM MANAGEMENT $3,000

This account will be used to cover the cost of repairing computers, fax machines, paging system, console equipment, Audio Visual, Camera Equipment, printers and equipment not covered under contracted maintenance. It also covers the Alarm at the Ball Park Road Tower.

524201 – GENERAL TORT LIABILITY INSURANCE **$74**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $ 73.13

This account will cover cost of general tort liability for Training Coordinator, ECC System Controller, and 911 Administrative Assistant.

524202 – SURETY BONDS **$50**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $50.00

This account will cover cost of Surety Bonds for the Deputy Chief of Communications, Training Coordinator, ECC System Controller, Accreditation Manager and 911 Administrative Assistant.

525000 - TELEPHONE **$ 60,120**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $60,120

This account covers monthly charges for 47 telephone lines emergency, non-emergency, ringdowns and administrative to include, (16 transferable lines at the Lexington Backup facility).

47 PBT Telephone Lines $1,900 x 12/mo = $22,800
2 Fax Lines $100 per month x 12/mo - $1,200
Radio Loops (7) along with 9 cable pairs = $10,800
Tornado Alarm Loop with 6 cable pairs = $1,800
Court House Elevator = $600
26 PBT Telephone Lines (Administrative Building) - $1,910 x 12/mo + tax = $22,920

525002 – TELEPHONE (800 SERVICE) **$ 125**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $125

This account covers the cost of providing 800-telephone service to citizens living outside the Lexington telephone service area.

525004 – WAN SERVICE CHARGES **$2,199**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $2,198.21
This account covers the cost of providing WAN Service Charges for the Chief of Communications, Deputy Chief of Communications, Training Coordinator, and Accreditation Manager.

4 WAN Devices x 42.80 per month x 12 months + tax = $2,198.21

525021 – SMART PHONES PHONE **$5,021**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $5,020.44

Smart Phones for 7 (On Call Personnel), Chief of Communications, Deputy Chief of Communications, Training Coordinator, ECC Systems administrator, Accreditation Manager, Compliance Officer and Dispatch Supervisors (supervisor phone rotates between shifts) for after hour duties –(2 x $63/mo x 12 mo + tax) = $1,617.84
(5 x $53/mo x 12 mo + tax) = $3,402.60

525030 - 800 MHZ RADIO SERVICE CHARGES **$32,389**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $32,388.77

This account covers the cost of operating consoles and radios in Central Dispatch operations.
47 Radios 6 Sites Secure x $53.67/mo x 12 months + tax = $32,388.77

525031 - 800 MHZ MAINTENANCE ~~$210,051~~ $207,051

PROGRAM 3 – 911 SYSTEM MANAGEMENT ~~$210,050.90~~ $207,051

This account covers the cost of annual maintenance for the radio equipment used in the daily operations of the 911 center 24 hours a day 7 days a week for the Lexington backup and Ball Park Road.

Infrastructure Repair with Advanced Replacement for MCC7500 Operator Positions, 1 Dispatch Site:
$2,758.72 x 12 months + tax = $35,421.96
Network Monitoring, Dispatch and Security Update Service:
$915.36 x 12 months + tax = $11,753.22
Onsite Infrastructure response for 18 MCC7500 Operator positions, 1 Dispatch Center/Site:
$2,441.68 x 12 months + tax = $31,351.17
Service Update – SUA to include hardware and software: $6,133.33 x 12 months + tax = $78,751.96
Infrastructure repair with Advanced Replacement for 1 ENH Dispatch Site, 3 Quantar VHF Back-up radios and Ball Park Road Tower, 4 MTR2000 800MHz Receiver Back-up Radio's on Admin Building Rooftop and Ball Park Road Tower: $889.69 x 12 months + tax = $11,423.62
Radio Repair Service, VHF Back-up Radio at Ball Park Radio Tower: $11.76 x 12 months + tax = $151.00
1 AVL User Support Management Network: MARVLIS: $2,734.74 x 12 months + tax = $35,114.06
Local Radio Support for 3 Quantar VHF Back-Up Radios at Ball Park Road Radio Tower, 4MTR2000 800MHz Receiver Back-Up Radio's on Admin Building Rooftop and Ball Park Road Radio Tower, 2 CDM750:
$240.18 x 12 months + tax = $3,083.91

525041 – EMAIL SERVICE CHARGES **$645**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $645

5 Full Time Employee Email accounts x $10.75 x 12 months = $645

525100 – POSTAGE **$600**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $600

The Communications division is required to correspond with numerous agencies as well as attorney's office. This account will also be used to send correspondence to MY 911 participants and to comply with the CALEA standards regarding community surveys.

525210 – CONFERENCE, MEETINGS & TRAINING EXPENSES ~~$56,624~~ $62,099

PROGRAM 1 - 911 TRAINING ~~$56,624~~ $62,099
This account will be used to cover cost of state mandated 911 certification courses at SC Criminal Justice Academy and training/continuing education courses required for renewal of all certifications to include Basic 911, Priority

Dispatch - (EMD) Emergency Medical Dispatch, Emergency Fire Dispatch (EFD), Emergency Police Dispatch (EPD), NCIC (National Crime Information Center, (NIMS) National Incident Management, Cardiopulmonary Resuscitation (CPR).

Emergency Medical Dispatch $365/class x 15 employee = ~~$3,650~~ $5,475
(Required for Emergency Medical Dispatch Certification for Priory Dispatch)

Emergency Fire Dispatch $365/class x 15 employees = ~~$3,650~~ $5,475
(Required for Emergency Fire Dispatch Certification for Priority Dispatch)

Emergency Police Dispatch $365/class x 15 employees = ~~$3,650~~ $5,475
(Required for Emergency Police Dispatch Certification for Priority Dispatch)

Re-certification for Priority Dispatch to include EMD, EFD, and EPD
(Required for Continued Certification) $110 x 60 employees = $6,600

Re-certification for Priority Dispatch for EMDQ, EFDQ, and EPDQ (Quality Assurance)
(Required for Continued Certification) $200 x 6 = $1,200

911 State Mandated Certification through South Carolina Criminal Justice Academy (SCCJA)
$700/class x 10 = $7,000 (Required by State 911 Certification)

Bi-Monthly In-Service Training = 6 classes = $1,000
(Required Continuing Education Credits for Various Training Certifications)
Including:

- Cardiopulmonary resuscitation (CPR), National Crime Information Center (NCIC), National Academy for Emergency Medical Dispatch (NAEMD), Emergency Medical Dispatch (EMD), Advanced Vehicle Locating device (AVL), Computer Aided Dispatch (CAD), Mapping, Stress Debriefing
- Dispatching-- Fire, EMS and Law Enforcement Protocols, Helicopters, K-9, Traffic stops, Chases, Entrapments, Active Shooters, Multiple Agency Coordination,
- Call Taking—Suicidal, In-Progress/Active, Domestic Violence, Children, Elderly, TRU, Barricaded Subjects, 911 Hang-ups,

South Carolina National Crime Information Center (SC NCIC) Conference - $1,000 x 1 person
Terminal Agency Coordinator (TAC) - $1,000

(Below are all required for CALEA Reaccreditation)
Commission on Accreditation for Law Enforcement Agencies (CALEA)
Conference 4 people Training $3,000 = $12,000 (Award Year)
CALEA Annual Continuation Fee = $3,500

Public Safety Leadership Staff Retreat = $180 x 8 employees = $1,440.00

Sergeant Leadership Training = $32 per person x 12 people = $384.00

Public Safety Quarterly Leadership Training Lunch & Learn (Communications will be responsible for one (1) session.) $750.00

National Public Educator Forum (NPEF) Conference designated specifically to public safety educators.

Registration & Lodging for 1 employee = $1,500.00

NAVIGATOR – Priority Dispatch, Training for Accredited Center of Excellence (ACE) Accreditation – 1 employee = $3,500

Leadership Lexington County - $500.00 (1employee)

To cover the cost of attending developmental workshops and state continuing education training sessions for telecommunications operators.

Association of Public Safety Communications Officials/National Emergency Number Association (APCO/NENA) State 911 Training Conference = $800.00 x 6 employees = $4,800.00

Telecommunicators Emergency Response Team (T.E.R.T) Training - $500.00 (specialized training, required for CALEA Accreditation)

525230 – SUBSCRIPTIONS, DUES & BOOKS **$3,450**

PROGRAM 2 – 911 TRAINING $3,450

This will allow for NENA (National Emergency Number Association), SCPAC (Police Accreditation Coalition) and CPAC (Communications Accreditation Coalition) memberships and training materials for the Communications Coordinator and the 911 Training officers.

DUES- South Carolina Police Accreditation Coalition (SCPAC) = $150
National Emergency Number Association (NENA) = $675
Association of Public Safety Communication Officials (APCO) = $1,575
Commission on Accreditation for Law Enforcement Agencies (CALEA PAC) = $500
Public Safety Communications Accreditation Network (PSCAN) = $50
Leadership and Team building personality books = $500.00

525240 – PERSONAL MILEAGE REIMBURSEMENT **$500**

PROGRAM 2 – 911 TRAINING $500

This will allow for the use of mileage reimbursement by employees to attend training courses or meetings when motor pool vehicles are not available.

525240 – MOTOR POOL REIMBURSEMNT **$1,700**

PROGRAM 1 – 911 TRAINING $1,700

This will allow for the use of motor pool vehicles by employees to attend training courses. Combined this line item from budget 1000 to 2605.

525430 – EMERGENCY GENERATOR FUEL **$3,705**

PROGRAM 3 – 911 MANAGEMENT $3,705

Covers the cost of Fuel for the backup generators located at Ball Park Road ECC.

2 Units @ 12.5 gallons (1/2 hour run time) each x 52weeks x $2.85 per gallon = $3,705

525500 – LAUNDRY & LINEN **$800**

PROGRAM 3 – 911 MANAGEMENT $800

This account will be used to dry clean uniforms for the purpose of reusing them after an employee has terminated employment. Also the Cleaning of the Red E. Fox mascot to be cleaned twice annually.

525600 – UNIFORMS & CLOTHING **$1,215**

PROGRAM 3 – SYSTEM MANAGEMENT $1,214.45

This will cover uniforms and clothing for the Deputy Chief of Communications, 911 Training Coordinator, Accreditations Manager, Administrative Assistant, and ECC System Controller.

2 Short Sleeve Polo Shirts = $54.00
2 Squad Pants = $84.00
1 T-shirt/undershirt = $12.00
1 Jacket = $45.00
1 Pullover = $32.00
TOTAL per employee = $227.00 x 5 employees + tax = $1,214.45



525700 – EMPLOYEE SERVICE AWARDS **$3,510**

Communications has in place an employee recognition program that recognized Employee of the Year, Employee of the Quarter, Shift of the Quarter, and Shift of the Year. This is based upon attendance, performance, Dispatch Times, and Call Answer Times and other measurements of productivity.

4 employee of the Quarter = $60.00 ea + tax = $256.80
1 employee of the year = $100.00 + tax = $107.00
4 Shift of the Quarter = $40.00 x 14 employees per shift + tax x 4 quarters = $2,396.40
1 Shift of the Year = $50.00 x 14 employees + tax = $749.00

529903 - CONTINGENCY **$557,888**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $557,888.00

SECTION V.D. – CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS AND MINOR EQUIPMENT **$12,750**

This account will be used to replace small tools and equipment that become damaged or are no longer covered under maintenance.

1 Smart Phone replacements $199.99 + Tax = $214.00
1 New Smart Phone for Compliance Manager $199.99 + tax = $214.00
Wireless Headsets $150.00 x 20 + Tax = $3,210
Base stations for Wireless Headsets at ECC = $400 x 8 + tax = $3,424
Batteries for Wireless Headsets at ECC = $200 x 16 + tax = $3,424
Wellness Equipment = $2,000
Logitech Type S Keyboard Case for Samsung Galaxy Tab S2 9.7 = $86.00 + tax = $92.02
iPad Pro – Smart Keyboard/Case – Black = $160.00 + tax = $171.20

540010 – MINOR SOFTWARE **$ 41**

Software needed for virtual CAD test server.

NEW AND REPLACEMENT MONITORS **$ 4,000**

Monitors are needed for the 911 center and/or as replacements for monitors that become inoperative. Continuous use shortens the life span and frequent replacement is required. Repair is not an option, according to the manufacturer.

TABLETS **$1,349**

Tablets for the Deputy Chief of Communications and Accreditation Manager.

Tablet – Samsung Galaxy Tab S2 9.7 with Android Lollipop 32 GB = $534.00 + tax = $571.38
Tablet – iPad Pro Retina Display ISO 10 32 GB = $620.00 + $106.00 (AppleCare) + tax = $776.82

KVM SWITCHES **$ 5,958**

Back-up KVM switches needed for dispatch positions.
$695.93 x 8 + tax = $5,957.16

CONSOLES FOR NODE 2 **$ 25,086**

Additional positions have been added to the back-up center taking us from 6 positions to 8 positions. To accommodate the two new operational positions, dispatch furniture is needed.

2 Dispatch Consoles - $15,726.04 + tax = $16,826.86
Supervisor Consoles - $7,718.41 + tax = $8,258.70

UPS UPGRADE – NODE 2 **$23,218**

Eaton three phase 15KVA UPS. Consists of the following input: 2018V output, internal batteries providing approximately 4 minutes @ full load, maintenance bypass switch, network interface card and 7x24 start-up. This is

required due to the UPS equipment in NODE 2 being end of life, and is unable to be maintained if not replaced.

REPLACEMENT DISPATCH CHAIRS **$4,244**

This will be used to replace chairs in the Primary PSAP. Chairs purchased will be Intensive use High Backs with Adjustable arms.

3 Intensive use chairs x $1,322 + tax = $4,243.62

RADIO REPLACEMENT **$5,659**

Current Walkie Talkies will reach end of life in the next 3 years. Communications will phase 1 radio per Fiscal year to replace the three (3) walkie talkies that are used by the Chief of Communications, Deputy Chief of Communications, and Dispatch Supervisor. Replacing one (1) WT's with APX 6000 portable radios.

1 APX 6000 + tax = $5,658.71

SLIDING DOORS **$ 4,902**

This account will be used for sliding doors for the administrative cubicles inside the ECC and will match the current office furniture.

$4,580.76 + tax = $4,901.44

CRITICALL SOFTWARE **$ 3,740**

CritiCall Software will be used for testing for potentially new employees. This software will replace the Work Keys testing, as this software is more focused towards the job of a Dispatcher.

EMERGENCY MANAGEMENT
2606 SCE&G FUND
EXECUTIVE SUMMARY

FY 2016/2017	$45,212
FY 2017/2018 Proposed	
Personnel	$13,677
Operating	$ 1,366
Capital	$ 4,500
New Programs	$ 0
TOTAL	$43,477 (3.86% decrease) - includes Contingency

NEW PROGRAMS

Non-applicable	$ 0
TOTAL	$ 0

PRIORITIES

PROBABLE CARRYOVERS

Non-applicable	$ 0
TOTAL	$ 0

OPERATING INCREASES/DECREASES

520800	Outside printing	decrease $200	- Moved to 2480 Fund
521000	Office Supplies	decrease $250	- Moved to 1000 Fund
521200	Operating Supplies	decrease $250	- Moved to 2480 Fund
521213	Public Education Supplies	decrease $500	- Moved to 2480 Fund
525090	Other Communications	decrease $1920	- Moved to 2480 Fund
525210	Conference, Mtg, Training	increase $866	- Increase to cover drone certification /VC Summer Exercises
525250	Motor Pool Reimbursement	decrease $1000	- Moved to 1000 Fund

CAPITAL ITEMS

5Axxxx	Drone Camera w/accessories	increase $4,500 – Capital purchase

Total Increase: + $5,366
Total Decrease: - $4,120

Net Change: - $1,246

COUNTY OF LEXINGTON
SCE & G SUPPORT FUND
Annual Budget
FY 2017-18 Estimated Revenues

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***SCE & G Support Fund 2606:**							
	Revenues:							
461000	Investment Interest	142	110	0	0	0		
466000	SCE & G Support Funds	19,504	19,724	19,543	19,543	19,543		
	**** Total Revenue**	19,646	19,834	19,543	19,543	19,543	0	0
	*****Total Appropriation**				14,839	19,543	0	0
	Contingency:							
	Unused				25,728			
	FUND BALANCE							
	Beginning of Year				13,045	43,477	43,477	43,477
	FUND BALANCE - Projected							
	End of Year				43,477	43,477	43,477	43,477

COUNTY OF LEXINGTON
SCE & G SUPPORT FUND
Annual Budget
Fiscal Year - 2017-18

Fund: 2606
Division: Public Safety
Organization: 131101 - Emergency Preparedness

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages	0	0	0			
510300	Part Time - 1 (0.50 - FTE)	7,056	8,768	10,920	10,920		
511112	FICA - Employer's Portion	540	671	835	836		
511113	State Retirement - Employer's Portion	785	1,013	1,208	1,317		
511130	Workers Compensation	237	295	300	339		
519999	Personnel Contingency	0	0	265	265		
	*** Total Personnel**	**8,618**	**10,747**	**13,528**	**13,677**	**0**	**0**
	Operating Expenses						
522200	Small Equipment Repairs & Maintenance	1,332	0	811	0		
525210	Conference, Meeting & Training Expense	838	0	500	1,366		
	*** Total Operating**	**2,170**	**0**	**1,311**	**1,366**	**0**	**0**
	**** Total Personnel & Operating**	**10,788**	**10,747**	**14,839**	**15,043**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0			
	Drone Camera w/ accessories	0	0	0	4,500		
540010	Minor Software	0	0	0			
	All Other Equipment	512	0	0			
	**** Total Capital**	**512**	**0**	**0**	**4,500**	**0**	**0**
	***** Total Budget Appropriation**	**11,300**	**10,747**	**14,839**	**19,543**	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
BUDGET 2017-18

Fund #: 2606 Fund Name: SCE&G

Organ. #: 131101 Organ. Name: Emergency Management

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2014-15	Year-to-Date FY 2015-16	Anticipated Fiscal Year Total FY 2016-17	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
466000		$ 19,543	$ 19,543	$ 19,543	$ 19,543		$ 19,543	$ 19,543		$ 19,543

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund # 2606 Fund Title: SCE&G
Organization # 131101 Organization Title: Public Safety Emergency Management
Program # Program Title:

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Drone Camera w/ accessories	4,500

** **Total Capital (Transfer Total to Section III)** **4,500**

SECTION V – PROGRAM OVERVIEW

PS/SCE&G SUPPORT FUND

Summary of Programs:

PROGRAM 1 – PS/ADMINISTRATION

Objectives:

This program provides for services required to support Emergency Management for the V.C. Summer Nuclear Station operations. Lexington County is required by FEMA to plan for evacuation and emergency measures within a ten-mile radius of the plant. Portions of Lexington County to include Chapin, nearly 3,000 county residents, fall within this area.

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI.A. – LISTING OF REVENUES

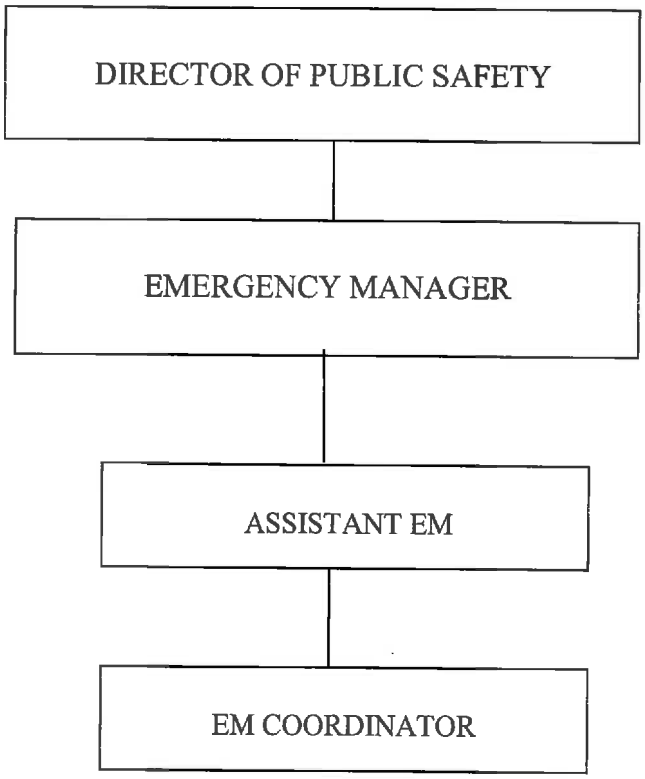
466000 SCE&G SUPPORT FUNDS **$19,543**

This funding is used to meet the County's responsibility for Radiological Emergency Planning (REP) for the V.C. Summer Nuclear Station to meet the criteria established by the Federal Emergency Management Agency (FEMA) and the Nuclear Regulatory Commission (NRC).

SECTION VI.B. – PERSONNEL

Current Staffing Level:

	Full Time Equivalent			
Job Title Positions	General Fund	Other Fund	Total	Grade
Emergency Manager	1.00	0.00	1.00	213
Assistant Emergency Mgr	1.00	0.00	1.00	208
Emergency Coordinator	0.00	1.00	1.00	108 P/T
TOTAL POSITIONS	2.00	1.00	3.00	



VI.C. - OPERATING LINE ITEM NARRATIVES

520800 OUTSIDE PRINTING **$0**

This account will be funded through the 2480 LEMPG Fund.

521000 OFFICE SUPPLIES **$0**

This account will be funded through the 2480 LEMPG Fund.

521200 OPERATING SUPPLIES **$0**

This account will be funded through the 2480 LEMPG Fund.

521213 PUBLIC EDUCATION SUPPLIES **$0**

This account will be funded through the 2480 LEMPG Fund.

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$0**

This account will be funded through the 1000 General Fund.

525090 – OTHER COMMUNICATION CHARGES **$0**

This account will be funded through the 2480 LEMPG Fund.

525210 CONFERENCES, MEETINGS, AND TRAINING EXPENSE **$1366**

This account will be utilized to cover the expense of trainings, conferences, and meetings vital to keeping up current knowledge and awareness of current Emergency Management trends and maintain current capabilities. The training may include FEMA courses and workshops, and the cost of materials associated with Lexington Emergency Management conducting training courses in the EOC.

Included in this account will be the training and certification of (4) drone operators. The fee for this training and certification is $250/person for a total of $1000.

525250 MOTOR POOL REIMBURSEMENT **$0**

This account will be funded through the 1000 Fund.

10

VI.D. – CAPITAL LINE ITEM NARRATIVES

5Axxxxx- DRONE CAMERA **$4500**

This account will be used to purchase drone camera equipment with mounting hardware and accessories. The drone and camera(s) will be utilized to enhance emergency response capabilities such as search and rescue operations, VC Summer evacuation route reconnaissance and monitoring , and HAZMAT response. In addition to emergency response enhancement, GIS capabilities and various other county departments will also benefit from the use of the device.

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** P/D (Indigent Criminal Defense) 2618:**							
	Revenues:							
451610	State Revenue (Lexington)	128,404	57,380	140,000	140,000	150,000		
	**** Total Revenue**	128,404	57,380	140,000	140,000	150,000	0	0
	*****Total Appropriation**				140,000	150,000	0	0
	FUND BALANCE Beginning of Year				(1,427)	(1,427)	(1,427)	(1,427)
	FUND BALANCE - Projected End of Year				(1,427)	(1,427)	(1,427)	(1,427)

Fund: 2618
Division: Judicial
Organization: 141400 - Public Defender

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520300	Professional Services	128,553	49,267	140,000	150,000		
	*** Total Operating**	**128,553**	**49,267**	**140,000**	**150,000**	**0**	**0**
	**** Total Personnel & Operating**	**128,553**	**49,267**	**140,000**	**150,000**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**128,553**	**49,267**	**140,000**	**150,000**	**0**	**0**

OFFICE OF THE PUBLIC DEFENDER
Eleventh Judicial Circuit
Lexington, Saluda, Edgefield, and McCormick Counties

ROBERT M. MADSEN
Circuit Public Defender

ELIZABETH FULLWOOD
Lexington Public Defender
407 W. Main St.
Lexington, SC 29072
Telephone (803) 785-8873
Fax (803) 957-1443

BENNETT E.CASTO
Tri-County Public Defender
Post Office Box 1852
McCormick, SC 29835
Telephone (864) 852-9555
Fax (864) 852-9554

February 13, 2017

Joe Mergo
Administrator
Lexington County
212 South Lake Drive
Lexington, South Carolina 29072

RE: Eleventh Circuit Public Defender Budget

DELIVERED BY HAND

Dear Joe:

Attached is the proposed Eleventh Circuit Public Defender budget for FY 16/17. The Eleventh Circuit Public Defenders Office requests Lexington County contribute $543,932 which is the same as last year.

I request an audience with either County Council as a whole or the appropriate judicial committee to answer any questions they may have about the Eleventh Circuit Public Defenders Office or our budget.

With my warm personal regards, I remain,

Sincerely,

Robert M. Madsen

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Public Defender 2619:**							
	Revenues:							
451610	State Revenue (Lexington)	354,830	369,899	697,823	697,823	697,823		
451611	State Revenue (Tri-Counties)	77,208	80,485	151,838	151,838	151,838		
451620	State Supplemental (Lexington)	98,899	51,357	98,570	98,570	103,322		
451621	State Supplemental (Tri-Counties)	21,519	11,175	21,448	21,448	22,482		
451632	Probation Fees (Lexington County)	43,533	25,161	57,951	57,951	47,031		
451633	Civil Fees (Lexington County)	36,808	18,788	35,744	35,744	35,744		
451634	CDV Fees (Lexington County)	78,126	39,063	78,126	78,126	78,126		
451635	DUI Fees (Lexington County)	55,401	27,700	55,401	55,401	55,401		
451636	Probation Fees (Tri-Counties)	9,472	5,475	12,609	12,609	10,233		
451637	Civil Fees (Tri-Counties)	8,009	4,088	7,778	7,778	7,778		
451638	CDV Fees (Tri-Counties)	16,999	8,500	16,999	16,999	16,999		
451639	DUI Fees (Tri-Counties)	12,055	6,027	12,054	12,054	12,055		
455004	Contribution from Tri-Counties	66,000	33,000	66,000	66,000	66,000		
455012	Contributions from Municipalities	0	0	0	0	400		
461000	Investment Interest	1,686	1,835	100	100	100		
469900	Miscellaneous Revenues	49	53	0	0	0		
801000	Op Trn from General Fund	514,306	271,966	543,932	543,932	543,932		
	**** Total Revenue**	**1,394,900**	**954,572**	**1,856,373**	**1,856,373**	**1,849,264**	**0**	**0**
	*****Total Appropriation**				**1,980,529**	**1,935,711**	**0**	**0**
	FUND BALANCE Beginning of Year				422,348	298,192	298,192	298,192
	FUND BALANCE - Projected End of Year				298,192	211,745	298,192	298,192

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year - 2017-18

Fund: 2619
Division: Judicial
Organization: 141400 - Public Defender

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 23	907,842	446,359	1,221,168	1,229,744		
510200	Overtime	213	0	0	0		
511112	FICA Cost	65,795	32,506	93,419	94,078		
511113	SCRS - Employer's Portion	97,120	47,483	135,061	148,307		
511120	Employee Insurance - 23	132,600	73,450	179,400	179,400		
511130	Workers Compensation	3,236	1,590	4,196	4,196		
511131	SC Unemployment	0	0	0	0		
511213	SCRS - Employer Portion (Retiree)	8,540	4,116	0	0		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**1,215,346**	**605,504**	**1,633,244**	**1,655,725**	**0**	**0**
	Operating Expenses						
520200	Contracted Service	292	0	1,000	500		
520219	Water & Other Beverage Service	333	199	350	400		
521000	Office Supplies	11,499	6,708	11,000	10,000		
521100	Duplicating	3,100	1,171	3,500	5,000		
522200	Small Equip Repairs & Maintenance	656	(313)	800	800		
523100	Building Rental	29,784	14,910	70,000	75,000		
524000	Building Insurance	140	140	144	144		
524201	General Tort Liability Insurance	963	963	992	992		
524202	Surety Bonds	0	0	170	170		
525000	Telephone	7,276	3,636	9,417	9,417		
525004	WAN Service Charges	5,872	2,940	7,000	7,000		
525020	Pagers and Cell Phones - 2	307	0	410	410		
525041	E-mail Service Charges - 24	1,620	1,089	3,096	3,096		
525100	Postage	1,543	483	1,700	1,700		
525210	Conference, Meeting & Training Expense	15,839	10,188	22,500	22,500		
525230	Subscriptions, Dues & Books	13,562	9,689	16,500	17,000		
525240	Personal Mileage Reimbursement	27,460	13,848	30,500	27,610		
525328	Util / Public Defenders Offices	5,990	2,700	6,261	6,500		
529903	Contingency	0	0	140,565	74,489		
	*** Total Operating**	**126,236**	**68,351**	**325,905**	**262,728**	**0**	**0**
	**** Total Personnel & Operating**	**1,341,582**	**673,855**	**1,959,149**	**1,918,453**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	288	209	500	500		
540010	Minor Software	0	0	3,148	500		
	All Other Equipment	9,799	6,938	17,732	16,258		
	**** Total Capital**	**10,087**	**7,147**	**21,380**	**17,258**	**0**	**0**
	***** Total Budget Appropriation**	**1,351,669**	**681,002**	**1,980,529**	**1,935,711**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 2619 Fund Title:
Organization # 141400 Organization Title: Public Defender
Program # Program Title:

Qty	Item Description			*BUDGET* 2017-2018 Requested Amount
2	Standard Laptop	Dell E5570	F3-Rpl.	2,218
1	Standard Laptop	Dell E5570	F3-Addnl.	1,109
3	WD15 (docking station)			474
3	External USB DVD Drive			147
3	24" Flat Panel Monitor	Dell P2417H		738
11	Ipad Pro 128GB			9,163
8	Ipad Pro Smart Cover			424
3	Ipad Pro smart keyboard/case			480
1	Standard Network Printer	HP LaserJet M506dn		605
3	Antivirus			123
3	Microsoft Office			777

** **Total Capital (Transfer Total to Section III)** **16,258**

SECTION V – PROGRAM OVERVIEW

Summary of Programs

Background
Program 1-Adult General Sessions
Program 2-Juvenile Family Court
Program 3-Magistrates Court

Background:

The Eleventh Circuit Public Defenders Office represents indigent individuals charged with misdemeanors, felonies, and probation violations in the Eleventh Judicial Circuit. The Eleventh Judicial Circuit is composed of Lexington, Saluda, Edgefield, and McCormick counties. The Public Defenders Office benefits clients and the judicial system by fostering efficient administration of cases through the courts. Clients and the community as a whole benefit when the rights of individual defendants are protected.

Program 1: Adult General Sessions

Objectives:

The primary goal of the Eleventh Circuit Public Defenders Office is to provide the best possible representation to each client and to guarantee the protection of the individual client's rights. The existence of this office guarantees that an individual's right to counsel is meaningfully provided . Our attorneys and support staff are dedicated to protecting the rights of the accused and to the integrity of the justice system. The Eleventh Circuit Public Defenders Office is dedicated to the full and fair representation of all persons in our community who cannot afford legal counsel and are in danger of being deprived a liberty interest due to a criminal accusation. Our office seeks to protect each client's constitutional rights, to defend against discriminatory treatment and disproportionate punishment, and to ensure that no one who is innocent is ever wrongfully convicted. We are committed to providing all mandated legal services in an efficient and cost-effective manner while holding ourselves to the highest professional and ethical standards. By doing so, the integrity of the system as a whole is upheld as a secondary goal, to the benefit of the community at large.

We will continue to focus on alternatives to incarceration, both during pretrial and during the dispositional phase, with a particular emphasis on treatment alternatives. To further this end, we will continue to explore better methods for the system as a whole to identify low risk offenders (both current risk to the community and risk of recidivism) who would be appropriate for alternatives to incarceration.

Program 2: Juvenile Family Court

Objectives:

The primary goal of the Eleventh Circuit Public Defenders office in juvenile cases is the same as that for adult clients: to vigorously defend each client. The attorneys who defend juvenile clients strive to protect each client's constitutional rights while guarding against discrimination and disproportionate treatment.

In the Family Court setting, where the Court's goal is to act in the best interests of the child, we collaborate with other professionals from local schools, the Department of Mental Health, and the Department of Juvenile Justice to find the best resolutions in our clients' cases. With rehabilitation in mind, we look for alternatives to incarceration, whether in the community or in facilities where juveniles may receive treatment for drug or alcohol abuse or mental health problems.

It is our goal to educate our juvenile clients and their parents about their criminal cases by explaining the court process and the possible consequences of their charges, but also to provide our clients with tools they need to become productive citizens in order to reduce recidivism and ultimately keep them from becoming adult offenders.

Program 3: Magistrate Court

Objectives:

The primary goal of the Eleventh Circuit Public Defenders office in Magistrate court is the same as all other courts. We strive to provide diligent, but cost effective representation of clients charged with criminal cases in Magistrates Court. While we will vigorously defend all of our client's constitutional rights, we will also look for alternative programs available in lieu of incarceration. Such programs will not only help reduce recidivism, but also help our clients to become productive members of society.

SERVICE LEVELS

Service Level Indicators:	Actual 2014	Actual 2015	Actual 2016	Projected 2017
Program 1:				
Individuals seen in Bond Court	3998	4347	4468	4500
Individuals Appointed PD	2572	2930	3050	3100
Appointed to Private Bar	114	104	121	
Order GS Judge	5	1	1	
Percentage of Adult Case Load	64.3%	67.4%	68.2%	68.8%
Program 2:				
Juvenile Cases in Court	309	261	382	390
Private Bar	11	10	11	11
Juveniles Appointed PD	298	251	371	397
Percentage of Juvenile Case Load	96.4%	96.1%	97.1%	

We believe that the percentage of Juveniles represented by the Public Defender's Office will remain about the same for the next calendar year.

Program 3:

Individuals appointed in Magistrate Court **2014:** 450
2015: 425
2016: 388

Total General Sessions and Family Court cases:

Total Individuals Charged	4307	4608	4850
Individuals Appointed PD	2870	3108	3421
Percentage of Entire Case Load	66.6%	69.0%	70.53%

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. LISTING OF REVENUES

451610 – State Revenue (Lexington) $697,823

This is our state appropriated monies for Lexington County. These funds are distributed quarterly on a per capita basis and are based on the 2010 census.

451611 – State Revenue (Tri-Counties) $151,838

This is our state appropriated monies for the Tri-Counties. These funds are distributed quarterly on a per capita basis and are based on the 2010 census.

451620 – State Supplemental (Lexington) $103,322

These are additional monies distributed by the Office of Indigent Defense from surplus left over from other funds. They are distributed quarterly based on the 2010 census. This is not a static amount and can change from year to year.

451621 – State Supplemental (Tri-Counties) $22,482

These are additional monies distributed by the Office of Indigent Defense from surplus left over from other funds. They are distributed quarterly based on the 2010 census. This is not a static amount and can change from year to year.

451632– Probation Fees (Lexington) $47,031

Anyone placed on probation and represented by appointed counsel must pay a $500 fee as a part of their sentence. These fees are then distributed on a per capita basis based on the 2010 census.

451633 – Civil Fees (Lexington) $35,744

Anyone filing a civil lawsuit must pay a surcharge. This surcharge is then divided among its recipients. The Office of Indigent Defense distributes this money on a per capita basis based on the 2010 census.

451634 – Domestic Violence Fees (Lexington) $78,126

This is surcharge assessed on all DV cases. It is distributed on a per capita basis. The distribution is based on the 2010 census. This is new funding, but requires our office to handle DV 3rd cases in Magistrates Court.

451635 – DUI Fees (Lexington) **$55,401**

This is a surcharge assessed on all DUI cases. It is distributed on a per capita basis. The distribution is based on the 2010 census. This funding has been drastically reduced over the last few years by the legislature.

Carry Forward **$0**

These are carry forward funds distributed by the Office of Indigent Defense on a per capita basis. We received $94,626.24 in FY 16 for the entire circuit.

451636 – Probation (Tri-Counties) **$10,233**

Anyone placed on probation and represented by appointed counsel must pay a $500 fee as a part of that sentence. These fees are then distributed on a per capita basis based on the 2010 census.

451637 – Civil Fees (Tri-Counties) **$7,778**

Anyone filing a civil lawsuit must pay a surcharge. This surcharge is then divided among its recipients. The Office of Indigent Defense distributes this money on a per capita basis based on the 2010 census.

451638 – Domestic Violence Fees (Tri-Counties) **$16,999**

This is surcharge assessed on all DV cases. It is distributed on a per capita basis. The distribution is based on the 2010 census. This funding has been drastically reduced over the last couple of years by the legislature.

4516639 – DUI (Tri-Counties) **$12,055**

This is a surcharge assessed on all DUI cases. It is distributed on a per capita basis. The distribution is based on the 2010 census. This funding has been drastically reduced over the last few years by the legislature.

455004 – Tri-Counties Contribution Funding **$66,000**

The Tri-Counties contributed $66,000 to the operational costs of the Eleventh Circuit Public Defender's Office for FY 16.

455012 – Contributions from Municipalities **$400**

Our office represents Pelion Municipality at the rate of $400 per case.

461000 – Investment Interest **$100**

We expect a de minimis amount of interest from the amounts deposited in our special revenue account.

801000 – Op Trn from General Fund **$543,932**

Lexington County Contributed $543,932. We are requesting the same amount in this upcoming budget.

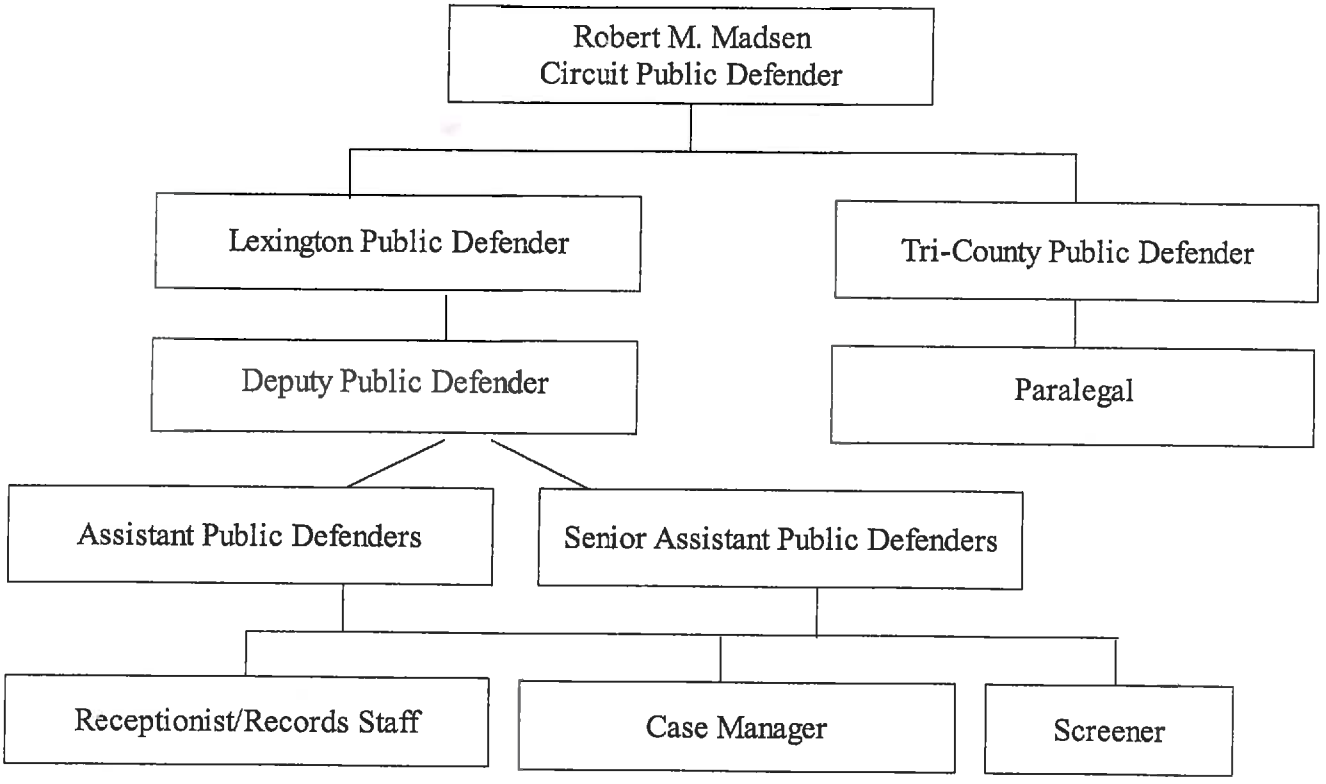
SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Levels:

Job Title	Full Time Equivalent Positions	General Fund	Other Fund	Total	Grade
County Public Defender	2	2		2	
Deputy Public Defender	1	1		1	
Senior Public Defender	2	2		2	
Assistant Public Defender	11	11		11	
Case Manager	4	4		4	
Receptionist/Records	1	1		1	
Paralegal	1	1		1	
Screener/File Clerk	1	1		1	
Total Positions	~~17~~ 23	~~17~~ 23		23	

All of these positions require insurance.

Display organization flowchart:



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$1,229,744**

Salaries for ~~Seventeen~~ 23 full-time positions

51112-FICA COST **$94,078**

Employer's portion 7.65%

511113-STATE RETIREMENT **$148,307**

Employer's portion 12.06%

511120-INSURANCE FUND CONTRIBUTION **$179,400**

Employer's portion @ $7800 per employee (23)

511130-WORKERS COMPENSATION **$4,196**

Based on last year's premiums

520200-CONTRACTED SERVICES **$500**

Last year we expended $292.

520219-WATER SERVICE **$400**

Through Lexington County, we have contracted with a company that provides us with bottled water for the office.

521000-OFFICE SUPPLIES **$10,000**

In FY15, we expended $11,499 on office supplies. A majority portion is printer ink. Our printer ink purchases will decrease as we use our copier for printing.

521100-DUPLICATING **$5,000**

Currently, the office leases a copier through Cannon, Inc. We average about 23,000 copies per month.

522200-SMALL EQUIPMENT REPAIRS **$800**

We have two printers within the office. Annually, we purchase printer maintenance kits that IT installs to keep our printers running efficiently.

523100-BUILDING RENTAL **$75,000**

We rent an office building at 407 West Main Street at $2,416.38 per month. This office serves as our base of operations for the entire office. Mini-Warehouses provides two storage facilities for old case storage. Currently, the two storage facilities run $205 per month. We anticipate moving offices and rent increasing to $6,000 per month. We have been able to negotiate free County provided office space with each county in the Tri-Counties. This gives us a base of operation in each county.

524000-BUILDING INSURANCE **$144**

This is the expected premium for contents insurance on our office.

524201-GENERAL TORT LIABILITY INSURANCE **$992**

We are covered under the insurance reserve.

524202-SURETY BONDS **$170**

Payment of surety bonds for employees.

525000-TELEPHONE **$9,417**

We utilize two separate phone service providers, PBT for the Lexington office and Western Carolina Rural Tel Coop. for our Tri-County office. We are going to add automated answering to our phones and will be adding additional phone lines. Our expense in FY 15 was $7,276.

525004-WAN SERVICE CHARGE **$7,000**

We expect that our budget expenses for our WAN service will remain the same for the coming year.

525020-PAGER AND CELL PHONES **$410**

Our two attorneys in the Tri-Counties both have office cell phones.

525041-E-MAIL SERVICE CHARGE **$3,096**

Our email service charged changed form $6.75 per account per month to $10.75.

525100-POSTAGE **$1,700**

We limit postage costs in areas where letters can be hand delivered such as the Clerk of Court, Solicitor's Office, Judge's Office, and Jail.

525210-CONFERENCE & MEETING EXPENSES **$22,500**

There is an annual Public Defender's conference in late September of every year. The criminal law update for the annual South Carolina Bar Convention is in late January and the Best Practices seminar is in February of every year. Additionally, there are other seminars in the area that our attorneys attend to stay up on changes in the law.

525230-SUBSCRIPTIONS, DUES, & BOOKS **$17,000**

This amount encompasses our legal research. We use Westlaw Next for our legal research Additionally for 2015, South Carolina Bar dues for our attorneys were approximately $4,000. Finally, this item includes updates to our law library.

525240-PERSONAL MILEAGE REIMBURSEMENT **$27,610**

In FY ~~15~~ 16 we expended $27,460 for mileage reimbursement. With our proximity to the courthouse and our travel expenses to and from the Tri-Counties for court appearances, we expect mileage reimbursement to increase.

525328-UTIL/PUBLIC DEFENDERS OFFICES **$ 6,500**

In FY ~~15~~ 16 we expended $5,990 for utilities which encompasses electrical service provided by SCE&G.

529903-CONTINGENCY **$ 4,300**

This amount is allocated for unforeseen expenses.

RENTAL CONTINGENCY **$ 70,189**

This amount is a set aside for the construction costs of an anticipate new office facility.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-STANDARD LAPTOP **$3,327**

This line item request is to replace three of our computers with Dell E5570 laptops.

540000-WD15 (docking station) **$474**

These are three (3) docking stations for the standard laptops.

540000-External USB DVD Drive **$147**

These 3 drives are needed to correspond to the 3 laptops.

540000-24" Flat Panel Monitor **$738**

This is for three (3) Dell P2417H monitors for the laptop docking stations

540000-IPad Pro 128GB **$9,163**

This is for eleven (11) Ipad Pro tablets, which will be used by the attorneys as we transition to digital.

540000-IPad Pro Smart Cover **$424**

This is for eight (8) Ipad covers.

540000-IPad Pro smart keyboard/case **$480**

This is for three (3) Ipad keyboard cases.

540000-SMALL TOOL & MINOR EQUIPMENT **$500**

This line item request is for the replacement of general office equipment.

540000-Standard Network Printer **$605**

The HP LaserJet Enterprise M506dn printer will be used in our Tri-County Office

540010-Microsoft Office **$777**

This is for the three (3) new laptops.

540010-Antivirus Software **$123**

This is for the three (3) new laptops.

540010-MINOR SOFTWARE **$500**

This line item encompasses any software purchases or updates needed throughout the year.

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Victims' Bill of Rights 2620:**							
	Revenues:							
443002	Clerk of Crt Conviction Surcharges ($100)	76,274	31,979	78,250	78,250	74,350		
443003	Clk of Crt Gen Sessions - 38% Assessment	38,610	12,102	40,050	40,050	37,180		
443507	Solicitor Traffic Education Program - 9.17%	629	218	450	450	515		
444005	Central Traffic Court - SCDHPT	100	0	0	0	0		
444011	Traffic Court Conviction Surcharge ($25)	9,473	3,349	13,200	13,200	9,770		
444012	Traffic Court - 11.16% Assessment	104,827	40,611	114,720	114,720	98,160		
444050	CDV Court - 11.16% Assessment	821	286	1,100	1,100	900		
444051	CDV Court - Conviction Surcharge	1,795	663	1,300	1,300	1,585		
444111	Mag. Dist. 1 Conviction Surcharge ($25)	10,800	3,524	6,750	6,750	7,285		
444112	Mag. Dist. 1 - 11.16% Assessment	13,492	7,510	7,500	7,500	10,100		
444211	Mag. Dist. 2 Conviction Surcharge ($25)	7,866	3,681	7,800	7,800	7,050		
444212	Mag. Dist. 2 - 11.16% Assessment	13,737	6,979	8,000	8,000	10,235		
444311	Mag. Dist. 3 Conviction Surcharge ($25)	6,054	4,063	8,500	8,500	7,030		
444312	Mag. Dist. 3 - 11.16% Assessment	2,522	1,557	3,540	3,540	2,750		
444411	Mag. Dist. 4 Conviction Surcharge ($25)	5,733	3,103	6,500	6,500	6,405		
444412	Mag. Dist. 4 - 11.16% Assessment	8,334	4,688	7,100	7,100	8,065		
444511	Mag. Dist. 5 Conviction Surcharge ($25)	2,368	1,654	2,500	2,500	2,760		
444512	Mag. Dist. 5 - 11.16% Assessment	3,714	3,353	2,680	2,680	3,990		
444611	Mag. Dist. 6 Conviction Surcharge ($25)	2,425	525	1,300	1,300	1,720		
444612	Mag. Dist. 6 - 11.16% Assessment	1,824	689	1,900	1,900	1,370		
444711	Mag. Worthless Ck - Conviction Surcharge	2,309	750	2,800	2,800	1,890		
444712	Mag. Worthless Ck - 11.16% Assessment	577	205	590	590	480		
444911	DUI Court - Conviction Surcharge	6,559	3,709	4,700	4,700	6,025		
444912	DUI Court - 11.16% Assessment	13,805	8,437	12,750	12,750	14,690		
455008	Contribution from Town of Gaston	70,171	7,975	0	0	1,475		
	Other Revenues:							
461000	Investment Interest	299	739	175	175	1,000		
801000	Op Trn from General Fund/ Cty Ord - Sheriff -	16,381	0	0	0	30,000		
		421,499	**152,349**	**334,155**	**334,155**	**346,780**	**0**	**0**
	EXISTING BUDGET:							
	Appropriations:							
	- Solicitor				111,385	105,593	0	0
	- Magistrate Court Services				111,385	105,593	0	0
	New Program - Admin Asst II Additional Hours				0	8,446		
	- LE/Major Crimes				129,920	121,795	0	0
	*****Total Appropriations**				352,690	341,427	0	0
	FUND BALANCE Beginning of Year				227,285	208,750	208,750	208,750
	FUND BALANCE - Projected End of Year				208,750	214,103	208,750	208,750

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2620 Fund Name: Victims' Bill of Rights

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/16 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
443002	Clerk of Crt Conviction Surcharges ($100)	$80,368	$76,274	$31,979	$78,250			$74,350		$74,350
443003	Clk of Crt Gen Sessions - 38% Assessment	$50,889	$38,610	$12,102	$40,050			$37,180		$37,180
443507	Solicitor Traffic Education Program - 9.17%	$616	$629	$218	$450			$515		$515
444005	Central Traffic Court - SCDHPT	$0	$100	$0	$0			$0		$0
444011	Traffic Court Conviction Surcharge ($25)	$10,999	$9,473	$3,349	$13,200			$9,770		$9,770
444012	Traffic Court - 11.16% Assessment	$115,754	$104,827	$40,611	$114,720			$98,160		$98,160
444050	CDV Court - 11.16% Assessment	$1,103	$821	$286	$1,100			$900		$900
444051	CDV Court - Conviction Surcharge	$1,538	$1,795	$663	$1,300			$1,585		$1,585
444111	Mag. Dist. 1 Conviction Surcharge ($25)	$5,708	$10,800	$3,524	$6,750			$7,285		$7,285
444112	Mag. Dist. 1 - 11.16% Assessment	$6,688	$13,492	$7,510	$7,500			$10,100		$10,100
444211	Mag. Dist. 2 Conviction Surcharge ($25)	$6,339	$7,866	$3,681	$7,800			$7,050		$7,050
444212	Mag. Dist. 2 - 11.16% Assessment	$5,940	$13,737	$6,979	$8,000			$10,235		$10,235
444311	Mag. Dist. 3 Conviction Surcharge ($25)	$7,137	$6,054	$4,063	$8,500			$7,030		$7,030
444312	Mag. Dist. 3 - 11.16% Assessment	$2,812	$2,522	$1,557	$3,540			$2,750		$2,750
444411	Mag. Dist. 4 Conviction Surcharge ($25)	$6,512	$5,733	$3,103	$6,500			$6,405		$6,405
444412	Mag. Dist. 4 - 11.16% Assessment	$6,448	$8,334	$4,688	$7,100			$8,065		$8,065
444511	Mag. Dist. 5 Conviction Surcharge ($25)	$2,744	$2,368	$1,654	$2,500			$2,760		$2,760
444512	Mag. Dist. 5 - 11.16% Assessment	$3,014	$3,714	$3,353	$2,680			$3,990		$3,990
444611	Mag. Dist. 6 Conviction Surcharge ($25)	$1,575	$2,425	$525	$1,300			$1,720		$1,720
444612	Mag. Dist. 6 - 11.16% Assessment	$1,075	$1,824	$689	$1,900			$1,370		$1,370
444711	Mag. Worthless Ck - Conviction Surcharge	$2,002	$2,309	$750	$2,800			$1,890		$1,890
444712	Mag. Worthless Ck - 11.16% Assessment	$511	$577	$205	$590			$480		$480
444911	DUI Court - Conviction Surcharge	$5,188	$6,559	$3,709	$4,700			$6,025		$6,025
444912	DUI Court - 11.16% Assessment	$14,505	$13,805	$8,437	$12,750			$14,690		$14,690
455008	Contribution from Town of Gaston	$0	$70,171	$7,975	$0			$1,475		$1,475
461000	Investment Interest	$121	$299	$739	$175			$1,000		$1,000
801000	Op Trn from General Fund/Sheriff	$20,103	$16,381	$0	$0			$0		$0

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2017-18

Fund 2620
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1.5	69,157	34,973	76,387	68,991		
511112	FICA - Employer's Portion	4,703	2,404	5,844	5,278		
511113	State Retirement - Employer's Portion	5,491	2,513	8,448	8,320		
511120	Employee Insurance - 1.5	11,700	5,850	11,700	15,600		
511130	Workers Compensation	249	126	282	255		
511213	SCRS - Retiree	2,170	1,530	0	0		
519999	Personnel Contingency	0	0	1,819	2,485		
	*** Total Personnel**	**93,470**	**47,396**	**104,480**	**100,929**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	472	0	1,897	1,492		
522200	Small Equipment Repairs & Maint.	0	0	0	335		
524201	General Tort Liability Insurance	113	112	116	159		
524202	Surety Bonds - 2	0	0	0	20		
525041	E-mail Service Charges - 2	81	107	258	258		
525210	Conference, Meeting & Training Expense	752	1,089	1,900	2,100		
	*** Total Operating**	**1,418**	**1,308**	**4,171**	**4,364**	**0**	**0**
	**** Total Personnel & Operating**	**94,888**	**48,704**	**108,651**	**105,293**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	250	300		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	1,716	2,484	0		
	**** Total Capital**	**0**	**1,716**	**2,734**	**300**	**0**	**0**
	***** Total Budget Appropriation**	**94,888**	**50,420**	**111,385**	**105,593**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2017-18

Fund #	2620	Fund Title:	Victims' Bill of Rights
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Victims' Bill of Rights

Qty	Item Description	**BUDGET** 2017-18 Requested Amount
	Small Tools & Minor Equipment	300

**** Total Capital (Transfer Total to Section III)** 300

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Victims' Bill of Rights

Program:

Objective:

Our mission is to fully comply with South Carolina's constitutional and statutory laws governing provision of rights and services to crime victims in the Eleventh Judicial Circuit. These rights include, but are not limited to, the right to be treated with dignity and respect, input and consultation with the Solicitor's Office regarding disposition, notification of court hearings, court escort, explanation of options and services available, referrals to appropriate agencies, and reimbursement of certain expenses. The program seeks to provide these services in a comprehensive, yet cost effective, manner.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

443002 ... 455008 – VICTIMS' BILL OF RIGHTS **$ 105,260**

Fines and Assessments collected in General Sessions and Magistrates Courts allocated to the Lexington County Solicitor's Office.

461000 – INVESTMENT INTEREST **$ 333**

Earned investment interest.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
Victim Service Provider	1.5		1.5	1.5	109
Total Positions	1.5		1.5	1.5	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 17-18 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 1,492**

To cover the cost of routine office supplies (paper, pens, envelopes) as well as other supplies such as printer toner.

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 335**

To cover the cost of one HP LaserJet maintenance kit.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 159**

To cover the cost of general tort liability insurance coverage, per Risk Management.

524202 – SURETY BONDS – 2 **$ 20**

Per Risk Management, Surety Bonds for FY 2017-18 are $10.00 per full-time employee.

525041 – E-MAIL SERVICE CHARGES - 2 **$ 258**

The cost of e-mail services is $10.75 per month per account. 2 accounts @ $10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 2,100**

State law requires Victim Service Providers to be certified by completing a set number of hours of annual training. The requested amount is to cover the cost of this training to include, the S.C. Solicitors' Association Annual Conference and the S.C. Victims Association Network Summit.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 300**

This request is to cover the cost of small tools and equipment such as office telephones, calculators, staplers, keyboards, mice, etc.

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2017-18

Fund 2620
Division: Judicial
Organization: 142000 - Magistrate Court Services

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	59,058	26,069	63,482	63,482		
511112	FICA - Employer's Portion	4,305	1,945	4,856	4,856		
511113	State Retirement - Employer's Portion	6,532	3,014	7,021	7,021		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	430	734	196	196		
519999	Personnel Contingency	0	0	1,511	1,511		
	*** Total Personnel**	**85,925**	**39,562**	**92,666**	**92,666**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	801	0	9,906	5,000		
524201	General Tort Liability Insurance	150	150	155	169		
524202	Surety Bonds - 2	0	0	0	0		
525041	E-mail Service Charges	140	64	258	258		
525210	Conference, Meeting & Training Expense	0	0	8,400	7,500		
	*** Total Operating**	**1,091**	**214**	**18,719**	**12,927**	**0**	**0**
	**** Total Personnel & Operating**	**87,016**	**39,776**	**111,385**	**105,593**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**87,016**	**39,776**	**111,385**	**105,593**	**0**	**0**

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Victim Assistance Coordinator

Objectives:

The Magistrate Court Services has two Victim Assistance Coordinator positions. These positions are located at the Lexington County Bond Court and assist the Magistrate with victim related issues. The VAC positions as related to the courts provide notification to victims regarding bond hearings, conditions of bond, information regarding a defendants bail, defendants release from detention, future court hearings and provide information to victims regarding law enforcement when necessary. These positions are certified through the Office of the Crime Victims' Ombudsman and receive the mandatory certification annually as Victim Notifiers.

Service Levels: Number of Victim Related Cases Served Annually

Victim Related Cases 2012	Victim Related Cases 2013	Victim Related Cases 2014	Victim Related Cases 2015	Victim Related Cases 2016
2533	2772	2980	3766	3701

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVE

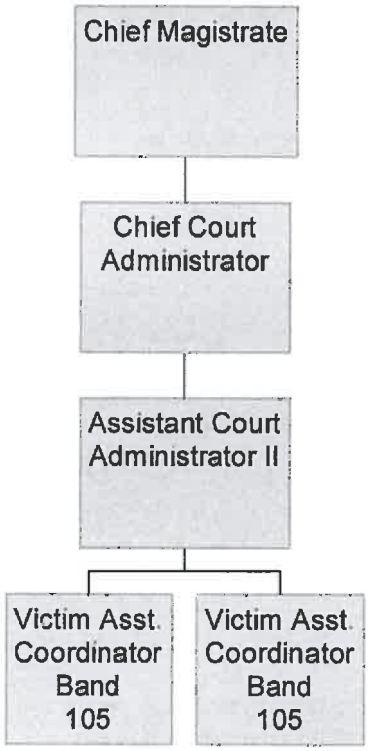
LISTING OF POSITIONS

Current Staffing Level:

Job Title:	Full Time Positions:	Part Time Positions:	General Fund:	Other Fund:	Grade:
Victim Asst. Coordinator	2			2	~~6~~ 105
Total Positions:	**2**	**0**	**0**	**2**	

*All Full Time Positions Require Insurance.

Display Organizational Flow Chart



SECTION VI - PERSONNEL

510100 SALARIES & WAGES $ 63,482
This will cover the current salaries of two full time Victim's Assistance Coordinator positions at a pay band 105.

511112 FICA-EMPLOYER'S PORTION $ 4,856
This will cover the FICA cost for the two full time employees. The rate is 7.65% of each salary.

511113 SCRS-EMPLOYER'S PORTION 7,021
This will cover the State Retirement cost for the two full time employees. The rate is 12.06% of each salary.

511120 INSURANCE FUND CONTRIBUTION $ 15,600
This will cover the employer's portion of the insurance contribution for the two full time positions. The figure is based on $7,800 per employee.

511130 WORKER'S COMPENSATION $ 196
This will cover Workers' Compensation cost for the two full time employees. The rate is .31% of each salary.

519999 PERSONNEL CONTINGENCY $1,511
Personnel Contingency cost provided by Lexington County Finance Department.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 OFFICE SUPPLIES $5,000
Paper, pens, envelopes, scotch tape, folders, storage boxes, household supplies, rubber bands, disks, print cartridges, calculators, business cards, etc.

Printer Cartridge HP CE390X $235ea x 4 = $940

524201 GENERAL TORT LIABILITY INSURANCE $169
Figure provided by Risk Management to cover the cost of General Tort Liability Insurance for each employee.

524202 SURETY BONDS $ 0
Figures for general tort liability insurance are provided by Risk Management.

525041 EMAIL SERVICE CHARGE $258
These funds will be used for the email accounts provided to the victims' assistance coordinators.

2 email accounts @ $10.75 a month x 12 months = $258

525210 CONFERENCE & MEETING EXPENSE $7,500
State law requires that Magistrate Court staff that work with victims attend mandatory training each year. Magistrate staff members are considered Victim Notifiers and must attend a minimum of 2 hours training annually.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM 1
30HR PART TIME TO 40HR FULL TIME W/ BENEFITS
VICTIM BILL OF RIGHTS
ANNUAL BUDGET
FISCAL YEAR 2017-18

Fund: 2620
Division: MAGISTRATE COURT SERVICES
Organization: 142000

Object Code	Expenditure Classification	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel			
510100	Salaries & Wages -	7,036		
510200	Overtime	0		
511112	FICA Cost	539		
511113	State Retirement	849		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	22		
511213	State Retirement - Retiree			
	*** Total Personnel**	**8,446**		
	Operating Expenses			
520300	Professional Services	0		
520702	Technical Currency & Support	0		
520800	Outside Printing	0		
521000	Office Supplies	0		
521100	Duplicating	0		
521200	Operating Supplies	0		
524000	Building Insurance	0		
524201	General Tort Liability Insurance	0		
524202	Surety Bonds -	0		
525000	Telephone	0		
525021	Smart Phone Charges	0		
525041	E-mail Service Charges -	0		
525100	Postage	0		
525110	Other Parcel Delivery Service	0		
525210	Conference & Meeting Expense	0		
525230	Subscriptions, Dues, & Books	0		
525240	Personal Mileage Reimbursement	0		
525300	Utilities - Admin. Bldg.	0		
	*** Total Operating**	**0**		
	**** Total Personnel & Operating**	**8,446**		
	Capital			
540000	Small Tools & Minor Equipment	0		
540010	Minor Software	0		
	All Other Equipment	0		
	**** Total Capital**	**0**		
	***** Total Budget Appropriation**	**8,446**		

COUNTY OF LEXINGTON
FY 2017 - 2018
NEW PROGRAM 1
(1) 30HR PART TIME ADMINISTRATIVE ASSISTANCE II POSITIONS TO 40HR FULL TIME
VICTIM BILL OF RIGHTS (2620)

The Lexington County Magistrate Court respectfully requests to upgrade one 30HR PT Administrative Assistant II positions with benefits to a 40HR full time with benefits. This upgrade would be of no additional cost to the County General Fund but would be an annual recurring cost of $8,446 to the Victim Bill of Rights for the remaining 10 hours. Individuals hired into this position will be required to attend a Victim Service Provider training every two years and will be required to assist with victim related cases for the hours supported by the Victim Bill of Rights.

510100	**SALARY & WAGES**	**$ 7,036**

Salary based on entry point of Grade 105 for Administrative Assistant II.

Upgrade from 30HR to 40 HR Administrative Assistant II – Grade 105 = 13.53hr x 10 = $7,036

511112	**FICA**	**$ 539**

Figures provided by Risk Management which has a current rate of 7.65%. x annual salary

511113	**STATE RETIREMENT**	**$ 849**

Figures provided by Risk Management which has a current rate of 12.06%. x annual salary

511130	**WORKERS COMPENSATION**	**$ 22**

Figures provided by Risk Management which has a current rate of 0.31% of annual salary

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2017-18

Fund 2620
Division: Law Enforcement
Organization: 151260 - LE/ Major Crimes

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	73,746	31,310	74,908	73,337		
510199	Special Overtime	1,464	0	2,579	5,200		
510200	Overtime	495	11	177	300		
511112	FICA - Employer's Portion	5,455	2,297	5,941	5,821		
511113	State Retirement - Employer's Portion	3,344	1,192	3,286	3,394		
511114	Police Retirement - Employer's Portion	6,372	3,049	6,588	7,068		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	1,648	751	1,656	1,651		
511131	SC Unemployment	0	0	0	0		
515600	Clothing Allowance	800	400	800	800		
519999	Personnel Contingency	0	0	1,903	2,201		
	*** Total Personnel**	**108,924**	**46,810**	**113,438**	**115,372**	**0**	**0**
	Operating Expenses						
520233	Towing Service	465	0	75	75		
522300	Vehicles Repairs & Maintenance	866	0	1,368	2,000		
524100	Vehicle Insurance - 1	530	530	546	546		
524201	General Tort Liability Insurance	746	746	768	768		
524202	Surety Bonds - 2	0	0	0	22		
525000	Telephone	482	241	1,204	485		
525030	800 MHz Radio Service Charges - 1	568	210	681	684		
525031	800 MHz Radio Maintenance Contract - 1	79	75	82	85		
525041	E-mail Service Charges - 2	0	64	258	258		
525400	Gas, Fuel, & Oil	1,029	264	11,500	1,500		
525600	Uniforms & Clothing	823	0	0	0		
	*** Total Operating**	**5,588**	**2,130**	**16,482**	**6,423**	**0**	**0**
	**** Total Personnel & Operating**	**114,512**	**48,940**	**129,920**	**121,795**	**0**	**0**
	Capital						
	All Other Equipment	0	0	0			
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**114,512**	**48,940**	**129,920**	**121,795**	**0**	**0**

SECTION V. – PROGRAM OVERVIEW

The Victim's Assistance program provides assistance and support for victims of crime as mandated by SC State Law.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Victims Assistance Officer	1	1		1	112
Victims Assistance Coordinator	1	1		1	105
Totals	2	2.000	0	2.000	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 75**

Wrecker services must be paid for the towing of County Vehicles and seized vehicles. The cost for a County Vehicle is $75. The amount budgeted is based on the one vehicle assigned to this organization being towed once this fiscal year.

522300 - VEHICLE REPAIR & MAINTENANCE **$ 2,000**

The amount budgeted is based on projected expenses for the current fiscal year plus 30% for extraordinary maintenance. The extraordinary maintenance includes transmission overhauls and rear end replacements.

524100 - VEHICLE INSURANCE **$ 546**

The budget amount is the estimate provided by the County's Risk Manager.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 768**

General tort liability insurance amounts as allocated based on number and liability classification of personnel. The budget amount is the recommendation of the County's Risk Manager.

524202 – SURETY BONDS **$ 22**

Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2021.

525000 -TELEPHONE **$ 485**

This account will be used to pay telephone line charges, fax line charges, telephone extension relocations, directory assistance charges, and telephone book listing charges.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 684**

The 800 MHz radios are required for communication.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **$ 85**

The 800 MHz radios are covered under a maintenance contract that covers some repairs that are required due to age and excessive use. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. The estimated maintenance cost per radio is $85.

525041 – E-MAIL SERVICE CHARGES **$ 258**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
2 users * $10.75 per month * 12 months = $ 258

525400 - GAS, FUEL & OIL **$ 1,500**

The amount budgeted is based on the estimated expenditures for the current fiscal year plus a 15% increase for next fiscal year. The 15% increase is due to the unstable fuel market.

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 2700 Fund Name: Schedule "C"-Funds

Organ. #: 121300-121308 Organ. Name: PW / Transportation

Revenue Code	Fee Title	Actual Fees FY 20014-15	Actual Fees FY 2015-16	12/31/2015 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
452200	C-Fund SCDOT Proportionment	$3,442,596	$2,974,572	$1,559,087	$2,900,000			$3,000,000		
452202	C-Fund Donor County Settlement	$1,271,896	$1,136,872	$1,136,872	$1,270,000			$1,200,000		
461000	Investment Interest	$40,083	$66,650	$39,327	$35,000			$50,000		
491002	Project Refund	$0	$356,339	$0	$0			$0		

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Schedule "C" Funds 2700:**							
	Revenues:							
452200	C Fund SCDOT Proportionment	2,974,572	1,559,087	2,900,000	2,900,000	3,000,000		
452202	C Fund Donor County Settlement	1,136,872	1,136,872	1,270,000	1,270,000	1,200,000		
452204	C Fund Non-Recurring State Appor.	0	0	0	0			
	Other Revenues:							
461000	Investment Interest	66,650	39,327	35,000	35,000	50,000		
491002	Project Refund	356,339	0	0	0			
	**** Total Revenue**	4,534,433	2,735,286	4,205,000	4,205,000	4,250,000	0	0
	*****Total Appropriation**				14,313,664	4,250,000 138	0	0
	Unsed Contingency				4,410,723			
	FUND BALANCE Beginning of Year				9,644,953	3,947,012	3,947,012	3,947,012
	FUND BALANCE - Projected End of Year				3,947,012	3,946,874 ~~3,947,012~~	3,947,012	3,947,012

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121100 - PW / Administration & Engineering

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	58,159	31,866	63,695	63,695		
510300	Part Time - 1 - (0.5 FTE)	12,514	5,002	11,863	12,500		
511112	FICA - Employer's Portion	5,258	2,666	5,780	5,829		
511113	State Retirement - Employer's Portion	6,640	3,684	7,045	7,682		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	1,757	913	1,789	2,095		
511213	State Retirement - Emplr. Port. (Retiree)	1,386	578	0	0		
519999	Personnel Contingency	0	0	1,803	0		
	***Total Personnel**	**93,514**	**48,609**	**99,775**	**99,601**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	58	0	100	100		
521100	Duplicating	29	0	100	100		
521200	Operating Supplies	0	0	100	100		
524201	General Tort Liability Insurance	75	75	77	80		
524202	Surety Bonds - 1	0	0	0	0		
525000	Telephone	0	0	241	258		
525021	Smart Phone Charges	631	263	756	756		
525041	E-mail Service Charges	0	0	129	132		
525210	Conference, Meeting, & Training Expense	793	888	1,100	1,100		
525230	Subscriptions, Dues & Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	1,032	~~1,032~~ 1,170		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**1,586**	**1,226**	**3,635**	**~~3,658~~ 3,796**	**0**	**0**
	**** Total Personnel & Operating**	**95,100**	**49,835**	**103,410**	**~~103,259~~ 103,397**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	78	0	500	500		
540010	Minor Software	0	0	100	100		
	All Other Equipment	0	0	0			
	****Total Capital**	**78**	**0**	**600**	**600**	**0**	**0**
	***** Total Budget Appropriation**	**95,178**	**49,835**	**104,010**	**~~103,859~~ 103,997**	**0**	**0**

This department is to account for personnel and operating expenditures for the "C" Fund Project Manager position and for the contracted professional services in Organization - 121100.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121301 - PW / Maintenance / Economic Development

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
539900	Unclassified	0	0	574,560	127,500		
	*** Total Operating**	**0**	**0**	**574,560**	**127,500**	**0**	**0**
	Economic Development Projects						
5R0222	Windmill Rd Rehabilitation	0	143,065	170,000	0		
	**** Total Economic Development Projects**	**0**	**143,065**	**170,000**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**143,065**	**744,560**	**127,500**	**0**	**0**

This department is to account for expenditures for economic development projects as approved by the County Transportation Committee.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121302 - PW / Maintenance / Municipal Grants & Sidewalks

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
539900	Unclassified	0	0	207,390	240,000		
539904	Unclassified - Municipal Projects	0	0	100,000	100,000		
	*** Total Operating**	**0**	**0**	**307,390**	**340,000**	**0**	**0**
	Capital						
5AE410	Kinley Creek Watershed Study	0	0	23			
	**** Total Capital**	**0**	**0**	**23**	**0**	**0**	**0**
	Road & Infrastructure Improvements						
5R0122	Sandy/Spruce Lane	526,325	95,423	132,996	0		
5R0128	Railroad Avenue - Pelion RAP/Chipseal	0	0	7,500	0		
5R0132	Town of Lexington Enhcmnt Grt Match	93,676	0	0	0		
5R0148	Bush River Road Sidewalk - Enhcmnt Grant	13,275	0	141,067	0		
5R0153	W. Columbia Enhancement # 26-12 (Sunset/Jarvis	0	0	36,250	0		
5R0178	Archers Lane Sidewalk Enhancement Grant	0	0	141,457	0		
5R0202	Town of Lexington - Ellis Avenue	0	47,745	55,000	0		
5R0203	City of Cayce - Avenues Subdivision	30,000	0	0	0		
5R0205	Buck Corley Sidewalk TAP Grant	46,207	1,426	172,000	0		
5R0215	Swansea Tap Grant Match	0	83,335	83,335	0		
5R0218	Town of B-L Sidewalk Repairs	0	0	20,000	0		
5R0219	Town of Summitt - Lewie Rd. Sidwalk	0	0	40,200	0		
5R0220	Town of Chapin NW Columbia Ave Side	0	0	42,300	0		
5R0221	Town of Lexington - Buckthorne Dr.	0	0	34,041	0		
5R0229	Swansea SC6 CDBG Match	0	0	16,000	0		
5R0230	W. Columbia US 378 Hawk Signal	0	0	45,000	0		
5R0233	Irmo - SC 60 Fire Signal	0	0	120,000	0		
5R0234	West Columbia B Ave Bike Lane TAP	0	25,000	25,000	0		
	***** Total Road & Infrastructure Improvement**	**709,483**	**252,929**	**1,112,146**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**709,483**	**252,929**	**1,419,559**	**340,000**	**0**	**0**

This department is to account for expenditures including sidewalk projects, grant matches, municipal projects, and school road projects. Organization - 121302.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121303 - PW / Maintenance / Sub-Division Bond Supplements

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
	*** Total Operating**	**0**	**0**	**0**	**0**	**0**	**0**
	Road & Infrastructure Improvements						
5R0082	Wood Moor Subdivision	3,427	0	22,340	0		
5R0135	The Reserve at Lake Murray	0	0	16,419	0		
5R0141	Cherokee Shores Phase I	0	0	8,719	0		
5R0142	Kaminer Subdivision	0	0	3,352	0		
5R0143	Woodland Pond Subdivision	0	0	6,305	0		
5R0144	Whispering Glen Subdivision	0	0	33,981	0		
5R0145	Hope Springs Subdivision Ph. I & II	0	0	33,435	0		
	**** Total Road & Infrastructure Improvements**	**3,427**	**0**	**124,551**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**3,427**	**0**	**124,551**	**0**	**0**	**0**

This department is to account for expenditures needed to supplement sub-division bonds.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121304 - PW / Maintenance / Dirt to Pave Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
539900	Unclassified	0	0	625,020	2,228,641		
	*** Total Operating**	**0**	**0**	**625,020**	**2,228,641**	**0**	**0**
	Road Construction (Dirt to Pave Projects)						
539817	Windy Wood Road	16,420	0	155,519			
539885	Pine Plain Road	9,600	0	52,100			
5R0066	Old Charleston Road	55,008	4,955	542,352			
5R0106	Nursery Road Bridge Recommendation	0	0	143,434			
5R0139	DE Clark Road	583,115	0	268,859			
5R0167	Alice Drive #1	0	0	56,000			
5R0169	Golden Jubilee Rd.	332,254	0	27,594			
5R0170	Foremost Dr.	4,250	175,597	384,850			
5R0172	Limestone Road	0	0	32,816			
5R0179	Dirt Road Asset Management Program	0	0	225,000			
5R0180	Harvestview Road	92,586	726,742	1,004,052			
5R0191	Ruth Vista Road	0	1,772	515,434			
5R0192	Water Tank Road	57,077	0	2,029,533			
5R0206	Bub Shumpert Rd #13	0	26,375	100,000			
5R0207	John's Creek Rd	0	0	100,000			
5R0226	Bub Shumpert Rd #7	0	0	100,000			
5R0227	Backman Avenue	0	0	75,000			
	**** Total Road Construction (Dirt to Pave Proj**	**1,150,310**	**935,441**	**5,812,543**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,150,310**	**935,441**	**6,437,563**	**2,228,641**	**0**	**0**

This department is to account for expenditures for petitions dirt road paving projects as approved by the County Transportation Committee. Organization - 121304.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121305 - PW / Maintenance / Drainage Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses						
539900	Unclassified - Drainage Projects	0	0	572,908	250,000		
	*** Total Operating**	**0**	**0**	**572,908**	**250,000**	**0**	**0**
	Drainage Projects						
5R0175	Bridleridge Drainage	202,328	0	71,070	0		
5R0212	Stirlington Road Drainage	0	0	40,000	0		
	*** Total Drainage Projects**	**202,328**	**0**	**111,070**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**202,328**	**0**	**683,978**	**250,000**	**0**	**0**

This department is to account for expenditures on various storm drainage improvements. Organization - 121305.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121306 - PW / Maintenance / SCDOT 25% Fund

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses						
539900	Unclassified - SCDOT 25%	0	0	1,000,000	200,000		
	*** Total Operating**	**0**	**0**	**1,000,000**	**200,000**	**0**	**0**
	State Road Projects						
5R0138	Zion Church Road Extension - Chapin	0	0	150,000	0		
5R0195	US 321/Sandhills Pkwy Turn Lane	113,351	345,834	430,049	0		
5R0216	SC302/Landfill Ln Intersection	14,852	7,550	52,647	0		
5R0225	Knox Abbott Dr/Charleston Hwy Int.	300,000	0	0	0		
	**** Total State Road Projects**	**428,203**	**353,384**	**632,696**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**428,203**	**353,384**	**1,632,696**	**200,000**	**0**	**0**

This department is to account for expenditures on the state highway system required in the "C" Fund Law. Organization - 121306.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121307 - PW / Maintenance / Asphalt Maintenance

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses						
539900	Unclassified - Pavement	0	0	842,095	800,000		
	*** Total Operating**	**0**	**0**	**842,095**	**800,000**	**0**	**0**
	Pavement Maintenance Projects						
5R0199	2015 Asphalt Maintenance Project	833,794	1,384	196,241	0		
5R0223	2016 Asphalt Maint Project	290,177	352,478	908,841	0		
	Total Pavement Maintenance Projects	**1,123,971**	**353,862**	**1,105,082**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,123,971**	**353,862**	**1,947,177**	**800,000**	**0**	**0**

This department is to account for expenditures for resurfacing, patching, reclamation, line stripping, etc. for existing County paved roads. Organization - 121307.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Fund 2700
Division: Public Works
Organization: 121308 - PW / Maintenance / Dirt Road Maintenance & Safety

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses						
539900	Unclassified - Road Maintenance	0	0	488,750	200,000		
	*** Total Operating**	**0**	**0**	**488,750**	**200,000**	**0**	**0**
	Capital						
5AG413	Ben Franklin Road Guardrail	0	0	5,060	0		
	**** Total Capital**	**0**	**0**	**5,060**	**200,000**	**0**	**0**
	Maintenance Projects						
5R0028	Martin Neese Road	5,480	42,752	200,844	0		
5R0112	Porth Circle	0	0	20,000	0		
5R0113	Ashby Drive	2,288	1,862	79,947	0		
5R0114	South Cove Drive	2,088	21,008	47,287	0		
5R0115	Oak Hill Road	0	0	109,304	0		
5R0116	Hyman Road	0	0	59,268	0		
5R0117	Darby Ambrose Road	0	0	59,304	0		
5R0118	Sweet Pea Lane	0	0	50,000	0		
5R0120	Green Hills Drive	0	0	15,000	0		
5R0183	Old Forge Road	0	0	2,275	0		
5R0214	Church Street - Gatson	11,814	0	2,531	0		
5R0224	Beechcreek Rd Paving	0	0	80,000	0		
	**** Total Maintenance Projects**	**21,670**	**65,622**	**725,760**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**21,670**	**65,622**	**1,219,570**	**200,000**	**0**	**0**

This department is to account for expenditures on improvements to portions of unpaved roads with continuous maintenance or safety deficiencies. Organization - 121308.

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund #	2700	Fund Title:	~~GENERAL~~ "C" FUNDS	
Organization #	121100	Organization Title:	PUBLIC WORKS/ADMIN	***BUDGET***
Program #	1	Program Title:	Public Works	2017-2018
				Requested

Qty	Item Description	Amount
		0
		0

** **Total Capital (Transfer Total to Section I and IA)** **$0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

C-Fund Program - Design and Construction Road and Drainage projects per the C-Fund Program

Program Objectives:

1) Administration of the C-Fund Program per the County Transportation Committee (CTC)

The Lexington Legislative Delegation is required by State law to appoint a County Transportation Committee (CTC). County Council has been appointed by the Delegation as the CTC for Lexington County. The CTC is responsible for establishing the various policies and procedures for the C-Fund Program, which includes budget approval and all associated C-Fund activities. The Public Works Department administers the program, evaluates all projects, and makes recommendations to the CTC.

2) Assist CTC appropriate C-Fund Program Revenues per State C-Fund laws

"C" Fund SCDOT Apportionment - 2.66 cents of the State's 16-cent gasoline tax, earmarked for "C" Funds; based on a statewide formula of population, land area of the counties, and number of miles of rural roads.

"C" Fund Donor County Settlement - Lexington County is a Donor County which means that Lexington County contributes to the statewide "C" Fund Program in an amount in excess of what it receives under the allocation formula. Thus, Lexington County receives a "Donor" portion back from the state (SCDOT). The total statewide donor amount is $9,500,000.00 annually and is dispersed to the receiving counties accordingly.

Investment Interest – Interest earned by investments through Treasurer's Office until funds are expended.

3) Manage Expenditures of C-Fund through an Annual Infrastructure Improvement Program

1. Personnel & Operating (121100) – A full time "C" Fund Manager oversees day to day operations of the C-Fund Program, including: correspondence between engineering consulting firms, contractors, SCDOT, the general public, etc.; design, bidding, construction management and program management, etc. A part time employee executes the right-of-way process, including: obtaining right-of-way consent forms, negotiating with property owners to obtain right-of-way, and acquiring easements for the design and construction of projects. Additional professional services are acquired through the Lexington County "on-call" engineering contract as needed.
2. "C" Funds Economic Development (121301) – Three percent (3%) of annual revenues is set aside for Economic Development projects as needed and approved by the CTC.
3. Grants & Sidewalks - (121302) - Eight percent (8%) of annual revenues is set aside for special projects, such as SCDOT enhancement grant matches, sidewalks, school road projects, and similar municipal projects. As part of the 8% set aside, $100,000 annually is designated for municipal project requests. Municipalities receive notification from the Public Works Department to submit project requests and, upon review, a recommendation is provided for the distribution of municipal funds. Lexington County school districts can apply for funding to improve access to schools from a publicly maintained road. All recommendations are subject to CTC approval.
4. Sub-Division Bond Supplements (121303) – These funds are used to supplement funds obtained from a surety bond related to sub-division road and drainage construction.
5. Dirt To Pave Program (121304) - These funds are utilized for the paving of existing dirt roads as approved by the County Transportation Committee (CTC). The CTC approves these projects based on a recommendation provided by the Public Works Department, which includes a ranked and prioritized list of petitioned county maintained roads.
6. Drainage Projects (121305) - $250,000 is set aside to fund storm drainage improvements directly related to public roads and transportation.
7. SCDOT 25% Fund (121306) - These funds are set aside to meet the "C" Fund requirement that 25% of the annual proportionment (non donor funds) are expended on the state highway system. This requirement is based on a biennial average. These funds can also be expended through the State Match Program by providing matching funds to SCDOT projects when offered.
8. Pavement Maintenance Program (121307) - $800,000 is set aside for the maintenance associated with existing paved roads in an effort to protect the existing infrastructure and extend the life of the pavement; includes asphalt resurfacing, patching, full depth reclamation, curb repair, line striping, and surface treatments deemed necessary.
9. Road Maintenance Paving Projects (121308) - $200,000 is set aside for various maintenance paving projects described as high maintenance, limited scope, and/or not approved for paving from the petition list. Paving from this subsection is a maintenance activity that corrects drainage, provides stabilization, improves safety, or addresses other

deficiencies on an existing dirt road.

Service Standards:

Design and Construction of Top 25 C-Fund Project List	2008 - 2012	2013 - 2017

Service Level Indicators:

CURRENT RANK	Top 25 C-Fund Project Road Names	COUNCIL DISTRICT	STATUS
1	BITTERNUT CT - From Irvin Jumper St to Silver Oak Ln	1	Completed 2011
2	WINDYWOOD RD, #1 - From Calks Ferry Rd to Ben Franklin Rd	2	Completed 2015
3	JIM SPENCE RD - From SC 6 to SC 302	1	Completed 2013
4	FOX BRANCH RD - From Calks Ferry Rd to Smith Pond Rd	3	Completed 2012
5	D.E. CLARK RD - From US 178 to Water Tank Rd	1	Completed 2016
6	FIRST CREEK RD - From Busbee Rd to Dead End	9	Completed 2013
7	BUB SHUMPERT RD - From Hartley Quarter Rd to SC Rt. 302	1	Unable to obtain 1 of 70 easements needed
8	HARVESTVIEW RD - From East Boundary St to John Lindler Rd	6	Completed 2016
9	WATER TANK RD, #1&#3 - Fr D.E. Clark Rd to Harvey Berry Rd	1	Under Const, scheduled completion Summer 2017
10	PHAETON DR - From US 321 to Leland Dr	1	All easements resolved June 2013
11	RUTH VISTA RD - From Sherwood Rd to Pepper Rd	5	Under Const, scheduled completion Spring 2017
12	A.C. BOUKNIGHT RD - From Exist. Pave. To Crout Pond Way	2	Project delayed indefinitely - utility conflicts
13	BUB SHUMPERT RD - From Hartley Quarter Rd to US 178	1	Design is 15% complete
14	COOL WATER CT - From Ridge Rd to Dead End	2	Completed 2014
15	HARVESTVIEW RD - Fr Crooked Creek Rd to John Lindler Rd	6	Completed 2016
16	ALICE DR, #1 - From US 321 to Pound Rd	9	All easements resolved June 2013
17	OLD CHARLESTON RD, #2 - Fr Pond Branch Rd to Calks Ferry	2	Design is 95% complete
18	HOLLY TREE ST - From Emanuel Church Rd to Dead End	4	Completed 2014
19	PINE PLAIN RD, #5 - From Redmond Mill Rd to SC 6	1	Design is 65% complete
20	GOLDEN JUBILEE RD - From/To Existing Pavement	2	Completed 2015
21	CHERRY LN, #1 - From Misty Cir to Belle Lindler Rd	2	Completed 2012
22	ROLAND DR - From Old Barnwell Rd to Dead End	5	Completed 2014
23	JOHNS CREEK RD - From Wessinger Rd to Mallard Dr	6	Design is 15% complete
24	FOREMOST DR - From Nazareth Rd to Freida Rd	5	Under Const, scheduled completion Winter 2017
25	BACKMAN AVE - From Platt Springs Rd to Central St	5	Design to begin Winter 2017

2700
FUND 1000
PUBLIC WORKS (121100) ADMIN. / ENGINEERING
FY2017-18 BUDGET REQUEST

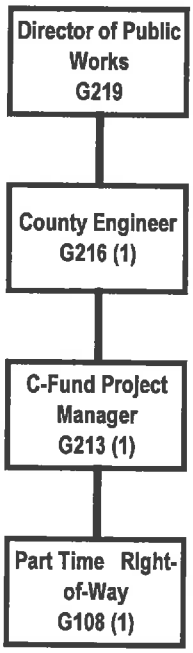
SECTION VI. - LINE ITEM NARRATIVES

SECTION VI.B. - LISTING OF POSITIONS

Current Staffing Level:

	Full-time equivalent		
Job Title	General Fund	C-Fund	Grade
C-Fund Project Manager		1	213
Part Time - Right of Way		0.5	108
Total Positions	**0**	**1.5**	

NOTE: Only Full-time C-Fund Manager position requires insurance.



SECTION VI.C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$100**

Papers, pens, file folders, forms, and small office machines not considered fixed assets, etc., for the 1 employee of this department. Historical information indicates this amount needs to be budgeted to supply the department.

521100 - DUPLICATING **$100**

Historical information dictates that this amount should cover copying costs used for in-house copier charges.

521200 - OPERATING SUPPLIES **$100**

To cover primarily computer supplies, cost includes drafting supplies, blueprint machine supplies, and general tools.

524201 - GENERAL TORT LIABILITY INSURANCE **$80**

Covers the cost of general tort liability insurance. Budget estimate / rate supplied by Risk Manager.

525000 - TELEPHONE **$258**

Basic service charges on 1 land line:

1 land lines each @	$20.00	per month for 12 months =	$240.00
1 voice mails each @	$1.50	per month for 12 months =	$18.00
		Total =	$258.00

525021 – SMART PHONE CHARGES **$756**

Smart phone charges for C Fund Engineer

1 Smart phones ea. @	$53.00	per month for 12 months =	$636.00
1 Hot Spot ea. @	$10.00	per month for 12 months =	$120.00
			$756.00

525041 - EMAIL SERVICE CHARGES **$132**

C FUND Division of PW has 1 email accounts.

1 email accounts @	$11.00	per month for 12 months =	$132.00

525210 – CONFERENCE, MEETING AND TRAINING EXPENSE **$1,100**

For CEU's, certifications, recertification, and training:

American Public Works Association (APWA) Summer Conference of APWA in August - 3-day conference with nine technical sessions about various Public Works issues (C FUND Manager) 1 @ $1,100.00

Estimated cost = $1,100.00

525400 – GAS, FUEL AND OIL **$1,170**

Gas for vehicles driven by C Fund Manager and Part-time C-Fund employee. Based on prorated historical information, the Department is expected to use about 400 gallons of gasoline per month or 50 gallons per month per vehicle.

Thus, estimating 50 gals / mo. @ $1.95 per gal for 12 months = $1,170.00

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$500**

For tools, equipment typically under $500.00. Examples – calculators, chairs, grade rods, phone accessories, etc.

540010 – MINOR SOFTWARE **$100**

To repair or add minor software as needed.

COUNTY OF LEXINGTON

SCHD "C" FUNDS

Annual Budget

Fiscal Year - 2017-18

NEW PROGRAM

Fund: 2700
Division: Public Works
Organization: 121100 - Public Works/Admin & Eng

Reallocation
Move to 1000-121100

Object Code	Expenditure Classification	(1) PT Eng. Associate III Band 114	(1) FT Project Manager Band 213	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel					
510100	Salary & Wages		(63,695)	(63,695)		
510300	Part Time	(12,500)		(12,500)		
511112	FICA Cost	(956)	(4,873)	(5,829)		
511113	State Retirement		(7,682)	(7,682)		
511120	Insurance Fund Contribution		(7,800)	(7,800)		
511130	Workers Compensation	(343)	(1,752)	(2,095)		
	*** Total Personnel**			**(99,601)**	**0**	**0**
	Operating Expenses					
521000	Office Supplies			(100)		
521100	Duplicating			(100)		
521200	Operating Supplies			(100)		
524201	General Tort Liability Insurance			(80)		
524202	Surety Bonds - 1			0		
525000	Telephone			(258)		
525021	Smart Phone Charges			(756)		
525041	E-mail Service Charges			(132)		
525210	Conference, Meeting, & Training Expense			(1,100)		
525230	Subscriptions, Dues & Books			0		
525400	Gas, Fuel, & Oil			(1,170)		
529903	Contingency			0		
	*** Total Operating**			**(3,796)**	**0**	**0**
	**** Total Personnel & Operating**			**(103,397)**	**0**	**0**
	Capital					
540000	Small Tools & Minor Equipment			(500)		
540010	Minor Software			(100)		
	****Total Capital**			**(600)**	**0**	**0**
	***** Total Budget Appropriation**			**(103,997)**	**0**	**0**

SECTION V. - NEW PROGRAM OVERVIEW

Upgrade of Part-Time "C" Fund Position to a Full-Time Engineering Associate III Position

Public Works/ Admin./Engineering **New Engineering Associate III Position G114**

Objectives:

1) Replace Part-Time "C" Fund Position with a Full-Time Position

The addition of Full-Time Rights-of-way and Utility Project Manager (Engineering Associate III position, G 114) in the Engineering Division is critical in filling the need for project management skills within the Public Works organization. This position is especially needed to allow the Department to secure rights-of-way and drainage easements for construction and maintenance projects, as well as provide utility coordination. These two phases of ongoing Public Works projects are always critical path items to ensure projects stay on schedule, reduce delays, and further control costs associated with projects. Other duties such as construction management, inspections, and plan reviews will also be supported by this position. The upgrade and reassignment of this "C" Fund part-time position to a full time position into the Admin./Engineering Division will allow for these tasks to be performed on any Public Works project as opposed to exclusively "C" Fund projects.

2) Continue addressing the need in Engineering Division for additional staff

Management of the current 200 plus ongoing Public Works projects is one of the major areas that have gone without proper skilled staff due to the lack of adequate hiring within Public Works over the past ten years. Additional associate engineers are needed to keep up with multi-disciplined tasks of the Public Works Engineering Division, including project coordination and management, addressing citizens' concerns, management of consultants, project inspections, coordination of utility relocations, and right-of-way acquisition.

3) Staff Public Works Department at same service level as other County Departments during past 10 years

The number of Full-Time Equivalent (FTE) Employees has not increased by the same rate as the County-wide FTEs during the past ten (10) years. Additional employees are needed in the Public Works Department to match the equivalent level of

4) Create a C-Fund / General Fund Charge Account

The "old model" of developing C-Fund projects needs to be reorganized within the departments of Public works and Finance. The C-Fund Manager has taken on additional daily duties (Airport) and is called upon to do other daily duties within Engineering as well as occasional duties during the Department's Emergency response. Thus, creating a C-Fund Charge Code for the C-Fund Manager, Staff Engineers, and this new position to charge to will allow for a more effective use of these positions instead of having them "tied only to C-Funds".

COUNTY OF LEXINGTON

SCHD "C" FUNDS

Annual Budget

Fiscal Year - 2017-18

NEW PROGRAM

Fund: 2700
Division: Public Works
Organization: 121100 - Public Works/Admin & Eng

Adding Program

Object Code	Expenditure Classification	"C" Fund Charge Account	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel				
510100	Salary & Wages		90,000		
511112	FICA Cost		6,885		
511113	State Retirement		10,854		
511120	Insurance Fund Contribution		7,800		
511130	Workers Compensation		2,475		
	*** Total Personnel**		**118,014**	**0**	**0**
	Operating Expenses				
	*** Total Operating**		**0**	**0**	**0**
	**** Total Personnel & Operating**		**118,014**	**0**	**0**
	Capital				
	****Total Capital**		**0**	**0**	**0**
	***** Total Budget Appropriation**		**118,014**	**0**	**0**

COUNTY OF LEXINGTON
LEXINGTON COUNTYWIDE STORMWATER CONSORTIUM
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** PW - Lex Cty Stormwater Consortium/MS4 2720:**							
	Revenues:							
452151	MS4 Municipal Portions	22,600	0	22,600	22,600	24,150		
801000	Op Trn from General Fund/Cty Ord.	44,320	27,400	27,400	27,400	25,850		
	**** Total Revenue**	66,920	27,400	50,000	50,000	50,000		
	*****Total Appropriation**				76,645	50,000		
	FUND BALANCE Beginning of Year				26,645	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

COUNTY OF LEXINGTON
LEXINGTON COUNTYWIDE STORMWATER CONSORTIUM
Annual Budget
Fiscal Year - 2017-18

Fund: 2720
Division: Public Works
Organization: 121400 - PW/Stormwater

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510300	Part Time - (FTE 0.5)	14,569	6,730	14,705	16,911		
511112	FICA - Employer's Portion	1,116	517	1,125	1,294		
511113	State Retirement - Employer's Portion	1,614	778	1,626	2,039		
511120	Insurance Fund Contribution	0	0	0	0		
511130	Workers Compensation	44	20	46	452		
519999	Personnel Contingency	0	0	350	0		
	*** Total Personnel**	**17,343**	**8,045**	**17,852**	**20,696**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	12,000	6,150	17,000	15,000		
520400	Advertising & Publicity	4,664	0	12,406	1,500		
521000	Office Supplies	202	86	398	50		
521100	Duplicating	3	0	397	25		
521200	Operating Supplies	5,626	7,891	26,194	11,720		
524201	General Tort Liability Insurance	0	0	187	193		
525000	Telephone	241	121	259	249		
525041	E-mail Service Charges	81	54	133	132		
525100	Postage	0	0	100	15		
525250	Motor Pool Reimbursement	20	0	550	270		
525600	Uniforms & Clothing	95	0	154	150		
529903	Contingency	0	0	1,015	0		
	*** Total Operating**	**22,932**	**14,302**	**58,793**	**29,304**	**0**	**0**
	**** Total Personnel & Operating**	**40,275**	**22,347**	**76,645**	**50,000**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**40,275**	**22,347**	**76,645**	**50,000**	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-18

Fund #: 2720 Fund Name: General

Organ. #: 121400 Organ. Name: Lexington Countywide Stormwater Consortium

Revenue Code	Fee Title	Actual Fees 2014-15	Actual Fees 2015-16	12/31/2016 Year-to-Date 2016-17	Anticipated Fiscal Year Total 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees 2017-18	Proposed Fee Change	Total Proposed Estimated Fees 2017-18
452151	MS4 Municipal Portion		22,600	0	22,600			24,150		24,150

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary

Fiscal Year 2017-18

Fund #	2720	Fund Title:	General
Organization #	121400	Organization Title:	Lexington Countywide Stormwater Consortium
Program #		Program Title:	

Qty	Item Description	***BUDGET*** 2017-18 Requested Amount
	Small Tools and Minor Equipment	0
	Minor Software	0
		0

SECTION V - PROGRAM OVERVIEW

Lexington Countywide Stormwater Consortium Minimum Control Measures 1 and 2

The staff of the Stormwater Division of the Public Works Department implements the NPDES (National Pollution Discharge Elimination System) Phase II program which is a USEPA/SCDHEC unfunded mandate. Our first permit for the NPDES Phase II program went into effect December 1, 2007; we are currently working under a permit with an effective date of January 1, 2014. Lexington County assists seven municipalities with several components of their NPDES Phase II program under the purview of the Lexington Countywide Stormwater Consortium. Two of the permit requirements, Minimum Measure 1 (Public Education and Outreach) and Minimum Measure 2 (Public Involvement/Participation), are implemented through shared funds of $50,000 dollars. In 2017, two additional municipalities may be acquiring assistance with their new NPDES MS4 status, Town of Chapin and Town of Gaston.

Staffing Level

Personnel		Grade
1 Part Time Position	without insurance	105

SECTION VI. – LINE ITEM NARRATIVES

SECTION VIA - LISTING OF REVENUES

Explanation of Revenue Code 452151 MS4 Municipality Portion

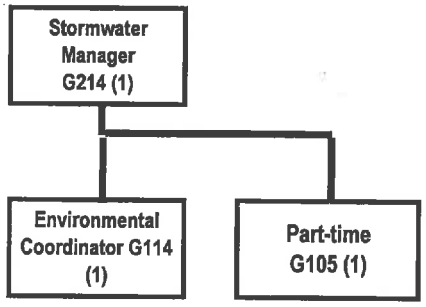
Lexington County currently assists (7) municipalities with their MS4 program with the understanding that each municipality pays into the cost to hire a part time employee, Outreach Assistance, to administer public education and outreach, and public involvement/participation to maintain compliance with permit requirements. Each municipality pays a portion of the costs determined by the population of each municipality based on the 2010 census. Lexington County portion is 51.7% with the 7 municipalities paying the other 48.3%. The following is a breakdown of the revenue reimbursed by the municipalities:

Lexington County $50,000 x .517 = $25,850
(7) Municipalities $50,000 x .483 = $24,150 (Revenue Code 452151)
$50,000

SECTION VI.B. – LISTING OF POSITIONS

One part time position without insurance

Job Title	Positions	General Fund	Other Fund	Total
Part Time Position	1	1		1
Total Positions	1	1	0	1



SECTION VI.C – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES **$15,000**

Household Hazardous Waste Event Cost shared with Solid Waste Department

Lexington County Stormwater Consortium partners with Solid Waste to conduct two Household Hazardous Waste events per year. One in April and one in November,. Residents are allowed to bring in hazardous wastes and electronics to these events to be recycled. The Solid Waste Department contracts vendors to handle these wastes that can't normally be dropped off at collection centers or the landfill.

2 cost shared events with Solid Waste Department @ $7,500 per event = $15,000

520400 - ADVERTISING **$1,500**

Advertising for public education and public involvement events (MCM #1 and #2), such as HHW events, Green is Clean month events, and workshops

521000 - OFFICE SUPPLIES **$50**

Minor supplies needed for public education and outreach, and public involvement and participation

521100 - DUPLICATING **$25**

Cost for necessary duplication of documents.

521200 - OPERATING SUPPLIES ~~$11,963~~ $11,720

Operating supplies for educational component of the NPDES permit.

Money used to fund objectives for consortium.

Rain Barrel Workshops	2	@	$600	=	$1,200
Design and construction of Rain Garden	1	@	~~$4,000~~ $2,950	=	$2,950
Pet waste station construction and placement	15	@	$50	=	$750
Summer Celebration of Water	1	@	$3,000	=	$3,000
Watershed Signage	10	@	$111	=	$1,110
Miscellaneous events and workshop supplies	2	@	~~$1,477~~ $1,355	=	~~$2,953~~ $2,710
			Total	=	~~$11,963~~ $11,720

524201 - GENERAL TORT LIABILITY INSURANCE **$193**

3% over amended Dec 2016 budget 1.03 @ 187 = 193

525000 – TELEPHONE ~~$250~~ $249

Basic service charges on 1 land lines

1 land lines each @	$19.50	per month for 12 months =	$234.00
1 voice mails each @	$1.25	per month for 12 months =	$15.00
		Total =	$249.00

525041 – EMAIL SERVICE CHARGES **$132**

LCSWC has 1 email account @ $11.00 per month for 12 months = $132.00

525100 - POSTAGE **$15**

Anticipated postage costs.

525250 – MOTOR POOL REIMBURSEMENT ~~$27~~ $270

Estimate of total number of miles to be driven by one (1) Outreach Assistant

Estimate 500 miles @ $0.540 per mile = $270.00

525600 - UNIFORMS & CLOTHING **$150**

Clothing (with County seals) to identify employees to citizens, contractors, engineers and developers.

SECTION VI.D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$0**

Replacement of tools and equipment for the inspector in the field (hand augers, temperature guns, probing rods, camera, cellular phone etc…) and purchase smart phone for Stormwater Manager

540010 – MINOR SOFTWARE **$0**

Addition of minor software as needed.

Lexington County Stormwater Consortium
Equipment Justification
Communications Equipment

1 Landline Telephone with Voicemail:
[redacted]

COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
FY 2017-18 - Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Campus Parking Fund 2920:**							
	Revenues:							
430600	Employee Parking Fees	13,962	7,596	15,350	15,350	15,350		
430601	Public Parking Fees	3,204	1,092	1,945	1,945	1,945		
	Other Revenues:							
461000	Investment Interest	444	343	150	150	400		
	**** Total Revenue**	17,610	9,031	17,445	17,445	17,695	0	0
	*****Total Appropriation**				80,362	17,695	0	0
	FUND BALANCE Beginning of Year				152,726	89,809	89,809	89,809
	FUND BALANCE - Projected End of Year				89,809	89,809	89,809	89,809

COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
Fiscal Year - 2017-18

Fund 2920
Organization: 101500 - Human Resource
Organization: 111300 - Building Services
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Operating Expenses (Organization - 101500)						
521000	Office Supplies	0	0	0	0		
521200	Operating Supplies	0	0	0	200		
	*** Total Operating (101500)**	**0**	**0**	**0**	**200**	**0**	**0**
	Personnel (Organization - 111300)						
510100	Salaries & Wages	584	0	0	0		
511112	FICA - Employer's Portion	41	0	0	0		
511113	SCRS - Employer's Portion	65	0	0	0		
511130	Workers Compensation - Employer Cost	50	0	0	0		
	*** Total Personnel (111300)**	**740**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses (Organization - 111300)						
520100	Contract Maintenance	0	0	0	0		
521200	Operating Supplies	0	0	250	250		
522000	Building Repairs & Maintenance	0	0	5,000	5,000		
	*** Total Operating (111300)**	**0**	**0**	**5,250**	**5,250**	**0**	**0**
	**** Total Personnel & Operating**	**740**	**0**	**5,250**	**5,450**	**0**	**0**
	Capital: (Organization - 111300)						
5AF333	Employee Parking Walkway Repair	0	0	0	0		
5AG251	(2) Security Drop Arms	2,635	0	62,917	0		
	**** Total Capital (111300)**	**2,635**	**0**	**62,917**	**0**	**0**	**0**
	Capital: (Organization - 999900)						
549904	Capital Contingency	0	0	12,195	12,245		
	**** Total Capital (999900)**	**0**	**0**	**12,195**	**12,245**	**0**	**0**
	***** Total Budget Appropriation**	**3,375**	**0**	**80,362**	**17,695**	**0**	**0**

COUNTY OF LEXINGTON
PERSONNEL / EMPLOYEE COMMITTEE
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Personnel/Employee Committee 2930:**							
	Revenues:							
438300	Vending Machine Sales	3,192	1,110	5,000	5,000	5,000		
439900	Misc Fees, Permits, and Sales	293	394	3,000	3,000	3,000		
	Other Revenues:							
461000	Investment Interest	54	38	15	15	15		
469100	Gifts & Donations	900	0	0	0	0		
	**** Total Revenue**	4,439	1,542	8,015	8,015	8,015	0	0
	*****Total Appropriation**				8,015	8,015	0	0
	FUND BALANCE Beginning of Year				10,461	10,461	10,461	10,461
	FUND BALANCE - Projected End of Year				10,461	10,461	10,461	10,461

Fund 2930
Division: General Administrative
Organization: 101500 - Human Resources

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
521100	Duplicating	0	0	15	20		
539900	Unclassified	5,863	392	8,000	7,995		
	*** Total Operating**	**5,863**	**392**	**8,015**	**8,015**	**0**	**0**
	**** Total Personnel & Operating**	**5,863**	**392**	**8,015**	**8,015**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**5,863**	**392**	**8,015**	**8,015**	**0**	**0**

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Treasurer / Delinquent Tax Collections 2950:**							
	Revenues:							
416000	Delinquent Tax Costs	800,812	527,040	955,000	955,000	945,000		
439900	Misc Fees, Permits, and Sales	16,280	810	10,500	10,500	15,000		
450000	Rental Income	1,986	0	1,000	1,000	1,500		
461000	Investment Interest	1,586	1,432	1,200	1,200	1,500		
461020	Delinquent Tax Account Interest	4,336	0	0	0	0		
	**** Total Revenue**	825,000	529,282	967,700	967,700	963,000	0	0
	*****Total Appropriation**				1,183,421	968,276	0	0
	Contingency:							
	Unused				200,000			
	Frozen Position: Tax Clerk II - Bd. 106				43,943	43,943		
	FUND BALANCE							
	Beginning of Year				301,342	329,564	329,564	329,564
	FUND BALANCE - Projected							
	End of Year				329,564	368,231	329,564	329,564

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
Annual Budget
Fiscal Year - 2017-18

Fund: 2950
Division: General Administration
Organization: 101700 Treasurer

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 7.5	237,172	107,473	271,155	273,085		
510200	Overtime	1,684	1,294	6,000	6,000		
511112	FICA - Employer's Portion	16,754	7,631	21,202	20,891		
511113	State Retirement - Employer's Portion	26,456	12,573	30,653	32,934		
511120	Employee Insurance - 7.5	50,700	25,350	58,500	58,500		
511130	Workers Compensation	1,434	658	1,590	1,590		
519999	Personnel Contingency	0	0	6,612	6,612		
	*** Total Personnel**	**334,200**	**154,979**	**395,712**	**399,612**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	80,500	64,264	110,000	100,800		
520244	Moving Services - Buildings	0	0	2,000	2,000		
520300	Professional Services	9,575	9,737	15,500	15,400		
520400	Advertising & Publicity	58,372	53,837	101,000	97,000		
520500	Legal Services	140,000	58,750	140,000	140,000		
520702	Technical Currency & Support	15,962	0	16,583	17,091		
521000	Office Supplies	5,065	1,063	5,000	6,000		
521100	Duplicating	1,014	422	1,200	1,200		
522200	Small Equipment Repairs & Maint	0	0	300	300		
524000	Building Insurance	107	106	110	113		
524001	Burglary Insurance	0	0	88	91		
524201	General Tort Liability Insurance	161	161	166	171		
524202	Surety Bonds - 2	0	0	350	60		
525000	Telephone	1,712	856	2,056	2,056		
525041	E-mail Service Charges - 6	475	322	774	774		
525100	Postage	119,758	21,671	179,900	171,085		
525210	Conference, Meeting & Training Expense	1,857	1,097	3,190	3,190		
525230	Subscriptions, Dues, & Books	539	558	883	883		
525250	Motor Pool Reimbursement	251	101	500	400		
525300	Utilities	5,781	1,954	5,909	6,086		
526900	DMV Title & License Fee	0	0	100	100		
529900	Miscellaneous Operating Expense	0	0	100	100		
529903	Contingency	0	0	200,000	0		
	*** Total Operating**	**441,129**	**214,899**	**785,709**	**564,900**	**0**	**0**
	**** Total Personnel & Operating**	**775,329**	**369,878**	**1,181,421**	**964,512**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	1,160	558	2,000	2,000		
540010	Minor Software	0	0	0	0		
	All Other Equipment	6,142	0	0			
	(2) Computer w/ Monitor (F1A) - Repl.				1,764		
	**** Total Capital**	**7,302**	**558**	**2,000**	**3,764**	**0**	**0**
	***** Total Budget Appropriation**	**782,631**	**370,436**	**1,183,421**	**968,276**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 2950 Fund Title: DELINQUENT TAX
Organization # 101700 Organization Title: TREASURER
Program # Program Title:

Qty	Item Description	***BUDGET*** 2017 - 2018 Requested Amount
	SMALL TOOLS & MINOR EQUIPMENT	2,000
2	F1A PC REPLACE	1,764

FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2017-18 BUDGET REQUEST

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVES

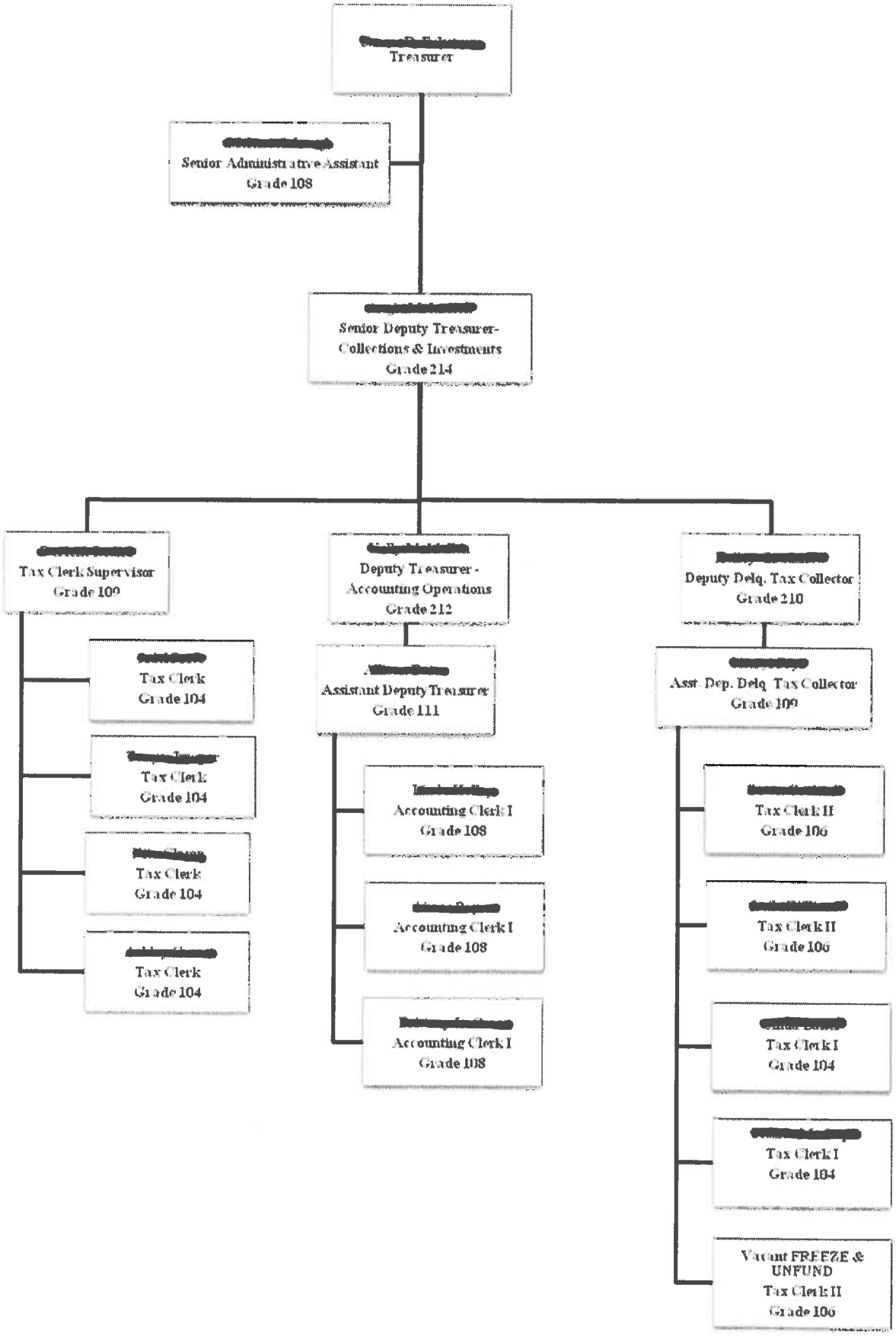
LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full Time Equivalent Positions	General Fund	Other Fund	Total	Grade
Deputy Tax Collector	1		1	1	210
Assist. Deputy Tax Collector	1		1	1	109
Tax Clerk I	2		2	2	104
Tax Clerk II	3	1 position frozen unfunded	3	3	106
Total Positions	7		7	7	

(SEE ORGANIZATION CHART ON NEXT PAGE)

Treasurer's Office
Organizational Chart
Fiscal Year 2017-2018



SECTION VI. C. - PERSONNEL LINE ITEM NARRATIVES

510200 - OVERTIME **$6,000**

This is for overtime worked by office staff during busy times and in preparation for tax sale.

FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2017-18 BUDGET REQUEST

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES — **$100,800**

American Solutions for Business	18,200.00
(Execution Notices 7,000.00/Certified Letters 11,200.00)	
Pacer on line Bankruptcy Court	300.00
Accurint (online people search)	1,800.00
Palmetto Postings	80,500.00

520244 – MOVING SERVICES – BUILDINGS — **$2,000**

Cover moving expenses of moving mobile homes acquired by the FLC through tax sale.

520300 - PROFESSIONAL SERVICES — **$15,400**

Auctioneer fees	15,000.00
Definitely Taking Request	400.00
(Deaf interpreter for tax sale)	

520400 - ADVERTISING — **$97,000**

Tax Sale	
Lexington County Publishing Network	48,000.00
Other	48,000.00
FLC Advertising	1,000.00

520500 – LEGAL SERVICES — **$140,000**

Attorney fees, title searches, deed preparation, & consultations

520702 – TECHNICAL CURRENCY & SUPPORT — **$17,091**

Tyler Cashiering 1/3 of cost

521000 - OFFICE SUPPLIES — **$6,000**

Paper, Pencils, Ribbons, Staples, Tape, etc	1,500.00
Envelopes #45000	2,000.00
Tax bill forms	1,000.00
Toner for laser printer	1,500.00

521100 - DUPLICATING — **$1,200**

This account is used for copier machine duplicating of correspondence to employees and customers, packet copies for lawyers, etc.

522200 - SMALL EQUIPMENT REPAIRS & MAINTENANCE — **$300**

Repair of computers, printers, kard-veyer file and validators.

524000 - BUILDING INSURANCE — **$113**

1,157 square footage of Treasurers office. Per Risk Management

524001 - BURGLARY INSURANCE — **$91**

1,157 square footage of Treasurers office. Per Risk Management

524201 - GENERAL TORT LIABILITY INSURANCE — **$171**

Per Risk Management

FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2017-18 BUDGET REQUEST

524202 – SURETY BONDS **$60**

Per Risk Management

525000 - TELEPHONE (8 phones lines and 4 voice mail) **$2,056**

4 Phone lines no voice mail @$19.00 per month x 12 months = $912.
4 phone lines with voice mail @ $20.70 per month x 12 months = $994.
Charges for directory assistance $150.00

525041 E-MAIL SERVICE CHARGE **$774**

6 Accounts x $10.75 Per Account x 12 Months = $774.00

525100 - POSTAGE **$171,085**

We are required by Statute to notify by certified mail, old and new owners with separate letters sent to each individual owner and each person listed on a deed; and certified letters to lienholders.

Certified mail May - August	estimate 10,500 @ $11.51 ea.	-	120,855.
Certified mail other	estimate 3,000 @ $11.51 ea.	-	34,530.
Receipts & other mail	estimate 18,000 @ $ .49 ea.	-	8,820.
Execution notices mailed	estimate 16,000 @ $ .43 ea.	-	6,880.

525210 - CONFERENCE & MEETING EXPENSE **$3,190**

To cover the costs of attending the Spring and Fall Conferences.

SCATT Legislative Conf. (3 employees)		$ 150.00
Meals for workers on overtime at tax sale		$ 300.00
SCATT Spring (Treasurer)		$ 800.00
SCATT Fall (Treasurer)		$ 800.00
TAPS Workshop	(3 employees)	$ 120.00
TAPS Meeting	(3 employees)	$ 120.00
SCATT Academy	(3 employees)	$ 900.00

(Needed for accreditation)

525230 - SUBSCRIPTIONS, DUES, & BOOKS **$883**

TAPS	3 employees	$ 90.00
SCACEE	1 employee	$ 75.00
SCATT	3 employees	$ 225.00
Lexington County Chronicle		$ 40.00
The State Newspaper		$ 150.00
Chapin Times		$ 28.00
Supplement to Title 12 Tax Book		$ 25.00
Misc.		$ 250.00

525250 - MOTOR POOL REIMBURSEMENT **$400**

740 Miles @ 54 Cents per mi = $400

525300 - UTILITIES **$6,086**

1,157 square footage of Treasurers office.

526900 – DMV TITLE & LICENSE FEES **$100**

FLC title transfers for sold mobile homes.

529900 – MISCELLANEOUS OPERATION EXPENSES **$100**

FLC operating expenses.

529903 - CONTINGENCY **$0**

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$2,000**

ALL OTHER EQUIPMENT

(2) REPLACEMENT OF F1A PCS **$1,764**

Information Services recommends we replace (2) F1A PCs this FY @ $882.
Replacing LC36815 and LC36817

COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
FY 2017-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Finance / Grants Administration 2990:**							
	Revenues:							
461000	Investment Interest	842	472	500	500	800		
801000	Op Trn from General Fund/Cty Ord.	50,000	50,000	50,000	50,000	50,000		
	** **Total Revenue**	50,842	50,472	50,500	50,500	50,800	0	0
	***Total Appropriation**				144,743	84,024	0	0
	Contingency:							
	Unused				62,631			
	Carryforward							
	FUND BALANCE							
	Beginning of Year				135,167	103,555	103,555	103,555
	FUND BALANCE - Projected							
	End of Year				103,555	70,331	103,555	103,555

COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
Fiscal Year - 2017-18

Fund: 2990
Division: General Administration
Organization: 101400 Finance

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1	57,196	26,661	57,287	57,287		
511112	FICA - Employer's Portion	3,917	1,842	4,382	4,382		
511113	State Retirement - Employer's Portion	6,336	3,082	6,336	6,909		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	172	80	178	178		
519999	Personnel Contingency	0	0	1,364	1,719		
	*** Total Personnel**	**75,421**	**35,565**	**77,347**	**78,275**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	641	34	736	725		
521100	Duplicating	38	2	225	195		
524201	General Tort Liability Insurance	23	23	24	25		
524202	Surety Bonds - 1	0	0	0	10		
525000	Telephone	241	120	241	241		
525041	E-mail Service Charge - 1	81	54	129	129		
525100	Postage	0	0	35	35		
525210	Conference, Meeting & Training Expense	917	798	2,725	2,725		
525230	Subscriptions, Dues, & Books	354	329	335	330		
525240	Personal Mileage Reimbursement	0	0	115	107		
529903	Contingency	0	0	62,631	0		
	*** Total Operating**	**2,295**	**1,360**	**67,196**	**4,522**	**0**	**0**
	**** Total Personnel & Operating**	**77,716**	**36,925**	**144,543**	**82,797**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	200	200		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0			
	(1) F2 Advanced Network Printer - Repl.				1,027		
	**** Total Capital**	**0**	**0**	**200**	**1,227**	**0**	**0**
	***** Total Budget Appropriation**	**77,716**	**36,925**	**144,743**	**84,024**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Program I - Administration
Program II -
Program III -

Program I: Administration

Objectives:

To achieve and maintain a high standard of accuracy, completeness, and timeliness regarding the County's grants and special revenue funds. To assist and advise County Council, County Administrator, other department heads and program managers on any grant or special revenue issues. To maintain the official grant records of the County. To develop and maintain county-wide systems and internal controls for the grants and special revenue funds. To provide a friendly and efficient service when gathering and processing information needed by other departments and the public.

Program II:

Objectives:

Program III:

Objectives:

SERVICE LEVELS

Service Level Indicators:

	Actual FY 2015-16	Estimated FY 2016-17	Projected FY 2017-18
Solicitor Grants	1	1	1
Solicitor Special Revenue	10	10	10
Law Enforcement Grants	13	12	16
LE Special Revenue	25	25	25
Public Safety Grants	4	5	5
PS Special Revenue	4	5	5
Other Grants	22	20	23
Other Special Revenue	44	44	44

SECTION VI. A. - SUMMARY OF REVENUES

461000 - INVESTMENT INTEREST **$ 800**

Interest is earned on the Fund Balance in the account.

801000 - OPERATING TRANSFER FROM GENERAL FUND **$ 50,000**

Transfer from the General Fund to help cover the operating costs of grant administration.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

		Full Time Equivalent		
Job TitlePositions	General Fund	Other Fund	Total	Grade
Manager	0.00	1.00	1.00	211
Total Positions	0.00	1.00	1.00	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES $ 725

Funds are used to purchase special 4-part file folders for the grants and special revenue funds and other miscellaneous supplies as needed.

File folders (9 boxes @ $31.00 + tax)	$298.53
Toner Cartridge (2 @ $135.03)	$270.06
Color Paper (4 reams @ $4.31)	$17.24
Paper for Printer (2 cases @ $29.03)	$58.06
Pens, pencils, & other office products	$51.11
Storage boxes	$30.00

521100 - DUPLICATING $ 195

Funds will be used to photocopy monthly reports, quarterly reports, and other documents related to grants and special revenue programs.

Copier Machine Usage cost ($0.03) x 6,500 copies $195.00

524201 - GENERAL TORT LIABILITY INSURANCE $ 25

To cover the cost of general tort liability insurance.

Manager of Grants 1.00 position $25

524202 – SURETY BONDS $ 10

To cover the cost of surety bonds.

Manager of Grants 1.00 position $10

525000 - TELEPHONE $ 241

To cover the cost of telephone service and voicemail.

Cost per line	$18.00
Voicemail Cost	$1.00
6% sales tax	$0.92
1% local tax	$0.15
	$20.07

Existing line $20.07 x 12 months $240.84

525041 – E-MAIL SERVICE CHARGES **$ 129**

To cover monthly e-mail services charges.

12 months x 1 e-mail account @ $10.75 = $129.00

525100 - POSTAGE **$ 35**

Postage cost for mailing out grant related items.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 2,725**

To cover the costs of attending the National and South Carolina GFOA conferences to keep up-to-date in the ever changing accounting field and reporting changes. There might also be the need to attend workshops, seminars or conferences to gain information on grants or special revenue programs.

Conference & Meetings:

GFOA (National Finance Officer Annual Conference)	$1,650
GFOASC Fall Conference in Myrtle Beach (October 2017)	$750
GFOASC Spring Conference in Columbia (May 2018)	$80
Other Training Sessions	$245

525230 - SUBSCRIPTIONS, DUES, & BOOKS **$ 330**

Funds are used for membership dues to the following professional organizations.

National GFOA annual membership	$230
GFOASC annual membership (1)	$100

525240 - PERSONAL MILEAGE REIMBURSEMENT **$ 107**

Mileage reimbursement required when using personal vehicles to travel to meetings, etc.

200 miles @ $0.535 = $107.00

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$ 200**

Funds will be used to purchase minor equipment as needed.

(1) F2 ADVANCED NETWORK PRINTER – REPL. **$ 1,027**

Printer will be used to print grant documents. Replacement recommended by IS.

COUNTY OF LEXINGTON
PASS-THRU GRANTS
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Pass-Thru-Grants 2999:**							
	Revenues:							
452100	Town Recorders Fees	117,961	59,969	129,976	129,976	120,918		
458000	State Grant Income	0	10,000	10,000	10,000	0		
461000	Investment Interest	3,374	669	1,500	1,500	0		
827750	RET from P&D / Contractor Performance Bd	626,397	0	0	0	0		
	**** Total Revenue**	747,732	70,638	141,476	141,476	120,918	0	0
	*****Total Appropriation**				275,460	120,918	0	0
	FUND BALANCE Beginning of Year				172,142	38,158	38,158	38,158
	FUND BALANCE - Projected End of Year				38,158	38,158	38,158	38,158

Fund: 2999
Organization: 142000 - Magistrate Court Services (Personnel Costs)
Organization: 999900 - Non-departmental (Special Projects)

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel: (Organization - 142000)						
510100	Salaries & Wages	94,296	51,021	96,351	97,951		
511112	FICA - Employer's Portion	7,079	3,843	7,371	7,493		
511114	PORS - Employer's Portion	9,607	1,539	13,239	14,438		
511130	Workers Compensation	1,605	786	1,000	1,036		
511214	PORS - Emplr. Port. (Retiree)	3,349	5,726	0	0		
	*** Total Personnel**	**115,936**	**62,915**	**117,961**	**120,918**	**0**	**0**
	Operating Expenses: (Organization - 999900)						
534242	Irmo/Chapin Recreation Commission	0	10,000	10,000	0		
5R0141	Cherokee Shores Phase I	0	0	3,090	0		
5R0142	Kaminer Subdivision	0	0	6,733	0		
5R0143	Woodland Pond Subdivision	0	0	6,780	0		
5R0144	Whispering Glen Subdivision	0	0	18,311	0		
5R0182	Buena Vista Subdivision	0	0	1,796	0		
5R0184	Park West, Phase I	0	0	30,072	0		
5R0185	Sweetgrass Courtyard	0	0	23,000	0		
5R0186	Wild Meadows, Phase I	0	0	26,432	0		
5R0197	Hope Springs Phase II A	0	0	31,285	0		
	*** Total Operating**	**0**	**10,000**	**157,499**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**115,936**	**72,915**	**275,460**	**120,918**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**115,936**	**72,915**	**275,460**	**120,918**	**0**	**0**

COUNTY OF LEXINGTON
RED BANK CROSSING RENTAL PROPERTIES
Combined Annual Budget
Fiscal Year 2017-18

Fund: 5601
Division: Non-Departmental

Summary Page	2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
Activity From Operations:						
Revenues:						
450000 Rental Income	97,121	51,477	101,085	102,285		
461000 Investment Interest	1,357	1,126	200	200		
469917 Bad Debt Settlement	0	0	0	0		
Total Revenue	**98,478**	**52,603**	**101,285**	**102,485**	**0**	**0**
Expenses:				88455		
Total Personnel & Operating	43,737	4,090	55,102	~~51,584~~	0	0
Depreciation	13,652	0	14,000	14,000	0	0
Capital Outlay	0	0	52,254	0	0	0
				102,455		
***Total Expense**	**57,389**	**4,090**	**121,356**	**~~65,584~~**	**0**	**0**
Noncash Expenses:						
Depreciation: Add Back In	13,652	0	14,000	14,000	0	0
Net Cash	**54,741**	**48,513**	**(6,071)**	**~~50,901~~**	**0**	**0**
				14030		
Income Calculation:						
Capital Outlay: Add Back In	0	0	52,254	0	0	0
				30		
Net Income (Loss)	**41,089**	**48,513**	**32,183**	**~~36,901~~**	**0**	**0**
FUND BALANCE						
Beginning - Cash/Fund Balance			226,641	220,570	220,570	220,570
FUND BALANCE				234600		
End of Year - Projected - Cash/Fund Balance			220,570	~~271,471~~	220,570	220,570

COUNTY OF LEXINGTON
RED BANK CROSSING RENTAL PROPERTIES
Annual Budget
Fiscal Year 2017-18

Fund: 5601
Division: Non-Departmental
Organization: 999900 - Non-Departmental

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520103	Landscape/Ground Maintenance	9,700	2,131	11,800	12,800		
520231	Garbage Pickup Service	2,186	748	4,480	4,488		
520232	Parking Lot Sweeping	621	243	2,080	2,080		
520500	Legal Services	0	0	2,500	2,500		
522000	Building Repairs & Maintenance	9,204	0	5,000	5,000		
524000	Building Insurance	968	968	997	997		
525391	Util/Red Bank Crossing	0	0	1,200	1,200		
529903	Contingency	0	0	5,294	36,986		
530100	Depreciation	13,652	0	14,000	14,000		
538500	Property Taxes	21,058	0	21,751	22,404		
	*** Total Operating**	**57,389**	**4,090**	**69,102**	**102,455**		
	**** Total Personnel & Operating**	**57,389**	**4,090**	**69,102**	**102,455**		
	Capital						
599999	Capital Clearing	(5,145)	0	0	0		
	All Other Equipment	5,145	0	52,254	0		
	**** Total Capital**	**0**	**0**	**52,254**	**0**		
	***** Total Expenses**	**57,389**	**4,090**	**121,356**	**102,455**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5601 Fund Title: Rental Properties - Red Bank Crossing
Organization # 999900 Organizatic Rental Properties - Red Bank Non-Departmental - RBC
Program 999 Program Ti Rental Properties - Red Bank Capital Item

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	No Items this FY	0

**** Total Capital (Transfer Total to Section III)** **0**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program I – Red Bank Crossing / Rental Property

Objectives:

- Collect rent from seven (7) tenants
- House state agencies (DSS & H&HS), no rent received
- Keep building/property area clean and properly maintained
- Provide prompt and friendly customer service to all the tenants

Program I: Red Bank Crossing /Rental Property

Property, formerly a Winn-Dixie store and eight (8) additional store front spaces, were purchased in December 2007 for the purpose of having additional office space and to maintain the lease agreements with current tenants. The former Winn Dixie and CVS tenant spaces were renovated to provide space for the two (2) state agencies. Operations in this renovated space began in June 2010 and were completed in July 2011.

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

450000 – RENTAL INCOME **$102,285**

This is the rent paid by tenants in the seven (7) spaces available at Red Bank Crossing.

Sorinex Exercise Equipment	12 months @ $1,610.00 = $19,320.00
Palmetto Kempo Karate	12 months @ $1,700.00 = $20,400.00
Defender Shooting/Tego Tactical	12 months @ $1,025.00 = $12,300.00
Cut-N-Up Hair Salon	12 months @ $ 825.00 = $ 9,900.00
Palmetto Café	12 months @ $1,025.00 = $12,300.00
State Farm Insurance	12 months @ $1,000.00 = $12,000.00
MBAJ Architecture	12 months @ $1,338.75 = $16,065.00

Total annual rental income $ 102,285.00

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING/GROUND MAINTENANCE **$12,800**

Landscaping, cutting grass, trim bushes, edging curbs, sign posts, pick up trash on grounds
12mos @ $600.00 mo. = $7,200.00

Hardwood mulch applied once per year - $5,600.00

$7,200.00 + $5,600.00 = $12,800.00

520231 - GARBAGE PICKUP SERVICE **$4,488**

Garbage pickup – two (2) each eight cubic yard containers and service twice per week (Tuesdays & Fridays)
12 mos. x $374.00/month = $4,488.00

520232 – PARKING LOT SWEEPING **$2,080**

Parking lot sweeping: once a week ($40.00.each)
52 x $40.00 = $2,080 annual cost

520500 – LEGAL SERVICES **$2,500**

Legal fees from County Attorney costs

522000 – BUILDING REPAIRS & MAINTENANCE **$5,000**

Small repairs and maintenance of building

524000 - BUILDING INSURANCE ~~**$1,112**~~ 997

12 months coverage

525300 - UTILITIES **$1,200**

Covers electrical from SCE&G
Old Winn Dixie Building and CVS (Utilities paid by state agencies)
Parking lot lighting for 12 mos. @ $100/month = $1,200.00
Total SCE&G = **$1,200.00**

529000 - UNCLASSIFIED **$36,986**

Funds are used for unexpected expenses not budgeted.

538500 – PROPERTY TAXES **$22,404**

Funds are used for property taxes assessed on the rental space.
All units are being rented and assessed property taxes this year.
FY 16-17 expense $21,751 x 1.03% = $ 22,403.53

SOLID WASTE MANAGEMENT
Combined Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste

Summary Page	2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
Activity From Operations:						
Revenues:						
Property Taxes	9,625,223	4,920,348	9,704,200	9,770,034		
Landfill Revenue Fees	2,244,363	1,646,876	4,235,209	3,151,215		
Other Revenues	56,112	69,173	172,000	250,000		
Total Revenues	**11,925,698**	**6,636,397**	**14,111,409**	**13,171,249**	**0**	**0**
Expenses:						
Total Personnel & Operating	9,793,403	3,983,544	14,555,709	12,492,631	0	0
Depreciation	902,592	0	942,700	988,104	0	0
Capital Outlay	34,400	737,778	5,025,838	2,258,943	0	0
Operating Transfers	92,548	118,525	118,525	86,040	0	0
Total Expenses	**10,822,943**	**4,839,847**	**20,642,772**	**15,825,718**	**0**	**0**
Sub-Total	**1,102,755**	**1,796,550**	**(6,531,363)**	**(2,654,469)**	**0**	**0**
Noncash Expenses:						
Depreciation: Add Back In	902,592	0	942,700	988,104	0	0
Total Expenses (Cash Basis)	**9,920,351**	**4,839,847**	**19,700,072**	**14,837,614**	**0**	**0**
Net Cash	**2,005,347**	**1,796,550**	**(5,588,663)**	**(1,666,365)**	**0**	**0**
Income Calculation:						
Capital Outlay: Existing	34,400	737,778	5,025,838	2,258,943	0	0
Total Expenses (Income Basis)	**10,788,543**	**4,102,069**	**15,616,934**	**13,566,775**	**0**	**0**
Net Income (Loss)	**1,137,155**	**2,534,328**	**(1,505,525)**	**(395,526)**	**0**	**0**
Contingency			2,564,373			
FUND BALANCE						
Beginning - Fund Balance - Cash/Fund Balance			14,786,003	11,761,713	11,761,713	11,761,713
FUND BALANCE						
End of Year - Projected - Cash/Fund Balance			11,761,713	10,095,348	11,761,713	11,761,713

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
FY 2017-18 Estimated Revenues & Other Funding Sources

Fund: 5700 Division: Public Works Revenue Account Title		Actual Receipts 2011-12	Actual Receipts 2012-13	Actual Receipts 2013-14	Actual Receipts 2014-15	Actual Receipts 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenue Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
* Undesignated Revenues 5700 :												
Property Taxes:		7.889 Mills	7.939 Mills	8.217 Mills	8.217 Mills	8.217 Mills	8.177 Mills	8.177 Mills	8.177 Mills	8.177 Mills	8.177 Mills	7.877 Mills
410000	Current Property Taxes	6,436,057	6,556,356	6,894,995	7,016,004	7,197,196	4,095,648	7,086,853	7,086,853	7,086,853		
410500	Homestead Exemption Reimburse.	282,612	297,304	319,687	338,191	346,993	0	338,000	338,000	346,000		
410520	Manufacturer's Exempt. Reimburse.	30,533	30,924	32,682	32,788	32,695	0	32,700	32,700	32,700		
410530	State Sales & Use Tax Credit	154,906	168,974	170,249	162,386	76,406	51,517	189,470	189,470	189,470		
410540	Lease Purchase Tax Credit	3,536	200	1	1	0	0	0	0	0		
411000	Current Vehicle Taxes	846,317	986,045	1,045,106	1,136,502	1,194,646	608,212	1,138,976	1,138,976	1,194,000		
412000	Current Tax Penalties	13,871	12,813	12,922	13,439	13,619	20	13,400	13,400	13,400		
413000	Delinquent Taxes	319,673	542,937	333,930	327,005	275,288	131,667	327,000	327,000	327,000		
414000	Delinquent Tax Penalties	47,812	47,127	46,162	45,360	40,893	19,780	45,300	45,300	45,300		
417100	Fee in Lieu of Taxes	329,560	329,548	403,751	493,824	477,265	0	493,000	493,000	493,000		
417120	FILOT - Prior Year	0	0	0	20,220	0	0	0	0	0		
417130	FILOT - Manufacturer's Tax Exemp	21,751	25,801	20,747	21,146	20,477	0	21,146	21,146	21,146		
417150	FILOT - Fee for Services	4,120	4,025	4,166	4,166	3,304	0	4,165	4,165	4,165		
418000	Motor Carrier Payments	11,206	11,994	12,962	14,191	17,136	13,504	14,190	14,190	17,000		
Total Property Taxes		**8,501,954**	**9,014,048**	**9,297,360**	**9,625,223**	**9,695,918**	**4,920,348**	**9,704,200**	**9,704,200**	**9,770,034**	**0**	**0**
Landfill Revenue Sources:												
430850	Credit Report Fees	150	175	200	300	325	100	150	150	200		
434000	Landfill Fees	1,417,194	1,404,680	1,625,151	1,900,162	2,360,789	1,488,611	2,300,456	2,300,456	2,811,317		
434100	Landfill Permit Fees	1,730	2,135	2,420	2,570	2,860	2,265	2,700	2,700	4,155		
434200	Garbage Franchise Fees	111,068	112,549	117,044	119,476	125,823	67,384	125,200	125,200	141,964		
434300	Curbside Collection Fees	0	0	0	0	0	0	1,597,128	1,597,128	0		
434400	Paper Recycling Fees	6,110	8,878	5,951	4,843	4,546	1,630	4,800	4,800	4,000		
434401	Battery Recycling Fees	3,562	3,007	13,299	15,948	16,162	8,880	16,000	16,000	17,000		
434402	Aluminum Recycling Fees	33,655	41,738	32,191	39,489	26,006	12,967	30,000	30,000	29,000		
434403	Plastic Recycling Fees	10,336	17,666	11,708	9,133	5,410	0	10,000	10,000	0		
434405	White Goods Recycling Fees	269,814	114,827	125,810	29,954	37,434	1,033	18,000	18,000	21,034		
434406	Waste Tire Fees	45,267	28,149	31,570	32,512	34,751	22,664	28,000	28,000	40,000		
434407	Textile Recycling Fees	1,142	2,165	1,335	2,067	1,747	480	1,500	1,500	960		
434408	Cardboard Recycling Fees	47,792	35,256	27,370	14,965	18,768	9,448	18,000	18,000	19,000		
434409	Glass Recycling Fees	4,840	4,477	4,978	5,509	6,587	4,900	4,000	4,000	7,600		
434411	Oil Filter Recycling Fees	1,025	150	1,901	2,896	691	525	700	700	1,100		
434413	Scrap Aluminum Recycling Fees	0	0	0	0	0	0	0	0	0		
434414	Refrigerant Recycling Fees	3,935	4,215	4,890	3,765	6,255	4,140	6,000	6,000	8,200		
434416	Motor Oil Recycling Fees	105,220	85,822	80,936	45,839	5,341	0	5,200	5,200	0		
434417	Safety Vest Recycling Fees	587	135	38	25	90	45	75	75	85		
434419	Electronics Recycling Fees	4,277	1,535	1,672	1,665	1,956	4,304	12,300	12,300	9,000		
434420	Mattress Recycling Fees	0	0	0	0	21,715	13,291	22,000	22,000	24,000		
437750	Landfill Regulation Fees	0	0	0	0	0	0	0	0	0		
438800	Mulch Sales	1,603	944	1,804	2,710	2,624	962	3,000	3,000	2,600		
438801	Compost Sales	0	0	3,056	10,535	28,491	3,247	30,000	30,000	10,000		
438802	Compost Sales - Bulk Loads	0	0	0	0	0	0	0	0	0		
438900	Auction Sales	0	0	0	0	0	0	0	0	0		
438905	Cell Phone Sales	0	0	535	0	0	0	0	0	0		
Total Revenue Sources		**2,069,307**	**1,868,503**	**2,093,859**	**2,244,363**	**2,708,371**	**1,646,876**	**4,235,209**	**4,235,209**	**3,151,215**	**0**	**0**
Other Revenues:												
450100	Ground Lease Agreement	30,200	30,200	4,800	10,800	12,000	6,000	12,000	12,000	12,000		
451201	FEMA Disasater Reimbursement	0	0	0	0	39,836	0	0	0	0		
461000	Investment Interest	30,179	13,479	56,634	43,341	97,850	58,645	60,000	60,000	118,000		
461001	Tax Appeals Interest	0	0	0	0	0	0	0	0	0		
463200	Insurance Claims Reimbursement	0	0	0	912	2,555	0	0	0	0		
467000	Cash Over/Short	4	10	0	0	1	(20)	0	0	0		
469900	Miscellaneous Revenues	0	0	145	1,059	0	4,548	0	0	0		
469901	Sales Tax Discount	4	0	0	0	0	0	0	0	0		
469908	Radio Rebanding Reimbursement	1,530	0	0	0	0	0	0	0	0		
490100	Sale of General Fixed Assets	160,079	(1,627)	15,472	0	0	0	100,000	100,000	120,000		
Total Other Revenue		**221,996**	**42,062**	**77,051**	**56,112**	**152,242**	**69,173**	**172,000**	**172,000**	**250,000**	**0**	**0**
**** Total Undesignated Landfill Revenues**		**10,793,257**	**10,924,613**	**11,468,270**	**11,925,698**	**12,556,531**	**6,636,397**	**14,111,409**	**14,111,409**	**13,171,249**	**0**	**0**

COUNTY OF LEXINGTON
Combined Annual Budget - Enterprise Fund
Fiscal Year 2017-18

Fund 5700
Division: Public Works-Solid Waste
Organization: Solid Waste - All Departments

Object Code	Expenditure Classification	2016-17 Amended (Dec)	2017-18 Requested (Total)	BUDGET Admin.	Acctg. & Collections	Collection Stations	Landfill Operations	321 Landfill	Transfer Station	Recycling	Residential SW Collection	Non-Departmental
	Personnel											
510100	Salaries & Wages	849,433	846,508	207,990	86,370	69,045	351,120	0	107,075	24,908	0	0
510200	Overtime	45,317	39,700	0	1,000	2,700	20,000	0	16,000	0	0	0
510300	Part Time	416,609	452,725	0	43,346	247,241	0	0	0	162,138	0	0
511112	FICA Cost	100,294	102,428	15,911	10,000	24,402	28,391	0	9,415	14,309	0	0
511113	State Retirement	145,093	161,476	25,084	15,764	38,470	44,757	0	14,843	22,558	0	0
511114	Police Retirement	3,006	0	0	0	0	0	0	0	0	0	0
511120	Insurance Fund Contribution	156,000	156,000	23,400	23,400	11,700	74,100	0	19,500	3,900	0	0
511130	Workers Compensation	55,547	83,245	4,523	405	18,717	31,459	0	10,821	17,320	0	0
519901	Salaries & Wages Adjustment Account	67,507	50,680	0	0	0	0	0	0	0	0	50,680
	*** Total Personnel**	**1,838,806**	**1,892,762**	**276,908**	**180,285**	**412,275**	**549,827**	**0**	**177,654**	**245,133**	**0**	**50,680**
	Operating Expenses											
520100	Contracted Maintenance	1,807,250	236,100	0	0	775	189,633	0	45,692	0	0	0
520103	Landscaping/Ground Maintenance	3,400	3,600	0	0	3,600	0	0	0	0	0	0
520200	Contracted Services	5,698,558	7,669,246	31,660	0	1,999,019	256,860	64,500	5,247,803	69,404	0	0
520219	Water & Other Beverage Service	4,155	4,598	0	0	3,498	0	0	1,100	0	0	0
520233	Towing Service	1,455	1,695	65	0	130	500	0	0	1,000	0	0
520239	E-Waste Recycling	207,500	107,400	0	0	0	0	0	0	107,400	0	0
520300	Professional Services	411,510	258,910	0	800	0	69,725	182,260	6,125	0	0	0
520302	Drug Testing Services	1,756	2,206	0	0	150	1,467	0	339	250	0	0
520303	Accounting/Auditing Services	2,500	2,500	0	2,500	0	0	0	0	0	0	0
520305	Infectious Disease Services	2,648	2,408	301	301	301	903	0	301	301	0	0
520400	Advertising & Publicity	4,411	5,840	3,840	0	2,000	0	0	0	0	0	0
520500	Legal Services	8,666	4,000	4,000	0	0	0	0	0	0	0	0
520601	Landfill Monitoring - Batesburg	52,350	0	0	0	0	0	0	0	0	0	0
520602	Landfill Monitoring - Edmund	47,900	14,000	0	0	0	14,000	0	0	0	0	0
520603	Landfill Monitoring - Chapin	34,000	0	0	0	0	0	0	0	0	0	0
520620	EPA Cost	30,000	50,000	0	0	0	0	50,000	0	0	0	0
520702	Technical Currency & Support	1,600	14,600	13,000	1,600	0	0	0	0	0	0	0
521000	Office Supplies	3,800	4,515	1,265	2,000	600	0	0	500	150	0	0
521100	Duplicating	810	1,277	516	252	237	95	15	51	111	0	0
521200	Operating Supplies	181,740	184,166	5,980	2,500	16,660	150,177	0	4,849	4,000	0	0
521214	Safety Supplies	3,500	3,500	500	3,000	0	0	0	0	0	0	0
521220	Closure Operating Supplies	79,052	0	0	0	0	0	0	0	0	0	0
521402	Occupational Health Supplies	500	500	0	200	100	0	0	0	200	0	0
521601	Sign Materials	1,000	1,000	1,000	0	0	0	0	0	0	0	0
522000	Building Repairs & Maintenance	94,810	95,190	0	0	35,000	9,390	0	50,800	0	0	0
522050	Generator Repairs & Maintenance	1,659	1,659	0	0	0	1,659	0	0	0	0	0
522100	Heavy Equipment Repairs & Maintenance	295,390	385,396	0	0	44,000	216,915	0	120,481	4,000	0	0
522200	Small Equipment Repairs & Maintenance	42,780	42,780	0	500	500	0	0	6,780	35,000	0	0
522201	Fuel Site Repairs & Maintenance	1,550	1,550	0	0	0	1,325	0	225	0	0	0
522300	Vehicle Repairs & Maintenance	25,400	59,356	2,000	0	4,000	41,356	0	0	12,000	0	0
523200	Equipment Rental	104,444	215,189	0	0	0	213,115	0	2,074	0	0	0

COUNTY OF LEXINGTON
Combined Annual Budget - Enterprise Fund
Fiscal Year 2017-18

Fund 5700
Division: Public Works-Solid Waste
Organization: Solid Waste - All Departments

Requested

Object Expenditure Code	Classification	2016-17 Amended (Dec)	2017-18 ~~Approved~~ (Total)	BUDGET Admin.	Acctg. & Collections	Collection Stations	Landfill Operations	321 Landfill	Transfer Station	Recycling	Residential SW Collection	Non-Departmental
	Cont:											
524000	Building Insurance	3,324	3,624	310	0	2,194	0	0	1,120	0	0	0
524100	Vehicle Insurance	6,006	6,552	546	0	1,092	3,276	0	0	1,638	0	0
524101	Comprehensive Insurance	37,378	45,049	0	0	123	42,960	0	1,431	535	0	0
524201	General Tort Liability Insurance	3,809	3,934	645	73	637	1,529	0	808	242	0	0
524202	Surety Bonds	0	353	30	35	105	95	0	25	63	0	0
524900	Data Processing Equipment Insurance	107	107	0	107	0	0	0	0	0	0	0
525000	Telephone	9,530	9,530	4,068	0	5,462	0	0	0	0	0	0
525004	WAN Service Charges	6,360	6,360	6,360	0	0	0	0	0	0	0	0
525006	GPS Monitoring Charges	5,914	6,596	228	0	455	4,548	0	455	910	0	0
525020	Pagers and Cell Phones	228	228	0	0	228	0	0	0	0	0	0
525021	Smart Phone Charges	4,176	4,536	2,448	696	696	0	0	696	0	0	0
525030	800 MHz Radio Service Charges	12,348	13,476	1,272	1,272	1,320	5,724	0	1,908	1,980	0	0
525031	800 MHz Radio Maintenance	2,406	2,062	229	229	229	802	0	229	344	0	0
525041	E-mail Service Charges	1,033	1,033	387	387	129	65	0	65	0	0	0
525100	Postage	9,340	9,780	9,180	600	0	0	0	0	0	0	0
525210	Conference, Meeting & Training Expenses	6,774	6,774	3,898	0	0	1,042	0	1,834	0	0	0
525230	Subscriptions, Dues, & Books	2,137	1,965	905	0	0	950	0	110	0	0	0
525240	Personal Mileage Reimbursement	2,386	2,386	2,136	150	100	0	0	0	0	0	0
525250	Motor Pool Reimbursement	50	200	200	0	0	0	0	0	0	0	0
525315	Utilities - Landfill (Cayce 321)	28,258	32,000	0	0	0	0	32,000	0	0	0	0
525317	Utilities - Landfill (Edmund)	39,160	38,700	16,200	0	0	13,500	0	9,000	0	0	0
525318	Utilities - Convenience Stations	81,920	84,000	0	0	84,000	0	0	0	0	0	0
525400	Gas, Fuel, & Oil	172,451	166,249	839	0	9,191	124,296	0	13,642	18,281	0	0
525405	Small Equipment Fuel	2,818	1,600	0	0	600	1,000	0	0	0	0	0
525600	Uniforms & Clothing	21,610	21,244	810	520	4,289	8,186	0	3,067	4,372	0	0
526500	Licenses & Permits	6,150	6,150	0	0	250	3,200	2,000	700	0	0	0
527040	Outside Personnel (Temporary)	495,148	661,450	0	0	661,450	0	0	0	0	0	0
529903	Contingency	2,564,373	50,000	0	0	0	0	0	0	0	0	50,000
530100	Depreciation	942,700	988,104	2,000	604	210,000	650,000	5,500	60,000	60,000	0	0
534027	Keep America Beautiful Program	22,065	27,500	27,500	0	0	0	0	0	0	0	0
538000	Claims & Judgments (Litigation)	1,050	1,050	0	0	750	100	0	100	100	0	0
538500	Property Taxes	2,500	2,200	0	0	0	0	2,200	0	0	0	0
538600	SCDHEC - Administrative Order	10,000	10,000	0	0	0	10,000	0	0	0	0	0
	*** Total Operating**	**13,659,603**	**11,587,973**	**144,318**	**18,326**	**3,093,870**	**2,038,393**	**338,475**	**5,582,310**	**322,281**	**0**	**50,000**
	**** Total Personnel & Operating**	**15,498,409**	**13,480,735**	**421,226**	**198,611**	**3,506,145**	**2,588,220**	**338,475**	**5,759,964**	**567,414**	**0**	**100,680**
	Capital Items	5,025,838	2,258,943	3,004	3,146	282,601	1,525,189	0	300,500	144,503	0	0
	**** Total Capital**	**5,025,838**	**2,258,943**	**3,004**	**3,146**	**282,601**	**1,525,189**	**0**	**300,500**	**144,503**	**0**	**0**
815701	Op Trn to Solid Waste Post Closure	118,525	86,040	0	0	0	86,040	0	0	0	0	0
	*****Total Budget Appropriation**	**20,642,772**	**15,825,718**	**424,230**	**201,757**	**3,788,746**	**4,199,449**	**338,475**	**6,060,464**	**711,917**	**0**	**100,680**

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121201 - Solid Waste / Administration

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 3	193,771	96,796	207,990	207,990		
511112	FICA Cost	13,261	6,695	15,911	15,911		
511113	State Retirement	92,790	11,189	23,004	25,084		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	4,176	2,045	4,522	4,523		
	*** Total Personnel**	**327,398**	**128,425**	**274,827**	**276,908**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	13,025	11,543	20,000	31,660		
520233	Towing Services	0	0	65	65		
520305	Infectious Disease Services	324	58	331	301		
520400	Advertising & Publicity	2,204	279	2,411	3,840		
520500	Legal Services	179,626	6,421	8,666	4,000		
520702	Technical Currency & Support	0	0	0	13,000		
521000	Office Supplies	549	364	600	1,265		
521100	Duplicating	260	172	200	516		
521200	Operating Supplies	416	184	3,600	5,980		
521214	Safety Supplies	0	0	500	500		
521601	Sign Materials	0	0	1,000	1,000		
522300	Vehicle Repairs & Maintenance	564	194	1,000	2,000		
524000	Building Insurance	238	238	245	310		
524100	Vehicle Insurance - 1	530	530	546	546		
524201	General Tort Liability Insurance	608	608	626	645		
524202	Surety Bonds	0	0	0	30		
525000	Telephone	4,126	2,049	4,068	4,068		
525004	WAN Service Charges	6,359	3,180	6,360	6,360		
525006	GPS Monitoring Charges - 1	227	95	228	228		
525021	Smart Phone Charges	2,100	890	2,268	2,448		
525030	800 MHz Radio Service Charges - 2	1,096	457	1,176	1,272		
525031	800 MHz Radio Maintenance - 1	111	0	229	229		
525041	E-mail Service Charges - 3	224	161	387	387		
525100	Postage	0	347	8,740	9,180		
525210	Conference, Meeting & Training Expenses	555	325	3,898	3,898		
525230	Subscriptions, Dues, & Books	432	289	1,227	905		
525240	Personal Mileage Reimbursement	1,287	917	2,136	2,136		
525250	Motor Pool Reimbursement	0	74	50	200		
525317	Utilities - L/F Edmund	14,463	6,879	17,000	16,200		
525400	Gas, Fuel, & Oil	747	271	826	839		
525600	Uniforms & Clothing	0	0	780	810		
530100	Depreciation	2,037	0	4,500	2,000		
534027	Keep America Beautiful Program	21,065	11,032	22,065	27,500		
535110	2015 Emergency Rain Event	27,753	0	0	0		
	*** Total Operating**	**280,926**	**47,557**	**115,728**	**144,318**	**0**	**0**
	**** Total Personnel & Operating**	**608,324**	**175,982**	**390,555**	**421,226**	**0**	**0**

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works
Organization: 121201 - Solid Waste / Administration

Object Expenditure Code	Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Recommend
	Capital						
540000	Small Tools & Minor Equipment	5,700	0	500	500		
540010	Minor Software	371	0	300	~~300~~ 415		
599999	Capital Clearing	(5,060)	0	0	0		
	All Other Equipment	5,060	1,373	14,531	~~2,204~~ 2089		
	**** Total Capital**	**6,071**	**1,373**	**15,331**	**3,004**	**0**	**0**
	***** Total Expenses**	**614,395**	**177,355**	**405,886**	**424,230**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121201 Organization Title: Solid Waste / Administration
Program # Program Title: Administration

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	Small Tools and Minor Equipment	$500
	Minor Software	~~$300~~ 415
1	F1A PC RPL	$882
1	F3 Laptop RPL	~~$1,322~~ 1158
1	External DVD Drive	49

**** Total Capital (Transfer Total to Section III)** **3,004**

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Objectives:

To achieve and maintain a high standard of accuracy, completeness, timeliness and environmental efficiency in carrying out the duties of Solid Waste Management to the general public, County Council, County Administration, management and external entities. The responsibilities of this office include the supervision, coordination and administration of accounting/collections, collection & recycling centers (11), franchise garbage collection (unincorporated areas), monitoring of closed landfills (4), operation of a construction & demolition landfill, operation of wood grinding and compost facility, operation of a recycled materials processing facility, operation of a municipal solid waste transfer station, and recycling education, collection & processing.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

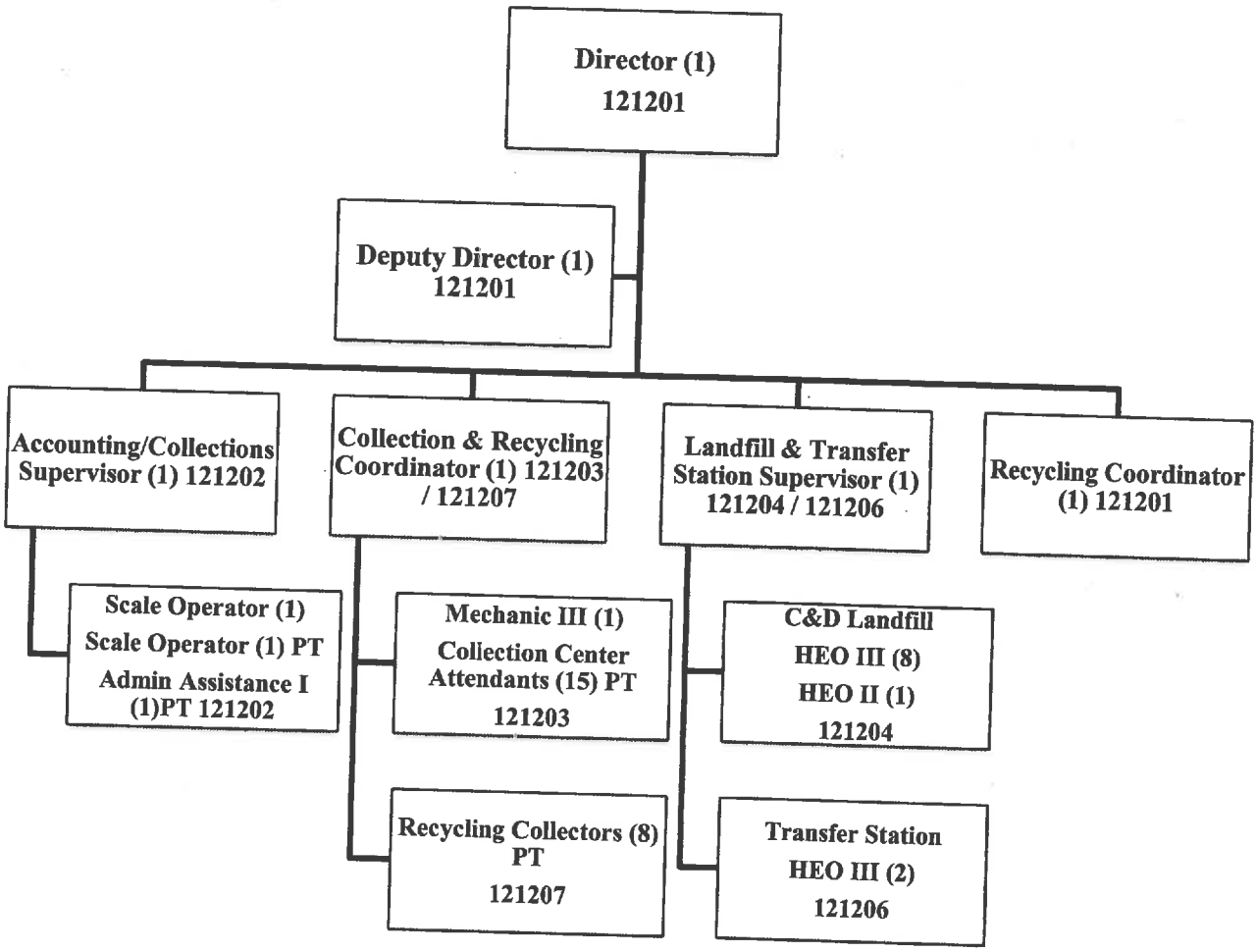
Current Staffing Level:

Job Title	Full Time Equivalent Positions	Enterprise Fund	Other Fund	Total	Pay Band
*Director	1	1		1	218
*Deputy Director	1	1		1	214
*Recycling Coordinator	1	1		1	210
Total Positions	3	3		3	

(*) Denotes positions requiring insurance.

Attached organization flowchart:

Department of Solid Waste Management
Organization FY 2017-2018



SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES — $31,660

Program 2: Recycle Education
To cover the contractor costs for the implementation, setup and operation of Household Hazardous Waste (HHW) Collection and other Recycling Events. Examples of HHW include pesticides, herbicides, cleaners and mercury. Solid Waste Management and Public Work's Stormwater Management will be partnering on this event, including the cost of the program - $30,000.

Cost of renting portable restrooms (porta-john) for HHW and E-Waste events for volunteers. 4 events x $115.00 = $460.

Contractor costs for providing address labeling and handling of bulk mailings to Lexington County Residents - $1,200.

Total Contracted Service $31,660

520233 - TOWING SERVICES — $65

To cover the cost for towing of Admin vehicle, (#34884) if required - $65

520305 – INFECTIOUS DISEASE SERVICES — $301

To cover the cost for any necessary vaccination for administrative staff.
HepB shot series - $81 per shot x 3 shots in series = $243
Hep B Titre - $58 per test x 1 = 58
Total $301

520400 - ADVERTISING — $3,840

Program 1: Administration
To cover the cost of a newspaper publication for the Full Cost Disclosure of Solid Waste Management as required by state legislation, DHEC permit updates and advertisement of Public Hearings for Solid Waste/Processing Facility Applications. This account will also cover the cost of newspaper ads for soliciting applicants for employment - $800.

Program 2: Recycling Education
To cover the cost of newspaper and online ads promoting the County's Wood Grinding, Recycling Program and Events.

Newspaper and Online Ads:

- Free Times $320 per quarter page x 1 ad = $ 320.00
- The State/Neighbors $380 per eighth page x 2 ads = $ 760.00
- Lexington Chronicle $480.00 per quarter page x 2 ads = $ 960.00
- LexingtonLife Magazine $1000.00 per half page x 1 ad = $ 1,000.00

Total $ 3,040.00

520500 - LEGAL FEES **$4,000**

To cover the cost of the County Attorney to draw up contracts, review agreements or contracts prior to signing, update SWM Plan, review or draw up other legal documents for department.

520702 - TECHNICAL CURRENCY & SUPPORT **$13,000**

To cover the cost of maintenance and support agreements with ReCollect, our solid waste mobile application software program provider.

521000 - OFFICE SUPPLIES **$1,265**

Program 1: Admin
To cover routine office supplies (paper, pens, pencils, file folders, business cards, etc.) - $400.

Program 2: Recycling Education
To cover routine office supplies (paper, pens, pencils, file folders, laminating pockets, business cards, 1 set of toner - $665, etc.) - $865.

521100 - DUPLICATING **$516**

Program 1: Admin
To cover the cost of document printing (to biz hub) and making copies of invoices, budget forms, and internal control work papers. (Based on 11,365 copies @ $.0315/ea = $ 358)

Program 2: Recycling Education
To cover the cost of making copies of recycling information, reports and grant requests. (Based on 5,000 copies @ $.0315/ea = $ 157.50 or $158)

521200 - OPERATING SUPPLIES **$5,980**

Program 1: Admin
To cover the cost of 800MHz radio battery @ $85 and $115 for misc. items = $200.

Program 2: Recycling Education
To cover the cost of supplies for the recycling program to include certificates, plaques, and education materials.

- Recycled content supplies, education supplies and promotional items (partially based on branded Visors @ $6.70 x 500 = $3,350 and mood pencils @ $0.40 x 1000 = $400)		$ 4,000
- Decals for Green Business Program		$ 400
- Printing of updated Green Business brochures		$ 400
- Quarterly Green Business Meetings 4 x $175 = $700.		$ 700
- Recycling Event volunteer supplies 8 x $35 = $280		$ 280
	Total	$ 5,780

521214 - SAFETY SUPPLIES **$500**

These funds will be used to cover the costs for safety supplies, safety videos, safety awards and other supplies necessary to maintain and enhance our safety program.

521601 - SIGN MATERIALS **$1,000**

Program 2: Recycling Education
To cover the cost of signs and sign materials for events and recycling challenges. Planned events include Green is Clean Month, E-Waste events, and Household Hazardous Waste Events.

522300 - VEHICLE REPAIRS & MAINTENANCE **$2,000**

To cover the cost of repairs and maintenance for 2010 Ford Explorer, (#34884) for the Director of SWM - Service and maintenance every 3,000 miles and additional repairs, tires, etc.

524000 - BUILDING INSURANCE **$310**

To cover the cost of allocated building insurance per HR/Risk Management schedule. FY 2016-2017 amended Dec. budget $301 + 3% = $310

524100 - VEHICLE INSURANCE (1) **$546**

To cover the cost of allocated vehicle insurance per HR/Risk Management schedule

524201 - GENERAL TORT LIABILITY INSURANCE **$645**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. FY 2016-2017amended Dec. budget $626 + 3% = $645

524202 - SURETY BONDS **$ 30**

To cover the cost of surety bonds $10 x 3 FTE's = $30. This is a surety bond year.

525000 - TELEPHONE **$4,068**

To cover all of the telephone service (Edmund Facility) for communicating with internal departments as well as Lexington County citizens.

$339 per month X 12 months = $4,068

525004 - WAN SERVICE CHARGES **$6,360**

To cover the cost of Metro"E" data connection for E-mail and Internet access for Solid Waste Dept.
6Mbps @ $530 per month X 12 months =$6,360

525006 – GPS MONITORING CHARGES **$228**

To cover the cost of vehicle GPS monitoring charges for the 2010 Ford Explorer.
$18.95 per month X 12 months =$227.40 or 228

525021 - SMART PHONE CHARGES **$2,448**

Program 1: Admin

To cover the cost of Smart Phones for the Director and Deputy Director for the period of July1, 2017 through June 30, 2018. ($63.00 per month plus $5.00 for push to talk = $68.00 per month)

Verizon Wireless Director @ $68/month x (1) x 12 = $ 816
Deputy Director @ $68/mo x (1) x 12 = 816
Total = $1,632

Program 2: Recycling Education

To cover the cost of Smart Phone for Recycling Coordinator for the period of July 1, 2017 through June 30, 2018.
Verizon Wireless @ $68/month x 12= $816

525030 - 800 MHZ RADIO SERVICE CHARGES **$1,272**

800 MHz radio service for Director and Deputy Director @ $53(5 site rate +airtime & tax)/month x 2 x 12 months =$1,272.

525031 - 800 MHZ RADIO MAINTENANCE **$229**

800 MHz annual radio maintenance for Director and Deputy Director $114.50/year (Supported) x (2) = $229.

525041 - E-MAIL SERVICE CHARGES **$387**

Program 1: Admin
E-mail charges $10.75/computer/month x 12 months x 2 computers = $ 258

Program 2: Recycling Education
E-mail charges $10.75/computer/month x 12 months x 1 computer = $ 129

525100 - POSTAGE **$9,180**

Program 2: Recycling Education

To cover the cost associated with the mailing of recycling brochures to County curbside residents. This mailing will be targeted to increase recycling volumes on curbside routes.

27,000 pieces x 0.34/piece (bulk rate mailing) = $9,180

525210 - CONFERENCE & MEETING EXPENSES **$3,898**

Program 1: SC SWANA conference

SWANA Registration & Special Courses	$	400.00
3 nights lodging $110/night x 3=		330.00
Per Diem (3 nights x $15)		45.00
Mileage 250 miles x $0.55 =		137.50
Total	$	912.50 or $913

SWANA Webinars $99/ online class x 15 classes = $1,485
Total $2,398

Program 2: Recycling Education
2 Green Business Seminars x $750 each = $1,500

525230 - SUBSCRIPTIONS, DUES AND BOOKS **$905**

Program 1: Admin

Membership to South Carolina Chapter SWANA for Director	$270
Subscription – Lexington Chronicle	55
Subscription - The State Newspaper	195
Total	$520

Program 2: Recycling Education

Membership to Carolina Recycling Association (CRA) for Recycling Coordinator	$ 385
Total	$ 905

525240 - PERSONAL MILEAGE REIMBURSEMENT **$2,136**

Program 1: Admin
To cover the cost associated with the use of a personal vehicle by the Director to attend meetings $18/month x 12 months = $ 216
To cover the cost associated with the use of a personal vehicle by the Deputy Director to attend meetings $10/month x 12 months = $ 120

Program 2: Recycling Education
To cover the cost associated with the use of a personal vehicle by the Recycling Coordinator to attend meetings and educational speaking engagements and events in the performance of job duties. $150/month x 12 = $1,800

525250 - MOTOR POOL REIMBURSEMENT **$200**

To cover the cost associated with the use of Motor Pool Vehicles when assigned vehicle is out of service for repair.

525317 - UTILITIES - EDMUND **$16,200**

To cover the cost of electric utilities for Edmund Landfill Administration office based on current monthly charges plus inflation $1,350/month x 12 months = $ 16,200

525400 - GAS FUEL & OIL **$839**

To cover the cost of fuel for one vehicle for the Director. The cost is based on fuel usage reports obtained from the Fleet Services Department. Ford Explorer (#34884) - 430 gallons per year @ $1.95/gal = $838.50

525600 – UNIFORMS & CLOTHING **$810**

To cover the cost of (3) pairs of boots and (6) shirts for the Director, Deputy Director and Recycling Coordinator.
(3) pairs of boots x $135/each = $405
(9) Shirts x $45= $405

530100 - DEPRECIATION **$2,000**

To cover the cost of allocated depreciation.

534027 - KEEP THE MIDLANDS BEAUTIFUL PROGRAM **$27,500**

To cover the cost of funding the non-profit organization Keep the Midlands Beautiful. This is a contract agreement between Lexington County and Keep the Midlands Beautiful.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$500**

Program 1: Admin
To cover the cost of items that may need to be replaced under this category - $500

540010 – MINOR SOFTWARE ~~$300~~ 415

Program 1: Admin Symantec Encryption License $115
To cover the cost of minor software items that may need to be replaced under this category - $300

5AI000 - (1) F1 PC RPL **$882**

Program 1: Administration
To cover the cost of purchasing one (1) F1 PC RPL as recommended by Information Services.

5AI000 - (1) F3 LAPTOP RPL ~~$1,322~~ 1158

Program 1: Administration
To cover the cost of purchasing one (1) F3 LAPTOP RPL $1,109 plus M1 topload laptop carrying case $49~~, M3 External USB DVD drive $49 and Symantec Encryption License $115~~ as recommended by Information Services.

External DVD drive 49

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121202 - Solid Waste / Accounting & Collections

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	89,772	40,232	86,370	86,370		
510199	Special Overtime	122	0	0	0		
510200	Overtime	213	384	1,000	1,000		
510300	Part Time - 2 (1.488 - FTE)	39,057	15,790	43,339	43,346		
511112	FICA Cost	8,802	3,999	9,999	10,000		
511113	State Retirement	60,671	6,521	14,548	15,764		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	979	169	402	405		
	*** Total Personnel**	**223,016**	**78,795**	**179,058**	**180,285**	**0**	**0**
	Operating Expenses						
520300	Professional Services	587	39	800	800		
520303	Accounting/Auditing Services	2,500	2,500	2,500	2,500		
520305	Infectious Disease Services	0	0	331	301		
520702	Technical Currency & Support	1,600	800	1,600	1,600		
521000	Office Supplies	1,939	811	2,000	2,000		
521100	Duplicating	186	105	200	252		
521200	Operating Supplies	1,904	1,608	2,500	2,500		
521214	Safety Supplies	1,451	2,255	3,000	3,000		
521402	Occupational Health Supplies	0	0	200	200		
522000	Building Repairs & Maintenance	3,342	0	0	0		
522200	Small Equipment Repairs & Maintenance	0	0	500	500		
524201	General Tort Liability Insurance	69	69	71	73		
524202	Surety Bonds	0	0	0	35		
524900	Data Processing Equipment Insurance	102	105	107	107		
525021	Smart Phone Charges	0	-96	636	696		
525030	800 MHz Radio Service Charges - 2	1,097	458	1,176	1,272		
525031	800 MHz Radio Maintenance - 2	222	0	229	229		
525041	E-mail Service Charges - 3	351	172	387	387		
525100	Postage	747	235	600	600		
525240	Personal Mileage Reimbursement	87	0	150	150		
525600	Uniforms & Clothing	290	0	500	520		
530100	Depreciation	604	0	700	604		
	*** Total Operating**	**17,078**	**9,061**	**18,187**	**18,326**	**0**	**0**
	**** Total Personnel & Operating**	**240,094**	**87,856**	**197,245**	**198,611**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	1,709	320	500	500		
540010	Minor Software	0	0	0	0		
599999	Capital Clearing	(4,583)	0	0	0		
	All Other Equipment	4,583	4,259	4,975	2,646		
	**** Total Capital**	**1,709**	**4,579**	**5,475**	**3,146**	**0**	**0**
	***** Total Expenses**	**241,803**	**92,435**	**202,720**	**201,757**	**0**	**0**

SECTION IV

Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121202 Organization Title: Solid Waste / Accounting & Collections
Program # Program Title: Accounting & Collections

Qty	Item Description	*BUDGET* 2017-2018 Requested Amount
	Small Tools and Minor Equipment	500
3	F1 A ~~F1~~ PC - RPL	2,646
	** **Total Capital (Transfer Total to Section III)**	**3,146**

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Objectives:

To achieve and maintain a high standard of accuracy, completeness and timeliness in carrying out the duties of accounting and collections. The priority functions of this cost center are to weigh incoming solid waste, record the results and insure payment as required. The weighing/billing operation is computerized and tickets are generated on a daily basis. The accounting and collection staff generates invoices on a monthly basis and mails to customer for payment. As payment on accounts are received, accounts are credited, receipts generated and monies are deposited in appropriate accounts.

Service Levels

	FY 13/14 (Actual)	FY 14/15 (Actual)	FY 15/16 (Actual)	FY 16-17 (Dec.)	FY 16-17 (Est. June)	FY 17/18 (Projected)
Landfill Permits Issued	542	597	707	325	700	715
Landfill Tickets Issued	50946	51773	58881	31276	62552	63000
Commercial Accounts	261	270	280	290	300	310
Invoices Issued	680	711	749	360	750	760

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full Time Equivalent Positions	Enterprise Fund	Other Fund	Total	Pay Band
*Acct. & Collection Supervisor	1	1		1	209
*Scale Master	1	1		1	106
*PT Scale Master	1	.75		.75	106
PT Clerk	1	.7		.7	104
Total Positions	4	3.45		3.45	

(*) Denotes positions requiring insurance.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520300 - PROFESSIONAL SERVICES **$800**

To cover the cost of a credit report service for screening potential new landfill customers - $525. This includes the cost of credit report fees and membership dues of $275.00.

520303 - ACCOUNTING/AUDITING SERVICES **$2,500**

To cover the cost of the annual financial audit performed by an independent firm. - $2,500.

520305 – INFECTIOUS DISEASE SERVICES **$301**

To cover the cost for any necessary vaccination for accounting and collection staff.
Hep B shot series - $81 per shot x 3 shots in series = $243
Hep B Titre - $58 per test x 1 = 58
Total $ 301

520702 - TECHNICAL CURRENCY & SUPPORT **$1,600**

To cover the cost of maintenance and support agreements with WasteWorks, our solid waste software program provider.

521000 - OFFICE SUPPLIES **$2,000**

To cover routine office supplies - paper, pens, binders, file folders, internal control forms, color paper for flyers, and printing of envelopes - $661. Also includes HP LaserJet Print Cartridges - $1,339

2 @ $168.88 ea. plus tax = $ 361.40
3 @ $202.00 ea. plus tax =$ 648.42
2 @ $154.00 ea. plus tax = $ 329.56
Total $1,339.38

521100 - DUPLICATING **$252**

To cover the cost of making copies of landfill tickets, recycling records, various reports for finance, invoices for payable activity and internal control paperwork. (Based on 8,000 copies @ $.0315/ea)

521200 - OPERATING SUPPLIES **$2,500**

To cover the cost of landfill permits, decals, scale tickets, invoices, statements and other misc supplies such as batteries.
20 boxes scale tickets @ $75.00 ea. plus tax and shipping = $ 1,990.20
2 boxes invoices @ $65.00 ea. plus tax and shipping = $ 184.00
Total $2,174.20

521214 - SAFETY SUPPLIES **$3,000**

To cover the cost of safety vests (including disposable) for the public that uses the Edmund Landfill. The public may also purchase the vests from which the revenues generated may off-set part of the cost of this line item.

20 cases disposable vests @ 76.95 ea. plus tax and shipping = $1,799.31
250 vest (Central Stores) x $4.50 ea. = $1,125.00
Total= $ 2,924.31

521402 - OCCUPATIONAL HEALTH SUPPLIES **$200**

To cover the cost of first aid supplies, eye wash, sanitizers, gloves, etc.

522200 - SMALL EQUIPMENT REPAIRS & MAINT. **$500**

To cover the cost of emergency repair and maintenance for small office machines.

524201 - GENERAL TORT LIABILITY INSURANCE **$73**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. FY 2017-2018 $71 + 3% = $73

524202 - SURETY BONDS **$35**

To cover the cost of surety bonds – $10 per FTE x 3.45FTE's = 34.50 or $35. This is a surety bond year.

524900 - DATA PROCESSING EQUIPMENT INSURANCE **$107**

To cover the cost of allocated data processing equipment insurance. Cost provided by County Risk Management.

525021 - SMART PHONE CHARGES **$696**

To cover the cost of Smart Phone for the Accounting and Collections Supervisor for the period of July 1, 2017 through June 30, 2018. ($53.00 per month + $5.00 push to talk)

$58/month x (1) x 12 = $ 696

525030 - 800 MHZ RADIO SERVICE CHARGES (2) **$1,272**

800 MHz radio for office use @ $53(5 site rate + airtime & tax) /month for 12 months = $636
800 MHz radio for scale house @ $53(5 site rate + airtime & tax) /month for 12 months = $636
Total $1,272

525031 - 800 MHZ RADIO MAINTENANCE **$229**

800 MHz office radio maintenance - $ 114.50/ year
800 MHz scale house radio maintenance - $ 114.50/year
Total $ 229.00

525041 - E-MAIL SERVICE CHARGES **$387**

E-mail charges $10.75/computer/month x 12 months x 3 computers = $ 387

525100 - POSTAGE **$600**

To cover the cost to mail monthly billing and assorted correspondence.

525240 - PERSONAL MILEAGE REIMBURSEMENT **$150**

These funds are for reimbursement to cover the cost to the Accounting and Collections staff when it is appropriate to use her/his personal vehicle for the conduct of county business. Examples of this may occur when it is necessary to attend Administrative Staff meetings during the Directors absence, to make deposits at Treasurer's Office, and attend committee meetings.

525600 – UNIFORMS AND CLOTHING **$520**

These funds are for the purchase of high visibility safety green apparel and safety toe shoes for the scale operators. This includes the purchase of shirts, sweatshirts and jackets. These are required to be worn by the staff to ensure their safety.

Safety shoes- $135/pair x 2 pair = $270.00
Shirt, Jacket, Sweatshirt, - $75.00 each x 3 employees =$ 225.00
Shirt - $25.00 for supervisor

530100 - DEPRECIATION **$604**

To cover the cost of allocated depreciation.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$500**

To cover cost of a cell phone for the Accounting and Collections Supervisor and other items that may need to be replaced under this category.

5AI000 – (3) F1 PC's – RPL **$2,646**

These funds will be used to purchase (3) F1 PC replacements as recommended by Information Services.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121203 - Solid Waste / Collection Stations

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510100	Salaries & Wages - 1.5	70,658	32,440	69,045	69,045		
510199	Special Overtime	54	0	0	0		
510200	Overtime	1,580	1,317	1,317	2,700		
510300	Part Time - LS (11.05 - FTE)	158,542	87,672	216,776	247,241		
511112	FICA Cost	17,036	9,091	21,942	24,402		
511113	State Retirement	100,898	12,335	31,722	38,470		
511120	Insurance Fund Contribution - 1.5	11,700	5,850	11,700	11,700		
511130	Workers Compensation	22,053	11,647	677	18,717		
511213	State Retirement - Retiree	11,039	1,702	0	0		
	*** Total Personnel**	**393,560**	**162,054**	**353,179**	**412,275**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	405	0	775	775		
520103	Landscaping/Ground Maintenance	2,960	0	3,400	3,600		
520200	Contracted Services	860,222	373,032	894,191	1,999,019		
520219	Water & Other Beverage Service	1,292	467	3,161	3,498		
520233	Towing Service	0	0	130	130		
520300	Professional Services	0	8,800	49,500	0		
520302	Drug Testing Services	0	0	150	150		
520305	Infectious Disease Services	0	0	0	301		
520400	Advertising & Publicity	0	0	2,000	2,000		
521000	Office Supplies	487	35	600	600		
521100	Duplicating	141	104	100	237		
521200	Operating Supplies	18,967	5,774	16,660	16,660		
521402	Occupational Health Supplies	0	0	100	100		
522000	Building Repairs & Maintenance	66,269	9,468	35,000	35,000		
522100	Heavy Equipment Repairs & Maintenance	50,292	20,646	33,000	44,000		
522200	Small Equipment Repairs & Maintenance	0	0	500	500		
522300	Vehicle Repairs & Maintenance	1,834	810	4,000	4,000		
524000	Building Insurance	2,068	2,154	2,130	2,194		
524100	Vehicle Insurance - 2	1,060	1,060	1,092	1,092		
524101	Comprehensive Insurance	123	123	123	123		
524201	General Tort Liability Insurance	600	600	618	637		
524202	Surety Bonds	0	0	0	105		
525000	Telephone	4,340	2,143	5,462	5,462		
525006	GPS Monitoring Charges - 2	455	190	455	455		
525020	Pagers and Cell Phones	209	85	228	228		
525021	Smart Phone Charges	657	263	636	696		
525030	800 MHz Radio Service Charges - 2	1,095	459	1,176	1,320		
525031	800 MHz Radio Maintenance - 2	222	0	229	229		
525041	E-mail Service Charges - 1	81	54	129	129		
525240	Personal Mileage Reimbursement	0	0	100	100		
525317	Utilities - Edmund	0	0	0	0		
525318	Utilities - Convenience Stations	80,800	34,988	81,920	84,000		
525400	Gas, Fuel, & Oil	7,194	3,904	8,768	9,191		
525405	Small Equipment Fuel	377	141	1,318	600		
525600	Uniforms & Clothing	2,192	2,324	4,008	4,289		
526500	Licenses & Permits	0	0	250	250		
527040	Outside Personnel	487,058	201,498	495,148	661,450		
530100	Depreciation	204,749	0	200,000	210,000		
538000	Claims & Judgments (Litigation)	686	500	750	750		
	*** Total Operating**	**1,796,835**	**669,622**	**1,847,807**	**3,093,870**	**0**	**0**
	**** Total Personnel & Operating**	**2,190,395**	**831,676**	**2,200,986**	**3,506,145**	**0**	**0**

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121203 - Solid Waste / Collection Stations

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Capital						
540000	Small Tools & Minor Equipment	8,928	707	1,000	1,000		
599999	Capital Clearing	(558,269)	0	0			
	All Other Equipment	558,269	424,674	3,510,934	281,601		
	**** Total Capital**	**8,928**	**425,381**	**3,511,934**	**282,601**	**0**	**0**
	***** Total Expenses**	**2,199,323**	**1,257,057**	**5,712,920**	**3,788,746**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121203 Organization Title: Solid Waste / Collection and Recycling Centers
Program # 1 Program Title: Collection and Recycling Centers

Qty	Item Description	*BUDGET* 2017-2018 Requested Amount
	Small Tools and Minor Equipment	1,000
	Signs	4,000
	Concrete Pads/Asphalt (Replacement)	45,000
	Collection & Recycling Center Striping	4,500
5	Compactors (Replacement)	180,085
2	Compactor Electric Units (Replacement)	24,067
	Concrete Pads for Tire Containers	4,630
3	Automated Vehicle Counter	10,541
3	Car Port Recycling Shelter	8,778

** Total Capital (Transfer Total to Section III) **282,601**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 –Collection and Recycling Centers

Program 1: Collection and Recycling Centers

Objectives:

This program requires the effort of a full time Collection and Recycling Center Coordinator, one full time maintenance mechanic, approximately 15 County employed part-time Collection and Recycling Center Attendants and an additional 40 to 60 contracted personnel from Babcock Center. The function of this cost center is to ensure the proper disposal of all materials brought by Lexington County residents to the various Collection and Recycling Centers in a safe and efficient manner. The attendants keep records of all contracted waste container pulls, contracted and SWM recyclable materials pulls and vehicle traffic counts in the centers. The attendants are also responsible for housekeeping activity in the attendants building and on the grounds at the centers. Currently, there are eleven (11) Collection and Recycling Centers throughout the county with the Babcock Center personnel staffing nine (9) of these centers.

The Collection and Recycling Coordinator is housed at the SWM offices at the Lexington County Landfill.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Collection and Recycling Centers

Services Provided	Actual FY 14/15	Actual FY 15/16	Estimated FY 16/17	Projected FY 17/18
MSW Collected (Tons)	28,987	29,568	30,360	31,878
Yard Trash Collected (Tons)	24,673	26,889	24,553	25,780
Total # of Resident Deliveries	1,693,764	1,685,980	1,737,189	1,775,000

SECTION V. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full Time Equivalent Positions	General Fund	Other Fund	Total	Pay Band
Coordinator	.5		.5	.5	210
Equipment Mechanic	1		1	1	111
* Collection Center Attendants	9.0		9.0	9.0	101
Total Positions	10.5		10.5	10.5	

Only two of these positions, Collection and Recycling Coordinator and Equipment Mechanic have benefits.

* These positions are part-time, without benefits.

15 attendants @ 24 hours per week = 360 hours, divided by 40 hour (FTE Hours) =	9.0 FTE positions
.5 Coordinator @ 40 hours per week = 20 hours, divided by 40 hour =	.5 FTE positions
1 Equipment Mechanic =	1 FTE positions
Total FTE for 121203	10.5 FTE positions

Other half of Coordinator is charged to 5700-121207

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 - CONTRACTED MAINTENANCE $775

These funds are for the annual inspection and replacement of the portable fire extinguishers at the eleven (11) Collection & Recycling Centers.

11 centers x $45 per inspection	=	$ 495.00
5 replacements per year x $56	=	280.00
	Total	$ 775.00

520103 – LANDSCAPING/GROUND MAINTENANCE $3,600

These funds are for the mowing and/or cutting of the 2 detention ponds located at the Edmund CRC and the Southeast CRC. The ponds will be cut two times per year to keep an aesthetic appearance and safe environment at the Collection & Recycling Centers. Cost to cut the Edmund detention pond is estimated at $800 per service and the Southeast detention pond is estimated at $1,000 per service.

- Edmund CRC $800 x 2 mowing services per year	= $	1,600.00
- S.E. CRC $1,000 x 2 mowing services per year	= $	2,000.00
	$	3,600.00

520200 - CONTRACTED SERVICES $1,999,019

These funds are for the transportation of solid waste from the 11 Collection and Recycling Centers, Edmund Landfill and community projects that we support during the year. The list below represents the estimated number of pulls and the total cost of those pulls based on the recent service history. These are anticipated costs based on current recognizable trends and conditions. Efforts have been made to forecast the waste stream through these centers for the coming year, however continued growth in the county, changes in participation in the Franchise Residential Collection program, changes in numbers and locations of Collection & Recycling Centers, changes in citizens involvement in Recycling efforts, inefficiency of waste compaction equipment and other unknowns can have a tremendous impact on the number of required pulls from the centers and the respective costs associated with those pulls. Additionally, an increase in the number of compactors can result in increased efficiency, thereby reducing the costs associated with waste transportation. The current contract with our hauler expires on June 30, 2017 and they have indicated that they will not renew the contract. The contract has been placed out for bid and these costs are based on an estimated contract increase to $245.00 per pull and $75.00 per container rental throughout the fiscal year.

Estimated Pulls July 1, 2017 – June 30, 2018

Ball Park	1,100	pulls/yr. @	$244.72	$269,192.00 +	$5,400.00 rent:	Period Total =	$274,592.00
Bush River	1,140	pulls/yr. @	$244.72	$278,980.80 +	$5,400.00 rent:	Period Total =	$284,380.80
Chapin	690	pulls/yr. @	$244.72	$168,856.80 +	$5,400.00 rent:	Period Total =	$174,256.80
Edmund	950	pulls/yr. @	$244.72	$232,484.00 +	$5,400.00 rent:	Period Total =	$237,884.00
Edmund *Landfill	75	pulls/yr. @	$ 244.72	$18,354.00 +	$900.00 rent:	Period Total =	$19,254.00
Hollow Creek	510	pulls/yr. @	$244.72	$124,807.20 +	$3,600.00 rent:	Period Total =	$128,407.20
Leesville	330	pulls/yr. @	$244.72	$80,757.60 +	$2,700.00 rent:	Period Total =	$83,457.60
Pelion	450	pulls/yr. @	$244.72	$110,124.00 +	$2,700.00 rent:	Period Total =	$112,824.00
River Chase	975	pulls/yr. @	$244.72	$238,602.00 +	$3,600.00 rent:	Period Total =	$242,202.00

Sandhills	900	pulls/yr @	$244.72	$220,248.00 +	$5,400.00	rent: Period Total =	$225,648.00
Southeast	475	pulls/yr. @	$244.72	$116,242.00 +	$4,500.00	rent: Period Total =	$120,742.00
Summit	375	pulls/yr. @	$244.72	$91,770.00 +	$3,600.00	rent: Period Total =	$95,370.00
Total	**7,970**	**Pulls/yr. @**	**$244.72**	**$1,950,418.40 +**	**$48,600.00**	**Rent: Period Total=**	**$1,999,018.40**

520219 – WATER AND OTHER BEVERAGES **$3,498**

These funds provide clean (bottled) drinking water to each of the eleven (11) Collection and Recycling Centers. Due to the nature of the Babcock staff and the contamination of some of the centers drinking water, it is necessary that we provide safe, clean water to consume during their shifts.

- 9 centers x 5 bottles/month = 45 bottles/month
- 2 centers x 4 bottle/month = 8 bottles/month
- 45 bottles/month x 12 months = 540 bottles
- 8 bottles/month x 12 months = 96 bottles + 540 bottles = 636 bottles
- 636 bottles x $5.50 per bottle = $3,498.00

520233 – TOWING **$130**

These funds cover any towing charges on the two (2) County vehicles assigned to this program (F-150 pick-up #31877, F-550 service vehicle #32421)

520302 - DRUG TESTING SERVICES **$150**

These funds are for testing of employees as necessary in response to specific, non-random, situations.

520305 – INFECTIOUS DISEASE SERVICES **$301**

This account will cover the cost for hepatitis "B" inoculations available to employees. 29CFR 1910.1030 Guidelines apply to any personnel considered at risk under OSHA 1970 General Data clause. There is considerable information available to support the inclusion of certain personnel in the Solid Waste Management Division in a pathogenic exposure program to vaccinate against hepatitis "B".

Shot Series cost/ employee $301 x 1 employees = $301

520400 - ADVERTISING **$2,000**

These funds are for the production and distribution of printed flyers, handouts, advertisements, etc. to be used for SWM Collection & Recycling Centers and County recycling education and promotional materials. Handouts would include information regarding the operations of the Collection & Recycling Centers. This cost also includes production and distribution of flyers concerning holiday schedules and/or changes to the operations of Collection & Recycling Centers.

521000 - OFFICE SUPPLIES **$600**

Office Supplies include: Business cards, printer cartridges, file folders, bulletin board, pens, pencils, laminates, etc., as needed.

521100 - DUPLICATING **$237**

These funds are necessary for copying work reports, time sheets, time cards, training sheets, work schedules etc. related to the Collection & Recycling Centers.

Cost	0.0315
Copies	7,500
Total	$237.00

521200 - OPERATING SUPPLIES **$16,660**

These funds are necessary to provide such items as cleaning supplies, disinfectants, brooms, rakes, shovels, water hoses, work gloves and other necessary operating supplies for the eleven (11) Collection and Recycling Centers, Collection Coordinator and Maintenance Mechanic. First Aid supplies, employee personal protective equipment (safety glasses, safety vests, rubber gloves, etc), temporary signage, locks and keys are also included in this line item. These supplies are necessary to maintain an efficient, clean and safe environment for employees and residents. Operating Supplies are stored at the SWM offices and distributed to the centers as needed. This figure represents approximately $125.00 per center per month in operating supplies and $160.00 yr for Coordinator, Mechanic.

$125.00 x 11 Collection & Recycling Centers = $1,375/mo
$1,375.00 x 12 mo = $16,500.00
$16,500.00 + $160.00 = $16,660.00

521402 - OCCUPATIONAL HEALTH SUPPLIES **$100**

This account will cover the cost of health supplies to protect the employees from hazardous materials. Items included but not limited to: face masks, latex gloves, chemical gloves, etc.

522000 - BUILDING REPAIRS & MAINTENANCE **$35,000**

These funds are for normal maintenance, repairs and upkeep of the 11 Collection & Recycling Centers attendant's building's, asphalt, concrete, fences, and gates to allow for appropriate security and safety of the Center's. It also covers the maintenance and repair of any electrical, plumbing, minor damage or any other on-going maintenance needs. Due to the age and high usage of the facilities, maintenance costs continue to increase each year.

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$44,000**

These funds are necessary for the repairs and maintenance of the solid waste compactors at the 11 Collection & Recycling Centers. This line item reflects the fact that our inventory of waste compactors has aged to a point where we are experiencing repairs of major components to include hydraulic cylinders, motors and pumps. Parts for these compactors are getting more difficult to obtain due to their age and changes in design, which has forced us to replace whole units rather than individual parts. Currently, there are 53 compactors in operation. The increase in this line item will allow for the purchase of an extra hydraulic cylinder. During the current fiscal year two new cylinders had to be purchased which has depleted this account.

522200 - SMALL EQUIPMENT REPAIRS AND MAINTENANCE **$500**

These funds are for the repairs of lawnmowers, weed eaters and other small equipment needed to maintain environmental safety and aesthetic appearance of the Collection & Recycling Centers.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$4,000**

These funds are for normal maintenance costs associated with the operation of the F-150 Pickup Truck #31877 and the Service vehicle F-550 #32421 assigned to this account.

F-150 Pickup Co #31877	$ 1,500
F-550 Service Vehicle Co #32421	$ 2,500
Total	$ 4,000

524000 - BUILDING AND CONTENTS INSURANCE **$2,194**

These funds are for insurance of the buildings at the 11 Collection & Recycling Centers. This figure provided by Risk Management.

2017-2018 Insurance Estimate	$ 2,130.00
3% increase estimated by Risk Management	$ 63.90
Total	$ 2,193.90

524100 - VEHICLE INSURANCE **$1,092**

These funds are for insurance of the F-150 pickup #31877 and the service vehicle F-550 Ford #32421 assigned to the Maintenance Mechanic. This figure provided by Risk Management.

524101 – COMPREHENSIVE INSURANCE **$123**

These funds are for comprehensive insurance for the service vehicle F-550 Ford #32421 assigned to the Maintenance Mechanic. This figure provided by Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE **$637**

These funds are for General Tort Liability Insurance for the Collection & Recycling Centers Coordinator, Maintenance Mechanic and County employed station attendants. This figure provided by Risk Management.

2017-2018 Insurance Estimate	$ 618.00
3% increase estimated by Risk Management	$ 18.54
Total	$ 636.54

524202 - SURETY BOND **$105**

To cover the cost of surety bonds for full-time equivalent employees 10.5 FTE's x $10 per FTE = $105. This figure provided by HR/Risk Management.

525000 - TELEPHONE **$5,462**

These funds are for telephone service for 11 Collection & Recycling Centers.
11 Phones @ $38.67/ea (average) = $425.37 per month
12 months @$425.37 = $5,104.44 + sales tax $357.31 = $5,461.75

525006 – GPS MONITORING CHARGES **$455**

To cover the cost of monthly vehicle GPS monitoring charges for the F-150 pickup Co #31877 and the service vehicle F-550 Ford Co #32421.
2 @ $18.95/month = $37.90
12 months @ $37.90 = $454.80

525020 - PAGERS AND CELL PHONES **$228**

This account covers the cost for the Maintenance Mechanic's cellular telephone.

Verizon Mobile Phone	$ 19.00
Months	X 12
Total	$ 228.00

525021 – SMART PHONE CHARGES **$696**

This account covers the cost for a smart phone for the Collection and Recycling Coordinator.

Verizon Smart Phone ($53.00 plus $5.00 push to talk)	$ 58.00
Months	X 12
Total	$ 696.00

525030 - 800 MHZ RADIO SERVICE CHARGES (2) **$1,320**

This account covers cost for two (2) 800 MHz Radios, $55.00 (6 site rate + airtime & tax) /mo.

Monthly service charge for two 800 MHZ radio 2 x $55.00	$ 110.00
Months	x 12
Total Service Charges	$ 1,320.00

525031 - 800 MHZ RADIO MAINTENANCE CONTRACTS (2) **$229**

This account covers cost for two (2) 800 MHz Radios maintenance contracts. The cost per radio includes tax.

Coordinator	$114.50/ year x 1 radio	= $ 114.50
Mechanic	$114.50/ year x 1 radio	= $ 114.50
	Total	$ 229.00

525041- E-MAIL SERVICE CHARGES **$129**

These funds are for the Collection & Recycling Centers Coordinators E-mail account. $10.75/mo x 12 months = $129.00

525240 - PERSONAL MILEAGE REIMBURSEMENT **$100**

These funds are for reimbursement to cover the cost to the Coordinator when it is appropriate to use his/her personal vehicle for the conduct of county business. Examples of this may occur when it is necessary to visit the Collection & Recycling Centers on weekends, or in the early mornings or late afternoon, or when the county vehicle is not available.

525318 – UTILITIES **$84,000**

These funds are for utility expenses at the 11 Collection & Recycling Centers. The increase in this line item accounts for SCE&G rate increases and lighting upgrades to be made during the new fiscal year.

Average cost per month =	$7,000
Number of months=	x 12
Total=	$84,000

525400 - GAS, FUEL & OIL **$9,191**

These funds are for gas, oil and other fluids and lubricants necessary for the operation of the Coordinator's F-150 pickup truck (#31877) and the Maintenance Mechanic's F-550 service vehicle (#32421) assigned to this account. These funds will also cover the cost of hydraulic fluid needed to operate the compactors at the Collection and Recycling Centers. (Fuel estimates set by Fleet Services Manager: $1.95/gal. gas; $2.15/gal diesel)

F-150 Pickup - 30 gallons per week @ $1.95 /gal = $58.50/week x 52 weeks	=	$ 3,042.00
F-550 Service Truck - 55 gallons per week @ $2.15 = $118.25/week x 52 weeks	=	$ 6,149.00
	Total =	$ 9,191.00

525405 - SMALL EQUIPMENT FUEL **$600**

This account covers the cost of fuel for all small equipment.

525600 - UNIFORMS & CLOTHING **$4,289**

These funds are for uniforms and clothing for the 15 Recycling Center attendants and maintenance mechanic. Attendants receive a new pair of safety shoes every other year which is around 8 pair per year and the maintenance mechanic receives a new pair every year

Safety Shoes	10 Pair @ $135.00	$ 1,350.00
Shirt – Short Sleeve	65 @ $14.50	$ 942.50
Shirt – Long Sleeve	65 @ $14.50	$ 942.50
Sweatshirt Hood w/zipper	39 @ $15.00	$ 585.00
Summer Caps	25 @ $7.50	$ 187.50
S.C. Sales tax @ 7%		$ 280.53
Total		$ 4,288.03

526500 - LICENSE & PERMITS **$250**

These funds will cover any unforeseen cost of water testing by SC DHEC (based on current permit fees) at the 4 Collection & Recycling Centers with wells.

527040 - OUTSIDE PERSONNEL **$661,450**

These funds cover the payment for Babcock Center personnel at nine (9) of the Collection & Recycling Centers under contract (IAW C07022-12/1/06B), which expires on June 30, 2017. These costs reflect the increased charges to renew the contract through the fiscal year 2017-18, based on an initial conversation with Babcock. This is a 35% increase over the current contract price.

Ball Park Collection & Recycling Centers	$ 71,272.20
Bush River Collection & Recycling Centers	$ 71,272.20
Chapin Collection & Recycling Centers	$ 71,272.20
Edmund Collection & Recycling Centers	$ 71,272.20
Hollow Creek Collection & Recycling Centers	$ 71,272.20
Pelion Collection & Recycling Centers	$ 71,272.20
River Chase Collection & Recycling Centers	$ 71,272.20
Sandhills Collection & Recycling Centers	$ 71,272.20
Southeast Collection & Recycling Centers	$ 71,272.20
Maintenance work – all sites	$ 20,000.00
Total	$661,449.80

530100 - DEPRECIATION **$210,000**

This cost will cover the depreciation of our equipment.

538000 - CLAIMS & JUDGMENTS **$750**

This account will cover any cost that may occur that are lower than the deductible of our insurance.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$1,000**

This account will cover the cost for any small tools and/or minor equipment which falls below the $500 capital cost limit, especially items not stocked at Central Warehouse. Among the items to be purchased are lawn mower(s), weed trimmer(s), leaf blower(s), small hand tools, as well as chair(s), file cabinet(s), other office equipment and etc. for use at the 11 Collection & Recycling Centers.

5AI000 - SIGNS **$4,000**

This amount represents the funds necessary to obtain new and/or replacement directional, informational and educational signs needed at each of the Collection & Recycling Centers. This amount also includes costs for signposts, brackets and other hardware necessary for the installation of new and or existing signs. In some cases the signs are needed to solve a safety issue (i.e. traffic direction/control). In other instances, the signs will direct the types of recycle products accepted in a given container, reducing the chance of contaminated containers and insuring the optimum revenue for the container when delivered to the processor. The increase results from recent cost increases from the supplier(s), especially related to the increase in steel costs for acceptable signposts. Average cost per sign will vary based on the size, color and message.

5AI000 - CONCRETE PADS/ASPHALT (REPLACEMENT) **$45,000**

This account will cover the cost to repair or replace existing black top or concrete pads at various Collection and Recycling Centers. The black top is cracked and broken due to the heavy containers being set down on it over time. To ensure the safety and integrity of our Collection & Recycling Centers, we need to repair or replace the black top with concrete or asphalt. In some cases, we need to replace the existing broken concrete.

5AI000 - COLLECTION AND RECYCLING CENTER STRIPING **$4,500**

These funds will be used to provide direction and safety striping at the eleven (11) Collection and Recycling Centers. The striping provides increased visibility at night, a safety barrier for the staff and efficiency of traffic flow.

5AI000 - COMPACTORS (REPLACEMENT) **$180,085**

These funds will be used to purchase two (2) new Wastequip Accurate Model 645XHD-7, and three (3) new Model 445XHD-7 compactors to replace existing compactors that are 15-20 years old. Replacement parts for these units are getting very difficult to find. Based on the age of the compactors and a maintenance analysis performed during the past, a replacement schedule has been established.

445XHD-7 (single phase)	2 @ $ 27,121.00	$ 54,242.00
445XHD-7 (three phase)	1 @ $ 26,121.00	$ 26,121.00
645XHD-7 (three phase)	1 @ $ 42,030.00	$ 42,030.00
645XHD-7 (single phase)	1 @ $ 39,710.60	$ 39,710.00
Installation Charges	5 @ $ 1,240.00	$ 6,200.00
SC Sales Tax		$ 11,781.21
	Total	$ 180,084.21

5AI000– COMPACTOR ELECTRIC UNIT (REPLACEMENT) $24,067

These funds will be used to cover the cost of replacing the electrical power units on some of the older compactors. Replacement parts for these units are getting very difficult to find. Based on the age of the compactors, it is imperative that we start refurbishing a couple each year. These replacement units will virtually turn a 15 year old compactor into a new compactor for about a third of the cost of a new compactor. A new compactor costs about $40,304. Once these units are replaced, there is very little maintenance that is required to the compactor.

Three Phase Power Unit	$13,580.00
Single Phase Power Unit	$ 8,912.00
S.C. State Sales Tax	$ 1,574.44
Total	$24,066.44

5AI000– Concrete Pads for Tire Containers $4,630

These funds will be used to cover the cost of adding concrete pads for waste tire containers at two Recycling Centers. Tire collection at select Recycling Centers was introduced in December 2015. Two of the 6 sites where waste tires are collected have containers that are placed on unpaved surfaces. Placing containers on any unpaved surface results in holes, uneven terrain, standing water, and presents trip hazards for citizens and staff.

Pad Dimensions	25 feet x 10 feet x 6 inches
Pad Volume	4.63 yd^3
Cost per cubic yard	$500.00
Cost per pad	$2,315.00
Total	**$4,630.00**

5AI000– Automated Vehicle Counter $10,541

These funds will be used to cover the cost of purchasing automated vehicle counting systems for a select number of the Collection and Recycling Centers. Currently, Collection Center Staff have to manually count vehicles using a handheld counter. Manual counts are not always accurate because staff members have numerous tasks to perform which includes assisting citizens, helping change compactor containers, and several other daily assignments. Accurate vehicle counts are imperative in monitoring trends in Collection Center usage and forecasting operational needs in each year's budget request. The addition of automated vehicle counters will ensure accuracy and allow staff members to focus more of their time on managing the Collection Center.

Single Loop Vehicle Counter	1 @ $1,135.00	$ 1,135.00
Dual Loop Vehicle Counter	2 @ $1,485.00	$ 2,970.00
Electrical Installation		$ 3,600.00
Roadway Loop Installation		$ 2,400.00
Shipping		$ 140.00
SC Sales Tax		$ 295.67
Total		

5AI000 – Recycling Shelter (Replacement) $8,778

This account will cover the cost of replacing recycling shelters at a select number of Collection and Recycling Centers. New Storm Water Management Guidelines have been implemented by DHEC which requires more items to be placed under cover. In order to be in compliance, the already cramped shelters will begin housing more items that were previously uncovered. Three shelters per year will be replaced until all of the shelters have been upgraded to accommodate the new DHEC requirements.

20' X 20' Shelter	3 @ $2,734.33	$ 8,202.99
SC Sales Tax		$ 574.21
Total		$ 8,777.20

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121203 Organization Title: SWM/Collection & Recycling Centers
Program # 1 Program Title: Horse Neck Collection & Recycling Center Addition

Object Code	Expenditure Classification	Total 2017-2018 Requested
	Personnel	
510100	Salaries #___	0
510300	Part Time #___	0
511112	FICA Cost	0
511113	State Retirement	0
511114	Police Retirement	0
511120	Insurance Fund Contribution #___	0
511130	Workers Compensation	0
511131	S.C. Unemployment	0
	*** Total Personnel**	
	Operating Expenses	
520100	Contracted maintenance	45
520103	Landscaping/Ground Maintenance	1,600
520200	Contracted Services	121,642
520219	Water and Other Beverages	299
520300	Professional Services	0
520400	Advertising	500
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	1,500
		0
		0
522100	Heavy Equipment Repairs & Maintenance	2,000
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	0
523000	Land Rental	0
		0
524000	Building Insurance	200
524100	Vehicle Insurance #___	0
524101	Comprehensive Insurance #___	0
524201	General Tort Liability Insurance	0
524202	Surety Bonds	0
525000	Telephone	497
		0
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525318___	Utilities - _____	7,800
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
527040	Outside Personnel	71,272
		0
		0
		0
		0
		0
		0
	*** Total Operating**	207,355
	**** Total Personnel & Operating**	207,355
	**** Total Capital (From Section IV)**	1,879,026
	***** Total Budget Appropriation**	2,086,381

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2016 - 2017

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121203 Organization Title: SWM / Collection & Recycling Centers
Program : #1 Program Title: Horse Neck Collection and Recycling Center Addition

Qty	Item Description	***BUDGET*** 2016-2017 Requested Amount
	Engineering Services - Horse Neck CRC Addition	227,000
	Land Purchase - Horse Neck CRC Addition	125,000
	Construction Costs - Horse Neck CRC Addition	1,200,000
6	New Compactors - Horse Neck CRC Addition	277,794
	Signs - Horse Neck CRC Addition	1,500
	Video Surveillance Camera System - Horse Neck CRC Addition	6,500
1	Attendant Building - Horse Neck CRC Addition	16,050
1	600 Gallon Oil Tank - Horse Neck CRC Addition	12,626
1	Metal Carport Cover - Horse Neck CRC Addition	2,926
1	Glass Trailer - Horse Neck CRC Addition	9,630

**** Total Capital (Transfer Total to Section III)** **1,879,026**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1– Horse Neck Collection and Recycling Center - Addition

Program 1: Horse Neck Collection and Recycling Center - Addition

Objectives:

This program is established to add a new Collection and Recycling Center in the Horse Neck area of the County. The new facility is necessary to provide a safe and efficient Center for residents to dispose of all their solid waste materials and recyclables in this community.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Horse Neck Collection and Recycling Center

Service Levels	**Projected FY 17/18**
Annual Vehicle Count	95,733
# of Vehicles per hour	36.04
# of Vehicles per day	371.06

SECTION VI. – LINE ITEM NARRATIVES

520100 - CONTRACTED MAINTENANCE **$45**

These funds are for the annual inspection and replacement of the portable fire extinguishers at the new Collection & Recycling Center.

1 center x $45 per inspection = $ 45.00

520103 – LANDSCAPING/GROUND MAINTENANCE **$1,600**

These funds are for the mowing and/or cutting of the 1 detention pond. The pond will be cut two times per year to keep an aesthetic appearance and safe environment at the Collection & Recycling Center. Cost to cut the pond is estimated at $800 per service.

Horse Neck CRC $800 x 2 mowing services per year = $ 1,600.00

520200 CONTRACTED SERVICES **$121,642**

These funds are for the transportation of solid waste from the Horse Neck Collection and Recycling Center. The current contract with our hauler expires on June 30, 2017 and they have indicated that they will not renew the contract. The contract has been placed out for bid and these costs are based on an estimated contract increase to $165.00 per pull and $65.00 per container rental throughout the fiscal year.

Estimated Pulls July 1, 2017 – June 30, 2018

Horse Neck	475	pulls/yr. @	$244.72	$116,242.00 +	$5,400.00 rent:	Period Total = $121,642.00

520219 – WATER AND OTHER BEVERAGES **$299**

These funds provide clean (bottled) drinking water to each of the eleven (11) Collection and Recycling Centers. Due to the nature of the Babcock staff and the contamination of some of the centers drinking water, it is necessary that we provide safe, clean water to consume during their shifts.

- 1 center x 5 bottles/month = 5 bottles/month
- 5 bottles/month x 12 months = 60 bottles
- 60 bottles x $4.97 per bottle = $298.20

520400 – ADVERTISING **$500**

These funds will be used for production and distribution of banners, printed flyers, handouts and mailings regarding the addition of the Horse Neck Collection and Recycling Center.

521200 - OPERATING SUPPLIES **$1,500**

These funds are necessary to provide such items as cleaning supplies, disinfectants, brooms, rakes, shovels, water hoses, work gloves and other necessary operating supplies for the Center. Includes First Aid supplies, employee personal protective equipment (safety glasses, safety vests, rubber gloves, etc), temporary signage, locks and keys are also included in this line item. Operating Supplies are stored at the SWM offices and distributed to the centers as needed. This figure represents approximately $125.00 per center per month in operating supplies.

$125.00 x 12/ months = $1,500

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$2,000**

These funds are necessary for the repairs and maintenance of the solid waste compactors at the Center.

524000 - BUILDING AND CONTENTS INSURANCE **$200**

These funds are for insurance of the buildings at the 11 Collection & Recycling Centers. This figure provided by Risk Management.

2016-2017 Insurance Estimate	$ 193.64
3% increase estimated by Risk Management	5.81
Total	$ 199.45

525000 - TELEPHONE **$497**

These funds are for telephone service for Collection & Recycling Center.
1 Phone @ $38.67/mo x 12 months = $464.04 + sales tax $32.48 = $496.52

525318 – UTILITIES **$7,800**

These funds will cover the utility expenses for the new Collection and Recycling Center. Estimated cost per month = $650 x 12 months = $7,800

527040 - OUTSIDE PERSONNEL **$71,272**

These funds cover the payment for Babcock Center personnel at the new Collection & Recycling Center under contract (IAW C07022-12/1/06B), which expires on June 30, 2017. These costs reflect the estimated charges to renew the contract through the fiscal year 2017-18.

Horse Neck Collection & Recycling Center	$ 71,272.00

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AI000 - ENGINEERING COST – HORSE NECK CRC ADDITION $227,000

This account will cover the cost of services by a consulting engineering firm for preparation of design plans and construction management during the construction of the center.

5AI000 – LAND PURCHASE – HORSE NECK CRC ADDITION $125,000

This account will cover the cost to purchase approximately 5 acres of land for the new Collection & Recycling Center. Current real estate prices in the surrounding area estimate the cost to run about $25,000/acre. This amount of acreage is necessary to properly establish a safe and efficient facility and to allow for future growth.

5 acres x $25,000 = $ 125,000

5AI000 – CONSTRUCTION COST – HORSE NECK CRC ADDITION $1,200,000

This is the estimated construction cost including site clearing, storm water pond construction, paving/pad construction, landscaping, utility installation etc. associated with a turn-key operation of the project.

5AI000 – (6) NEW COMPACTORS – HORSE NECK CRC ADDITION $277,794

These funds would be used to purchase six (6) new Wastequip Accurate, Model 645XHD-7 compactors. The compactors are necessary to process MSW (household waste), yard debris, clean wood waste and cardboard recycling at the new facility.

Stationary Compactor	6 @ $ 42,030.00	$ 252,180.00
Installation	6 @ $ 1,240.00	$ 7,440.00
S.C. Sales Tax		$ 18,173.40
	Total	$ 277,793.40

5AI000 – SIGNS – HORSE NECK CRC ADDITION $1,500

This amount represents the funds necessary to obtain new and/or replacement directional, informational and educational signs needed at the new facility. This amount also includes costs for signposts, brackets and other hardware necessary for the installation of new and or existing signs.

5AI000 – VIDEO SURVEILLANCE CAMERA SYSTEM – HORSE NECK CRC ADDITION $6,500

These funds would be used to purchase cameras and video recording equipment to be placed at the new Center. The cameras would be used for security, monitoring illegal dumping and theft of county property. Over the years, the Collection and Recycling Centers have experienced a large amount of illegal dumping, theft of recyclable commodities, damage to our property and safety concerns for the staff.

5AI000 – ATTENDANT BUILDING – HORSE NECK CRC ADDITION **$16,050**

This amount represents the funds necessary to purchase a new attendant building with HVAC. Estimated cost - $16,050.

5AI000 – 600 GALLON OIL TANK – HORSE NECK CRC ADDITION **$12,626**

This amount represents the funds necessary to purchase a new 600 gallon oil tank for recycling of used motor oil and mixed fuel. Estimated cost - $11,050 + installation $750 + tax = $12,626.

5AI000 – METAL CARPORT COVER – HORSE NECK CRC ADDITION **$2,926**

This amount represents the funds necessary to purchase a new car port cover for the used oil tank, oil filter and bottle recycling containers as required by DHEC. Estimated cost - $2,734.33 + tax = $2,925.73

5AI000 – GLASS TRAILER – HORSE NECK CRC ADDITION **$9,630**

This amount represents the funds necessary to purchase a new glass recycling trailer that is required at the new facility. Estimated cost - $9,000 + tax = $9,630.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 7.5/9.5	256,566	119,708	354,045	351,120		
510199	Special Overtime	1,521	76	0	0		
510200	Overtime	16,726	8,189	25,000	20,000		
511112	FICA Cost	19,754	9,079	28,997	28,391		
511113	State Retirement	116,314	12,716	41,923	44,757		
511120	Insurance Fund Contribution - 7.5/9.5	58,500	37,050	74,100	74,100		
511130	Workers Compensation	24,664	11,486	27,042	31,459		
511213	State Retirement - Retiree	18,810	2,078	0	0		
	*** Total Personnel**	**512,855**	**200,382**	**551,107**	**549,827**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	130,991	57,020	170,563	189,633		
520200	Contracted Services	169,352	69,287	163,660	256,860		
520233	Towing Service	85	210	260	500		
520300	Professional Services	73,050	28,975	137,725	69,725		
520302	Drug Testing Services	260	0	1,017	1,467		
520305	Infectious Disease Services	0	0	1,324	903		
520601	Landfill Monitoring - Batesburg	53,500	25,925	52,350	0		
520602	Landfill Monitoring - Edmund	47,000	20,750	47,900	14,000		
520603	Landfill Monitoring - Chapin	37,000	16,500	34,000	0		
520612	Closure/Post-Closure Care Cost	0	0	0	0		
521100	Duplicating	44	14	100	95		
521200	Operating Supplies	129,722	30,213	145,631	150,177		
521220	Closure Operating Supplies	31,995	0	79,052	0		
522000	Building Repairs & Maintenance	4,829	2,645	9,010	9,390		
522050	Generator Repairs & Maintenance	1,621	128	1,659	1,659		
522100	Heavy Equipment Repairs & Maintenance	101,459	23,376	161,635	216,915		
522201	Fuel Site Repairs & Maintenance	176	0	1,325	1,325		
522300	Vehicle Repairs & Maintenance	4,820	3,574	8,400	41,356		
523200	Equipment Rental	52,652	11,036	102,370	213,115		
524100	Vehicle Insurance - 6	2,650	2,650	2,730	3,276		
524101	Comprehensive Insurance - Inland Marine	29,330	30,717	32,929	42,960		
524201	General Tort Liability Insurance	1,291	1,329	1,484	1,529		
524202	Surety Bonds	0	0	0	95		
525006	GPS Monitoring Charges - 13	2,956	1,232	3,866	4,548		
525020	Pagers and Cell Phones	102	0	0	0		
525030	800 MHz Radio Service Charges - 7/9	3,851	1,915	5,292	5,724		
525031	800 MHz Radio Maintenance - 7/9	778	0	1,031	802		
525041	E-mail Service Charges - .5	37	27	65	65		
525210	Conference, Meeting & Training Expenses	0	525	1,042	1,042		
525230	Subscriptions, Dues & Books	0	0	800	950		
525317	Utilities - Landfill (Edmund)	10,851	5,474	12,321	13,500		
525400	Gas, Fuel, & Oil	96,419	35,674	130,480	124,296		
525405	Small Equipment Fuel	452	270	1,500	1,000		
525600	Uniforms & Clothing	4,674	3,322	9,159	8,186		
526500	Licenses & Permits	250	250	3,200	3,200		
530100	Depreciation Expense	583,421	0	625,000	650,000		
535110	2015 Emergency Rain Event	418	0	0	0		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
	Operating Expenses - con't						
538000	Claims & Judgments	0	0	100	100		
538600	SCDHEC Fines - Administrative Order	0	0	10,000	10,000		
	*** Total Operating**	**1,576,036**	**373,038**	**1,958,980**	**2,038,393**	**0**	**0**
	**** Total Personnel & Operating**	**2,088,891**	**573,420**	**2,510,087**	**2,588,220**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	1,561	1,124	2,500	2,500		
599999	Capital Clearing	(993,722)	0	0			
	All Other Equipment	993,722	77,335	760,379	1,522,689		
	**** Total Capital**	**1,561**	**78,459**	**762,879**	**1,525,189**	**0**	**0**
	Transfers:						
815701	Op Trn to Solid Waste Post Closure	92,548	118,525	118,525	86,040		
	**** Total Transfers**	**92,548**	**118,525**	**118,525**	**86,040**	**0**	**0**
	***** Total Expenses**	**2,183,000**	**770,404**	**3,391,491**	**4,199,449**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste/ Landfill Operations
Program # 1 Program Title: Landfill Operations

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
1	Small Tools and Minor Equipment	$2,500.00
1	Cat 826K Compactor (Replacement)	$930,489.00
1	Water Pump (Replacement)	$61,000.00
1	Forklift (Addition)	$36,000.00
1	Heavy Duty Bush Hop (Replacement)	$9,300.00
1	2 Stage Air Compressor (Addition)	$16,516.00
4	Fusion Coupler Blanks	$14,384.00
1	Boom Truck (Replacement)	$220,000.00
	Engineering Service - Bear Creek Permitting/Improvements	$235,000.00
	**** Total Capital (Transfer Total to Section III)**	**$1,525,189.00**

SECTION V-PROGRAM OVERVIEW

Summary of program:

Program 1: Landfill Operations

Objectives:

This program requires the efforts of nine (9) Heavy Equipment Operators and one (1) Supervisor. This program oversees the Construction Demolition and Yard Waste Landfill Operations, the Wood Waste Grinding/Compost Operations, and Recycling Materials Recovery Facility, while enforcing Lexington County Ordinances, South Carolina Department of Health and Environmental Control (SCDHEC) rules and regulations. The Supervisor is responsible for this department and the Transfer Station (121206); therefore his salaries and all operational items are split accordingly.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Service Levels C&D Yard Waste Processed	Actual FY 14/15	Actual FY 15/16	Estimated FY 16/17	Projected FY 17/18
Tons Land filled	54,002	60,996	62,826	64,082
Tons Wood Waste Ground	7,314	8,353	13,200	14,000
Tons Yard Waste Compost Ground	194	211	225	236
Tons Carpet & Pad	0	19	22	25
Tons Asphalt/ Concrete/	2,928	2,610	2,000	2,500
Porcelain	14	13	13	14
Tons Appliance/ Metals	173	140	257	260
Pro Tanks	0	2	2	2
Tons Mattress	436	181	200	200
Total Recycled	11,063	11,529	15,919	17,237
Total Disposed/ Recycled	65,065	72,525	78,745	81,319

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Levels:

Job Title	Full Time Equivalent				
	Positions	Enterprise Fund	Other Fund	Total	Pay Band
Supervisor of Landfill Operations	0.5*	0.5		0.5	113
Heavy Equipment Operators.III	8	8		8.0	108
Heavy Equipment Operators. II	1	1		1	107
Total Positions	9.5	9.5		9.5	

All of these positions require benefits/insurance.
*This position is funded 50% in 121204 and 50% in 121206

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE **$189,633**

`Estimated replacement parts for fire protection systems		$ 4,000.00
Forty (40) portable fire extinguishers are inspected once a year and recharged		
Inspections Each	$ 2.80	
	x 40	
Total	$ 112.00	
Recharging Each	$ 15.40	
	x 40	
Total	$ 616.00	
Estimated replacement parts	$ 2,000.00	
Total	$ 2,728.00	
Co # 35530 (2011 Model) Caterpillar 826-H Landfill Compactor.		
Total Maintenance & Repair (TM&R) per month	$ 2,931.00	
	x 12	
S.C. sale tax @7%	$ 2,462.04	
Total	$ 37,634.04	
Fire protection inspection (quarterly)	$ 187.25	
	x 4	
S.C. sale tax @7%	$ 52.43	
Total	$ 801.43	
Total	$ 38,435.47	
Co # 00000 (New) Caterpillar 826-H Landfill Compactor.		
Total Maintenance & Repair (TM&R) per month	$ 1,500.00	
	x 5	
S.C. sale tax @7%	$ 525.00	
Total	$ 8,025.00	
Fire protection inspection (quarterly)	$ 187.25	
	x 2	
S.C. sale tax @7%	$ 26.22	
Total	$ 400.72	
Total	$ 8,425.72	

Co # 34291 (2010 Model) Caterpillar 826-H Landfill Compactor

Total Maintenance & Repair (TM&R) per month	$ 2,276.00
	x 8
S.C. sale tax @7%	$ 1,274.56
Total	$ 19,482.56
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 20,283.99

Co # 40323-Caterpillar D-7-E Dozer.

Total Maintenance & Repair (TM&R) per month	$ 1,838.00
	x 12
S.C. sale tax @7%	$ 1,543.92
Total	$ 23,599.92
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 24,401.35

Co # 26019 (2004 Model) Caterpillar 623-G Scraper Pan

Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43

Co # 37205 Cat 329 Hydraulic Excavator

Total Maintenance & Repair (TM&R) per month	$ 2,546.00
	x 12
S.C. sale tax @7%	$ 2,138.64
Total	$ 32,690.64
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43

Total	$ 801.43
Total	$ 33,492.07

Co # 00000 (New) Edge 622 Trommel Screener

Total Maintenance & Repair (TM&R) per month	$ 1,062.50
	x 12
S.C. sale tax @7%	$ 892.50
Total	$ 13,642.50
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 14,443.93

Co # 37801 Volvo 25 Ton off Road Truck

Total Maintenance & Repair (TM&R) per month	$ 858.05
	x 12
S.C. sale tax @7%	$ 720.76
Total	$ 11,017.36
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 11,818.79

Co # 37980 Volvo 25 Ton off Road Truck

Total Maintenance & Repair (TM&R) per month	$ 858.05
	x 12
S.C. sale tax @7%	$ 720.76
Total	$ 11,017.36
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 11,818.79

Co # 36827 Cat 287C Skid Steer

Total Maintenance & Repair (TM&R) per month	$ 483.00
	x 12
S.C. sale tax @7%	$ 405.72
Total	$ 6,201.72

Co # 35427(2011 Model) Caterpillar 430 Backhoe.

Total Maintenance & Repair (TM&R) per month	$ 933.00
	x 12
S.C. sale tax @7%	$ 783.72
Total	$ 11,979.72
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 12,781.15

520200 - CONTRACTED SERVICES **$256,860**

This account is for landfill contracted services for the wood grinding program, recovery facility concrete crushing, fire hood testing, janitorial services for the administration office and delivery of crushed stone.

Janitorial Services for landfill office

Total	$ 5,000.00
Contract cost (Wood Waste Grinding) – (new contract price)	$ 14.00
Tons	x 14,000
Total	$ 196,000.00
Contract cost (Concrete crushing)	$ 12.00
Tons	x 4000
Total	$ 48,000.00
Contract cost (Rip-Rap) – delivery per ton (new contract price)	$ 5.60
Tons	x 500
Total	$ 2,800.00

Fire hood testing training building (every six months) –	
Total	$ 90.00
Contract cost (Crushed Concrete) – delivery per ton (new contract price)	$ 5.11
Tons	x 500
Total	$ 2,555.00
Contract cost (#57 Stone) – delivery per ton (new contract price)	$ 4.83
Tons	x 500
Total	$ 2,415.00

520233 – TOWING SERVICES **$500**

This account covers cost associated with towing Landfill vehicles as needed for repairs.

520300 - PROFESSIONAL SERVICES **$69,725**

This account covers cost associated with several type services. These services include: Engineering observations & surveying, annual volume calculation, providing technical assistance and overview of construction activities for the Edmund Class 2 Landfill and services for the close Class 3 Landfills at Edmund, Batesburg/Leesville and Chapin.

Class II Landfill Compliance (Edmund)	$ 25,000.00
Survey Services for Landfill Compliance (Edmund)	$ 25,000.00
Topographic survey/Landfill volume calculation (Annual) Edmund	$ 11,000.00
Compost Testing & Sampling	$ 8,500.00
Total	$ 69,500.00

A mandatory fee is required to cover cost of SCDHEC Drinking Water annual fee for public wells located on the landfill site.

Water Fee	$ 225.00
Total Professional Services	$ 69,725.00

520302 - DRUG TESTING SERVICES **$1,467**

The required Random Drug/Alcohol Testing is for nine (9) employees if an accident/incident were to occur to any employee while operating County equip/vehicle, a Drug/Alcohol testing is mandatory. For employees holding CDL licenses, as required of their position, are on a random drug-screening program.

Random Drug Testing (9 employees x $40/test)	$ 360.00
After hours drug & alcohol (9 employees x $100/test)	$ 900.00
Random Driver History Check (9 employees x $8/report)	$ 72.00

Random Alcohol Testing	$	15.00
Employees	x	9
Total	$	135.00
Total Estimated Test	$	1,467.00

520305 – INFECTIOUS DISEASE SERVICES **$903**

This account will cover the cost for tetanus and hepatitis "B" inoculations available to employees. 29CFR 1910.1030 Guidelines apply to any personnel considered at risk under OSHA 1970 General Data clause. There is considerable information available to support the inclusion of certain personnel in the Solid Waste Management Division in a pathogenic exposure program to vaccinate against hepatitis "B".

Shot Series cost/ employee $301 x (3) employees = $903.00

520602 - L/F WELL MONITORING - EDMUND **$14,000**

The proposed engineering fee is to perform bi-annual sampling and laboratories analysis of groundwater , monthly NPDES sampling/reporting and cover inspection at the Edmund (Class 2, Cell 2) Landfill. Engineering consultants oversee and handle all laboratory reports as required by SCDHEC. This fee includes: Laboratory analysis of sampling for indicator parameters, review of results in relation to maximum Contaminant levels and reporting of results to SCDHEC.

521100 - DUPLICATING **$95**

This account covers the cost of duplicating the following: Daily fuel sheets, vehicle & equipment service reports Notification of needed repairs, inter-office and SCDHEC correspondence for Landfill Supervisor.

Copies	$	0.0315
	x	3000
Total	$	94.50

521200 - OPERATING SUPPLIES **$150,177**

This account covers the cost for operating supplies used daily in the Landfill operations. Erosion control Maintenance for approx. 142 acres requiring vegetation to include sediment pond dams/trench slopes & closed MSW. Portions of Property will require seed, fertilizer, mulch, and stone for road maintenance. General operating supplies are to include: rake, shovels, work & safety gloves, equipment cleaning supplies, trash bags for litter control throughout landfill facility, etc. This also covers cost of supplies not carried at Central Warehouse.

- Rip Rap Stone x $25.79/ton x 500 tons + 7% SC Sales Tax =	$	13,797.65
- Polymer Material for basin cleaning $101,920.00 + 7% SC Sales Tax=	$	109,054.40
- Grassing Materials (MSW Lf repairs, barrow area & other general maint.)=	$	5,000.00
- Erosion Reinforcement Materials	$	2,500.00
- General Operating Supplies	$	5,000.00
- Mulch Dye	$	5,000.00
S.C. Sale tax @ 7%	$	9,824.64
Total	$	150,176.69

522000 - BUILDING REPAIRS & MAINTENANCE **$9,390**

This account covers needed repairs to all structural buildings at the Edmund facility, with the exception of the Transfer Station Facility. Generator maintenance, well & septic tank maintenance, paving asphalt to repair entrance of scales, sandblast and paint for scales, fuel tank maintenance, general maintenance of oil & maintenance storage sheds and office building

Estimated repairs	$ 4,000.00
Annual inspection for garage doors (every six months)	$ 95.00
	x 11
Total Annual	$ 2,090.00
Estimated cost for repairs to garage doors	$ 1,500.00
Re-striping of entrance road and parking lot.	$ 1,800.00
Total	$ 9,390.00

522050 – GENERATOR REPAIRS & MAINTENANCE **$1,659**

Annual inspection and repairs for Generator	$ 1,658.15
Total	$ 1,658.15

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$216,915**

This account is for landfill heavy equipment repairs not covered by contracted maintenance (TM&R) and include items as follows: tires, cutting blades, elevator chains, compactor cleats, pan tires, etc.

Estimated cost for off road truck tires (4)	$ 24,000.00
Replacement cleats for compactor	$ 40,000.00
623 Pan. Co# 26019	$ 5,000.00
D-7-E Dozer Co# 40323	$ 10,000.00
622 Edge Trommel Screen CO. # 00000	$ 5,000.00
826-H Compactor Co# 35530	$ 10,000.00
826-H Compactor Co# 34291	$ 10,000.00
Utility Tractor Co # 35963	$ 500.00
Motor Grader Co # 28298	$ 1,800.00
430 Cat Backhoe Co # 35427	$ 3,000.00
329-E Cat Track hoe CO# 37205	$ 10,000.00
Cat 938 M Front-End Loader Co. # 40667	$ 39,000.00
Challenger CO. # 33386	$ 2,000.00
Hydro Seeder CO # 35070	$ 700.00
Water Pump CO. # 36531	$ 1,000.00
287- Cat Skid Steer CO# 36827	$ 2,000.00
25 Ton off Road Truck CO # 37801	$ 10,000.00
25 Ton off Road Truck CO # 37980	$ 10,000.00
25 Ton off Road Water Truck CO # 38138	$ 14,000.00
Forklift CO# 00000	$ 500.00
SCARAB Turner CO. # 40207	$ 1,124.00
Godwin water pump CO. # 00000	$ 600.00

Godwin water pump CO. # 38156	$ 2,500.00
S.C. Sale tax @ 7%	$ 14,190.68
Total	$ 216,914.68

522201 – FUEL SITE REPAIRS & MAINTENANCE **$1,325**

This account is for cost associated with the repairs and maintenance of the fuel system at the Edmund Landfill. Estimate provided by Fleet Maintenance.

522300 - VEHICLE REPAIRS & MAINTENANCE **$41,356**

This account is for cost associated with the service maintenance and repairs for the following vehicles:

Chevy Dump Truck Co#25839	$ 1,000.00
Ford Tractor Low Boy Co# 14962	$ 800.00
Ford 3/4 Truck Co# 31876	$ 800.00
Ford 250 Truck Co# 31875	$ 800.00
Freightliner Boom Truck Co # 20311	$ 30,000.00
Chevy 1500 Truck Co. # 28364	$ 250.00
Estimated cost for the above vehicles parts	$ 5,000.00
S.C. Sale tax @ 7%	$ 2,705.50
Total	$ 41,355.50

523200 – EQUIPMENT RENTAL **$213,115**

This account is for cost associated with the rental of equipment to clean out the basin ponds in the landfill, screening of material on the Wood Waste Grinding/Compost Facility to increase sale of material and reconstruction of the entrance (dirt portion) road in the landfill.

Wood Waste Grinder	$ 17,500.00
Months	x 1
S.C. Sale tax @ 7%	$ 0.00
Total	$ 17,500.00
Track hoe	$ 7,500.00
	x 7
S.C. Sale tax @ 7%	$ 3,675.00
Total	$ 56,175.00
Road Vibrator Roller (Road Maintenance)	$ 3,500.00
Months	x 8
S.C. Sale tax @ 7%	$ 1,960.00
Total	$ 29,960.00

D-5 Dozer	$	5,500.00
Months	x	8
S.C. Sale tax @ 7%	$	3,080.00
Total	$	47,080.00
Miscellaneous Equipment	$	5,000.00

524100 - VEHICLE INSURANCE **$3,276**

This account will cover the cost for liability insurance for six (6) vehicles $546.00 ea.

Pickup Truck Co # 31876
Pickup Truck Co. # 28364
Pickup Truck Co # 31875
Dump Truck Co # 25839
Low Boy Co # 14962
Boom Truck Co # 20311

524101 - COMPREHENSIVE INSURANCE/LANDFILL EQUIP. **$42,960**

This account is for insurance to cover: Inland, Marine, Fire, Vandalism, etc. of Heavy Equipment used in the landfill operations. Costs based on projections provided by Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE **$1,529**

This account fee covers the cost for the FY 17/18 for the current number of employees. (Based on provided schedule.)

524202 – SURETY BONDS **$95**

This account fee covers the cost for Surety Bonds for FY 17/18. Cost $10 per employee, 9.5 FTE's = $95.00.

525006 – GPS MONITORING CHARGES **$4,548**

This account covers cost for GPS monitoring and activation.

Monitoring of 20 Units x $18.95/unit	$	379.00
Months	x	12
Total	$	4,548.00

525030 - 800 MHZ RADIO SERVICE CHARGES **$5,724**

This account covers cost for nine (9) 800 MHz Radios and are assigned to the following:

Service for (9) Radios x $53 (5 site rate + airtime & tax)/ month =	$	477.00
Month	x	12
Total	$	5,724.00

525031 - 800 MHZ RADIO MAINTENANCE **$802**

This account covers cost for required maintenance of nine (9) 800 MHz Radios
X $114.50 = $1,030.50. Two (2) radio's are new and under warranty x $114.50= $229.00.
$1,030.50 minus $229.00 = $801.50.

Total	$ 801.50

525041 - E-MAIL SERVICE CHARGES **$65**

This account covers the cost for E-Mail Services.

Services	$ 10.75
Months	x 6
Total	$ 64.50

525210 - CONFERENCE & MEETING EXPENSES **$1,042**

This account will cover cost for the Landfill Supervisor to attend the Solid Waste Association of North America (SWANA) Regional conference. The conference is an educational program to update those in the field of Solid Waste Management on Federal and State regulations and Landfill Operational Applications. Courses are offered to assist with CEU hours that are required in maintaining both SWANA and SCDHEC landfill management re-certifications.

SWANA Registration & Special Courses	$ 550.00
3 nights lodging	$ 414.00
Per Diem	$ 78.00
Total	$ 1,042.00

525230 - SUBSCRIPTIONS, DUES & BOOK **$950**

This account is to cover the cost for United States Composting Council's, Seal of Testing Assurance yearly dues.

United States Composting Council's, Seal of Testing Assurance	$ 950.00
Total	$ 950.00

525317 - UTILITIES - EDMUND LANDFILL **$13,500**

This account covers the cost of utilities at the Edmund Facility, with the exception of the Transfer Station.

525400 - GAS FUEL & OIL **$124,296**

This account will cover the cost for daily gas, diesel, transmission, hydraulic, chassis, antifreeze and other lubricants required for vehicles, heavy equipment's 250-hour services for one year and miscellaneous small equipment. **Fleet services has proposed a budget cost of $ 2.15 a gal. for FY 2017/2018.**

Truck Co # 31876	$ 2,263.82
Truck Co. # 28364	$ 1,000.00
Truck Co. # 31875	$ 1,115.65
D-7-E Dozer Co # 40323	$ 10,706.00

623 Pan Co # 26019	$	894.90
Dump Truck Co # 25839	$	463.19
Low Boy Co # 14962	$	332.88
Boom Truck Co # 14994	$	500.00
430-E Backhoe Co # 35427	$	1,773.05
826-H Compactor Co # 35530	$	15,326.15
826-H Compactor Co # 34291	$	20,844.59
287-C Skid Steer Co# 36827	$	1,174.77
Track hoe CO# 37205	$	20,031.32
Challenger CO. # 33386	$	631.28
622 Edge Trommel Screen CO. # 00000	$	1,000.00
938 M Cat Front-End Loader Co. # 40667	$	3,500.00
Forklift CO# 00000	$	500.00
Utility Tractor Co # 35963	$	100.00
Motor Grader Co # 28298	$	1,095.26
Hydro Seeder CO. # 35070	$	1,000.00
Water Pump CO. # 36531	$	1,034.90
25 Ton off Road Water Truck CO# 38138	$	1,111.79
25 Ton off Road Truck CO# 37801	$	7,333.36
25 Ton off Road Truck CO# 37980	$	7,673.10
Godwin Water Pump CO. # 38156	$	8,933.59
SCARAB Turner CO. #40207	$	1,296.07
Miscellaneous Rental & Small Equipment	$	12,660.00
Total	$	124,295.67

525405 – SMALL EQUIPMENT FUEL **$1,000**

This account covers the cost of gas for all small equipment.

525600 - UNIFORMS & CLOTHING **$8,186**

This account covers cost for (9) employees on staff and are required to wear uniforms to identify themselves as County employees, while working directly with the public. Safeties apparatus must be worn due to some of the hazardous conditions the employees are exposed.

Safety Boots	(18 @ $135.00)	$	2,430.00
Winter Jackets	(7 @ $ 59.56)	$	416.92
Work Pants	(36 @ $ 17.14)	$	617.04
Tee Shirts	(36 @ $ 14.50)	$	522.00
Long Sleeve Tee Shirt	(36 @ $ 14.50)	$	522.00
Hooded sweatshirts	(36 @ $ 14.25)	$	513.00
Sweatshirt hood w/zipper	(36 @ $ 15.00)	$	540.00
Summer Caps	(56 @ $ 7.50)	$	420.00
County Emblem	(27 @ $ 0.76)	$	20.52
Sewing on Emblem	(27 @ $ 0.80)	$	21.60
Summer Coveralls	(7 @ $ 18.21)	$	127.47
Insulated Coveralls	(7 @$ 39.15)	$	274.05
Parka	(7 @$ 175.00)	$	1,225.00
S.C. Sale tax @ 7%		$	535.47
Total		$	8,185.07

526500 - LICENSE AND PERMITS **$3,200**

This account will cover the cost for the following required permits

Underground Fuel Tank	$ 500.00
Landfill NPDES Permit	$ 2,700.00
Total	$ 3,200.00

530100 - DEPRECIATION **$650,000**

This cost will cover the Depreciation of our FY 17/18

538000 - CLAIMS & JUDGMENTS **$100**

This account will cover any cost, which may occur that are lower than the deductible of our insurance.

538600 – SCDHEC FINES – ADMIN ORDER **$10,000**

This account will cover potential landfill fines issued by DHEC.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT $2,500

This account will cover costs for any small tools and minor equipment, which falls below the $500 capital cost limit. To include replacements items not stocked at Central Warehouse such as wrenches, ratchets, sockets, floor jacks, Smart Phone for the HEO,S and Landfill Supervisor

5AI000 - CAT 826K COMPACTOR (REPLACEMENT) $930,489

This account will cover the cost to purchase a new 826 Compactor, which is on the County Replacement Schedule. We are required to maintain two compactors for operation of our landfill. This equipment will replace the compactor originally purchased in 2009 with the current hours of 6616. At the time of replacement this compactor will have around 8500 hours and will have out lived its life expectancy.

5AI000 - (1) WATER PUMP (REPLACEMENT) $61,000

Per the County Replacement schedule, this account will cover the cost to purchase a new water pump. The pump is used in the cleaning of the sediment ponds and to transport water to the landfill for irrigation. The current pump is a 1964 with unknown hours; this equipment is run eight to ten hours a day seven days a week to clean the sediment out of the water before discharging out the NPEDS outfall.NPDES testing is required the first Monday of each month if there is a flow. This pump is used to pull the water out of the pond reroutes it to a mixing box where a flocculent is added to clean the sediment out. The replacement pump is significantly more powerful than the existing pump and has been specified to have an increase flow volume (gallon/minute) to move water from the ponds to the landfill for irrigation in addition to the flocculent treatment system. Irrigation may reduce the amount of water required to be treated before discharge and provide beneficial watering of the landfill cover for maintenance of grass. This equipment will replace the water pump originally purchased in 2013 with the current hours of 9,546. At the time of replacement the water pump will have around 14,000 hours and will have out lived its life expectancy. The existing Godwin pump will be retained as a backup.

5AI000 – (1) FORKLIFT (ADDITION) $36,000

This account will be used to purchase a 5,000 lb capacity forklift. With the addition of the new storage building the fork lift is needed to load and unload seeding material being delved to the landfill. The equipment would also be used to load the material on to the hydro seeder. Currently, the large 5,000 lb fork lift is being used to stack the pallets in the e-waste trailers. Also, the fork lift is needed in the oil room, some distance away from the dock area. This new fork lift needs to be an off road type lift to navigate the rough terrain around the water supply. Transporting the current forklift between the three locations would cause additional safety and maintenance issues for the equipment. A new forklift would allow one lift to load the e-waste and work the oil building and the new one to be used at the seed building at the same time.

5AI000 –HEAVY DUTY BUSH HOG FOR SKID STEER (REPLACEMENT) $9,300

This account will cover the cost to purchase a bush hog for our Skid Steer to cut the grass on MSW and C & D Landfill. There are approximately 42 acres that is required to be cut every quarter to stay in compliance with State Regulations. There is also 4 sediment ponds and dams that are required to be cut with approximately 4 ½ miles of vegetation. This is needed to stay in compliance for the Post-closure care under SCDHEC Regulations. Also in conjunction with the new expansion of the Edmund collection station there will be approximately 1 acre of

vegetation that will have to be cut on a monthly basis to include 1 sediment pond. We also have to maintain Landfill lane, which has to be cut monthly which is approximately 3 miles. The current equipment is 5 years old and is in need of Constance repairs and replacement parts are not available for this brush hog and has out lived its life expectancy.

5AI000 – (1) 2 STAGE AIR COMPRESSOR (ADDITION) $16,516

This account will cover the cost to purchase a 2 stage air compressor for the new storage building. This compressor is used to blow out air filters on the heavy equipment, radiators, airing up tires, it runs the grease guns, and oil pumps. With the addition of the new building, a parking area was built to move the heavy equipment away from the general parking lot and scale house. This air compressor is needed for the daily manitance of the heavy equipment. The air compressor in the maintenance shop will be used for the maintenance of the two Transfer Station loaders.

5AI000 – (4) FUSION COUPLER BLANKS $14,384

This account will cover the cost to purchase and install four (4) sets of coupler blanks to convert the front-end loader attachments to the new fusion couplers. The new loaders have a new fusion style coupler system and some of the attachments will not hook up to this system. These attachments will have to be converted over to the new fusion coupling system.

5AI000 – (1) BOOM TRUCK (REPLACEMENT) $ 220,000

This account will cover the cost to purchase a new boom truck which is on the County Replacement Schedule. The current boom truck is a 1988 that has 2615 hours and 31578 miles. Due to the expense to repair the 1988 truck, our Fleet Services department feels it would be in the best interest of the County to replace it.

5AI000 – ENGINEERING SERVICE – BEAR CREEK PERMITTING/IMPROVEMENTS $ 235,000

This account will cover the cost for Engineering Services to complete permitting required to remove the Bear Creek Pond and design a bottomless culvert crossing. Construction expenditures for this project will be included in the FY2018-2019 budget. This project will eliminate the need to reconstruct the Bear Creek Pond Dam and Outlet structure.

TRANSFERS

815701 – OP TRN TO SOLID WASTE POST CLOSURE CARE COST $86,040

This is our annual portion of the Financial Assurance, as required by SCDHEC. These funds cover the Closure/Post Closure costs of the Edmund C&D Landfill, Cell 2.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste/Landfill Operations
Program # 1 Program Title: Hydraulic Excavator

Object Code	Expenditure Classification	Total 2017-2018 Requested
	Personnel	
510100	Salaries #___	0
510300	Part Time #___	0
511112	FICA Cost	0
511113	State Retirement	0
511114	Police Retirement	0
511120	Insurance Fund Contribution #___	0
511130	Workers Compensation	0
511131	S.C. Unemployment	0
	*** Total Personnel**	0
	Operating Expenses	
520100	Contracted maintenance	10,874
		0
520233	Towing	0
520305	Infectious Disease Services	0
520300	Professional Services	0
520400	Advertising	0
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	0
		0
		0
522100	Equipment Repairs & Maintenance	3,210
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	0
523000	Land Rental	0
		0
524000	Building Insurance	0
524100	Vehicle Insurance #_1__	0
524101	Comprehensive Insurance #_1__	3,228
524201	General Tort Liability Insurance	0
524202	Surety Bonds	0
525000	Telephone	0
525006	GPS Monitoring Charges	152
525030	800 MHZ Radio Service Charges	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	15,000
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
530100	Depreciation	75,000
		0
		0
		0
		0
		0
		0
	*** Total Operating**	107,464
	**** Total Personnel & Operating**	107,464
	**** Total Capital (From Section IV)**	373,676
	***** Total Budget Appropriation**	481,140

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste / Landfill Operations
Program # 1 Program Title: Hydraulic Excavator

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
1	540000 - GPS device for equipment	$114
1	5IA000 - (1) Hydraulic Excavator (Addition)	$373,562

**** Total Capital (Transfer Total to Section III)** **373,676**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Hydraulic Excavator (Addition)

Program 1: Hydraulic Excavator (Addition)

Objectives:

The department is requesting funds to purchase a second Hydraulic Excavator. The new excavator would be used alongside the existing machine to load dirt for daily and final cover, load mulch and compost for citizens, municipalities and businesses, load the trommel screener on the compost facility, stack the clean wood waste pile, cleaning out of the landfill basin ponds, reconstruction of the dirt roads or drainage ditches, repairs to the landfill slopes and any other job that requires an excavator. In addition, the department has just opened Cell 2 at the landfill. Over the next few months, a significant amount of time will be spent covering Cell 1 with dirt to prepare it for closure according to SCDHEC regulations. The excavator will be used in the placement of drainage pipes and grading slopes. A second excavator would be instrumental in meeting the daily functions, along with closing Cell 1.

Many times during the day, the existing excavator is working in the borrow area loading cover soil and is called to the grinding area to load mulch or compost. This is especially a problem during the spring, summer and fall months. To accomplish this, it requires the machine to travel almost a half mile each time. With the excavator having to travel this distance, it not only consumes a lot of productive time, but it also puts a lot of wear and tear on the undercarriage and tracks. This is also true when the excavator is tied up screening compost. If the excavator is needed in another area, it shuts down the whole screening operation. This leaves two or three other operators waiting until the excavator returns.

The existing excavator currently has 4,832 engine hours and the undercarriage has already been replaced once. The cost to repair the undercarriage is around $30,000.00, not to mention the down time. When the excavator is down, the department has no way to load mulch or the off road trucks with daily cover. To meet these needs, an excavator has to be rented at a cost of approximately $7,000 per month. Additionally, the excavator is one of the most used pieces of equipment at the landfill. At the end of this FY, the equipment will have almost 6,500 hours.

Listed below are the projected monthly and annual expenses.

	Monthly	ANNUAL
TM&R	$1,284.00	$17,812.29
Fuel	$1,250.00	$15,000.00
Parts	$267.50	$3,210.00
Insurance	$269.00	$3,228.00
Fire inspection	$66.78	$801.36
TOTAL	**$3,137.28**	**$40,051.65**
Depreciation (5 years)		$75,000.00
Total Operating Costs		**$115,051.65**

The current estimated operating cost to rent an excavator is $61.56 per hour. The projected annual operating cost for a County owned excavator (not including depreciation) would be $26.70 per hour, ($40,051.65 divided by 1,500 hours = $26.70), or a difference of $34.86/hour.

To summarize, the addition of a second excavator would provide the following benefits:

- Allow the operators to move quickly between the work areas using only a pickup truck.
- Provide the department with the ability to work in two areas at the same time (screening compost while loading mulch or dirt for daily cover).
- Reduce both the equipment hours and operating costs on the existing excavator.
- Reduce operating costs.
- Increase efficiency and productivity of the landfill operations.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF NEW POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE **$10,874**

This account will cover the expenditures for the Total Maintenance & Repair (TM&R) for mechanical and general maintenance, and the fire protection system.

The equipment is serviced every 250 operating hours for (TM&R) and the monthly cost is a set price based on this equipment.. The (TM&R) covers all maintenance, except for ground engaging tools. The equipment is also covered by a separate contract for a fire protection system, based on four inspections per year.

Co # 00000 (New) Cat 330 Hydraulic Excavator

Total Maintenance & Repair (TM&R) per month	$	1,200.00
	x	8
S.C. sale tax @7%	$	672.00

Total	$ 10,272.00
Fire protection inspection (quarterly)	$ 187.25
	x 3
S.C. sale tax @7%	$ 39.32
Total	$ 601.07
Total	$ 10,873.07

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$3,210**

This account is for equipment repairs not covered by contracted maintenance (TM&R) and include items as follows: tracks, cutting blades, elevator chains, glass replacement, etc.

330-E Cat Track hoe CO# 00000	$ 3,000.00
S.C. Sale tax @ 7%	$ 210.00
Total	$ 3,210.00

524101 - COMPREHENSIVE INSURANCE/LANDFILL EQUIP. **$3,228**

This account is for insurance to cover: Inland, Marine, Fire, Vandalism, etc. of Heavy Equipment used in the landfill operations. Costs based on projections provided by Risk Management. $373,562.00 x 0.864% = $3,227.58

525006 – GPS MONITORING CHARGES **$152**

This account covers cost for GPS monitoring and activation.

Monitoring cost of unit $18.95 x 8 months =$151.60	$ 151.60

525400 - GAS FUEL & OIL **$15,000**

This account will cover the cost for daily gas, diesel, transmission, hydraulic, chassis, antifreeze and other lubricants required for vehicles, heavy equipment's 250-hour services for one year and miscellaneous small equipment. **Fleet services has proposed a budget cost of $ 2.15 a gal. for FY 2017/2018.**

330-E Cat Track hoe CO# 00000	$ 15,000.00

530100 - DEPRECIATION **$75,000**

This cost will cover the Depreciation for FY 17/18

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT $114

This account will cover the cost to purchase a GPS device for this equipment. The cost is $106.50 plus $7.46 tax = $113.96

5AI000 – (1) HYDRAULIC EXCAVATOR (ADDITION) $373,562

This account will cover the cost to purchase a new Hydraulic Excavator. The excavator is used to provide daily cover, loading of mulch and compost to citizens, stacking of the clean wood waste, clean out of the landfill basin ponds, reconstruction of the dirt roads or drainage ditches, landfill slope maintenance and repairs, and any other jobs that requires an excavator. During the day, the excavator may be called from the borrow area to the grinding area to load much. This happens several times per day, especially during the spring, summer and fall months. This requires the machine to travel almost a half mile each time. With the excavator having to travel this distant, it not only takes up a lot of work time, but puts a lot of wear and tear on the undercarriage and tracks.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121205 - Solid Waste / 321 Reclamation/Close/Superfund

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	29,605	32,095	37,000	64,500		
520300	Professional Services	184,124	36,926	187,960	182,260		
520620	EPA Cost	10,382	23,938	30,000	50,000		
521100	Duplicating	9	4	10	15		
525315	Utilities - Landfill/Cayce 321	27,509	10,029	28,258	32,000		
526500	Licenses & Permits	1,499	1,501	2,000	2,000		
530100	Depreciation	5,462	0	6,500	5,500		
538500	Property Taxes	1,938	1,928	2,500	2,200		
	*** Total Operating**	**260,528**	**106,421**	**294,228**	**338,475**	**0**	**0**
	**** Total Personnel & Operating**	**260,528**	**106,421**	**294,228**	**338,475**	**0**	**0**
	Capital						
599999	Capital Clearing	0	0	0	0		
	All Other Equipment	8,312	40,008	45,189	0		
	**** Total Capital**	**8,312**	**40,008**	**45,189**	**0**	**0**	**0**
	***** Total Expenses**	**268,840**	**146,429**	**339,417**	**338,475**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

321 Landfill

Objectives:

The 321 landfill was closed in 1988 and declared a superfund several years later. The basic reasons for being declared a superfund site by the EPA were: 1.) Groundwater contamination; 2.) Methane gas migration, and 3.) Sediment and erosion. At this time groundwater recovery wells have been installed, along with a methane recovery system, and the sediment and erosion issues are under control.

The groundwater and methane systems are high maintenance and will be ongoing costs for many years.

At this time no major issues are anticipated at this landfill. The methane and groundwater systems apparently are functioning to SCDHEC and USEPA's satisfaction. These are the two major areas of concern.

All costs related to this program are USEPA/SCDHEC mandated requirements.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES $ 64,500

This account includes the cost of Operation, maintenance and sampling/analysis of methane and groundwater systems.

520300 - PROFESSIONAL SERVICES $ 182,260

The operation management, annual inspection and reporting fees, ground water/methane reports, remedial operations, and coordination with DHEC/EPA by our consultant for this project is included in this account.

520620 – EPA COST $ 50,000

This account includes payment to the USEPA based on costs incurred for managing this site.

521100 – DUPLICATING $ 15

This account includes cost of duplication for 321 Landfill account 476 copies x $0.0315/ copy = $14.99.

52315 – UTILITIES $ 32,000

Estimated utility cost for groundwater recovery and methane recovery systems and based on historical information.

526500 – LICENSES AND PERMITS $ 2,000

This covers the estimated SCDHEC fees for spray irrigation system and other permits.

530100 – DEPRECIATION $ 5,500

To cover anticipated depreciation expense for equipment at the 321 Landfill.

538500 – PROPERTY TAXES $ 2,200

To cover anticipated property taxes for leased buildings at the 321 Landfill.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121206 - Solid Waste / Transfer Station

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2.5	110,567	50,823	107,075	107,075		
510199	Special Overtime	553	49	0	0		
510200	Overtime	9,118	6,163	18,000	16,000		
511112	FICA Cost	8,297	4,079	9,568	9,415		
511113	State Retirement	19,333	2,120	13,833	14,843		
511120	Insurance Fund Contribution - 2.5	19,500	9,750	19,500	19,500		
511130	Workers Compensation	11,307	5,463	8,908	10,821		
511213	State Retirement - Retiree	38,582	4,473	0			
	*** Total Personnel**	**217,257**	**82,920**	**176,884**	**177,654**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	28,056	12,117	38,784	45,692		
520200	Contracted Services	4,431,373	1,893,245	4,523,375	5,247,803		
520219	Water & Other Beverage Service	988	505	994	1,100		
520300	Professional Services	8,250	14,000	35,525	6,125		
520302	Drug Testing Services	0	0	339	339		
520305	Infectious Disease Services	0	0	331	301		
521000	Office Supplies	376	13	500	500		
521100	Duplicating	26	7	100	51		
521200	Operating Supplies	3,306	750	4,849	4,849		
522000	Building Repairs & Maintenance	18,991	3,295	50,800	50,800		
522100	Heavy Equipment Repairs & Maintenance	25,165	22,360	96,755	120,481		
522200	Small Equipment Repairs & Maintenance	3,771	878	6,780	6,780		
522201	Fuel Site Repairs & Maintenance	305	0	225	225		
523200	Equipment Rental	527	43	2,074	2,074		
524000	Building Insurance	921	896	949	1,120		
524101	Comprehensive Insurance	3,950	1,431	3,807	1,431		
524201	General Tort Liability Insurance	761	761	784	808		
524202	Surety Bonds	0	0	0	25		
525006	GPS Monitoring Charges	227	95	455	455		
525020	Pagers and Cell Phones	102	0	0	0		
525021	Smart Phone Charges	0	243	636	696		
525030	800MHz Radio Service Charges - 3	1,320	697	1,764	1,908		
525031	800 MHz Radio Maintenance - 3	333	0	344	229		
525041	E-mail Service Charges - .5	41	27	65	65		
525210	Conference, Meeting & Training Expenses	0	525	1,834	1,834		
525230	Subscriptions, Dues, & Books	0	0	110	110		
525317	Utilities - County L/F Edmund	7,991	2,838	9,839	9,000		
525400	Gas, Fuel, & Oil	11,407	6,119	13,642	13,642		
525600	Uniforms & Clothing	1,656	951	3,017	3,067		
526500	Licenses & Permits	500	500	700	700		
530100	Depreciation	54,280	0	50,000	60,000		
538000	Claims & Judgments	0	0	100	100		
	*** Total Operating**	**4,604,623**	**1,962,296**	**4,849,477**	**5,582,310**	**0**	**0**
	**** Total Personnel & Operating**	**4,821,880**	**2,045,216**	**5,026,361**	**5,759,964**	**0**	**0**

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works
Organization: 121206 - Solid Waste / Transfer Station

Object Code	Expenditure Classification	2014-15 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Capital						
540000	Small Tools & Minor Equipment	209	337	500	500		
599999	Capital Clearing	(42,531)	0	0			
	All Other Equipment	42,531	179,357	647,830	300,000		
	**** Total Capital**	**209**	**179,694**	**648,330**	**300,500**	**0**	**0**
	***** Total Expenses**	**4,822,089**	**2,224,910**	**5,674,691**	**6,060,464**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste/ Transfer Station
Program # Program Title: Transfer Station

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
1	Small Tools & Minor Equipment	500
1	Front-End Loader with four-in-one bucket (Replacement)	300,000

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 - Transfer Station

Program 1; Transfer Station

Objectives:

This program requires the efforts of 2 (two) Heavy Equipment Operators, 1 (one) Supervisor. This program processes all Municipal Solid Waste (MSW) entering the facility through the Transfer Station, while enforcing Lexington County Ordinance, South Carolina Department of Health and Environmental Controls, (SCDHEC) rules and regulations. The Supervisor is responsible for this department and the Landfill Operations (121204), therefore his salary and all operational items are split accordingly.

SERVICE LEVELS

Service Level Indicators:
Program 1:

MSW Processed	Actual FY 14/15	Actual FY 15/16	Estimated FY 16/17	Projected FY 17/18
Landfilled Tons	112,747	122,146	131,264	140,584
Transferred Tons	109,827	120,128	130,086	139,322

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full Time Equivalent Positions	Enterprise Fund	Other Fund	Total	Pay Band
Landfill/Transfer Station Supervisor	0.5*	0.5		0.5	113
Heavy Equipment Operators III	2	2		2	108
Total Positions	2.5	2.5	0	2.5	

All of these positions require insurance.

*This positions is funded ½ in 121206 and ½ in 121204

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 - CONTRACTED MAINTENANCE **$45,692**

This account will cover the expenditures of one (1) piece of heavy equipment to include: Total Maintenance & Repair (TM&R) extension for mechanical and general maintenance, a fire protection system on the equipment and the cost of maintenance for (1) scale.

The heavy equipment is serviced every 250 operating hours for (TM&R) and the monthly cost is a set price to cover all maintenance, except for ground engaging tools. Also the equipment is covered by a separate contract for a fire protection system, based on four inspections per year.

Co. # 32017 Caterpillar 938H Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	$ 1,854.00
	x 7
S.C. SALE TAX @ 7%	$ 908.46
Total TM&R	$ 13,886.46
Fire protection inspection (quarterly)	$ 187.25
	x 3
S.C. sale tax @7%	$ 39.32
Total inspection	$ 601.07
Estimated cost for replacement part for the fire protection system	$ 3,000.00
Total	$ 17,487.53

Co. #00000 Caterpillar 938H Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	$ 1,854.00
	x 6
S.C. SALE TAX @ 7%	$ 778.68
Total TM&R	$ 11,902.68
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total inspection	$ 801.43
Estimated cost for replacement part for the fire protection system	$ 3,000.00
Total	$ 15,704.11

A maintenance contract for inspecting one (1) scale is tested and re-calibrated if necessary. The scale is located at the entrance and required by the Department of Agriculture for monthly inspections, due to all incoming and outbound customers being charged tipping fees.

Estimated replacement parts	$ 8,000.00
Inspections per month	$ 375.00
	x 12
Total	$ 4,500.00
Total estimated scale maintenance contract	$ 12,500.00
TOTAL CONTRACTED MAINTENANCE	$ 45,691.64

520200 - CONTRACTED SERVICES **$5,247,803**

This account covers the cost of contracts for the transport and disposal of Municipal Solid Waste (MSW) from the Transfer Station and direct hauled waste to the Waste Management (WM) Landfill located in Richland County. According to the disposal contract, an increase of $0.25 per ton will go into effect as of July 1, 2017. The cost will increase from $27.75 per ton to $28.00 per ton. This account also covers the cost for the hauling and disposing of wash down leachate water generated from the Transfer Station floor. The leachate is delivered to a wastewater treatment plant for disposal. Leachate water is collected in an underground storage tank (UST). This account will also cover the cost for removal of solid sedimentation from the (UST) as required.

The Transport, by NW White, of MSW to (WM) Landfill is estimated for FY 17/18, and based on the first six months of the current year plus the actual tonnage for the next 6 months of the previous year plus growth. Estimated transfer station tonnage for FY 16/17 is 130,086 tons. Projected increase for FY 17/18 is an estimated tonnage of 140,584 tons. Current FY 16/17 base rate for transporting is $ 8.99/ton adjusted annually in accordance with the CPI for the previous calendar year of 1.26% for the operating portion (71%) of the base rate. FY 17/18 estimated rate is $9.07 per ton.

Cost per ton	$ 9.07
First quarter estimated tonnage	x 33,010
Total	$ 299,400.70
Cost per ton	$ 9.07
Second quarter tonnage	x 35,767
Total	$ 324,406.69
Cost per ton	$ 9.07
Third quarter tonnage	x 34,537
Total	$ 313,250.59
Cost per ton	$ 9.07
Fourth quarter tonnage	x 36,008
Total	$ 326,592.56
Total Transporting Cost	$ 1,263,650.50

The Disposal of MSW at Richland Landfill is estimated and based on the previous year's tonnage. Estimated tonnage (Transfer Station + Direct Delivery) for FY 16/17 is 131,264 tons. Projected increase for FY 17/18 is an estimated tonnage of 140,584 tons. The contract rate for disposal is a fixed rate of $28.00/ton for the FY 17/18

Cost per ton	$ 28.00
Total estimated tonnage	x 140,584
Total Disposal Cost	$ 3,936,352.00

The contract for hauling and disposal of (UST) water is estimated:

Cost per gallon (new contract price)	$	0.29
Gallons of wastewater	x	120,000
Total	$	34,800.00
Potential analysis if required by Waste Treatment Plant	$	5,000.00
Cleaning out of UST	$	8,000.00
Total Haul & Disposal Cost	$	47,800.00
TOTAL CONTRACTED SERVICES	$	5,247,802.50

520219 – WATER & OTHER BEVERAGES **$1,100**

This account covers cost associated with providing clean drinking (bottled -5 gallon) water for the landfill and transfer station staff. 200 bottles of water per year x $5.50 per bottle = $1,100

520300 - PROFESSIONAL SERVICES **$6,125**

This account covers cost associated with several types' services: South Carolina Department of Health & Environmental Control (SCDHEC)

Annual drinking water fee	$	125.00
Laboratory analysis for Transfer Station (UST) Leachate for random samples		
Each Test Sample $1,000 x 1 sample =	$	1,000.00
Semi-annual Structural Steel inspection Transfer Station Hopper Each Inspection $2,500 x 2 per year = $5,000	$	5,000.00
Total Professional Services	$	6,125.00

520302 - DRUG TESTING SERVICES **$339**

The required Random Drug/Alcohol Testing is for three (3) employees if an accident/incident were to occur to any employee while operating County equip/vehicle, a Drug/Alcohol testing is mandatory. For employees holding CDL licenses, as required in their position, are on a random drug screening.

Random Drug Testing (3 employees x $40/test)	$	120.00
After hours drug & alcohol Testing (3 employees x $50/test)	$	150.00
Random Alcohol Testing	$	15.00
Employees	x	3
Total	$	45.00

Random Driver History Check (3 employees x $8/report)	$ 24.00
Total Estimated Testing	$ 339.00

520305 – INFECTIOUS DISEASE SERVICES **$301**

This account will cover the cost for hepatitis "B" inoculations available to employees. 29CFR 1910.1030 Guidelines apply to any personnel considered at risk under OSHA 1970 General Data clause. There is considerable information available to support the inclusion of certain personnel in the Solid Waste Management Division in a pathogenic exposure program to vaccinate against hepatitis "B".

Shot Series cost/ employee $301 x 1 employees = $301.

521000 - OFFICE SUPPLIES **$500**

This account is to cover supplies used in this program. Office Supplies include: Business cards, printer ribbons, file folders, bulletin board, pens, pencils, etc., as needed.

521100 - DUPLICATING **$51**

This account is to cover all duplicating. Daily fuel sheets, vehicle & equipment service reports, insurance forms, workers compensation forms, notices of needed repairs, purchase requisitions, PAF'S, random inspection reports, etc.

Copies		1600
Cost per copy	x	0.0315
Total	$	50.40

521200 - OPERATING SUPPLIES **$4,849**

This account covers the cost for operating supplies used daily in the Transfer Station operations. Stakes to barricade, barricade tape, and pH test kits, and chemical resistant Rubber gloves, if hazardous loads are disposed of improperly.

Operating Supplies	$	2,000.00
Safety glasses	$	25.00
Pairs	x	6
Total	$	150.00
Work gloves - operators and community service workers	$	0.74
Pairs	x	300
Total	$	222.00
General operating supplies, ground & building supplies	$	1,000.00
Steam cleaning chemicals per drum	$	230.00
Total drums	x	6
Total	$	1,476.60
Total	$	4,848.60

522000 - BUILDING REPAIRS & MAINTENANCE **$50,800**

This account covers cost for needed repairs to all structures and grounds maintenance pertaining to the Transfer Station. Generator maintenance, water well and (UST) drainage systems are also included.

Estimated building repairs	$ 8,000.00
Pressure Wash/Clean inside and front of building	$ 40,000.00
S.C. SALE TAX @ 7%	$ 2,800.00
Total	$ 50,800.00

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$120,481**

This account is for heavy equipment and covers repairs to equipment not covered by contracted maintenance (TM&R), such as tires, loader wear pads, sweep broom, etc.

Estimated repair cost for parts	$ 30,000.00
Rubberized wear pad for 938H loader	$ 1,230.54
Total pads per year	x 12
S.C. SALE TAX @ 7%	$ 1,033.65
Total	$ 15,800.14
Exchange set of tires for 938H	$ 33,426.12
Sets per year	x 2
S.C. SALE TAX @ 7%	$ 4,679.66
Total	$ 71,531.90
Bolt peg. For wear pads	$ 294.26
Total bolt peg.	x 10
S.C. SALE TAX @ 7%	$ 205.98
Total	$ 3,148.58
Total	$ 120,480.62

522200 - SMALL EQUIPMENT REPAIRS AND MAINTENANCE **$6,780**

This account is to cover cost of any small equipment used in the Transfer Station operations for maintenance & repair of the following: Air compressor, lawn mower, welder, grease guns, air hammer, etc.

Estimated Repairs	$ 4,500.00
Annual Air Compressor Maintenance	$ 2,280.00

522201 - FUEL SITE REPAIRS AND MAINTENANCE **$225**

This account covers fuel site repairs at the Transfer Station per Fleet Services.

523200 - EQUIPMENT RENTAL **$2,074**

This account covers the cost for welding gases, i.e., Oxygen, Acetylene tank rental and motorized lift rental for transfer station light and light cover replacement and maintenance.

- Tank rental - $27.50/mo x 12 months + SC Sales Tax @7%	$	353.10
- Lift rental - $580/day + Delivery/Pickup $280 = $860/day x 2 days	$	1,720.00
Total	$	2,073.10

524000 - BUILDING AND CONTENTS INSURANCE **$1,120**

This account is for insurance to cover Transfer Station and its contents. FY 2016-2017 amended Dec. budget $1,087 x 3% = $1,119.61 or $1,120

524101 - COMPREHENSIVE INSURANCE **$1,431**

This account is for insurance to cover: Inland, Marine, Fire, Vandalism, etc. of Heavy Equipment used in the Transfer Station operations

524201 - GENERAL TORT LIABILITY INSURANCE **$808**

This account covers cost for the FY 17/18 and is for the current number of employees. FY 2016-2017 Amended Dec budget $784 x 3% = $807.52 or $808

524201 - SURETY BONDS **$25**

This account fee covers the cost for Surety Bonds 2.5 FTE's x $10 = $25 for FY 17/18. This is a surety bond year.

525006 – GPS MONITORING CHARGES **$455**

This account covers cost for GPS monitoring and activation.

Monitoring For 2 Units	$	37.90
Month	x	12
Total	$	454.80

525021 - SMART PHONE CHARGES **$696**

To cover the cost of Smart Phone for the Landfill Supervisor for the period of July1, 2017 through June 30, 2018. ($53.00 month plus $5.00 for push to talk = $58.00/month)

$58/month x 12 = $ 696

525030 - 800 MHZ RADIO SERVICE CHARGES **$1,908**

This account covers cost for (3) 800 MHz Radios.

Service for (3) Radios x $53.00 (5 site rate + airtime & tax)/month=	$	159.00
Month	x	12
Total	$	1,908.00

525031 - 800 MHZ RADIO MAINTENANCE **$229**

This account covers cost for needed maintenance for:
(2) 800 MHz Radios x $114.50/year = $229
(Note: Out of three radios in this account, one is new and on warranty)

525041 - E-MAIL SERVICE CHARGES **$65**

This account covers the cost for E-Mail Services.

Services	$	10.75
Months	x	6
Total	$	64.50

525210 - CONFERENCE & MEETING **$1,834**

This account will cover the cost for the Landfill Supervisor to attend the Solid Waste Association of North America (SWANA) Regional and the Carolina Recycling Association (CRA) Conferences, to be held in South Carolina. These conferences are an educational program to update those in the field of Solid Waste Management on Federal and State Regulations, Landfill Operational Applications and Recycling. Courses are offered to assist with CEU hours that are required in maintaining both SWANA and SCDHEC management re-certifications.

SWANA Registration & Special Courses	$	550.00
3 nights lodging	$	414.00
Per Diem	$	78.00
Total	$	1,042.00
CRA Registration & Special Courses	$	200.00
3 nights lodging	$	414.00
Per Diem	$	78.00
Total	$	692.00

This account will also cover the cost for the Supervisor to attend quarterly SWANA meetings for education of solid waste regulations and updated procedures.

Meeting Expense	$	25.00
Quarters	x	4
Total	$	100.00
Total Conferences & Meetings	$	1,834.00

525230 - SUBSCRIPTIONS, DUES & BOOKS **$110**

This account is to cover the cost for Supervisor's re-certification application.

Landfill Manager Re-Certification		$ 110.00
Total		$ 110.00

525317 - UTILITIES **$9,000**

This account covers the cost of all utilities associated with the Transfer Station

525400 - GAS, FUEL & OIL **$13,642**

This account covers the cost for gas, diesel, transmission, hydraulic, chassis, anti-freeze and other lubricants required for equipment's services and daily fuel for one year **Fleet services has proposed a budget cost of $ 2.15 a gal. for FY 2017-2018.**

938H Loader CO #32879		$ 12,141.36
Misc. equipment		$ 1,500.00
	Total	$ 13,641.36

525400 - UNIFORMS & CLOTHING **$3,067**

This account covers cost for three employees and is required to wear uniforms to identify themselves as County employees, while working directly with the public. Safety apparatus must be worn, due to some of the hazardous conditions the employees are exposed

Safety Belts	(3 @ $15.48)	$ 46.44
Safety Boots	(6 @ $135.00)	$ 810.00
Work Pants	(13 @ $17.14)	$ 222.80
Work Shirts	(13 @ $12.00)	$ 156.00
Work Coats	(3 @ $59.56)	$ 178.68
Rubber Boots	(3 @ $25.00)	$ 75.00
Summer Caps	(10 @ $7.50)	$ 75.00
Co. emblems	(22 @ $0.76)	$ 16.72
Sew on emblems	(22 @ $0.80)	$ 17.60
Summer Coveralls	(3 @ $18.21)	$ 54.63
Insulated Coveralls	(3 @ $39.15)	$ 117.45
Parka	(3 @ $175.00)	$ 525.00
T-shirts L/S	(13 @$14.50)	$ 188.50
T-shirts S/S	(13 @ 14.50)	$ 188.50
Sweatshirt hood w/zipper	(13 @ 15.00)	$ 195.00
S.C. Sale tax @ 7%		$ 209.00
Total		$ 3,066.32

526500 - LICENSE & PERMITS **$700**

This account will cover required permits as follows:

Transfer Station (UST) permits	$ 200.00
Drinking Water well license	$ 250.00
Transfer Station permits	$ 250.00

Total	$ 700.00

530100 - DEPRECIATION **$60,000**

This cost will cover the depreciation of our equipment.

538000 - CLAIMS & JUDGMENTS **$100**

This account will cover any cost that may occur that are lower than the deductible of our insurance.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$500**

This account will cover the cost for any small tools and minor equipment that falls below the $500 capital cost limit. This also includes replacement items not stocked at Central Warehouse such as wrenches, ratchets, sockets, floor jacks, dollies, Nextel, cell phone replacement and batteries, Smart Phone for the HEO'S and Landfill Supervisor etc

5AI000 – FRONT-END LOADER WITH FOUR-IN-ONE BUCKET (REPLACEMENT) **$300,000**

These funds will be used to purchase a replacement front-end loader for the Transfer Station which is on the County Replacement Schedule. This equipment will replace the Front End-Loader originally purchased in 2011 with the current hours of 5805. At the time of replacement this Front End-Loader will have approximately 7000 hours and will have out lived its life expectancy. The TM&R for the existing machine will be extended in April 2018 for one year until a replacement is purchased.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste/Transfer Station
Program # 1 Program Title: Transfer Station Expansion

Object Code	Expenditure Classification	Total 2017-2018 Requested
	Personnel	
510100	Salaries #___	0
510300	Part Time #___	0
511112	FICA Cost	0
511113	State Retirement	0
511114	Police Retirement	0
511120	Insurance Fund Contribution #___	0
511130	Workers Compensation	0
511131	S.C. Unemployment	0
	*** Total Personnel**	0
	Operating Expenses	
520100	Contracted maintenance	0
		0
520200	Contracted Services	0
		0
520300	Professional Services	0
520400	Advertising	0
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	0
		0
		0
522100	Equipment Repairs & Maintenance	0
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	0
523000	Land Rental	0
		0
524000	Building Insurance	0
524100	Vehicle Insurance #___	0
524101	Comprehensive Insurance #_1__	0
524201	General Tort Liability Insurance	0
524202	Surety Bonds	0
525000	Telephone	0
		0
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525317__	Utilities - _____	9,000
525400	Gas, Fuel, & Oil	2,580
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	11,580
	**** Total Personnel & Operating**	11,580
	**** Total Capital (From Section IV)**	4,455,000
	***** Total Budget Appropriation**	4,466,580

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste / Transfer Station
Program # 1 Program Title: Transfer Station Expansion

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	Engineering Cost - Transfer Station Expansion/Access Road Improvements	$717,000
	Construction Cost - Transfer Station Expansion/Access Road Improvements	$3,738,000

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Transfer Station Expansion/Access Road Improvements

Program 2: Transfer Station Expansion/Access Road Improvements

Objectives:

The County Municipal Transfer Station was constructed in 1994 and began service in January of 1995. Municipal solid waste is transported by tractor trailer from the facility to the Richland County Landfill. The original design capacity as approved in the permit by SCDHEC was 350 tons per day. In 2003, the transfer station permit was modified to increase the annual tonnage limit to 600 tons per day, based on maximum loading times, tractor trailer capacity, number of tractor trailers that can be loaded in a 9.5 hour time frame and the hours of operation at the landfill. Without factoring increased highway traffic affecting travel time, weather delays at the receiving landfill, etc., the maximum annual tonnage that can be processed at the existing facility is limited to 156,000 tons on a five day operation.
As is illustrated below (Chart 1), the growth in the tonnage being processed at the transfer station has increased 7.3% per year since FY 2012-2013 from 98,646 tons to 120,128 tons in FY 2015-2016. Projected tonnage volumes for FY 2016-2017 through 7 months of operation is 130,086 and following this trend FY 2017-2018 is anticipated to increase to 139,322 tons. Based on this growth factor continuing, the Transfer Station would be totally out of capacity by FY 2019-2020.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Transfer Station (Chart 1)

Services Provided	Actual FY 12/13	Actual FY 13/14	Actual FY 14/15	Actual FY 15/16	Projected FY 16/17	Projected FY 17/18	Projected FY 18/19	Projected FY 19/20
MSW Processed (Tons)	98,646	104,949	109,827	120,128	130,086	139,322	149,214	159,808

Based on statistics, the transfer station is already experiencing a significant number of days above the daily permitted capacity which can restrict delivery of residential and commercial waste to the facility. The following chart reflects the number of days that the daily tonnage has or is projected to exceed the permit limit.

Transfer Station (Chart 2)

Tons per Day	Actual FY 14/15	Actual FY 15/16	YTD FY 16/17 Thru Jan 17	Projected FY16/17
Days over 400 tons	101	118	68	117
Days over 500 tons	24	46	41	70
Days over 600 tons	0	10	9	15
Days over 700 tons	0	1	3	5

An analysis of the dumping times and loading of the tractor trailers indicates that the maximum number of trailers that can be loaded per day through the existing station is 31 trailers. Based on a maximum of 31 trailers loaded per day multiplied by 19.52 average tons per load, the existing station capacity is confirmed at 600 tons of waste per day (TPD). The daily capacity of 600 TPD is estimated to be exceeded at least 20 operational days in FY2016-2017 and this trend will continue to increase until FY 2019-2020.

The access road improvements included with the expansion of the station are needed to improve entrance and exiting from the expanded station. This includes adding a new exit lane from the landfill/transfer station facilities. When the transfer station was constructed in 1994, the exit and entrance to the existing landfill facility was in operation and had been designed for landfill operations only. When inbound MSW collection traffic and transfer station tractor trailer traffic were added with the station, no changes to the roadway system were made. Currently tractor trailers must enter the facility on the exit lane going against outbound landfill and transfer station collection traffic. With the increasing waste tonnage expected for both the transfer station and the landfill, truck traffic will greatly increase impacting this situation. A new exit lane is critical to the operation and has been included in the project. This addition will provide two entrance lanes, one for incoming collection vehicles and residents and one for tractor trailers or by pass traffic entering the site.

Based on the time frame required for permitting, engineering design, procurement and construction of the expanded transfer station and access road improvements, the expansion, if approved in this budget, would not be available for service until approximately March 2019.

A preliminary plan for the expanded facility includes two additional hoppers for tractor trailer loading (approximately 4,000 square feet) and 16,000 square feet of floor space for dumping and waste storage. This additional space/hoppers plus the existing facility would provide a maximum of 1,800 tons per day of capacity depending on personnel/equipment usage. This is more than adequate transfer capacity for the next 20 years (2020 through 2040). According to the Central Midlands COG, Lexington County population is estimated to increase from 318, 683 in 2020 to 476,455 in 2040. Based on the average waste volume generated per person per day (3.5 pounds), an estimated total of 305,000 tons would be generated in 2040 or an average of 1,200 tons per day.

Benefits of the expanded facility:

- No requirement to purchase additional land or the higher cost of building a new station.
- Construction of the expanded facility can be accomplished without disruption of the existing facilities operation and residential/commercial customer activities.
- Provides the County with growth capacity for the next 20 plus years

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF NEW POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

525317 - UTILITIES **$9,000**

This account covers the cost of utilities associated with the expansion of the Transfer Station.

525400 - GAS, FUEL & OIL **$2,580**

This account covers the cost of fuel required for the front-end loader operations associated with the expansion of the Transfer Station. No additional equipment is being added, however, the loader will operate additional hours servicing the transfer station addition. **Fleet services has proposed a budget cost for diesel of $ 2.15 a gal. for FY 2017-2018.**

938H Loader CO #32879 – 1,200 gallons x $2.15 per gallon = $ 2,580.00

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AI000 – ENG. COST- TRANSFER ST. EXPANSION/ACCESS ROAD IMPROVM **$717,000**

This account will cover the cost of services by a consulting engineering firm for permitting, preparation of design plans, assistance with procurement and construction management during the construction of the expanded station and access roadway improvements.

5AI000 – CONSTRUCTION COST TRANSFER ST. EXPAN/ACCESS RD IMPROVM **$3,738,000**

This account will cover the cost to construct a 20,000 square foot expansion to the existing transfer station and costs associated with access road improvements for the facility.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries and Wages - .5	24,147	11,591	24,908	24,908		
510300	Part Time - 8 (5.80 - FTE)	142,028	64,318	156,494	162,138		
511112	FICA Cost	12,644	5,798	13,877	14,309		
511113	State Retirement	65,955	7,611	20,063	22,558		
511114	Police Retirement	0	0	3,006	0		
511120	Insurance Fund Contribution - .5	3,900	1,950	3,900	3,900		
511130	Workers Compensation	16,194	7,065	13,996	17,320		
511213	State Retirement - Retiree	4,578	0	0	0		
511214	Police Retirement - Retiree	13,460	1,434	0	0		
	*** Total Personnel**	**282,906**	**99,767**	**236,244**	**245,133**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	55,163	25,008	60,332	69,404		
520233	Towing Service	165	75	1,000	1,000		
520239	E-Waste Recycling	45,568	16,665	207,500	107,400		
520302	Drug Testing Services	0	0	250	250		
520305	Infectious Disease Services	162	0	331	301		
521000	Office Supplies	78	98	100	150		
521100	Duplicating	113	30	100	111		
521200	Operating Supplies	2,657	1,165	8,500	4,000		
521402	Occupational Health Supplies	0	0	200	200		
522100	Heavy Equipment Repairs & Maintenance	485	280	4,000	4,000		
522200	Small Equipment Repairs & Maintenance	17,167	3,851	35,000	35,000		
522300	Vehicle Repairs & Maintenance	8,203	3,224	12,000	12,000		
524100	Vehicle Insurance - 3	1,590	1,590	1,638	1,638		
524101	Comprehensive Insurance	712	440	519	535		
524201	General Tort Liability Insurance	219	219	226	242		
524202	Surety Bonds	0	0	0	63		
525006	GPS Monitoring Charges - 4	682	341	910	910		
525030	800 MHz Radio Service Charges - 3	1,639	820	1,764	1,980		
525031	800 MHz Radio Maintenance - 3	333	0	344	344		
525400	Gas, Fuel, & Oil	12,574	6,664	18,735	18,281		
525600	Uniforms & Clothing	3,428	2,736	4,146	4,372		
530100	Depreciation	52,039	0	56,000	60,000		
538000	Claims & Judgments	0	0	100	100		
	*** Total Operating**	**202,977**	**63,206**	**413,695**	**322,281**	**0**	**0**
	**** Total Personnel & Operating**	**485,883**	**162,973**	**649,939**	**567,414**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	7,610	28	1,000	1,000		
599999	Capital Clearing	(13,600)	0	0	0		
	All Other Equipment	13,600	8,256	35,700	143,503		
	**** Total Capital**	**7,610**	**8,284**	**36,700**	**144,503**	**0**	**0**
	***** Total Expenses**	**493,493**	**171,257**	**686,639**	**711,917**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste
Organization # 121207 Organization Title: Solid Waste/Recycling
Program # 1 Program Title: Recycling

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	Small Tools & Minor Equipment	1,000
	Signs	3,000
	Traffic Control Equipment	3,418
2	Flatbed Trucks (Replacement)	115,000
	Concrete Pads	12,000
1	Enclosed Trailer (Addition)	6,000
1	Recycling Area Shelter	4,085

** **Total Capital (Transfer Total to Section I and IA)** **144,503**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Recycling

Program 1: Recycling

Objectives:

This program requires the efforts of eight (8) part-time Recycling Collectors and (1) full-time Supervisor (Collection Recycling Coordinator). The Recycling Collectors pick up, transport and process recycling materials collected at the 11 (eleven) County Collection & Recycling Centers, Administration Building, Court House and when requested from other County divisions. Their duties also include: daily vehicle inspection reports, a daily activity log, picking up supplies for Solid Waste Management, delivering supplies to the Collection & Recycling Centers, maintaining the oil filters and bottles, E-waste trailer, mattress trailer and daily maintenance of Recycling Collections vehicles and equipment.

The Collection and Recycling Coordinator's duties include: supervision, scheduling and payroll approval of the Recycling Collectors, scheduling of Collection Centers recycling requests and daily collector's task assignments, oversees vehicle and equipment maintenance, formulates monthly reports for total recycling tonnages and total pulls reports for each recyclable commodity and for each Collection & Recycling Center, purchasing all equipment and supplies as approved in the yearly budget, deals directly with recycling vendors for all recycling occurring inside and outside of the Collection & Recycling Centers, holds the Recycling Coordinator responsible as required in the South Carolina Department of Health and Environmental Control (SCDHEC) Solid Waste Policy & Management Act of 1991. The Collection Recycling Coordinator is responsible for formulating and allocating the Recycling Budget.

Service Levels

Service Level Indicators:	Actual Tons FY 14/15	Actual Tons FY 15/16	Projected Tons FY 16/17	Projected Tons FY 17/18
Aluminum (UBC)	37.72	29.66	35.00	28.00
Antifreeze	22.95	29.92	32.00	34.00
Batteries – Lead Acid	31.24	46.72	50.00	51.00
Cardboard*	973.76	956.18	950.00	1,028.00
Carpet & Foam Pad*	235.88	183.23	300.00	250.00
Co-Mingled (Franchise)	3,968.74	4,159.06	4,300.00	4,500.00
Cooking Oil*	20.47	35.04	38.00	41.00
Electronics*	380.01	297.8	300.00	280.00
Glass - Brown	173.54	133.3	140.00	136.00
Glass - Clear	192.00	181.72	195.00	200.00
Glass – Green	91.92	83.68	95.00	88.00
Glass – Mix	0.00	129.28	100.00	0.00
Mattresses*	209.7	185.12	190.00	195.00
Metal	1,699.34	1,980.66	2,100.00	2,200.00
Newspaper/Magazines*	712.88	585.04	615.00	525.00
Office Paper	51.56	61.10	67.00	62.00
Oil Filters	22.38	25.32	28.00	26.00
Oil Liquid*	192.05	201.30	215.00	210.00
Plastic	228.04	221.06	224.00	210.00
Textiles	46.22	44.68	45.00	35.00
Tires	448.23	492.18	510.00	650.00

* Commodities are pulled and processed by outside vendors. (1) Beginning July 1, 2011, E-Waste Recycling became mandatory and is maintained by the Recycling Collectors.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full Time Equivalent Positions	Enterprise Fund	Other Fund	Total	Pay Band
*Collection Recycling Coordinator	0.5	0.5		0.5	210
**Recycling Collectors	5.8	5.8		5.8	104
Total Positions	6.3	6.3		6.3	

* Only this position includes health insurance.

** These positions are part-time, 29 hour per week employees.

8 collectors @ 29 hours per week = 232 hours, divided by 40 hour (FTE Hours) =	5.8 FTE positions
1 Coordinator @ 40 hours per week, times 50% =	.5 FTE positions
Total FTE for 121207	6.3 positions

*This position is funded ½ in 121203 and ½ in 121207

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$69,404**

Mattress/Box Springs Recycling:

This account will cover the cost for contracting (contract C13018-4/24/13S) an outside vendor to provide and pull a 53' trailer that will be located at the Edmund Landfill to the recycling plant. The cost will cover the rental of the trailer, hauling fee, fuel service charge per trailer and a handling charge for each mattress/box spring. Using data from previous years and an anticipated increase in FY 15-16, it is estimated that approximately 7,000 mattress/box springs will be collected and recycled.

Trailer Rental (2 per month @ $300.00)	12 months	@ $ 600.00	$ 7,200
Hauling Fee	48 Loads	@ $ 250.00	$ 12,000
Fuel Surcharge	48 Loads	@ $ 85.00	$ 4,080
Processing Fee	7,000 mattresses	@ $ 4.00	$ 28,000
	Total		$ 51,280

Fluorescent Bulb Recycling:

This account will cover the cost for contracting an outside vendor to ship, process and swap drums of crushed CFL and fluorescent bulbs to be recycled from residents. The shipping and processing costs are based on a pallet load. This program was started in the 2015-2016 fiscal year.

Shipping and Processing	8 pallets per year @ $1,650.00	$ 13,200.00
S.C. Sales Tax		$ 924.00
	Total	$ 14,124.00

Carpet and Carpet Padding Recycling:

This account will cover the cost of contracting an outside vendor to provide carpet recycling services for the Edmund Landfill. The company will provide storage containers, at no cost, to store materials until enough is collected to fill a truck for shipping.

Carpet Collection	10 shipments @ $250.00 per shipment	$ 2,500.00
Padding Collection	10 shipments @ $150.00 per shipment	$ 1,500.00
	Total	$ 4,000.00

520233 – TOWING **$1,000**

These funds cover the cost of towing on any of the County vehicles assigned to this program (Ford F-450 flatbed #34895; F-450 flatbed #34896; F-450 flatbed #37004; Tilt trailer or any of the other recycling trailers)

520239 – E-WASTE RECYCLING **$107,400**

Effective as of July 1, 2011, it is unlawful for any person to dispose of electronic waste (Computers, TVs, Monitors, etc.) in with their municipal solid waste. E-waste materials are required to be dropped-off at the landfill for recycling. The materials are palletized, loaded on a tractor trailer and hauled off for recycling by an R2/RIOS Certified e-waste recycling contractor. These funds will cover the cost of recycling e-waste dropped off at the Edmund Landfill and approximately (6) six E-Waste Recycling Special Events throughout the County during FY 17-18. (Average cost per trailer in the FY 16-17 is $2,650 per load).

Trailer Load	$ 2,650.00 x 36 Loads	$ 95,400.00
E-Waste Recycling Events	$ 2,000.00 x 6 Events	$ 12,000.00
	Total	**$ 107,400.00**

520302 - DRUG TESTING SERVICES **$250**

This account covers any potential need for drug testing of employees.

520305 – INFECTIOUS DISEASE SERVICES **$301**

This account will cover the cost for hepatitis "B" inoculations available to employees. 29CFR 1910.1030 Guidelines apply to any personnel considered at risk under OSHA 1970 General Data clause. There is considerable information available to support the inclusion of certain personnel in the Solid Waste Management Division in a pathogenic exposure program to vaccinate against hepatitis "B".

Shot Series cost/ employee $301 x 1 employees = $301

521000 - OFFICE SUPPLIES **$150**

This account covers any office supplies to include: file folders, pens, pencils, pads, calendars, etc.

521100 - DUPLICATING **$111**

This account covers any duplication required for worksheets, time sheets, recycling reports, etc.

Copies	$ 0.0315
	x 3500
Total	$ 110.25

521200 - OPERATING SUPPLIES **$4,000**

This account covers the cost for general cleaning supplies, shrink wrap for palletizing electronic waste, first aid supplies, personal protective equipment and other safety devices.

521402 - OCCUPATIONAL HEALTH SUPPLIES **$200**

This account will cover the cost of health supplies to protect the employees from hazardous materials. Items included but not limited to: face masks, latex gloves, chemical gloves, etc.

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **$4,000**

This account will cover the cost of repairs on the Yale forklift, the oil cruncher and the cardboard compactors. These repairs would include tires, hydraulic hoses, motors, paint, metal work, etc.

522200 - SMALL EQUIPMENT REPAIRS & MAINTENANCE **$35,000**

To cover repairs and maintenance of the recycling trailers and containers to include: lights, tires, roll carts, etc. There are approximately 70 trailers of which one-third are over 15 years old. Each year, a number of trailers have been refurbished to ensure the safety of the staff and citizens and to project a professional appearance. The repairs generally include fixing loose mesh flooring, painting, replacing rusted bracing, wheel fenders, and dry rotted tires. The average cost per repair has been approximately $1,400 per trailer. In addition, there are a number of glass recycling trailers and two larger recycling trailers that need to be refurbished.

522300 - VEHICLE REPAIRS & MAINTENANCE **$12,000**

These funds are for normal maintenance costs associated with the operation of the three (3) Ford F-450 Flat Beds. Estimated costs:

F-450 Flat Bed (Co#34895)	$ 4,000
F-450 Flat Bed (Co# 34896)	$ 4,000
F-450 Flat Bed (Co# 37004)	$ 2,500
Sub-total	$ 10,500
Misc. parts & repairs	$ 1,500
Total	$ 12,000

524100 - VEHICLE INSURANCE (3) **$1,638**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management.

Insurance	$ 546
Vehicles	x 3
Total	$ 1,638

524101 – COMPREHENSIVE INSURANCE **$535**

To cover the cost of Comprehensive Insurance (Inland Marine) for the following vehicles and equipment: F-450 #34895 ($170.39), F-450 #34896 ($170.39), and F-450 #37004 ($178.23). estimated at a total of $519.01 plus 3% increase per Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE (6.3) FTE'S **$242**

To cover the cost of allocated general tort liability insurance for .50% of Collection and Recycling Center Coordinator and 8 part time recycling collectors. $234 + 3% increase = $ 241.02 or $242. This figure provided by Risk Management.

524202 – SURETY BONDS **$63**

Cover the cost of surety bonds for full-time equivalent employees. 6.3 FTE's x $10 per FTE = $63. This figure provided by Risk Management. This is a non-surety bond year.

5250006 – GPS MONITORING CHARGES **$910**

To cover the cost of monthly vehicle GPS monitoring charges for the F-450 #34895, F-450 #34896, F-450 #37004 and Yale Forklift #37206.
4 @ $18.95/month = $75.80
12 months @ $75.80 = $909.60

525030- -800 MHZ RADIO SERVICE CHARGE **$1,980**

This account covers the cost for three (3) 800 MHz Radios

Service for three (3)Radios @ $55 (6 site rate + airtime & tax) each	$	165.00
Month	x	12
Total	$	1,980.00

525031 - 800 MHZ RADIO MAINTENANCE **$344**

This account covers the cost for yearly maintenance of three (3) 800 MHz Radios @ $114.50 each = $343.50 or $344.

525400 - GAS, FUEL & OIL **$18,281**

This account covers the cost for gas/diesel fuel for vehicles and equipment assigned to this department. **Fleet Services has proposed a budget cost of $ 2.15/gal. for diesel this FY.**

Ford Flat Bed Co #34895	63gal/week @ $2.15/gal=	$135.45/week x 52 weeks =	$ 7,043.40
Ford Flat Bed Co #34896	55gal/week @ $2.15/gal=	$118.25/week x 52 weeks=	$ 6,149.00
Ford Flat Bed Co #37004	36gal/week @ $2.15/gal=	$77.40/week x 52 weeks=	$ 4,028.80
Yale Forklift Co #37206	10gal/month @ $2.15/gal=	$21.50/month x 12 months=	$ 258.00
Urea	3 @ $133.70		$ 401.10
Misc Equip (compressor/welder)			$ 400.00
Total			**$ 18,280.30**

525600 - UNIFORMS & CLOTHING **$4,372**

This account covers the cost for eight employees that are required to wear uniforms to identify themselves as County employees, while working directly with the public. Safety apparatus must be worn, due to some of the hazardous conditions the employees are exposed. After the initial purchase for all employees, items such as winter jackets, rain coats, pants, and belts will only be purchased on an as needed basis each year.

Safety Shoes	9 Pair @ $135.00	$ 1,215.00
Winter Jacket	8 @ $48.24	$ 385.92
Raincoat	8 @ $62.00	$ 496.00
Shirt – Short Sleeve	32 @ $14.50	$ 464.00
Shirt – Long Sleeve	32 @ $14.50	$ 464.00
Sweatshirt Hood w/zipper	24 @ $15.00	$ 360.00
Work Pants	32 @ $14.54	$ 465.28
Belt	8 @ $13.54	$ 108.32
Summer Caps	12 @ $7.50	$ 90.00
County Patch	16 @ $1.50	$ 24.00
Sewing on Patch	16 @ $0.80	$ 12.80
S.C. Sales tax @ 7%		$ 285.97
Total		$ 4,371.29

530100 - DEPRECIATION **$60,000**

This cost will cover the depreciation of vehicles and equipment.

538000 - CLAIMS & JUDGMENTS (LITIGATION) **$100**

This account will cover any cost that may occur that are lower than the deductible of our insurance.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$1,000**

This account will cover the cost for any small tools and minor equipment that falls below the $500 capital cost limit. This also includes replacement items not stocked at Central Warehouse such as wrenches, ratchets, sockets, battery packs, and portable air compressors.

5AI000 – SIGNS **$3,000**

This account will cover the cost of signs, banners and sign materials for electronic recycling events and for the electronic waste building (directional and informational). This amount includes costs for signposts, brackets and other hardware necessary for the installation of signs and hanging of banners.

5AI000 – Traffic Control Equipment **$3,418**

This account will cover the cost of traffic cones and barriers to be used at Recycling events that are held at various locations throughout the county. The Solid Waste Management Department hosts up to 6 collection events each year and can expect up to 1100 vehicles to participate, in a four hour period, depending on the event. Traffic control devices are needed to help direct vehicles into the right area, prevent vehicles from entering restricted areas, and to help protect the event staff.

28 inch Reflective Traffic Cone	150 @ $12.29 each	$ 1,843.50
Class 2 Traffic Barrier	15 @ $90.00 each	$ 1,350.00
SC Sales Tax		$ 223.55
Total:		**$ 3,417.05**

5AI000 – 2 Flatbed Trucks (Replacement) **$115,000**

This account will cover the cost to purchase two new flatbed vehicles that are equivalent to the current F-450 trucks that are in operation. Each of these vehicles has been recommended for replacement by Fleet Services. These vehicles have a useful life of 175,000 miles and both vehicles will be at or above the useful life at the time of replacement.

5AI000 – Concrete Pads **$12,000**

This account will cover the cost of all labor and materials needed to add a concrete pad at the Recycling Center inside the landfill perimeter. This area currently has two compactors and the containers that are attached to these compactors have to be placed on an unpaved surface. Placing containers on any unpaved surface results in holes, uneven terrain, standing water, and presents trip hazards for citizens and staff.

5AI000 – Enclosed Trailer **$6,000**

This account will cover the cost of purchasing an enclosed trailer to transport all of the necessary supplies and equipment for the community recycling events. The Solid Waste Management Department hosts up to 6 recycling events in various locations throughout the county each year. There are several different items that are needed to manage these events and theses items are stored in several different locations within the department. Also, it may take several different vehicles to transport the items to the event location. Some of the things needed for the events include traffic cones, traffic barricades, directional signage, tables, chairs, waste receptacles, promotional items, and

tents. This trailer will allow for consolidated storage of event supplies and facilitate easier transportation to and from collection events.

5AI000 – Recycling Area Shelter **$4,085**

This account will cover the cost of purchasing a custom built shelter to provide protection from the rain in the carpet and carpet padding recycling area. These recyclable materials must be kept dry in order to be processed by the vendor. Currently all material has to be placed inside of the container by customers and then the material taken out by a SWM employee to sort and organized the material before neatly stacking the material back into the container to be stored until pick up. By placing a shelter over this area all of the material will be kept dry and customers will be able to place the material on the pavement under the shelter instead of in the containers which will reduce the amount of man hours dedicated to handling this material by at least 50%.

Custom Sized Shelter	$ 3,817.55
S.C. Sales Tax	$ 267.22
Total	**$ 4,084.77**

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121209 - Solid Waste / Residential Solid Waste Collection

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	0	0	1,597,128			
	*** Total Operating**	**0**	**0**	**1,597,128**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**1,597,128**	**0**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**

*** New Revenue Source to cover the cost of this program:**
10,238 Homes X $156.00/year = $ 1,597,128

	***** Total Expenses**	**0**	**0**	**1,597,128**	**0**	**0**	**0**

SECTION I

COUNTY OF LEXINGTON

SUMMARY OF DEPARTMENTAL REVENUES
NEW PROGRAM
Annual Budget
FY 2017-18 Estimated Revenue

Fund: 5700
Division: 121210
Organization: SW/Litter Control Operations

Object Code	Revenue Account Title	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Revenues:			
434000	Landfill Fees	140,464		
	**** Total Revenue (Section II)**	140,464	0	0
	***** Total Appropriation (Section III)**	135,873		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY 2017-18

Fund #: 5700 Fund Name: Solid Waste Management

Organ. #: 121210 Organ. Name: SW/Litter Control Operations

						Budget				
Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/2016 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Units of Service	Current Fee	Current Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
434000	Landfill Fees	$1,900,162	$ 2,360,789	$ 1,628,170	$2,300,456	MSW 61,337 tons	$41 /ton	$ 2,514,817	$43 /ton	$ 2,637,491
									Increase	$ 122,674
						C&D 11,860 tons	$25/ton	$ 296,500	26.50/ton	$ 314,290
									Increase	$17,790
									Total Inc.	$ 140,464
							Total	$ 2,811,317		$ 2,951,781

SECTION II
New Program – Litter Crew
Proposed revenues
Budget Summary – FY 2017-2018

- 434000 Landfill Fees – Increase to the Transfer Station Commercial Municipal Solid Waste (MSW) fee from $41 to $43 and increase to the Landfill C&D Mixed Waste fee from $25 to $26.50. Produces an estimated increase of $140,464 in revenue to fund the litter collection program.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2017-2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121210 Organization Title: Solid Waste/Litter Control Operations
Program # 1 Program Title: Litter Collection Crew

Object Code	Expenditure Classification	Total 2017-2018 Requested
	Personnel	
510100	Salaries #___	0
510300	Part Time #_4__	65,625
511112	FICA Cost	5,020
511113	State Retirement	7,914
511114	Police Retirement	0
511120	Insurance Fund Contribution #___	0
511130	Workers Compensation	6,733
511131	S.C. Unemployment	0
	*** Total Personnel**	85,292
	Operating Expenses	
520100	Contracted maintenance	0
		0
520233	Towing	75
520305	Infectious Disease Services	1,204
520300	Professional Services	0
520400	Advertising	0
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	4,000
		0
		0
522100	Equipment Repairs & Maintenance	0
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	500
523000	Land Rental	0
		0
524000	Building Insurance	0
524100	Vehicle Insurance #_1__	546
524101	Comprehensive Insurance #_1__	0
524201	General Tort Liability Insurance	576
524202	Surety Bonds	30
525000	Telephone	0
525006	GPS Monitoring Charges	228
525030	800 MHZ Radio Service Charges	660
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	6,450
525600	Uniforms & Clothing	2,098
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	16,367
	**** Total Personnel & Operating**	101,659
	**** Total Capital (From Section IV)**	34,214
	***** Total Budget Appropriation**	135,873

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121210 Organization Title: Solid Waste / Litter Control Operations
Program # 1 Program Title: Litter Crew

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
	Small Tools and Minor Equipment	$114
	Signs	$2,000
1	Crew Cab Pick-up Truck	$28,000
1	800 MHZ Mobile Radio	$4,100

** **Total Capital (Transfer Total to Section III)** **34,214**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Litter Collection Crew

Program 1: Litter Collection Crew

Objectives:

The department is requesting funds to establish a litter collection crew to provide weekly litter collection service to roadways throughout the County.

Lexington County has been blessed with significant physical and financial resources, as well as, growth potential in the areas of business development and accompanying residential growth. However, a survey of the roads throughout the County indicates a significant problem with litter accumulation. Although resources such as SCDOT, Keep the Midlands Beautiful (KMB) Adopt-A-Highway and the County Sheriff's litter program have been employed, this problem persists. Currently, the County Sheriff's office provides litter enforcement and where resources (inmates) are available, litter collection is initiated. There is a significant need for consistent litter removal on highways and roads throughout the County.

The Department receives many calls from residents regarding litter accumulation alongside County roads. Economic Development is a priority of the County Council and potential relocation of Industry to the County will be affected by the way the County looks. Since a significant amount of litter is generated around the collection and disposal of solid waste, it makes sense to utilize resources from the disposal rate to fund this new program.

This new program is proposed to provide weekly consistent litter collection service (3 days per week) using four (4) temporary positions and accompanying equipment.

The addition of a litter collection crew would provide the following benefits:

- Provide consistent weekly collection of litter on County highways and roads.
- Assist the other litter collection programs in combating litter.
- Reduce and/or eliminate the gross volume of litter accumulating on the roads

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

434000 – LANDFILL FEES **$140,464**

Increase the transfer station disposal rate by $2.00 per ton (from $41 to $43) and the mixed C&D waste landfill disposal fee by $1.50 (from $25 to $26.50).

SECTION VI. B. – LISTING OF NEW POSITIONS

Requested Staffing Level:

Job Title	Full Time Equivalent Positions	Enterprise Fund	Other Fund	Total	Pay Band
**Litter Collection Crew Chief	0.738	0.738		0.738	103
**Litter Collectors	2.213	2.213		2.213	101
Total Positions	2.95	2.95		2.95	

** These positions are part-time, 29.5 hour per week employees.
(1) Litter Collection Crew Chief @ 29 hours per week = 29.5 hours, divided by 40 hour (FTE Hrs) = 0.738 FTE positions
(3) Litter Collectors @ 29.5 hours per week = 88.5 hours, divided by 40 (FTE Hours) = 2.213 FTE positions

Total FTE 2.95 positions

Requested Personnel Budget:

510300 – PART TIME (2.95FTE) $65,625

(1) Litter Collection Crew Chief (Pay Band 103- L/S Temporary) $11.82/hour x 29.5 hrs per week x 52 weeks = $18,131.88
(3) Litter Collectors (Pay Band 101 – L/S Temporary) $10.32/hour x 29.5 hrs per week x 52 weeks = $47,492.64

511112 - FICA COSTS $5,020

FICA 7.65 % x $65,625 = $5,020.31

511113 - STATE RETIREMENT $7,914

Retirement 12.06 % x $65,625 = $7,914.38

511130 - WORKERS COMPENSATION (0.50 FTE) $6,733

Workers Compensation Code 9403 $65,625 x 0.1026 = $6,733

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING **$75**

These funds cover the cost of towing.

520305 – INFECTIOUS DISEASE SERVICES **$1,204**

This account will cover the cost for hepatitis "B" inoculations available to employees. 29CFR 1910.1030 Guidelines apply to any personnel considered at risk under OSHA 1970 General Data clause. There is considerable information available to support the inclusion of certain personnel in the Solid Waste Management Department in a pathogenic exposure program to vaccinate against hepatitis "B".

Shot Series cost/ employee $301 per employee x 4 employees = $1,204

521200 - OPERATING SUPPLIES **$4,000**

This account covers the cost for collection bags, safety personal protective gear and other associated supplies.

522300 - VEHICLE REPAIRS & MAINTENANCE **$500**

These funds are for normal maintenance costs associated with the operation of one (1) Pickup truck

524100 - VEHICLE INSURANCE (1) **$546**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management.

Insurance (1) pickup truck $ 546

524201 - GENERAL TORT LIABILITY INSURANCE **$576**

This account fee covers the cost for the FY 17/18 for (4) employees. (Based on provided schedule.)

524202 – SURETY BONDS **$30**

This account fee covers the cost for Surety Bonds for FY 17/18. Cost $10 per employee x 2.91 FTE's = $30.

525006 – GPS MONITORING CHARGES **$228**

This account covers cost for GPS monitoring and activation.

Monitoring cost of unit $18.95 x 12 months = $227.40

525030 - 800 MHZ RADIO SERVICE CHARGES **$660**

This account covers cost for one (1) 800 MHz Radio.

Service for (1) 800 MHz Radio x $55.00 (6 site rate + airtime & tax)/month =	$	55.00
Month	x	12
Total	$	660.00

525031 - 800 MHZ RADIO MAINTENANCE **$0**

This account covers cost for required maintenance of one (1) 800 MHz Radios
New radio is under warranty – no charge.

525400 - GAS FUEL & OIL **$6,450**

This account will cover the cost for daily gas and other lubricants required for the assigned vehicle. **Fleet services has proposed a budget cost of $ 2.15 a gal. for FY 2017/2018.**

Pickup truck - 3,000 gallons x $2.15/gallon = $ 6,450

525600 - UNIFORMS & CLOTHING **$2,098**

This account covers the cost for four employees that are required to wear uniforms to identify themselves as County employees, while working directly with the public. Safety apparatus must be worn, due to some of the hazardous conditions the employees are exposed. After the initial purchase for all employees, items such as winter jackets, rain coats, pants, and belts will only be purchased on an as needed basis each year.

Safety Shoes	4 Pair @ $135.00	$	540.00
Winter Jacket	4 @ $48.24	$	192.96
Raincoat	4 @ $62.00	$	248.00
Shirt – Short Sleeve	16 @ $14.50	$	232.00
Shirt – Long Sleeve	16 @ $14.50	$	232.00
Sweatshirt Hood w/zipper	12 @ $15.00	$	180.00
Work Pants	16 @ $14.54	$	232.64
Belt	4 @ $13.54	$	54.16
Summer Caps	4 @ $7.50	$	30.00
County Patch	8 @ $1.50	$	12.00
Sewing on Patch	8 @ $0.80	$	6.40
S.C. Sales tax @ 7%		$	137.21
Total		$	2,097.37

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$114**

This account will cover the cost to purchase a GPS device for this equipment. The cost is $106.50 plus $7.46 tax = $113.96

5AI000 – SIGNS **$2,000**

This account will cover the cost to purchase portable road work signs to be used by the litter crew.

5AI000 – (1) CREW CAB PICK-UP TRUCK **$28,000**

This account will cover the cost to purchase (1) Crew Cab Pick-up Truck to be used to transport the litter crew and collect bags of litter.

5AI000 – (1) 800 MHZ MOBILE RADIO **$4,100**

This account will cover the cost to purchase (1) 800 MHZ radio to provide communication for the Litter Crew.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2017-18

Fund: 5700
Division: Public Works-Solid Waste
Organization: 121299 - Solid Waste / Non-Departmental

Object Code	Expenditure Classification	2015-16 Expenses	2016-17 Expenses (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
511112	FICA Cost - Salary Adjustment	0	0	0	3,073		
511113	State Retirement - Sal. Adjustment	0	0	0	4,844		
511130	Workers Compensation - Sal. Adjustment	0	0	0	2,595		
519901	Salaries & Wages Adjustment Account	0	0	67,507	40,168		
	*** Total Personnel**	**0**	**0**	**67,507**	**50,680**	**0**	**0**
	Operating Expenses						
525400	Gas, Fuel, & Oil	0	0	0	0		
529903	Contingency	0	0	2,564,373	50,000		
	*** Total Operating**	**0**	**0**	**2,564,373**	**50,000**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**2,631,880**	**100,680**	**0**	**0**
	Transfers						
815701	Op Trn to Solid Waste Post Closure	0	0	0			
	**** Total Transfers**	**0**	**0**	**0**	**0**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Expenses**	**0**	**0**	**2,631,880**	**100,680**	**0**	**0**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Program – Non-Departmental

Program: Non-Departmental

Objectives:

This program is being requested to provide backup for potential salary adjustment and Department contingency.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. B. – LISTING OF POSITIONS

Requested Personnel Budget: (Estimated (3) percent increase on existing Salary Total $1,338,933)

511112 - FICA COSTS – SALARY ADJUSTMENT $3,073

$40,168 x .0765 (7.65%) = $3,073

511113 - STATE RETIREMENT (L/S) $4,844

$40,168 x .1206 (12.06%) = $4,844

511130 - WORKERS COMPENSATION (1.0 FTE) $2,595

$40,168 x 0.0646 (average factor for Department) = $2,595

519901–SALARIES&WAGESADJUSTMENTACCOUNT $40,168

$1,338,933 x 1.03 (3%) = $1,399,101 – Increase $40,168

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY $50,000

COUNTY OF LEXINGTON
SW POST CLOSURE SINKING FUND
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** SW Post Closure Sinking Fund 5701:**							
	Revenues:							
461000	Investment Interest	36,713	20,862	16,500	16,500	41,724		
805700	Op Trn from Solid Waste	92,548	118,525	118,525	118,525	86,040		
	**** Total Revenue**	**129,261**	**139,387**	**135,025**	**135,025**	**127,764**	**0**	**0**
	*****Total Appropriation**				913,384	399,269	0	0
	Contingency				114,728			
	FUND BALANCE							
	Beginning of Year - cash				5,554,241	4,890,610	4,890,610	4,890,610
	FUND BALANCE - Projected							
	End of Year - cash				4,890,610	4,619,105	4,890,610	4,890,610

Fund: 5701
Division: Public Works
Organization: 121211 - Solid Waste / Closure/Post Closure Landfill Operations

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520200	Contractual Service	0	0	0	12,000		
520300	Professional Services	0	0	0	70,500		
520601	L/F Well Monitoring - Batesburg/Leesville	0	0	0	55,500		
520602	L/F Well Monitoring - Edmund	0	0	0	32,500		
520603	L/F Well Monitoring - Chapin	0	0	0	36,000		
520612	Closure/PostClosure Care Cost	(409,062)	0	798,656	0		
521120	Closure/Post Closure Operating Supplies	0	0	0	92,769		
529903	Contingency	0	0	114,728	100,000		
	*** Total Operating**	**(409,062)**	**0**	**913,384**	**399,269**	**0**	**0**
	****Total Personnel & Operating**	**(409,062)**	**0**	**913,384**	**399,269**	**0**	**0**
	Capital						
599999	Capital Clearing	0	0	0	0		
	All Other Equipment	0	0	0	0		
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	**** Total Budget Appropriation**	**(409,062)**	**0**	**913,384**	**399,269**	**0**	**0**

SECTION V-PROGRAM OVERVIEW

Summary of program:

Program 1: Landfill Closure/Post Closure Operations

Objectives:

This program accounts for the closure and post closure expenditures required for the three closed Class 3 municipal solid waste landfills (MSW) including the Batesburg/Leesville, Chapin and Edmund landfills and completed portions of the Class 2, Edmund C&D Landfill. Expenditures include engineering, construction and material costs for closure and ongoing post closure maintenance and groundwater/methane gas monitoring activities.

SERVICE LEVELS

Service Level Indicators:
Program 1:

	Actual FY 14/15	Actual FY 15/16	Estimated FY 16/17	Projected FY 17/18
# of Class 3 Land fills Closed	**3**	**3**	**3**	**3**
# of Class 2 Cells Closed	**0**	**0**	**1**	**1**

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES **$12,000**

To cover contractor costs for mowing and tree removal at the Batesburg/Leesville and Chapin closed Class 3 Landfills. Two (2) mowing/tree removal services per year per site x $3,000 per service x (2) sites = $12,000.

520300 - PROFESSIONAL SERVICES **$70,500**

This account covers cost associated with several type services. These services include: Engineering observations & surveying, preparation of final Closure report/certification to DHEC, technical assistance e Edmund Class 2 Landfill and services for the closed Class 3 Landfills at Edmund, Batesburg/Leesville and Chapin.

Eng Service – Closure of Cell One (Edmund C&D)	$ 30,500.00
Corrective Measures &Compliance (Batesburg/Leesville LF)	$ 15,000.00
Corrective Measures & Compliance (Chapin Landfill)	$ 25,000.00
Total Professional Services	$ 70,500.00

520601 - L/F WELL MONITORING - BATESBURG/LEESVILLE **$55,500**

The proposed engineering fee is to perform bi-annual sampling and laboratory analysis of groundwater at the Batesburg/Leesville Landfill. Engineering consultants oversee and handle all laboratory reports, as required by SCDHEC. This fee includes: Laboratory analysis of sampling for indicator parameters, review of results in relation to maximum contaminant levels and reporting of results to SCDHEC.

520602 - L/F WELL MONITORING - EDMUND **$32,500**

The proposed engineering fee is to perform bi-annual sampling and laboratories analysis of groundwater, monthly methane gas monitoring, GHG reporting to EPA and cover inspection at the closed Edmund (Class 3) Landfill. Engineering consultants oversee and handle all laboratory reports as required by SCDHEC. This fee includes: Laboratory analysis of sampling for indicator parameters, review of results in relation to maximum Contaminant levels and reporting of results to SCDHEC. The analysis is more extensive for Edmund than our other closed MSW Landfills. This extensive analysis is listed on the "Appendix 2" and is the same requirements for Subtitle D landfill, by SCDHEC. This fee also includes a bi-annual statistical analysis report for ground water and monthly methane reports sent to SCDHEC.

520603 - L/F WELL MONITORING - CHAPIN **$36,000**

The proposed engineering fee is to perform bi-annual sampling and laboratory analysis of groundwater and annual cover inspection at the Chapin Landfill. Engineering consultants oversee and handle all laboratory reports as required by SCDHEC. This fee includes: Laboratory analysis of sampling for indicator parameters, review of results in relation to maximum contaminant levels and reporting of results to SCDHEC.

521220 – CLOSURE OPERATING SUPPLIES **$92,769**

Edmund construction and demolition – lift four and five closure estimated cost .

18" HDPE pipe (single wall)	$ 10,000.00
18"x18"x18" HDPE T fitting	$ 500.00
18" Split Cplg	$ 500.00
18" Flrd End	$ 2,000.00
12" HDPE pipe (single wall)	$ 500.00
12" Split cplg	$ 200.00
12" Flrd End	$ 1,500.00
12" HDPE T fitting	$ 1,000.00
Rip-Rap check dams w/#57 stone	$ 5,000.00
Materials for grassing Lifts Four And Five	$ 60,000.00
Erosion Reinforcement Materials	$ 5,500.00
S.C. Sale tax @ 7%	$ 6,069.00
Total	$ 92,769.00

Solid Waste Closure/Post Closure Sinking Fund
Summary – FY 2017-2018 Cell 2

	FY2017-18
- Closure (Cell Two)	$ 57,180
- Post Closure (Cell Two)	28,860
Total	$ 86,040

LEXINGTON COUNTY - Solid Waste Management

CAPACITY PROJECTION - EDMUND C&D LANDFILL CELL 2

Budget Estimate for Closure/PostClosure

Fiscal Year	Edmund C&D Landfill Tonnage	Landfill Life In Years
Available Capacity - Tons(1)	498,938	8.00
Disposed FY 2016/2017 (2)	23,071	
Capacity as of 7/01/17	475,867	7.52
Disposed FY 2017/2018	0	
Capacity as of 7/01/18	475,867	7.52
Disposed FY 2018/2019	0	
Capacity as of 7/01/19	475,867	7.52
Disposed FY 2019/2020	0	
Capacity as of 7/01/20	475,867	7.52
Disposed FY 2020/2021	0	
Capacity as of 7/01/21	475,867	7.52
Disposed FY 2021/2022	0	
Capacity as of 7/01/22	475,867	7.52
Disposed FY 2022/2023	0	
Capacity as of 7/01/23	475,867	7.52
Disposed FY 2023/2024	0	
Capacity as of 7/01/12	475,867	7.52
Disposed FY 2024/2025	0	
Capacity as of 7/01/13	475,867	7.52
Disposed FY 2025/2026	0	
Capacity as of 7/01/14	475,867	7.52
Disposed FY 2026/2027	0	
Capacity as of 7/01/15	475,867	7.52
Disposed FY 2027/2028	0	
Capacity as of 7/01/16	475,867	7.52
Disposed FY 2028/2029	0	
Capacity as of 7/01/17	475,867	7.52
Disposed FY 2029/2030	0	
Capacity as of 7/01/18	475,867	7.52
Disposed FY 2030/2031	0	
Capacity as of 7/01/19	475,867	7.52
Disposed FY 2031/2032	0	
Capacity as of 7/01/20	475,867	7.52

As of 2/2/17

(1) Capacity based on Engineering Topo - Alliance Engineering
based on 828,800 cubic yards and avg. solid waste density of 1,204 lbs/cubic yard

(2) Tonnage is for the remaining portion of the year - February 2017 to June 2017

SOLID WASTE MANAGEMENT CLOSURE - CELL 2

	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023
ESTIMATED CLOSURE COSTS	$953,000	$953,000	$953,000	$953,000	$953,000	$953,000
Less Current Expenditures	$0	$0	$0	$0	$0	$0
Balance Closure Costs	$953,000	$953,000	$953,000	$953,000	$953,000	$953,000
BEGINNING LIFE IN YRS	8	8	8	8	8	8
COST PER YEAR	$119,125.00	$119,125.00	$119,125.00	$119,125.00	$119,125.00	$119,125.00
NUMBER OF LIFE YEARS REMAINING	7.52	0.00	0.00	0.00	0.00	0.00
MONTH	June 30,2018	June 30,2019	June 30,2020	June 30,2021	June 30,2022	June 30,2023
NUMBER OF YEARS OF LANDFILL LIFE USED	0.48	8	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	$57,180	$953,000	$953,000	$953,000	$953,000	$953,000
ORIGINAL ALLOCATION FROM GENERAL FUND	$0	$0	$0	$0	$0	$0
BALANCE REQUIRED	$57,180	$953,000	$953,000	$953,000	$953,000	$953,000
LESS PREVIOUS ADDITION TO FUND 5701	$0	$0	$0	$0	$0	$0
		(1)	(2)	(3)	(4)	(4)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	$0	$953,000	$953,000	$953,000	$953,000	$953,000

(1) Addition based on Budget estimate 2/02/17

SOLID WASTE MANAGEMENT POST CLOSURE - CELL 2

	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023
ESTIMATED CLOSURE COSTS	$481,000	$481,000	$481,000	$481,000	$481,000	$481,000
Less Current Expenditures	$0	$0	$0	$0	$0	$0
Balance Closure Costs	$481,000	$481,000	$481,000	$481,000	$481,000	$481,000
BEGINNING LIFE IN YRS	8	8	8	8	8	8
COST PER YEAR	$60,125.00	$60,125.00	$60,125.00	$60,125.00	$60,125.00	$60,125.00
NUMBER OF LIFE YEARS REMAINING	7.52	0.00	0.00	0.00	0.00	0.00
MONTH	June 30,2018	June 30,2019	June 30,2020	June 30,2021	June 30,2022	June 30,2023
NUMBER OF YEARS OF LANDFILL LIFE USED	0.48	8	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	$28,860	$481,000	$481,000	$481,000	$481,000	$481,000
ORIGINAL ALLOCATION FROM GENERAL FUND	$0	$0	$0	$0	$0	$0
BALANCE REQUIRED	$28,860	$481,000	$481,000	$481,000	$481,000	$481,000
LESS PREVIOUS ADDITION TO FUND 5701	$0	$0	$0	$0	$0	$0
		(1)	(2)	(3)	(4)	(4)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	$0	$481,000	$481,000	$481,000	$481,000	$481,000

(1) Addition based on Budget estimate 2/02/17

COUNTY OF LEXINGTON
SOLID WASTE TIRES
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solid Waste Tire 5710:**							
	Revenues:							
422000	Landfill - Tires	110,775	59,078	104,500	104,500	114,000		
461000	Investment Interest	1,301	1,004	562	562	2,000		
	**** Total Revenue**	112,076	60,082	105,062	105,062	116,000	0	0
	*****Total Appropriation**				140,261	127,997	0	0
	Noncash Expenses:							
	Depreciation				3,000	2,000		
	FUND BALANCE							
	Beginning of Year (Fund Bal. minus F/A)				320,887	288,688	288,688	288,688
	FUND BALANCE - Projected							
	End of Year				288,688	278,691	288,688	288,688

Fund: 5710
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520100	Contracted Maintenance	8,913	5,926	22,525	17,455		
520200	Contracted Services	0	0	0	5,000		
520240	Tire Disposal	43,828	23,261	32,250	64,025		
522100	Heavy Equipment Rep. & Maint.	738	15,752	56,438	0		
522300	Vehicle Repairs & Maintenance	1,571	0	2,000	0		
524101	Comprehensive Insurance	1,561	1,516	1,517	1,517		
525006	GPS Monitoring Charge	227	114	455	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
529903	Contingency	0	0	0	0		
530100	Depreciation Expense	2,003	0	3,000	2,000		
	*** Total Operating**	**58,841**	**46,569**	**118,185**	**89,997**	**0**	**0**
	****Total Personnel & Operating**	**58,841**	**46,569**	**118,185**	**89,997**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	500	500		
599999	Capital Clearing	0	0	0			
	All Other Equipment	0	0	21,576	37,500		
	****Total Capital**	**0**	**0**	**22,076**	**38,000**	**0**	**0**
	**** Total Budget Appropriation**	**58,841**	**46,569**	**140,261**	**127,997**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2017-2018

5710

Fund # ~~5700~~
Organization # 121204
Program #

Fund Title: Solid Waste Management
Organization Title: Solid Waste/ State Tire
Program Title: State Tire

Qty	Item Description	***BUDGET*** 2016-2017 Requested Amount
1	Small Tools & Minor Equipment	500
1	Tire Grappler (Replacement)	37,500

**** Total Capital (Transfer Total to Section I and IA)** **38,000**

SECTION V – PROGRAM OVERVIEW

Summary of Programs:

Program 1 – State Tire Fund

Program 1: Waste Tire Disposal

Objectives:

This program is for the disposal of all waste tires. The State Tire Fund revenue is received on a quarterly basis and provides the funds for this account. Whole tires are banned from Landfills, per South Carolina Department of Health and Environmental Control, Solid Waste Policy and Management Act. In order to properly dispose of tires we contract with an outside vendor to pickup and recycle the waste tire collected at the Edmund Landfill. In addition to contractual service, the State Tire Fund also allows for the purchase of all tools and equipment necessary for this operation.

SERVICE LEVELS

Service Level Indicators

Service Levels Tire Disposal	Actual FY 14/15	Actual FY 15/16	Estimated FY 16/17	Projected FY 17/18
Tons	437	590	625	650

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE **$17,455**

This account will cover the expenditures for one year for one (1) Front-end Loader to include Total Maintenance & Repair (TM&R) for mechanical and general maintenance and fire protection system. This piece of equipment is serviced every 500 operating hours for (TM&R) and the monthly cost is a set price to cover all maintenance, except for ground engaging tools

Co. # 40667 Cat 938 M Front-End Loader Serviced by Blanchard.

Total Maintenance & Repair (TM&R) per month.	$ 1,297.00
	x 12
S.C. SALE TAX @ 7%	$ 1,089.48
Total TM&R	$ 16,653.48
Fire protection inspection (quarterly)	$187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total inspection	$ 801.43
Total	$ 17,454.91

520200 - CONTRACTED SERVICES **$5,000**

This account is for contracted services for the cleanup and disposal of stock piles of used tires throughout the County.

520240 - TIRE DISPOSAL SERVICES **$64,025**

This account is to cover the disposal cost of waste tires. Whole tires are banned from Landfills, per SCDHEC. In order to dispose of tires the only alternative is to ship them to a local vendor for recycling.

Total Estimated: 650 tons x $98.50/ton = $64,025.00

524101 - COMPREHENSIVE INSURANCE **$1,517**

This account is for insurance to cover: Inland, Marine, Fire, Vandalism, etc. of Heavy Equipment used in the Tire disposal operations. Costs based on projections provided by Risk Management.

530100 - DEPRECIATION **$2,000**

This cost will cover the depreciation of our equipment, as provided by the Finance Department

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$500**

These funds will be used to purchase small tools and minor equipment to maintain Loader and Boom Truck.

5A0000 – TIRE GRAPPLER (REPLACEMENT) **$37,500**

These funds will be used to purchase the replacement Tire Grappler. The current tire grappler is 12 years old and has been rebuilt four times. The steel has fatigued to the point the grappler needs to be replaced. The grappler is used to load used tires for shipment for recycling. The grappler is also used to push up and clean the tire pile between shipments.

COUNTY OF LEXINGTON
SOLID WASTE DHEC MANAGEMENT GRANT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***Solid Waste DHEC Management Grant 5720:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	0	7,200	10,000	10,000	10,000		
461000	Investment Interest	0	0	0	0	0	0	0
	**** Total Revenue**	0	7,200	10,000	10,000	10,000	0	0
	*****Total Appropriation**				22,800	10,000	0	0
	FUND BALANCE Beginning of Year				1,444	(11,356)	(11,356)	(11,356)
	FUND BALANCE - Projected End of Year				(11,356)	(11,356)	(11,356)	(11,356)

Fund: 5720
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520300	Professional Services	0	0	20,000	0		
520400	Advertising & Publicity	0	1,023	2,550	3,000		
521200	Operating Supplies	0	0	0	255		
521213	Public Education Supplies	0	150	250			
	*** Total Operating**	**0**	**1,173**	**22,800**	**3,255**	**0**	**0**
	****Total Personnel & Operating**	**0**	**1,173**	**22,800**	**3,255**	**0**	**0**
	Capital						
599999	Capital Clearing	(7,200)	0	0	0		
	All Other Equipment	7,200	0	0	6,745		
	****Total Capital**	**0**	**0**	**0**	**6,745**	**0**	**0**
	**** Total Budget Appropriation**	**0**	**1,173**	**22,800**	**10,000**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5720 Fund Title: Solid Waste Grant - Fluorescent Bulb Crusher
Organization # 121207 Organization Title: Recycling
Program # Program Title: Solid Waste Reduction & Recycling Grant

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
1	Bulb Eater 3 Machine w/ Removable CFL Chute	$6,745

** **Total Capital (Transfer Total to Section III)** **6,745**

SECTION V. – PROGRAM OVERVIEW

Summary of Program

DHEC Solid Waste Management Grant

Objective:

This program is a proposed grant application with South Carolina Department of Health and Environmental Control (DHEC). DHEC is offering grant funds for the implementation or expansion of waste reduction and/or recycling projects. The proposed grant request would help Lexington County expand and improve its fluorescent bulb recycling program.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME **$10,000**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 - ADVERTISING AND PUBLICITY **$3,000**

Funds will be used to advertise and promote the county's fluorescent bulb collection and recycling program.

521200 - OPERATING SUPPLIES **$ 255**

(1) Jumbo Filter Combo Kit x $235+ shipping, tax = $255
Components of kit will be used to replace used filters on the fluorescent bulb crusher.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AH000 – (1) Bulb Eater 3 Machine w/ Removable CFL Chute **$6,745**

(1) Bulb Eater 3 machine ($5,585) with removable CFL chute ($340) + shipping, tax = $6,745
Bulb Eater machine will be transported to eleven collection and recycle centers to crush fluorescent bulbs received by Lexington County Residents.

COUNTY OF LEXINGTON
SOLID WASTE TIRE GRANT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Waste Tire Grant 5721:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	5,632	0	5,750	5,750	8,810		
	**** Total Revenue**	5,632	0	5,750	5,750	8,810	0	0
	*****Total Appropriation**				5,750	8,810	0	0
	FUND BALANCE Beginning of Year				222	222	222	222
	FUND BALANCE - Projected End of Year				222	222	222	222

Fund: 5721
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	*BUDGET* 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520400	Advertising & Publicity	2,970	0	3,000	1,500		
521213	Public Education Supplies	1,977	0	2,000	3,500		
525210	Conference, Meeting & Training Expenses	678	0	750	750		
	*** Total Operating**	**5,625**	**0**	**5,750**	**5,750**	**0**	**0**
	****Total Personnel & Operating**	**5,625**	**0**	**5,750**	**5,750**	**0**	**0**
	Capital						
	All Other Equipment	0	0	0	3,060		
	****Total Capital**	**0**	**0**	**0**	**3,060**	**0**	**0**
	**** Total Appropriation**	**5,625**	**0**	**5,750**	**8,810**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5721 Fund Title: Solid Waste/ Waste Tire Grant
Organization # 121207 Organization Title: Recycling
Program # Program Title: Waste Tire Grant

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
2	25' x 10' x 4" Concrete Slab	$3,060

** **Total Capital (Transfer Total to Section III)** **3,060**

SECTION V – PROGRAM OVERVIEW

Summary of Program

DHEC Waste Tire Grant

Objective:

This program is a proposed grant application with South Carolina Department of Health and Environmental Control (DHEC).

The funds will be used to install two cement slabs at Collection and Recycle Centers and educate the public about proper tire disposal. Funds will also be used to send staff to the Carolina Recycling Annual Conference, the SWANA Annual conference or other professional development to obtain information on new initiatives and practices.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME **$8,810**

SECTION VI. B – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 - ADVERTISING AND PUBLICITY **$1,500**

The funds will be used to advertise and promote the County's Tire Recycling Program.

521213 PUBLIC EDUCATION SUPPLIES **$3,500**

The funds will cover the purchase of reusable oil funnels and collection containers for residents to promote oil collection and recycling.

525210 CONFERENCE AND MEETING EXPENSES **$750**

Funds to cover the cost for staff to attend the Carolina Recycling Association's annual conference or other professional development.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

5AH000 – (2) CONCRETE TIRE CONTAINER SLABS **$3,060**

(2) Concrete slabs for tire collection containers (25' x 10' x 4") x $1,530 = $3,060
Concrete slabs are needed under tire collection containers at collection and recycle centers to eliminate pavement wear and ground erosion.

COUNTY OF LEXINGTON
DHEC USED OIL GRANT
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***DHEC Used Oil Grant 5722:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	12,357	0	40,103	40,103	42,759		
	**** Total Revenue**	12,357	0	40,103	40,103	42,759	0	0
	*****Total Appropriation**				40,103	42,759 63	0	0
	FUND BALANCE							
	Beginning of Year				(215)	(215)	(215)	(215)
	FUND BALANCE - Projected							
	End of Year				(215)	(215) 9	(215)	(215)

Fund: 5722
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520400	Advertising and Publicity	2,999	643	3,000	1,500		
521200	Operating Supplies	6,834	596	7,653	6,984 8		
521213	Public Education Supplies	2,406	0	2,000	3,500		
525210	Conference, Meeting & Training Expense	118	0	750	750		
	*** Total Operating**	**12,357**	**1,239**	**13,403**	**12,734** 8	**0**	**0**
	****Total Personnel & Operating**	**12,357**	**1,239**	**13,403**	**12,734** 8	**0**	**0**
	Capital						
599999	Capital Clearing	0	0	0			
	All Other Equipment	0	0	26,700	30,025		
	****Total Capital**	**0**	**0**	**26,700**	**30,025**	**0**	**0**
	**** Total Appropriation**	**12,357**	**1,239**	**40,103**	**42,759** 63	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5722 Fund Title: Solid Waste/ DHEC Used Oil Grant
Organization # 121207 Organization Title: Recycling
Program # Program Title: DHEC Used Oil Grant

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
2	20' x 20' Carport Covers (REPLACEMENT)	$5,970
2	3' x 11.5' Oil Bottle Drainage Tables	$4,200
1	Relocation of Oil Collection Operation at New Collection and Recycle Center	$19,855

** **Total Capital (Transfer Total to Section III)** **30,025**

SECTION V – PROGRAM OVERVIEW

Summary of Programs

DHEC Used Oil Recycling Grant

Objective:

This program is a proposed grant application with South Carolina Department of Health and Environmental Control (DHEC). Funding is being requested to purchase replacement carport covers, oil bottle drainage tables, oil spill containment platforms, modular drainage mats, used oil bottle bags, oil dry, oil collection funnels, and spill absorbent socks. Funding is also being requested for the oil collection setup (cement pad, carport cover, oil collection tank, adjacent fencing) of a collection and recycle center which is being expanded in a new location. Funding will also be used to promote the used oil collection recycling program by educating our residents through newsprint, social media, and with reusable promotional items.

Finally, funding will be used to send staff to the Carolina Recycling Association Conference or other professional development session.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – State Grant Income **$42,763**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 ADVERTISING AND PUBLICITY **$1,500**

Funds will be used to advertise and promote the county's used oil recycling program.

521200 OPERATING SUPPLIES **$6,988**

(5) Oil spill containment platforms x $250/each + freight + tax = $1,500
Platforms will be placed under oil recycling containers to contain leaks or spills from collected oil at the collection and recycling centers and Edmund C&D Landfill.

(6) Interlocking modular drainage mat sets (set of 9) x $53 + $7 per 2 (set of two - edging) + freight + tax = $450
Mats will be used in the oil bottle drainage and staging area at the Edmund C&D Landfill.

(22) Boxes of Oil Bottle Bags (box of 50 bags) x $125/box + freight + tax = $3,233
These bags are used to line oil bottle recycling containers used for the collection and recycling of oil bottles from the County's 11 collection and recycling Centers and Edmund C&D Landfill.

(120) Bags of Oil Dry x $11/Bag = $1,320 (includes freight + tax)
Oil Dry is used at each of the County's 11 collection and recycling centers and the Edmund C&D Landfill to absorb both aggressive and non-aggressive fluids including oil, acid, paint, ink and water, while reducing slipping accidents by keeping floors dry.

(10) Funnels x $27.10 each + freight + tax = $335
Funnels will be used at collection and recycling centers for collection of used oil mixture into tanks.

(2) Cases of Oil-Only Absorbent Socks x $75 = $150 (includes freight + tax)
Absorbent socks will be kept on recycle center service vehicles and at collection and recycle centers as a spill containment measure.

521213 PUBLIC EDUCATION SUPPLIES $3,500

Funds will be used to purchase branded reusable oil funnels and carrying bins.

525210 CONFERENCE AND MEETING EXPENSE $750

The $750 professional development allotment will be used toward staff attendance at the Carolina Recycling Association Annual Meeting or other professional development session.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

(2) METAL CARPORT COVERS (REPLACEMENT) $5,970

(2) Replacement metal carport covers (20' x 20') with partial sides x $2,985 = $5,970
Carport covers will be installed at collection and recycle centers that have recently added larger oil collection tanks. Larger carport covers will adequately protect oil collection containers from precipitation.

(2) OIL BOTTLE DRAINAGE TABLES (NEW) $4,200

(2) Oil bottle drainage tables (new) (3' x 11.5') x $2,100 = $4,200
Oil bottle drainage tables will be in addition to two other tables used to perform the oil bottle drainage. Two tables are inadequate for an efficiently run operation. The tables will be located in the oil recycling/staging building at the Edmund C&D Landfill.

(1) RELOCATION of OIL COLLECTION PROCESS at COLLECTION & RC CNTR $19,855

(1) Replacement 600 gallon double wall oil collection tank x $13,270 + installation $750 = $14,020
600 gallon oil collection tank will replace existing 500 gallon tank. Each tank includes, spill basin, special gas/ oil package, flammable high level alarm, gauge, pump out, and non-spark collection sink.

COUNTY OF LEXINGTON
SW/DHEC Compost Bin Grant
Annual Budget
Fiscal Year - 2017-18

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	***DHEC Compost Bin Grant 5726:**							
	Revenues:							
438803	Compost Bin Sales	2,940	420	0	2,975	4,500		
458000	State Grant Income	1,938	0	0	0	0		
	**** Total Revenue**	4,878	420	0	2,975	4,500	0	0
	*****Total Appropriation**				0	5,671	0	0
	FUND BALANCE Beginning of Year				2,940	5,915	5,915	5,915
	FUND BALANCE - Projected End of Year				5,915	4,744	5,915	5,915

Fund: 5726
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	***BUDGET*** 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Operating Expenses						
520400	Advertising & Publicity	990	0	0	1,819		
521213	Public Education Supplies	948	0	0			
	*** Total Operating**	**1,938**	**0**	**0**	**1,819**	**0**	**0**
	****Total Personnel & Operating**	**1,938**	**0**	**0**	**1,819**	**0**	**0**
	Capital						
599999	Capital Clearing	0	0	0	0		
	All Other Equipment	0	0	0	3,852		
	****Total Capital**	**0**	**0**	**0**	**3,852**	**0**	**0**
	**** Total Appropriation**	**1,938**	**0**	**0**	**5,671**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017 - 2018

Fund # 5726 (5700) Fund Title: Solid Waste Management
Organization # 121207 Organization Title: Solid Waste / Compost Bin Sales
Program # 1 Program Title: Compost Bin Sales

Qty	Item Description	***BUDGET*** 2017-2018 Requested Amount
100	5IA000 - Compost Bin "Earth Machine"	$3,852

**** Total Capital (Transfer Total to Section III)** **3,852**

SECTION V – PROGRAM OVERVIEW

Summary of Programs

Compost Bin Sales

Objective:

This program was initially funded by DHEC Grant in which 250 compost bins were purchased and provided to Lexington County Solid Waste for the purpose of promoting backyard composting of generated organic household waste. The program is intended to sustain itself through compost bin sales.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

438803 – Compost Bin Sales **$4,500**

Sale of 100 compost bins at $45 each.

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521213 – PUBLIC EDUCATION SUPPLIES **$1,819**

Funds will be used to purchase compost turners which will be provided to residents during the April's Backyard Garden Day Event.

Compost Turners 100 x $17.00 + tax = $1,819

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AI000 – (100) COMPOST BIN "EARTH MACHINE" **$3,852**

(100) Compost bin "Earth Machine"
Compost bins will be used to replenish existing stock of compost bins that are available for sale to residents for backyard composting.

Compost Bin 100 x $36 + tax = $3,852

SECTION I

COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT AT PELION
Annual Budget
FY 17-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	Lexington County Airport at Pelion 5800:							
	Revenues:							
438430	Aviation Fuel Sales	45,282	26,689	73,988	73,988	59,198		
438431	Aviation Fuel Cost	(38,609)	(23,198)	(60,374)	(60,374)	(48,299)		
439900	Misc Fees, Permits, and Sales	5	0	0	0	0		
450000	Rental Income	32,360	20,423	57,150	57,150	57,150		
457001	FAA Funding (AIP)	0	0	0	0	0		
458003	State Aeronautics Funds	0	0	0	0	0		
461000	Investment Interest	2,990	2,308	1,200	1,200	1,200		
469900	Miscellaneous Revenue	0	0	0	0	0		
801000	Op Trn from General Fund	50,000	50,000	50,000	50,000	50,000		
	**** Total Revenue (Section II)**	**92,028**	**76,222**	**121,964**	**121,964**	**119,249**		
	***** Total Appropriation (Section III)**					**133,088**		
Expenses:								
	Total Personnel & Operating	86,405	11,181	132,995	132,995	50,882		
	Total Capital	0	0	0	0	0		
	Depreciation	62,747	0	82,206	82,206	82,206		
	Operating Transfer	0	56,735	56,735	56,735	0		
	Total Expense	**149,152**	**67,916**	**271,936**	**271,936**	**133,088**		
Noncash Expenses:								
	Depreciation: Add Back In		0	82,206	82,206	82,206		
	Net Cash		**8,306**	**(67,766)**	**(67,766)**	**68,367**		
	Add back Contingency							
	FUND BALANCE Beginning - Cash/Fund Balance				663,828	596,062		
	FUND BALANCE End of Year - Projected - Cash/Fund Balance				596,062	664,429		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 5800 Fund Name: Lexington County Airport at Pelion

Organ. #: 580010 Organ. Name: Operations

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/2016 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
438430	Aviation Fuel Sales	$ 52,462	$ 45,282	$ 26,689	$ 73,988			$ 59,198		$ 59,198
438431	Aviation Fuel Costs	$ 479,006	$ (38,609)	$ (23,198)	$ (60,374)			$ (48,299)		$ (48,299)
450000	Rental Income	$ 26,902	$ 32,360	$ 20,423	$ 57,150			$ 57,150		$ 57,150
461000	Investment Interest	$ 1,338	$ 2,990	$ 2,308	$ 1,200			$ 1,200		$ 1,200
801000	Op Trn from General Fund	$ 50,000	$ 50,000	$ 50,000	$ 50,000			$ 50,000		$ 50,000

SECTION III

COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT AT PELION
Annual Budget
Fiscal Year - 2017-18

Fund: 5800
Division: Airport
Organization: 580010 - Airport Administration

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel						
510300	Part Time - 1	0	0	0	0		
511112	FICA Cost	0	0	0	0		
511113	State Retirement	0	0	0	0		
511130	Workers Compensation	0	0	0	0		
					0		
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
520100	Contracted Maintenance	1,509	0	4,560	4,560		
520200	Contracted Services	0	2,280	5,000	5,000		
520400	Advertising & Publicity	0	0	100	100		
520500	Legal Services	0	0	300	300		
520702	Technical Currency and Support	0	0	919	919		
521000	Office Supplies	0	0	500	500		
521100	Duplicating	0	0	75	75		
521200	Operating Supplies	118	0	995	995		
522000	Building Repairs & Maintenance	6,891	411	10,000	10,000		
522200	Small Equipment Repair & Maintenance	3,459	245	7,000	7,000		
522201	Fuel Site Repair & Maintenance	305	209	1,000	1,000		
524000	Building Insurance	3,152	3,151	3,700	3,793		
525000	Telephone	228	133	300	300		
525210	Conference, Meeting & Training Expense	855	770	1,200	1,200		
525230	Subscriptions, Dues, & Books	40	40	40	40		
525240	Personal Mileage Reimbursement	0	0	200	200		
525390	Utilities - Lexington County Airport at Pelion	6,506	3,442	14,400	14,400		
526500	Licenses & Permits	595	500	500	500		
529903	Contingency	0	0	0	0		
530100	Depreciation Expense	62,747	0	82,206	82,206		
	*** Total Operating**	**86,405**	**11,181**	**132,995**	**133,088**		
	**** Total Personnel & Operating**	**86,405**	**11,181**	**132,995**	**133,088**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**		
	Other Financing Uses						
815801	Op Trn to Lex Cty Airport Capital Projects	0	56,735	56,735	0		
	Total Other Financing Uses	**0**	**56,735**	**56,735**	**0**		
	***** Total Budget Appropriation**	**86,405**	**67,916**	**189,730**	**133,088**		

SECTION V. - PROGRAM OVERVIEW

Program: **Lexington County Airport at Pelion**

Mission Statement and Objectives:

The mission of the airport is to provide a functional airstrip for use by recreational pilots as well as corporate and/or commercial pilots. The existing facilities include hangars and self-service aviation fuel (100LL) along with a terminal building. The fuel is set at a competitive rate and the terminal building is is currently unmanned.

Planned improvements to the runway will make it more attractive to recreational pilots and could potentially draw commercial development or corporate businesses into the area. The widening and strengthening of the runway project should be bid out in the Summer of 2017. The current runway is 60 feet wide and after construction it will be 75 feet wide. The construction is estimated to begin during FY 2017 and completion should take 4 to 5 months.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A - LISTING OF REVENUES

438430 – AVIATION FUEL SALES **$59,198**

Estimated fuel sales for FY 2017-18

525410 – AVIATION OPERATIONS FUEL EXPENSES **($48,299)**

Estimated fuel costs for FY 2017-18

450000 – RENTAL INCOME **$57,150**

Ten (10) 42' x 32' T-Hangar leases @ $208.50/month x 12 months =	$25,020
Ten (10) 42' x 33' Hangar leases @ $186.50/month x 12 months =	$22,380
One (1) 36' x 44' Hangar lease @ $212.50/month x 12 months =	$2,550
One (1) 60' x 60' Hangar lease @ $600/month x 12 months =	$7,200
Total Hangar/Rental Revenue =	$57,150

801000 – OP TRN FROM GENERAL FUND **$50,000**

General Fund amount required = $50,000

461000 – INTEREST INCOME **$1,200**

Interest Income = $1,200

SECTION VI.C. OPERATING LINE ITEM NARRATIVES

5202100 – CONTRACTED MAINTENANCE **$4,560**

Maintenance agreement covering overhead hangar doors for biannual inspection:
22 Electronic bifold doors @ $95 each x 2 visits = $4,180.00
2 Manual Roll up doors @ $95 each x 2 visits = $380.00

520200 – CONTRACTED SERVICES **$5,000**

To cover the cost of tree removal on an as-needed basis and for miscellaneous testing for compaction, etc on Airport projects.

520400 - ADVERTISING & PUBLICITY **$100**

This appropriation covers the cost of advertising for T-Hangar rental and upcoming events at the Airport.

520500 – LEGAL SERVICES **$300**

County Attorney services for assistance with items such as hangar contract advice, grant acceptance document review and assisting with legal procedures.

520702 – TECHNICAL CURRENCY & SUPPORT **$919**

To cover the annual support cost for the processing terminal used with self-service 100 LL fuel pump.

521000 - OFFICE SUPPLIES **$500**

To cover routine office supplies (i.e. paper, pens, file folders, etc.).

521100 - DUPLICATING **$75**

This appropriation covers the cost of making copies of invoices, forms, grant applications, etc.

521200 – OPERATING SUPPLIES **$995**

To cover the cost of general operating supplies such as beacon bulbs ($30/ea), glass lenses for runway and taxiway lights ($20/ea), replacement lamps for runway/taxiway lights ($12.50/ea), and breakaway couplings ($8.25/ea).

522000 – BUILDING REPAIRS & MAINTENANCE **$10,000**

To cover the cost of general building repairs and routine maintenance of the terminal building and hangars.

522200 – SMALL EQUIPMENT REPAIR & MAINTENANCE **$7,000**

To cover the cost of repairs and/or maintenance of the light vault, wind sock, and segmented circle.

522201 – FUEL SITE REPAIR & MAINTENANCE **$1,000**

To cover the cost of repairs or maintenance to the 100 LL fuel pump and storage tank.

524000 – BUILDING INSURANCE **$3,793**

To cover the cost of allocated building insurance per Risk Management. FY 15-16 was $3152.
FY 16-17 is $3152 through December 2016.

525000 – TELEPHONE **$300**

This appropriation is to cover the telephone service located in the terminal building for the tenants and other pilots to make calls or log flight plans.

525210 – CONFERENCE & MEETING EXPENSE **$1,200**

To cover the cost of attending the South Carolina Aviation Association Annual Conference.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$40**

To cover the annual membership dues for the South Carolina Aviation Association (SCAA)

525240 – PERSONAL MILEAGE REIMBURSEMENT **$200**

To cover reimbursement for use of personal vehicle by the Airport Manager on County business.

525390 – UTILITIES LEXINGTON COUNTY AIRPORT AT PELION **$14,400**

To cover the cost of electricity, and water for the terminal building and hangars.

FY 14-15 $8,028
FY 15-16 $6,506
FY 16-17 $2,838 through December 2016

526500 – LICENCES & PERMITS **$500**

This cost is to cover the DHEC permit for the in-ground fuel tank.

530100 – DEPRECIATION EXPENSE **$82,206**

SECTION I

COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT AT PELION
Annual Budget
FY 17-18 Estimated Revenue

Object Code	Revenue Account Title	Actual 2015-16	Received Thru Dec 2016-17	Amended Budget Thru Dec 2016-17	Projected Revenues Thru Jun 2016-17	Requested 2017-18	Recommend 2017-18	Approved 2017-18
	*** Airport Capital Projects 5801:**							
	Revenues:							
457001	FAA Funding (AIP)	0	0	0	0	4,166,100		
458003	State Aeronautics Funds	154,327	154,327	0	0	231,450		
461000	Investment Interest	0	0	0	0	0		
802000	Op Trn from Economic Development	0	0	0	0	0		
805800	Op Trn from Airport	0	56,735	56,735	56,735	0		
821000	RET from General Fund	50,000	50,000	50,000	50,000	231,450		
	**** Total Revenue**	**204,327**	**261,062**	**106,735**	**106,735**	**4,629,000**		
	*****Total Appropriation**				131,272	**4,629,000**		
	Contingency				0	0		
	FUND BALANCE Beginning - Cash/Fund Balance				228,089	203,552		
	FUND BALANCE End of Year - Projected - Cash/Fund Balance				203,552	203,552		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 5801 Fund Name: Lexington County Airport at Pelion

Organ. #: 580020 Organ. Name: Enterprise

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/2016 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2017-18	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2017-18
457001	FAA Funding (AIP)	$ 7,751	$ -	$ -	$ -			$ 4,166,100		$ 4,166,100
458003	State Aeronautics Funds	$ 33,490	$ 154,327	$ 154,327	$ -			$ 231,450		$ 231,450
461000	Investment Interest	$ -	$ -	$ -	$ -			$ -		$ -
805800	Op Trn from Airport	$ -	$ -	$ 56,735	$ 56,735			$ -		$ -
821000	RET from General Fund	$ 50,000	$ 50,000	$ 50,000	$ 50,000			$ 231,450		$ 231,450

SECTION III

COUNTY OF LEXINGTON
AIRPORT CAPITAL PROJECTS
Annual Budget
Fiscal Year - 2017-18

Fund: 5801
Division: Airport
Organization: 580020 - Airport Projects
Organization: 580021 - Airport General Projects

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	2017-18 Recommend	2017-18 Approved
	Personnel (Organization- 580020)						
	***Total Personnel**	0	0	0	0		
	Operating Expenses (Organization-580020)						
520103	Landscaping / Ground Maintenance	0	0	0	0		
520303	Accounting/Auditing Services	0	0	0	0		
530100	Depreciation Expense	168,650	0	0	0		
	*** Total Operating**	**168,650**	**0**	**0**	**0**		
	****Total Personnel and Operating**	**168,650**	**0**	**0**	**0**		
	Capital (Organization - 580020)						
549904	Capital Contingency	0	0	0	0		
549998	Capital Projects (In-Kind)	0	0	0	0		
599999	Capital Clearing	(48,967)	0	0	0		
5A7340	T-Hangar Additions	5,610	0	0	0		
5AE600	Runway Widening & Structural Improvements	43,357	0	24,537	4,629,000		
	All Other Equipment						
	**** Total Capital**	**0**	**0**	**24,537**	**4,629,000**		
	Capital (Organization - 580021)						
599999	Capital Clearing	0	0	0	0		
5AC389	Contingency	0	0	0	0		
5AH429	Hangar 101 Upfit	0	4,068	62,003	0		
5AH430	Airport Exterior Building Painting	0	38850	44,732	0		
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**168,650**	**0**	**24,537**	**4,629,000**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-18

Fund #	5801	Fund Title:	Lexington County Airport at Pelion	
Organization #	580021	Organization Title:	Airport General Projects	***BUDGET***
Program #		Program Title:		2017-18
				Requested
Qty	Item Description			Amount

**** Total Capital (Transfer Total to Section I and IA)** **$0**

SECTION V. - PROGRAM OVERVIEW

Program: **Lexington County Airport at Pelion**

Mission Statement and Objectives:

The mission of the airport is to provide a functional airstrip for use by recreational pilots as well as corporate and/or commercial pilots. The existing facilities include hangars and self-service aviation fuel (100LL) along with a terminal building. The fuel is set at a competitive rate and the terminal building is currently unmanned.

Planned improvements to the runway will make it more attractive to recreational pilots and could potentially draw commercial development or corporate businesses into the area. The widening and strengthening of the runway project should be bid out in the Summer of 2017. The current runway is 60 feet wide and after construction it will be 75 feet wide. The construction is estimated to begin during FY 2017 and completion should take 4 to 5 months.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A – REVENUE LINE ITEM NARRATIVES

821000 - RET FROM GENERAL FUND

To cover the Lexington County (Local Match) portion of future Grants from the FAA or South Carolina Aeronautics Commission (SCAC).

The existing runway 18-36 at Pelion is 4,335 feet long x 60 feet wide. The runway currently is categorized as Runway Design Code (RDC) A-1 for small aircraft only. The recently completed Airport Layout Plan calls for the runway to move to RDC B-II to allow a much larger spectrum of aircraft to utilize the airfield. This will require widening the runway pavement from 60 feet wide to 75 feet wide and widening the runway safety area from 120 feet wide to 150 feet wide. It will also require extending the runway safety area length of each end to be 300 feet from each threshold. The existing safety areas also have irregular cross slopes that do not promote positive drainage away from the runway pavement. This Project will include re-grading these areas to eliminate this non-standard condition. In addition the runway object free area (ROFA) for RDC B-II will be graded where necessary to eliminate any ground penetrations within the ROFA. The excavated material will be utilized in the runway safety area embankment areas to lessen the need for offsite fill material. The Project will include necessary drainage improvements and measures required to attenuate stormwater runoff due to the 1.5 acres of additional paved surface.

Estimated Runway project cost is $4,629,000.

FAA Share (90%) is $4,166,100

State Aeronautics share (5%) is $231,450

Lexington County share (5%) is $231,450

SECTION VI.B – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2017-18

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Summary Page	2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
Activity From Operations:						
Revenues:						
438700 Motor Pool Service Charges	41,942	20,287	37,800	37,450		
461000 Investment Interest	3,394	2,806	2,000	2,000		
490100 Sale of Fixed Assets	0	18,000	0	2,000		
490300 Gain on Sale of Fixed Assets	143,154		0			
Total Revenues	**188,490**	**41,093**	**39,800**	**41,450**	**0**	**0**
Expenditures:						
Operations	20,076	13,390	56,869	57,760	0	0
Depreciation	44,948	0	15,000	15,000	0	0
Capital Outlay	68,212	0	250	52,350	0	0
Total Expenditures	**133,236**	**13,390**	**72,119**	**125,110**	**0**	**0**
Noncash Expenses:						
Depreciation: Add Back In	44,948	0	15,000	15,000	0	0
Net Cash	**100,202**	**27,703**	**(17,319)**	**(68,660)**	**0**	**0**
Income Calculation:						
Capital Outlay: Add Back In	68,212	0	250	52,350	0	0
Net Income (Loss)	**123,466**	**27,703**	**(32,069)**	**(31,310)**	**0**	**0**
FUND BALANCE Beginning - Cash			797,765	780,446	780,446	780,446
FUND BALANCE End of Year - Projected - Cash			780,446	711,786	780,446	780,446

COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2017-18

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	150	150		
522300	Vehicle Repairs & Maintenance	2,409	1,756	4,800	4,300		
524100	Vehicle Insurance - 30/14	7,420	6,890	7,643	7,644		
524500	Aircraft Insurance	0	0	0	0		
525006	GPS Monitoring Charges - 30/14	3,070	1,478	3,184	3,411		
525400	Gas, Fuel, & Oil	7,177	3,266	11,092	12,255		
529903	Contingency	0	0	30,000	30,000		
530100	Depreciation	44,948	0	15,000	15,000		
	*** Total Operating**	**65,024**	**13,390**	**71,869**	**72,760**	**0**	**0**
	**** Total Personnel & Operating**	**65,024**	**13,390**	**71,869**	**72,760**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	250	350		
599999	Capital Clearing	(24,388)	0	0	0		
	All Other Equipment	92,600					
	(2) Mid-Size SUV (AWD) - Repl.				52,000		
	**** Total Capital**	**68,212**	**0**	**250**	**52,350**	**0**	**0**
	***** Total Budget Appropriation**	**133,236**	**13,390**	**72,119**	**125,110**	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2017-2018

Fund #: 6590 Fund Name: Motor Pool

Organ. #: 111500 Organ. Name: Motor Pool

Revenue Code	Fee Title	Actual Fees FY 2014-15	Actual Fees FY 2015-16	12/31/2016 Year-to-Date FY 2016-17	Anticipated Fiscal Year Total FY 2016-17	Budget				
						Units of Service	Current Fee	Total Estimated Fees FY 2017-18	Proposed Fee Change	Total Proposed Estimated Fees FY 2017-18
438700	Service Charge	$160,649		$34,000	$68,000	70,000	0.535	37,450	0.535	37,450
461000	Investment Interest	$1,362	$3,394	$2,000	$2,000			$ 2,000		$ 2,000
490100	Sale of Fixed Assets	0	$6,750	$210,433	$228,433	0	$ -	$ 2,000	$ -	$ 2,000
490300	Gain on Sale of Fixed Assets	$221,471	$143,154	$ -	$ -					

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2017-2018

Fund # 6590
Organizatio 111500 Organization Title: Motorpool

Qty	Item Description	***BUDGET*** 2017 - 2018 Requested Amount
540000	Small Tools and Minor Equipment	350
540010	Minor Software	0

ALL OTHER EQUIPMENT

Qty	Item Description	Amount
1	Replacement AWD Mid Size SUV to replace the SUV sold to the Coroner last FY.	26,000
1	Replacement AWD Mid Size SUV to replace the PU sold to Stormwater last FY	26,000

** **Total Capital (Transfer Total to Section III)** **52,000**

SECTION V. – PROGRAM OVERVIEW

Summary of Programs:

To provide clean, well maintained, safe vehicles to support our other county departments in their day-to-day operations and to provide adequate transportation for special requests out of town.

SECTION V. – SERVICE LEVELS

Service Levels Indicators:

	Actual FY 2014-15	Actual FY 2015-16	Estimated FY 2016-17	Projected FY 2017-18
Miles Driven	**287,854**	**76,611**	**75,000**	**80,000**

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

Service Charge

The rental rate is currently $0.54 per mile for each vehicle in the motor pool.
The proposed new rate is $0.535 as per federal mileage rates

SECTION VI. B. – LISTING OF POSITIONS

There are no positions dedicated to the management and operation of the Motor Pool. Fleet Services oversees the management and operation using existing personnel on an as needed basis.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **150**

This account will fund the cost of towing expenses incurred for the thirty (14) vehicles operated in the motor pool.

522300 – VEHICLE REPAIRS & MAINTENANCE **4,300**

This account will fund the cost of repairs and routine maintenance on the thirty (14) vehicles operated in the motor pool. This request is based on the actual expenditures in this year's budget, and projections for future maintenance costs.

524100 – VEHICLE INSURANCE **7,644**

This account will fund the cost of liability on thirty (14) vehicles in the motor pool. County employees operate these vehicles on a daily basis only. Cost is $546.00 X 14 = $8,190

525006 – GPS MONITORING CHARGES **3,411**

This account will fund the cost of monitoring for 14 GPS monitoring devices. These devices are installed in each Motor Pool vehicle for monitoring of vehicle location and collection of historic usage data.
Cost to operate is $18.95 per unit for monitoring per month. (14 x $18.95 x 12 months) = $3,411.00

525400 – GAS, FUEL, & OIL **12,255**

This account will fund the cost of gasoline and oils used by the fourteen (14) vehicles assigned to the motor pool. This request is based on actual usage this year.

COUNTY OF LEXINGTON
WORKER'S COMPENSATION INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6710
Division: Non-departmental
Organization 999900 - Non-departmental

Summary Page	2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
Activity From Operations:						
Revenues:						
439601 Employer Insurance Contributions	2,407,715	1,258,536	2,513,403	2,661,967		
439630 Insurance Reimbursements	39,166	14,734	0			
461000 Investment Interest	34,505	21,040	16,116	16,116		
463005 Ins. Prorated Premium Adj.	6,895	0	0			
Total Revenues	**2,488,281**	**1,294,310**	**2,529,519**	**2,678,083**	**0**	**0**
Expenditures:						
Operations	1,573,427	846,549	2,341,834	2,478,812	0	0
Operating Transfer to Risk Management	186,276	187,685	187,685	160,844	0	0
Total Expenditures	**1,759,703**	**1,034,234**	**2,529,519**	**2,639,656**	**0**	**0**
Noncash Expenses:						
Net Cash	**728,578**	**260,076**	**0**	**38,427**	**0**	**0**
Income Calculation						
Net Income (Loss)	**728,578**	**260,076**	**0**	**38,427**	**0**	**0**
FUND BALANCE - Estimated Beginning			5,778,141	5,778,141	5,778,141	5,778,141
FUND BALANCE - Projected End of Year			5,778,141	5,816,568	5,778,141	5,778,141

COUNTY OF LEXINGTON
WORKER'S COMPENSATION INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6710
Division: Non-departmental
Organization 999900 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expend	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520206	Background History Screening	8,233	4,122	12,625	13,000		
520209	Driver History Screening	1,226	682	1,680	2,400		
520301	Safety Management Services	0	0	6,000	6,000		
520302	Drug Testing Services	14,034	7,883	20,190	20,940		
521214	Safety Supplies	264	0	1,000	686		
525210	Conference & Meeting Expense	754	535	6,532	6,685		
525710	Safety Awards	0	0	1,000	1,000		
527307	SC Workers Compensation Taxes	32,142	0	45,000	45,000		
527308	WC Second Injury Assessments	86,527	0	140,000	120,000		
527309	Workers Compensation Ins. Premiums	539,800	478,290	633,897	690,960		
527351	WC - Medical Expense	525,857	256,045	621,817	671,817		
527352	WC - Legal Expense	61,994	15,768	60,742	64,837		
527353	WC - Indemnity Expense	319,296	102,888	655,610	694,947		
527358	WC - Recoveries	(24,610)	(22,066)	(32,903)	-32,000		
527359	WC - Miscellaneous Expense	7,910	2,402	11,831	12,540		
529903	Contingency	0	0	156,813	160,000		
	*** Total Operating**	**1,573,427**	**846,549**	**2,341,834**	**2,478,812**	**0**	**0**
	**** Total Personnel & Operating**	**1,573,427**	**846,549**	**2,341,834**	**2,478,812**	**0**	**0**
	Transfers:						
816790	Operating Transfer to Risk Management	186,276	187,685	187,685	160,844		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,759,703**	**1,034,234**	**2,529,519**	**2,639,656**	**0**	**0**

SECTION VI. - SUMMARY OF REVENUES

439601 – Employer Insurance Contributions **$2,661,967**

This figure reflects the adjusted budget as of 12/31/2015. Workers' compensation rates are payroll driven and this figure is subject to be adjusted by Finance prior to releasing the Recommended.

461000 – Investment Interest **$16,116**

Projection based on current budget status history from Finance.

SECTION VI – OPERATING LINE ITEM NARRATIVES

520206 – Background History Screening **$13,000**

To cover the cost new-hire background screenings.

(300 annually x $25.00 SLED = $7,500)
(100 annually x $55.00 National Check = $5,500)

520209 – Driver History Screening **$2,400**

A driving history will be performed for all conditionally hired employees in accordance with County policy.

(300 annually @ $8.00 per history)

520301 – Safety Management Services **$6,000**

This appropriation is to cover the cost for Risk Management consultation. The consultation services (80 hours x $75.00 per hour = $6,000) will include periodic advisory meetings with the County's Risk Management Team. Staff will interview providers and make the appropriate recommendation.

520302 – Drug Testing Services **$20,940**

Pre-employment Drug Screen (10 Panel Screens)
300 x $40/test = $11,400

Monthly Random Drug Tests – Safety Sensitive positions, excluding SCDOT positions
16 standard @ average cost of $40/ x 12 months = $7,680
2 standard Breath Alcohol Test @ $15 x 12 = $360

Particular suspicion test in accordance with County Policy—estimate
10 x $50 = $500 (includes alcohol test)

Post accident drug and alcohol testing –estimate
8 x $125 = $1000

521214 – Safety Supplies **$686**

This account would allow the Safety Manager to have a limited amount of safety supplies on hand (safety glasses, ear plugs, signage, etc.) to assist departments with a particular need immediately if discovered during safety inspections.

Item	Qty		Unit Cost		Total
Hard Hat	2	x	7.17	=	14.34
Safety Glasses	10	x	1.34	=	13.40
Gloves (Oil Resistant)	6	x	4.37	=	26.22
First Aid Kits	12	x	18.08	=	216.96
Dust Mask	10	x	5.04	=	50.40
Rubber Boot	2	x	17.3	=	34.60
Batteries (D Cell)	10	x	1.06	=	10.60
Flashlight	3	x	8.11	=	24.33
Lantern - Heavy Duty	1	x	25.99	=	25.99
Cooler 2 Gallon	1	x	14.93	=	14.93
Cooler 5 Gallon	1	x	29.66	=	29.66
Gator Aid Packets	10	x	1.06	=	10.60
Insect Repellant	6	x	6.58	=	123.00
Class 2 Safety Vest	10	x	12.3	=	172.2
Rain Suit	1	x	11.11	=	11.11
Binder (3 Ring)	10	x	1.77	=	17.70
Hand Sanitizer	2	x	4.92	=	9.84
Safety Traffic Cone	2	x	12.07	=	24.14
					$686.16

525210 – Conference, Meeting & Training Expense **$6,685**

Safety Video Exchange and Streaming Program – This provides access to a library of safety training DVD's. This program allows for up to five videos to be checked out at one time for unlimited use.

Annual Cost = $500.00
Yearly Access Fee = $150
Four Course Titles @ $175 = $700.00

South Carolina Conference on Workers' Compensation Education
(Registration, Lodging, Per Diem, Mileage) $2,925.00

Annual SC Counties Workers' Compensation Trust Meeting
(Lodging, Per Diem, Mileage) $535.00

OSHA 500 Trainer Course in Occupational Safety for Construction
(Lodging, Per Diem, Registration/Materials) $1,875.00

525710 – Safety Awards **$1,000**

During the course of the year the Risk Management Division will be on the look-out for daily examples of safe work behavior within the County's various service areas. Employees "caught in the act" of safety will be recognized and will have an opportunity to win prizes.

When possible we will take a photo and forward the safe PARTNER's safe act picture to their supervisor for recognition and will attempt to feature them in the County Scoop Newsletter.

527307 – SC Workers Compensation Tax **$45,000**

According to the SC Counties Workers' Compensation Trust (SCCWCT) Large Deductible Contract, counties operating under the Large Deductible Option must be responsible for their own WC Tax. Based upon previous claims history, SCCWCT to invoice for the taxes based on claims occurring after July 1, 1997 for the plan year 2015-16.

527308 – WC Second Injury Fund Assessment **$120,000**

The SIF assessment is based a percent of gross losses paid for a plan year the rate as set by the SC Second Injury Fund based on claims that occurred after 7/01/97 and paid for the calendar year 2016. This is an estimate is based on pro-rata billing history from the SCCWCT. Under the plan each insurer or self-insurer would pay their pro-rata share based on the current statutory formula. The Trust provides a detailed worksheet for the Lexington County prorated amount of the assessment. The Second Injury Fund (SIF) ceased operations on July 1, 2013, and transferred all remaining liabilities to the South Carolina Budget and Control Board *(State Fiscal Accountability Authority)*. The Trust will continue to pay statutory defined assessments until the remaining liabilities are paid in full. On May 9, 2013, the South Carolina Budget and Control Board approved a plan to pay off the remaining liabilities by assessments of $60 million each year for the following five years.

527309 – Workers Compensation Insurance Premium **$690,960**

Recommend continuing the Large Deductible option of a $300,000 Self Insured Retention (SIR) per occurrence. The current Self-Insured Retention Premium is .281 of the Estimated Premium. This Estimated Premium is based on the SC Counties Workers' Compensation Trust (SCCWCT) Board approved rates by WC Code. This option was utilized for the FY 2018 projected rate calculation. The projection also factors estimated payroll of $72,056,318.

This estimate factors in the 15% SCCWCT multiplier for the SIR Premium as stated by the SCCWCT Board in May of 2015 for the current fiscal year. The SCCWCT board will meet again by May 2017.

Total Estimated Premium ($300,000) Large Deductible Program **$690,960**

Lexington County Workers' Compensation Self Insured Premium

Plan Year	SIR Premium
2016-2017	$622,430
2015-2016	$562,201
2014-2015	$470,945
2013-2014	$471,281
2012-2013	$494,529
2011-2012	$525,071

*Unaudited premium. Audit anticipated August 2016.

527351 – Workers Compensation Medical Expense $671,817

527352 – Workers Compensation Legal Expense $64,837

527353 – Workers Compensation Indemnity Expense $694,947

527358 – Workers Compensation Recoveries $(32,000)

527359 – Workers Compensation Miscellaneous Expense $12,540

529903 – Contingency $160,000

This contingency line item will act as an additional funded loss-control measure.

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page		2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
Activity From Operations:							
Revenues:							
439601	Employer Insurance Contributions	8,696,500	4,916,450	10,136,100	10,500,000		
439602	Employee Health Ins Premiums (P/D)	3,453,450	1,712,777	3,487,386	3,487,386		
439603	Sub-group Insurance Premiums	0	0	0	0		
439604	Post-Employment Insurance Premiums	472,147	236,588	470,189	493,347		
439606	Cobra Payments	51,685	17,552	38,263	37,812		
439607	Employer Subsidy - Post Employment	327,254	160,012	320,024	320,024		
439608	Employee Life Insurance Premiums (P/D)	158,043	79,456	156,606	158,912		
439609	Employee Dental Ins Premiums (P/D)	222,634	113,339	228,990	228,990		
439610	Insurance Co-pay Fees	657	405	0	900		
439630	TPA Insurance Reimbursements	151,918	31,914	86,253	63,828		
439631	Wellness Incentive Forfeiture	0	0	0	0		
439632	Stop-Loss Insurance	1,073,098	1,424,778	930,180	930,180		
461000	Investment Interest	68,054	34,817	24,563	68,000		
	Total Revenues	**14,675,440**	**8,728,088**	**15,878,554**	**16,289,379**	**0**	**0**
Expenditures:							
	Non-Departmental - Operations	7,846,729	4,996,425	14,571,906	15,365,907		
	Wellness Center - Operations	992,725	566,930	1,272,910	1,329,~~939~~ 873		
	Wellness Center - Capital	0	28,611	32,500	480		
					260		
	Total Expenditures	**8,839,454**	**5,591,966**	**15,877,316**	**16,696,~~326~~**	**0**	**0**
Noncash Expenses:							
	Transfer to Wellness Center - subtract out						
					881		
	Net Cash	**5,835,986**	**3,136,122**	**1,238**	**(406,~~947~~)**	**0**	**0**
Income Calculation:							
	Capital Outlay: Add Back In	0	28,611	32,500	480		
					401		
	Net Income (Loss)	**5,835,986**	**3,164,733**	**33,738**	**(406,467)**	**0**	**0**
	FUND BALANCE Beginning of Year			8,858,297	8,859,535	8,859,535	8,859,535
	FUND BALANCE - Projected End of Year			8,859,535	654 8,452,~~588~~	8,859,535	8,859,535

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	2017-18 Approved
	Personnel						
519121	Cal. Ins. - Reverse Employer Portion	(7,511,292)	(3,484,006)	0			
	*** Total Personnel**	**(7,511,292)**	**(3,484,006)**	**0**	**0**	**0**	**0**
	Operating Expenses						
520201	Fitness Program	9,235	3,255	15,000	15,000		
520308	Health Screening Services	0	0	0	25,350		
520313	Actuarial Services	8,000	3,500	3,500	9,000		
520314	Employee Benefit Consulting Service	0	0	2,500	2,500		
520800	Outside Printing	112	0	1,447	3,500		
521100	Duplicating	57	0	800	800		
525100	Postage	119	0	5,000	5,000		
525210	Conference, Meeting & Training Exp.	177	0	0	1,250		
527303	Life Insurance Premiums	316,669	159,578	317,715	334,094		
527304	Stop-Loss Insurance Premiums	1,550,425	622,718	2,037,131	593,575		
527310	Pharmacy Claims	2,286,250	1,177,073	2,436,067	2,436,067		
527312	Health Care Reform Fees	93,544	0	63,620	63,620		
527313	Medical Insurance Claims	9,972,502	6,110,552	8,300,000	10,500,000		
527314	Dental Insurance Claims	615,117	242,756	569,111	485,512		
527315	Medical Administrative Costs	383,028	133,308	383,537	421,944		
527316	Dental Administrative Costs	26,713	13,519	31,448	33,771		
527317	HRA/HSA Administrative Costs	15,107	7,433	35,124	35,124		
	3rd Party Administrator Costs (HSA)						
	3rd Party Administrator Costs (HRA)						
	3rd Party Administrator Costs (FSA,DCA)						
527318	Cobra Administrative Costs	11,716	4,799	11,676	12,600		
527319	Compliance Testing	1,900	1,940	2,000	2,000		
527320	Online Benefits System	0	0	16,680	18,000		
527330	Wellness Program Incentives	67,350	0	89,550	117,200		
529903	Contingency	0	0	250,000	250,000		
	*** Total Operating**	**15,358,021**	**8,480,431**	**14,571,906**	**15,365,907**	**0**	**0**
	**** Total Personnel & Operating**	**7,846,729**	**4,996,425**	**14,571,906**	**15,365,907**	**0**	**0**
	Transfers						
814445	Op Trn to Lexington County Wellness Center	0	0	0			
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**7,846,729**	**4,996,425**	**14,571,906**	**15,365,907**	**0**	**0**

SECTION VI. - SUMMARY OF REVENUES

439601 – Employer Insurance Contributions **$10,500,000**

Based on an estimate of 1,500 eligible employees for Budget Allocation. (1500 * $7,000 = $10,500,000)

439602 – Employee Medical Premiums (payroll deduct) **$3,487,386**

Employee contributions are stated at current rates and are subject to be adjusted for recommended based on review of group health plan.

2/01/2017 Subscriber Counts

Plan:	Gold	Silver	Bronze
Employee Only:	232 * $177 = $41,064	377 * $130 = $49,010	73 * $70 = $5,110
Employee + Spouse:	50 * $484 = $24,200	57 * $389 = $22,173	13 * $271 = $3,523
Employee + 1 Dependent:	35 * $261 = $9,135	71 * $200 = $14,200	4 * $124 = $496
Employee + 2 Dependents:	23 * $346 = $7,958	43 * $271 = $11,653	2 * $177 = $354
Employee + 3 Dependents:	1 * $430 = $430	8 * $341 = $2,728	1 * $170.50 = $170.50
Employee + 4 (or more) Dependents:	1 * $515 = $515	3 * $412 = $1,236	0 * $230 = $0
Employee + Spouse + 1 Dependent:	27 * $568 = $15,336	42* $459 =$19,278	2 * $324 = $648
Employee + Spouse + 2 Dependents:	17 * $652 = $11,084	54 * $530 = $28,620	6 * $377 = $2,262
Employee + Spouse + 3 Dependents:	3 * $737 = $2,211	19 * $600 = $11,400	3 * $430 = $1,290
Employee + Spouse + 4 (or more) Dependents:	2 * $821 = $1642	3 * $671 = $2,013	2 * $438 = $876
Total Lives	391	677	106
Monthly Premium	$ 113,575.00	$ 162,311.00	$ 14,729.50
Monthly Lives	1174		
Annualized Premium	$ 3,487,386.00		

439609 – Employee Dental Premiums (payroll deduct) **$228,990**

Employee contributions are stated at current rates and are subject to be adjusted for recommended based on review of group health plan.

2/01/2016 Subscriber Counts

Plan:	Dental
Employee Only:	653 * $6.22 = $4,061.66
Employee + Spouse:	155 * $18.56 = $2,876.80
Employee + 1 Dependent:	104 * $17.04 = $1,772.16
Employee + 2 Dependents:	70 * $27.86 = $1,950.20
Employee + 3 Dependents:	9 * $38.70 = $348.30
Employee + 4 (or more) Dependents:	3 * $55.62 = $166.86
Employee + Spouse + 1 Dependent:	88 * $29.38 = $2,585.44
Employee + Spouse + 2 Dependents:	88 * $40.22 = $3,539.36
Employee + Spouse + 3 Dependents:	24 * $51.04 = $1,224.96
Employee + Spouse + 4 (or more) Dependents:	9 * $61.86 = $556.74
Total Lives	1203
Monthly Premium	$ 19,082.48
Annualized Premium	$ 228,989.76

439604 – Term Employee Insurance Premiums **$493,347**

Based on 1/1/2017 rates and Post Employment Plan participation as of 2/1/17. Subject to review.
Medical & Dental:

95A

14	Retiree. Only	$241.02	$3,374.28
3	Retiree. + Spouse	$373.56	$1,120.68
3	Retiree + 1	$435.36	$1,306.08
1	Retiree + 2	$629.71	$629.71
1	Spouse only (no dental)	$577.23	577.23
1	Retiree + Spouse + 2	$762.25	$762.25
23			$7,770.23
			x12
			$93,242.76

95B

11	Retiree Only	$241.02	$2,651.22
1	Retiree + 1	$435.36	$435.36
12			$3,086.58
			x12
			$37,038.96

2009

22	Retiree. Only	$964.94	$21,228.68
3	Retiree. + Spouse	$1,929.88	$5,789.64
1	Retiree Only (no dental)	$958.94	$958.94
1	Retiree + 2 (no dental)	$1,300.22	$1,300.22

1	Retiree Only Medical + Retiree Spouse Dental	977.94	977.94
26			$30,255.42
			x12
			$363,065.04

439606 – COBRA Payments **$37,812**

Based on average collections from:

FY 10 – 11	$17,539.81
FY 11 – 12	$27,767.80
FY 12 – 13	$43,594.95
FY 13 – 14	$53,474.65
FY 14 – 15	$37,873.74
FY 15 – 16	$49,326.60
FY 16 – 17	$35,104.00

$264,681.55 /7
= $37,811.65

439607 – Employer Subsidy – Post Employment **$320,024**

Based up current activity and budget reports as of 1/1/17:

95A - $17,797.69
95B- $ 8,870.95
$26,668.64 x 12 = $320,023.68

439608 – Employee Life Ins. Prem. (P/D) **$158,912**

Optional and Dependent Life Insurance. Average monthly premium as of 12/31/16 = $13,242.66 *12 =158,912

439610 – Insurance Co-Pay Fees **$900**

Co-payments generated by bronze plan participant utilization of Employee Health and Wellness Center.
$45 co-pay * 20 visits = $900

439630 – TPA Insurance Reimbursements **$63,828**

Average monthly reimbursements as of 12/31/16 = $5,319 * 12 = $63,828

439632 – Stop-loss Insurance Reimbursements **$930,180**

Based on negotiated stop-loss contract effective 1/1/17, projected stop-loss reimbursement should be less than current fiscal year.

461000 – Investment Interest **$68,000**

Based upon current budget revenue and expense reports.

SECTION VI – OPERATING LINE ITEM NARRATIVES

520201 – Fitness Program **$15,000**

This program creates a culture where both health and safety are aligned, tied to measureable activities and aggressively prompted throughout the County departments. This is a strategic long term effort of the HR Department to help create a wellness culture and contribute to reducing claims costs.

520308 – Health Screening Services **$25,350**

Employee Health & Wellness initiative biometric screening fees for Lexington Medical Center's services.
2016 screening – 406 employees
Estimated 2017 screenings – 456 employees

520313 – Actuarial Services **$9,000**

Based on current budget for GASB 45 Actuarial Study and plan design change impact review. Vendor advised of upcoming increase in cost of services.

520314 – Employee Benefit Consulting Service **$2,500**

Employee Benefits Consulting Services contingency.

520800 – Outside Printing **$3,500**

Printing of benefit related items, including open enrollment materials.

521100 – Duplicating **$800**

Duplication of benefit related items. Based on historical data.

521100 – Postage **$5,000**

Mailing of benefit related items.

525210 – Conferences, Meeting & Training **$1,250**

International Foundation of Employee Benefit Plans membership, CEBS (Certified Employee Benefit Specialist) certification, and coursework materials.

527313 – Medical Insurance Claims **$10,500,000**

Claims funding based upon PAI projections, trend analysis less anticipated stop-loss reimbursements reconciled to PAI paid claims.

527314 – Dental Insurance Claims **$485,512**

Claims funding based upon trend analysis.

527315 – Third Party Administrator Costs (Medical) **$421,944**

Fixed Costs Effective 1/1/17 – Administrative Fees paid to PAI for claims adjudication.

1500 eligible employees x $21.99 x 12 = $395,820.00 subtotal

99 vacancies x 21.99* x 12 = $26,124.12 subtotal
$421,944.12 total

527316 – Third Party Administrator Costs (Dental) **$33,771**

Fixed cost effective 1/1/17

1500 benefit eligible employees x 1.76 = $2640 x 12 = $31,680
99 vacancies x 1.76 = $174.24 x 12 = $2,090.88

527303 – Life Insurance Premiums **$334,094**

Basic Life Plan based on subscriber count /volume as of 2/1/17.

Subscriber Count 1500(Volume = $75,000,000/1000 x .185 x 12 = $166,500) + *99 vacancies (Volume = $4,950,000/1000 x .185 x 12 = $10,989)

*Assumes position is eligible at $50,000.

Optional Life Insurance. Based on average as of 12/31/2016 = $147,152.46
Dependent Life. Based on average as of 12/31/2016 = $9,453.00

527304 – Stop Loss Premiums **$593,575**

Based on renegotiated stop-loss coverage levels and associated premium.

527310 – Advance PCS Claims **$2,436,067**

Based on average monthly Prescription Drug coverage activity as of 12/31/2016 and review of claims experience and trends.

527312 – Health Care Reform Fees **$63,620**

Reinsurance Fee = $27* 2181 = $58,887
Patient-Centered Outcomes Research Institute Fee = $2.17 *2181 = $4,732.77

Fees shown are based on the proposed regulations.

527330 – Wellness Program Incentives **$117,200**

Estimated participation of 456 * $250 incentive = $114,000
Other Program Incentives/Giveaways = $3,200

527317 – HRA/HSA/FSA/DCA Administrative Costs **$35,124**

(HSA) Based on current participation of 31 employees + estimated 10% increase. 34*3.00 = 102.00 * 12 = $1224 plus set up fee of 3*4= $12.00. (HRA) Based on average participation of 347 employees + estimated 10% increase in participation. 381*4.00 = 1524 * 12 = $18,288. FSA/DCA administration costs based on 300 participants (300 *4 *12 = $14,400 plus $1200 client relationship manager fee = $15,600)

527319 – Compliance Testing **$2,000**

Mandated nondiscrimination testing for Cafeteria plan, FSA, DCA.

527320 – Online Benefit System **$18,000**

1500 Benefit eligible employees * $1 per employee per month * 12 = $18,000

527318 – COBRA Administrative **$12,600**

1500 Benefit eligible employees at .70 a month = 973 *12 = 11,676

529903- Contingency **$250,000**

This contingency line item will act as an additional funded loss-control measure. Amount above only reflects new funding request. Previous FY's unused amount will carry over.

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
WELLNESS CENTER
Annual Budget
Fiscal Year - 2017-18

Fund 6730
Division: Non-departmental
Organization: 999901 - Wellness Center

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520248	Alarm Monitoring and Maintenance	0	0	378	378		
520309	Medical Services	934,364	536,121	1,180,713	1,216,130		
521000	Office Supplies	7	0	100	100		
521405	Pharmaceuticals	50,314	26,992	33,474	53,984		
524000	Building Insurance	0	0	258	258		
525000	Telephone	748	416	723	964		
525004	WAN Service Charges	781	425	784	~~850~~ 784		
525210	Conference, Meeting & Training Exp.	1,666	0	1,500	1,500		
525385	Utilities - Auxiliary Admin. Bldg.	4,845	2,976	4,980	5,775		
529903	Contingency	0	0	50,000	50,000		
	*** Total Operating**	**992,725**	**566,930**	**1,272,910**	~~1,329,939~~ 1,329,873	**0**	**0**
	**** Total Personnel & Operating**	**992,725**	**566,930**	**1,272,910**	~~1,329,939~~ 1,329,873	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	480		
	All Other Equipment	0	28,611	32,500			
	**** Total Capital**	**0**	**28,611**	**32,500**	**480**	**0**	**0**
	***** Total Budget Appropriation**	**992,725**	**595,541**	**1,305,410**	~~1,330,899~~ 1,330,353	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2016 - 2017

Fund # 1 6730 Fund Title:
Organizat 999901 Organization Title: Hu Non- Departmental Wellness Center
Program # Program Title: All Other Equipment

Qty	Item Description		***BUDGET*** 2016-17 Requested Amount
1	Addl	Mifi Card/ Device	480

**** Total Capital (Transfer Total to Section III)** **480**

SECTION V. A - LISTING OF REVENUES

SECTION VI. - OPERATING LINE ITEM NARRATIVES

520248 Alarm Monitoring and Maintenance **$378**

5203069 Medical Services **$1,216,130**

Fixed cost for medical services from Marathon Health.

$100,093 x 7 (July – Jan) = $700,651
$103,095.79 x 5 (Feb – Jun) = $515,478.95
$1,216,129.95

521000 Office Supplies **$100**

521405 Pharmaceuticals **$53,984**

Average monthly drug expense = $4,499 * 12 = $53,984

524000 Building Insurance **$258**

525000 Telephone **$964**

Three lines with voicemail @ $20.07 per month and one fax line @ $20.07 per month.

(4 x $20.07 = $80.28 x 12months = $963.36)

525004 WAN Service Charges **$784**

30MBPS x 15MBS @ $79.99/ mo. and $6.00/month IP Static Address fee, $25 Data Discount. Final cost = $60.99/mo. plus 7% applicable tax * 12.

525210 Conferences, Meetings and Training **$1,500**

Marathon Health Annual Customer Forum and Strategic Planning Conference.

525385 Utilities - Auxiliary Admin. Bldg. **$5,775**

529903 Contingency **$50,000**

SECTION VI. D – CAPITAL LINE ITEMS NARRATIVES

540000 – Small Tool & Minor Equipment **$480**

Mifi will be used for on-site health coaching, annual wellness initiatives, and employee meetings.

COUNTY OF LEXINGTON
POST-EMPLOYMENT INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6731
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page		2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
Activity From Operations:							
Revenues:							
439601	Employer Insurance Contributions	2,608,950	893,900	1,322,100	1,200,000		
461000	Investment Interest	118,507	64,538	22,422	22,422		
	Total Revenues	**2,727,457**	**958,438**	**1,344,522**	**1,222,422**	**0**	**0**
Expenditures:							
	Operations	298,058	150,495	845,288	~~1,200,000~~ 845,288	0	0
	Total Expenditures	**298,058**	**150,495**	**845,288**	~~**1,200,000**~~ 845,288	**0**	**0**
Noncash Expenses:							
	Net Cash	**2,429,399**	**807,943**	**499,234**	~~**22,422**~~ 377,134	**0**	**0**
Income Calculation:							
	Net Income (Loss)	**2,429,399**	**807,943**	**499,234**	~~**22,422**~~ 377,134	**0**	**0**
	FUND BALANCE Beginning of Year - cash			20,875,335	21,374,569	21,374,569	21,374,569
	FUND BALANCE - Projected End of Year - cash			21,374,569	~~21,396,991~~ 21,751,703	21,374,569	21,374,569

COUNTY OF LEXINGTON
POST-EMPLOYMENT INSURANCE FUND
Annual Budget
Fiscal Year - 2017-18

Fund 6731
Division: Non-departmental
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	BUDGET 2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
527311	Ins. Premium Reimb. to Employee	298,058	150,495	845,288	845,288		
	*** Total Operating**	**298,058**	**150,495**	**845,288**	**845,288**	**0**	**0**
	**** Total Personnel & Operating**	**298,058**	**150,495**	**845,288**	**845,288**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**298,058**	**150,495**	**845,288**	**845,288**	**0**	**0**

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2017-18

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Summary Page	2015-16 Actual	2016-17 Actual (Dec)	2016-17 Amended (Dec)	2017-18 Requested	*BUDGET* 2017-18 Recommend	*BUDGET* 2017-18 Approved
Activity From Operations:						
Revenues:						
461000 Investment Interest	467	258	0	467		
806710 Op Trn from Workers Comp Ins.	186,276	187,685	187,685	160,844		
Total Revenues	**186,743**	**187,943**	**187,685**	**161,311**	**0**	**0**
Expenditures:						
Personnel & Operations	201,836	80,670	185,936	596 159,961		
Depreciation	0	0	315	315		
Capital Outlay	388	1,250	1,749	883		
Total Expenditures	**202,224**	**81,920**	**188,000**	~~161,159~~ 160 794	**0**	**0**
Noncash Expenses:						
Depreciation: Add Back In	0	0	315	315	0	0
Net Cash	**(15,481)**	**106,023**	**0**	832 ~~467~~	**0**	**0**
Income Calculation:						
Capital Outlay: Add Back In	388	1,250	1,749	883	0	0
Net Income (Loss)	**(15,093)**	**107,273**	**1,434**	1400 ~~1,035~~	**0**	**0**
FUND BALANCE - Estimated Beginning -			(185,056)	106,181	106,181	106,181
Add Back - Net Pension Liability deduction			291,237			
FUND BALANCE - Projected End of Year - Cash Bases			106,181	107,013 ~~106,648~~	106,181	106,181

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2017-18

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend. (Dec)	2016-17 Amended (Dec)	2017-18 Requested	BUDGET 2017-18 Recommend	BUDGET 2017-18 Approved
	Personnel						
510100	Salaries & Wages - 2	111,110	58,493	124,692	106,439		
511112	FICA - Employer Portion	7,713	4,057	9,539	8,143		
511113	State Retirement - Employer Portion	57,849	6,762	13,791	12,837		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	2,947	938	3,429	2,014		
	*** Total Personnel**	**195,219**	**78,050**	**167,051**	**145,033**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	403	419	473	956		
521100	Duplicating	310	80	629	629		
521200	Operating Supplies	36	0	200	500		
522200	Small Equipment Repairs & Maintenance	0	0	0	500		
524000	Building Insurance	27	28	28	28		
524201	General Tort Liability Insurance	150	150	155	101		
524202	Surety Bonds	0	0	0	20		
525000	Telephone	482	241	482	482		
525021	Smartphone Charges	1,262	632	1,416	1,153		
525041	E-mail Service Charges - 2	162	65	258	258		
525100	Postage	200	20	300	300 ~~350~~		
525110	Other Parcel Delivery	0	0	50	50		
525210	Conference, Meeting & Training Expense	723	0	7,354	1,925		
525230	Subscriptions, Dues, & Books	1,150	385	1,480	1,500		
525240	Personal Mileage Reimbursement	0	0	100	100		
525250	Motor Pool Reimbursement	245	12	200	300		
525300	Utilities / Administration Building	1,467	588	1,499	1,500		
529903	Contingency	0	0	4,261	4,261		
530100	Depreciation	0	0	315	315		
	*** Total Operating**	**6,617**	**2,620**	**19,200**	~~14,928~~ 14878	**0**	**0**
	**** Total Personnel & Operating**	**201,836**	**80,670**	**186,251**	**159,961**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	388	0	245	500		
540010	Minor Software	0	0	0	383		
	All Other Equipment	0	1,250	1,504	0		
	**** Total Capital**	**388**	**1,250**	**1,749**	**883**	**0**	**0**
	***** Total Budget Appropriation**	**202,224**	**81,920**	**188,000**	794 **160,844**	**0**	**0**

Section V - PROGRAM OVERVIEW

Summary:

Human Resources Risk Management Administration

Human Resources Risk Management Administration is responsible for the identification, maintenance, and measurement of exposure to accidental loss within the County. These programs include general tort liability, vehicle liability, buildings and content insurance, workers' compensation, and the recovery for damages to County property. The Risk Manager will also with employee benefits as needed.

The County of Lexington participates in the South Carolina Counties Workers' Compensation Trust and maintains a self-insured retention of $300,000 per occurrence for job related injuries. Generally, retaining some risk through deductibles or self-insured retention results in lower premiums than those associated with insurance that pays the first dollar of any covered claim.

The County currently maintains a Self-Insured Group Health Insurance Program and contracts with a Third Party Administrator for claims management, stop-loss insurance, and other administrative structures. Risk management administration includes maintaining the best insurance coverage for the County and would prepare any necessary requests for proposal drafts for insurance related matters.

There are two elements to risk management: (1) Loss Prevention measures are developed to keep accidents and other incidents from happening; and (2) Loss Reduction methods are implemented to properly manage claims in effort to decrease the severity of losses when they occur. These elements are critical for managing all risks, rather than just paying claims. Risk management administration involves developing cost saving techniques, maintaining adequate insurance coverage, tracking and projecting claims, as well as training.

Service Standards:

a. To be responsible for assigned initiatives and activities of the Risk Management Program and would advise departments and County Administration on various insurance and budget related matters.
b. Conduct trend analysis on various insurance and benefits offered by the County.
c. To maintain a working knowledge of Human Resources/Risk Management legal requirements, reduce legal risks and ensures regulatory compliance.
d. Assists senior management in developing county risk management standards, and certain employee benefits; advises management on other issues that would relate to the ADA, FMLA, and workers' compensation.
e. Provides guidance on employee relation issues.
f. To incorporate occupational safety and wellness initiatives within the County.
g. Provides or coordinates training for certain job duties as mandated by State and Federal laws.
h. To maintain Occupational Safety and Health Administration (OSHA) standards.
i. Manages the County's Alcohol and Drug Testing Program.
j. Establishes standards for the County accident investigation process involving employee, vehicles, and equipment.
k. Coordinates safety training & inspections.
l. To develop departmental safety committee initiatives.

SECTION VI - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

806710 – Operations Transfer from Workers Compensation Insurance **$160,844**

A transfer of funds to cover the salaries and operations of two employees for the Risk Management Program.

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Risk Manager	1		1	1	212
HR Coordinator	1		1	1	109
Total Positions	2		2	2	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520300 - PROFESSIONAL SERVICES **$ 0**

520702 - TECHNICAL CURRENCY & SUPPORT **$ 0**

521000 - OFFICE SUPPLIES **$956**

To cover routine office supplies (paper, pencils, file folders, etc.). This line item will include form printing costs and computer supplies.

File folders (12 boxes x $9.04) = $108.48
Toner Cartridges - color printer (4 x $162.00) = $648.00
Pens, pencils, & other office products = $80.00
Hanging file folders (legal) (6 boxes x $9.68) = $58.08
Hanging file folders (letter) (8 boxes x $7.66) = $61.28

521100 - DUPLICATING **$629**

Copier Machine Usage cost ($0.033705) x 15,100 copies = $508.94
4 cases paper = ($3.01 x 40 reams) = $120.40

521200 - OPERATING SUPPLIES **$500**
This account is needed for specific supplies such as training materials, operations manual material, etc.

522200 – Small Equipment Repairs and Maintenance **$500**
Maintenance on printers, computers, etc.

524000 - BUILDING INSURANCE **$28**

Building and Personal Property Insurance for division.

524201 - GENERAL TORT LIABILITY INSURANCE **$101**
Tort Liability Premium 2 Positions

524202 – SURETY BONDS **$20**
Premium 2 Positions

525000 - TELEPHONE **$482**

Two lines for Risk Management Administration with voice mail @ $20.07/mo.

(2 x $20.07= $40.14 x 12 mo. = $481.68)

525021 – SMART PHONE CHARGES **$1,153**

1 iPhone Plan - $53 per month x 12 = $636.00
1 iPhone Hotspot service - $10 per month x12 = $120
1 iPhone Upgrade = $349.00
1 iPhone Otter-Box Case = $48.00

525041 – E-MAIL SERVICE CHARGES **$258**
$10.75 per month x 2 = $21.50 x 12 mo. = $258

525100 - POSTAGE **$300**
Postage expense for office correspondence.

525100 – OTHER POSTAL DELIVERY **$ 50**

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$1,925**

Associate Professional Risk Manager (APRM Certification)	$750
SC Public Risk Managers Association Annual Conference	$1,125

SHRM Annual Legal Update	$50

525230 - SUBSCRIPTIONS, DUES & BOOKS **$1,500**

This account will cover costs for membership dues, publications, and services.

SC Public Risk Managers Association (One Government, two associates)	$ 55
Columbia Society for Human Resource Management	$125
National Society for Human Resource Management	$180
National PRIMA Membership (2 @ $395)	$790
National Safety Council	$350

525240 – Personal Mileage **$100**

525250 – Motor Pool Reimbursement **$300**

525300 - UTILITIES - **$1500**

Based on current average monthly activity.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$500**
Upgrade to office furniture.

540010 – Minor Software **$383**
Adobe Acrobat Pro DC 2015 - License - 1 user - GOV

LEXINGTON COUNTY RECREATION & AGING COMMISSION

Budgeted Revenues and Expenditures
Fund 7620
Fiscal Year 2017-18

Revenues:		
REQUESTED Lexington County Appropriation	$ **11,155,334**	
Fees & Registrations	1,918,000	
Other	20,000	
Total Revenues		$ 13,093,334
Expenditures:		
Personnel	$ 6,069,749	
Maintenance	3,120,650	
Operations	437,190	
Programs	873,250	
Capital	445,000	
Total Expenditures		10,945,839
Excess (Deficiency) of Revenues Over Expenditures		2,147,495
Other Uses:		
Transfers to Other Funds (i.e. Aging Fund)		(2,572,495)
Transfers to Capital Projects Fund		0
Excess (Deficiency) of Revenues Over Expenditures and Other Uses		(425,000)
Estimated Fund Balance - Beginning of Fiscal Year		16,466,264
Projected Fund Balance - End of Fiscal Year		$ 16,041,264

Budgeted Revenues and Expenditures provided by Lexington County Recreation & Aging Commission.

Revenue Disbursements from Lexington County to Lexington County Recreation & Aging Commission
FY 2003-04 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2003-04	5,443,295	5,443,295	5,432,853	5,432,853	0	10.466
FY 2004-05	6,704,287	6,332,798	6,357,434	6,357,434	0	12.207
FY 2005-06	6,502,275	6,502,275	6,723,672	6,723,672	0	10.928
FY 2006-07	6,772,081	6,772,081	7,370,530	7,370,530	0	11.300
FY 2007-08	7,397,830	7,397,830	7,939,810	7,939,810	0	11.913
FY 2008-09	8,457,436	8,457,436	8,783,570	8,783,570	0	12.499
FY 2009-10	9,339,316	9,339,316	9,130,851	9,130,758	92	12.499
FY 2010-11	9,490,558	9,490,558	9,577,219	9,577,404	(185)	12.116
FY 2011-12	9,635,607	9,635,607	9,859,456	9,859,456	0	12.315
FY 2012-13	9,964,629	9,964,629	10,193,962	10,193,869	93	12.315
FY 2013-14	10,305,173	10,305,173	10,458,324	10,458,324	0	12.315
FY 2014-15	10,472,940	10,472,940	10,847,216	10,847,216	0	12.315
FY 2015-16	10,739,625	10,739,625	10,987,466	10,987,466	0	12.202
FY 2016-17	10,947,216	10,947,216	9,762,564	9,164,903	597,661	12.202
* Received and Disbursed through February 28, 2017						
FY 2017-18	**11,155,334**					

Note: Full disbursement by Treasurer of all collections.

LEXINGTON COUNTY RECREATION & AGING COMMISSION
PRELIMINARY GENERAL FUND BUDGET
FISCAL YEAR 2017-2018

Revenues:	
Property Taxes	$ 11,155,334
Fees & Registrations	1,918,000
Other	20,000
Total Revenues	13,093,334
Expendiutres:	
Personnel	6,069,749
Maintenance	3,120,650
Operations	437,190
Programs	873,250
Capital	445,000
Total Expenditures	10,945,839
Excess Revenue Over (Under) Expenditures	2,147,495
Other Financing Sources (Uses)	
Transfer To Aging Fund	(2,572,495)
Excess Revenue And Other Financing Sources Over (Under) Expenditures And Other Sources	(425,000)
Esimated Fund Balance - Beginning	16,466,264
Projected Fund Balance - Ending	$ 16,041,264

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2017-2018 BUDGET

DESCRIPTION		FY 17-18 ANNUAL BUDGET
Property Taxes	$	11,155,334
Interest Earned		20,000
Special Projects Income		1,829,000
Rental Income		7,000
Miscellaneous		15,000
Special Events		7,000
Registration Fees		60,000
Total Revenues	$	13,093,334
Salaries		
Administration	$	814,500
Recreation		860,510
Part-Time		1,185,133
Maintenance		1,598,356
Fringes		1,611,250
Total Salaries	$	6,069,749
Maintenance		
Oil & Gasoline	$	225,000
Repairs		210,000
Utilities		1,167,200
Radio Service		12,000
Materials & Supplies		872,500
Landfill Fees		12,000
Garbage Service		48,400
Pest Control		12,800
Small Tools & Equipment		15,000
Sports Field Bulbs		15,000
Port-O-Johns		11,000
Contract Labor		454,750
Tennis Court Resurfacing		65,000
Total Maintenance	$	3,120,650
Operations		
Travel	$	8,650
Insurance		188,000
Office Operations		109,365
Conference Expense		17,000
Professional Training		8,375
Legal & Auditing		16,000
Medical Disbursements		1,250
Telephone		87,050
Facility Rent		1,500
Total Operations	$	437,190

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2017-2018 BUDGET

DESCRIPTION		FY 17-18 ANNUAL BUDGET
Program Allowances		
Athletic Supplies	$	29,000
Officials		65,000
Grants		3,800
Commission Expenses		24,000
Special Events		2,000
Marketing & Promotions		8,000
Total Program Allowances	$	131,800
Capital Outlay		
Equipment	$	235,000
Furniture & Fixtures		10,000
Vehicles		155,000
Facility Improvements		45,000
Total Capital Outlay	$	445,000
Other Financing Uses		
Transfers - Aging Fund	$	2,572,495
Transfers - Other		
Total Other Financing Uses	$	2,572,495
Special Projects		
Batesburg-Leesville	$	27,450
Lexington Leisure		72,250
Spires		11,400
Tri-City		57,650
Gilbert		7,000
Oak Grove Tennis Complex		130,200
Cayce Tennis Complex		120,500
Baseball Stadium		20,000
Oak Grove/Pine Grove		295,000
	$	741,450
Total Expenditures	$	13,518,334

IRMO CHAPIN RECREATION COMMISSION
Budgeted Revenues and Expenditures
Fund 7630
Fiscal Year 2017-2018

Revenues:		
REQUESTED Lexington County Appropriation	$ 4,286,652	
Fees, Rentals, Registrations, Grants	743,970	
Other	1,216,900	
Total Revenues		$ 6,247,522
Expenditures:		
Personnel	$ 4,172,555	
Operations	1,684,031	
Capital	390,936	
Total Expenditures		6,247,522
Excess (Deficiency) of Revenues Over Expenditures		0
Other Uses:		
Transfer to Other Funds		(100,000)
Excess (Deficiency) of Revenues Over Expenditures and Other Uses		$ (100,000)
Estimated Fund Balance - Beginning of Fiscal Year		Information not provided
Projected Fund Balance - End of Fiscal Year		Information not provided

Budgeted Revenues and Expenditures provided by Irmo Chapin Recreation Commission.

Revenue Disbursements from Lexington County to Irmo Chapin Recreation Commission
FY 2003-04 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2003-04	2,604,105	2,604,105	2,609,000	2,609,000	0	13.359
FY 2004-05	2,644,105	2,644,105	2,691,387	2,691,387	0	13.666
FY 2005-06	2,736,187	2,736,187	3,021,978	3,021,978	0	11.975
FY 2006-07	3,235,748	2,971,463	3,147,135	3,147,135	0	12.382
FY 2007-08	3,261,683	3,261,683	3,356,585	3,356,585	0	13.053
FY 2008-09	3,467,169	3,467,169	3,574,898	3,574,898	0	13.695
FY 2009-10	3,536,512	3,536,512	3,644,985	3,644,960	25	13.695
FY 2010-11	3,642,607	3,642,607	3,781,001	3,781,050	(49)	13.139
FY 2011-12	3,788,311	3,788,311	3,930,007	3,930,007	0	13.354
FY 2012-13	3,883,019	3,883,019	3,937,549	3,937,524	25	13.354
FY 2013-14	3,999,510	3,999,510	4,009,229	4,009,229	0	13.354
FY 2014-15	4,099,498	4,049,210	4,071,949	4,071,949	0	13.354
FY 2015-16	4,181,488	4,181,488	4,019,253	4,019,253	0	13.354
*Bond Proceeds/Disbursements			3,278,396	3,278,396	0	
FY 2016-17	4,244,210	4,244,210	3,726,292	3,650,979	75,313	13.354
* Received and Disbursed through February 28, 2017						
FY 2017-18	**4,286,652**					

Note: Full disbursement by Treasurer of all collections.

IRMO CHAPIN
RECREATION
COMMISSION

January 27, 2017

Mr. Joe Mergo
County Administrator
County of Lexington
212 South Lake Drive
Lexington, South Carolina 29072

Re: FY 2017-2018 Budget

Commissioners
John A. Sowards, Chairman
Scott A. Wilhide, Vice Chairman
Emily C. Shuman, Secretary
Bruce P. Loveless
William H. Harmon

Executive Director
Elizabeth Taylor

ICRC Administration
5605 Bush River Road
Columbia, SC 29212
(803) 772-1228

Crooked Creek Park
1098 Old Lexington Hwy.
Chapin, SC 29036
(803) 345-6181

Saluda Shoals Park
5605 Bush River Road
Columbia, SC 29212
(803) 772-1228

Seven Oaks Park
200 Leisure Lane
Columbia, SC 29210
(803) 772-3336

Dear Mr. Mergo,

Per your request, we are enclosing our preliminary FY 17-18 budget. Note that this is an estimated budget and it is likely that some changes will be made before the budget becomes final. Currently, our budget timetable calls for a public hearing on May 17th and final adoption by the Commission on May 24, 2017. Once the budget is final we will promptly submit to it to you.

Our preliminary budget includes total funding sources anticipated and the estimated utilization of total funding as requested. Our request assumes a 1.0% increase in County tax revenue over the previously budgeted amount in 2016-17. This amount is reflective of both the growth rate in the assessed value of property in our District, and anticipated actual receipts. This amount is supported by figures provided to us by the Auditor's office. However, should County Council grant an additional amount for CPI we would like to reserve the option to amend our request accordingly.

In regards to your request on the service level indicators, we are enclosing our annual report which reflects clients served, number and types of programs, and other descriptive details of our operations.

I trust that the information we are submitting is adequate until the Commission's final approval of our budget in May. Please feel free to contact me if you need additional information.

Sincerely,

Elizabeth Taylor
Executive Director

Enclosures

cc: Mr. Phil Yarborough
Ms. Erin Long Bergeson

Irmo Chapin Recreation Commission
General Fund
Proposed Budget for Lexington County Council
Fiscal Year 2017-2018

DESCRIPTION	FY 2017 Approved Budget	FY 2018 Requested	Increase (Decrease)	Increase (Decrease) %
REVENUE:				
Local Taxes	$ 4,244,210	$ 4,286,652	$ 42,442	1.0%
Interest Earned	5,000	5,000	0	0.0%
Building Rentals	58,200	61,110	2,910	5.0%
Outdoor Rentals	39,600	41,580	1,980	5.0%
Fitness Fees	175,000	183,750	8,750	5.0%
Chapin Splash	20,000	56,000	36,000	180.0%
I.D. Card Fees	29,000	29,580	580	2.0%
Donations & Grant Related Income	29,000	30,450	1,450	5.0%
Appeal Letter	22,000	24,000	2,000	9.1%
TR Program	79,893	80,000	107	0.1%
Grants & Contracts	343,000	330,000	(13,000)	-3.8%
Food Co-Op	12,000	12,000	0	0.0%
Gift Shop	16,900	16,900	0	0.0%
CLTC Income	2,000	2,500	500	25.0%
Special Events	6,325	9,000	2,675	42.3%
Miscellaneous	9,000	9,000	0	0.0%
Transfer from SS Foundation	5,000	5,000	0	0.0%
Employee Insurance Withholdings	190,000	190,000	0	0.0%
Transfer from Special Revenue	621,176	675,000	53,824	8.7%
Transfer from Previous year FB	300,000	200,000	(100,000)	-33.3%
TOTAL REVENUE	**6,207,304**	**6,247,522**	**40,218**	**0.6%**
EXPENDITURES:				
Salaries	$ 2,480,038	$ 2,542,039	$ 62,001	2.5%
Part Time Wages	428,739	450,176	21,437	5.0%
Fringe Benefits	567,969	583,348	15,378	2.7%
Health Insurance Costs	563,200	596,992	33,792	6.0%
Professional Development	47,959	49,158	1,199	2.5%
Staff Travel	750	1,000	250	33.3%
Office Operations	15,000	16,500	1,500	10.0%
I.D System Operations	3,980	4,080	99	2.5%
Data Processing Operations	69,525	71,263	1,738	2.5%
Office Equipment Maintenance	25,100	25,728	627	2.5%
Printing/Advertising	11,208	11,488	280	2.5%
Appeal Letter Expenses	1,100	1,155	55	0.0%
Marketing	183,600	188,190	4,590	2.5%
Telephone & Cable	110,570	113,334	2,764	2.5%
Professional Services	49,667	50,909	1,242	2.5%
Facility Maintenance	279,500	307,450	27,950	10.0%
Fitness Equipment Maintenance	7,500	8,250	750	10.0%
Fuel And Lubricants	40,000	44,000	4,000	10.0%
Vehicle Maintenance	24,500	26,950	2,450	10.0%
Park Equipment Maintenance	18,000	19,800	1,800	10.0%
Utilities	352,120	387,332	35,212	10.0%
Insurance	72,000	79,200	7,200	10.0%
Gift Shop	5,800	5,945	145	2.5%
Special Events	6,255	6,411	156	2.5%
Sundry Supplies	11,650	11,941	291	2.5%
Intergenereational Programs	900	923	22	2.5%
Meal Costs	57,000	60,000	3,000	5.3%
Food Co-Op Expenses	9,000	9,225	225	2.5%
GRI Expenses	12,000	12,300	300	2.5%
TR Related Expenditures	17,256	18,500	1,244	7.2%
Foundation Expenses	5,000	5,000	0	0.0%
Miscellaneous Expenditures	40,000	48,000	8,000	20.0%
Capital Outlay	467,969	390,936	(77,033)	-16.5%
Contigency	100,000	100,000	0	0.0%
Transfers to fund 40	122,449	0	(122,449)	-100.0%
TOTAL EXPENDITURES	**6,207,304**	**6,247,522**	**40,218**	**0.6%**
Net	**0**	**0**	**0**	**0**

MIDLANDS TECHNICAL COLLEGE
Budgeted Revenues and Expenditures
Fund 7650
Fiscal Year 2017-18

Revenues:		
Student Tuition & Fees	$ 54,261,369	
State Appropriations	14,830,941	
REQUESTED Lexington County Appropriation*	**5,558,662**	
Richland County Appropriation	8,146,128	
Fairfield County Appropriation	158,810	
Auxiliary Enterprises, Other	3,333,390	
Restricted Revenues (Federal and State Grants, Student Financial Aid, Other)	47,673,356	
Total Revenues		$ 133,962,656
Expenditures:		
Instruction / Academic Support	44,214,808	
Student Support Services	11,675,930	
Plant Operations	13,863,600	
Institutional Support	12,342,978	
Auxiliary Enterprises	375,671	
Restricted Disbursements (Federal and State Grants, Student Financial Aid, Other)	47,673,356	
Total Expenditures		130,146,343
Excess (Deficiency) of Revenues Over Expenditures		3,816,313
Other Uses:		
Transfers (Capital)		3,816,313
Excess (Deficiency) of Revenues Over Expenditures and Other Uses		0
Estimated Fund Balance - Beginning of Fiscal Year		Information not provided
Projected Fund Balance - End of Fiscal Year		Information not provided

*** Includes $1,648,956 for Capital Fund 7652.**

Budgeted Revenues and Expenditures provided by Midlands Technical College.

Revenue Disbursements from Lexington County to Midlands Technical College
FY 2003-04 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2003-04	2,198,364	2,198,364	2,301,235	2,198,365	102,870	3.212
FY 2004-05	2,324,164	2,324,164	2,407,884	2,324,164	83,720	3.286
FY 2005-06	2,384,944	2,384,944	2,562,561	2,384,974	177,587	2.924
FY 2006-07	2,455,176	2,455,176	2,785,364	2,455,176	330,188	3.023
FY 2007-08	2,540,753	2,540,753	2,856,103	2,540,753	315,350	3.023
FY 2008-09	2,629,201	2,629,201	2,968,442	2,629,201	339,241	3.023
FY 2009-10	2,629,201	2,629,201	3,048,806	2,721,402	327,404	3.023
FY 2010-11	2,816,652	2,816,652	3,190,579	2,816,652	373,927	2.922
FY 2011-12	2,955,969	2,955,969	3,279,519	2,955,969	323,550	2.970
FY 2012-13	3,059,427	3,059,427	3,368,753	3,059,427	309,326	2.970
FY 2013-14	3,182,942	3,182,942	3,443,881	3,182,942	260,939	2.970
FY 2014-15	3,310,259	3,310,259	3,555,060	3,310,259	244,801	2.970
FY 2015-16	3,633,193	3,633,193	3,591,387	3,633,193	(41,806)	2.956
FY 2016-17	3,778,521	3,778,521	3,221,219	3,034,926	186,293	2.956
* Received and Disbursed through February 28, 2017						
FY 2017-18	**3,909,706**					

Note: Disbursement by Treasurer is equal to amount approved (budgeted) each fiscal year.

MIDLANDS TECHNICAL COLLEGE
Capital Budget
Budgeted Revenues and Expenditures
Fund 7652
Fiscal Year 2017-18

Lexington County's Appropriation request for Capital Projects of Midlands Technical College include:
Learning Resource Center Renovations, Airport Campus - $3,972
LET Buliding Renovation/Replacement, Beltline Campus - $1,041,433
Debt Service, .5 mill approved in FY 2006 for Batesburg-Leesville and Harbison classroom projects.

Money should be disbursed in a lump sum in June 2017.

Revenues:			
REQUESTED Lexington County Appropriation - Capital		**$ 1,045,405**	
REQUESTED Lexington County Appropriation - Debt Service		**603,551**	
Total Revenues			**$ 1,648,956**
Expenditures:			
Learning Resource Center Renovations, Airport Campus		3,972	
LET Buliding Renovation/Replacement, Beltline Campus		1,041,433	
Debt Service - B/L & Harbison Classroom Projects	(Estimate)	603,551	
Total Expenditures			1,648,956
Excess (Deficiency) of Revenues Over Expenditures			0
Estimated Fund Balance - Beginning of Fiscal Year			Information not provided
Projected Fund Balance - End of Fiscal Year			Information not provided

Budgeted Revenues and Expenditures provided by Midlands Technical College.

Revenue Disbursements from Lexington County to Midlands Technical College - Capital Budget
FY 2003-04 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2003-04	665,000	665,000	672,245	665,000	7,245	0.969
FY 2004-05	677,000	677,000	705,308	677,000	28,308	0.991
FY 2005-06	691,000	1,070,040	1,128,876	1,090,970	37,906	1.382
FY 2006-07	1,105,000	1,105,000	1,274,637	1,105,000	169,637	1.429
FY 2007-08	1,121,635	1,121,635	1,308,430	1,121,635	186,795	1.429
FY 2008-09	1,144,688	1,144,688	1,352,941	1,144,688	208,253	1.429
FY 2009-10	1,229,110	1,229,110	1,388,126	1,229,110	159,016	1.429
FY 2010-11	1,343,252	1,343,252	1,460,553	1,343,252	117,301	1.381
FY 2011-12	1,357,008	1,357,008	1,521,721	1,357,008	164,713	1.404
FY 2012-13	1,374,677	1,374,677	1,543,476	1,374,677	168,799	1.404
FY 2013-14	1,429,664	1,429,664	1,584,544	1,429,664	154,880	1.404
FY 2014-15	1,489,606	1,489,606	1,638,219	1,489,606	148,613	1.404
FY 2015-16	1,549,190	1,549,190	1,659,142	1,549,190	109,952	1.397
FY 2016-17	1,593,195	1,593,195	1,509,930	0	1,509,930	1.397
* Received and Disbursed through February 28, 2017						
FY 2017-18	**1,648,956**					

Note: Disbursement by Treasurer is equal to amount approved (budgeted) each fiscal year.

MIDLANDS
TECHNICAL COLLEGE

February 3, 2017

Mr. Joe G. Mergo, III
Lexington County Administrator
212 South Lake Drive
Lexington, SC 29072

Dear Mr. Mergo:

Enclosed please find Midlands Technical College's 2017-2018 Budget Request for Lexington County. Also enclosed is a report of funding sources and service level indicators. Please note that the College will utilize 100 percent of the requested budget during 2017-2018.

We would appreciate an advance notice if the College is expected to present its budget. However, Dr. Rhames and I would welcome the opportunity to provide Council a college update at some point during the budget process.

As always, thank you for your support and please call if you have questions.

Sincerely,

Ms. Debbie M. Walker
Vice President for Business Affairs

DMW:sn
Enclosures

C: Mr. Randy Poston, Finance Director, Lexington County
Dr. Ronald L. Rhames, President
Ms. Sheila Smith, Associate VP for Business Affairs
Mr. Craig Hess, Director of Operations
Ms. Jessica Booth, Director of Finance and Financial Reporting

Walker/J. Mergo 2017

MIDLANDS TECHNICAL COLLEGE
Budget Request
Fiscal Year 2017-18
Richland-Lexington Counties, South Carolina

Midlands Technical College is pleased to submit its budget request for fiscal year 2017-18. In developing this budget request, the college is keenly aware of the pressures on local governments to provide quality services for citizens, while minimizing the effect on taxes. Midlands Technical College has a history of keeping its requests to County Councils at a minimum. The college does this by controlling personnel costs, deferring maintenance and limiting essential equipment purchases. Despite making these sacrifices, the college has been able to maintain high level, quality educational services and facilities for the citizens of the Midlands. This budget is developed with the same level of commitment the college has to providing quality services to the citizenry, while minimizing the effect on taxpayers.

Midlands Technical College receives funding from Richland and Lexington Counties for facilities and operations under South Carolina Article 1730 to Chapter 53, Title 59, of the Code of Law, 1989. Facilities and Operations funding consists of funds for utilities, security, housekeeping, transportation, non-personnel insurance, maintenance, and repair of buildings and grounds, building alterations and modifications and construction of new facilities, as well as funds for college personnel associated with these activities. The funding responsibility is based on a population distribution and is split 40.56% Lexington County and 59.44% Richland County based on the census done in 2010.

Pages 2-4 represent the college's 2017-18 operating budget request. Page 5 is the college's 10-year capital plan.

Based on the population distribution outlined in Paragraph 2 above, the budget request for fiscal year 2017-18 is shown below.

Lexington County	**2017-18**
Operating Budget	$3,909,706
Capital Budget	$1,045,405 *
Debt Service	0.5 Mil ***

Richland County	**2017-18**
Operating Budget	$5,729,609 (or the cap)
Capital Budget	1 Mil (or the cap)**
Debt Service	0.5 Mil (or the cap)***

* $1,045,405 is for Capital Projects.

** For fiscal year 2017-18, $1,531,985 will be designated. Any undesignated funds will be escrowed for future projects.

*** For construction and debt service toward the four Half Mil projects approved in 2005-06 budget cycle. (Harbison Campus General Purpose Classroom/Auditorium, Batesburg/Leesville Education Facility, NE Campus Engineering Technology Project, and NE Campus Accelerator)

Midlands Technical College
Projected Budgeted Revenues, Disbursements and Transfers
Fiscal Year 2017-2018
Lexington County Council

REVENUES		
Unrestricted		
Student Tuition and Fees	$	54,261,369
Government		
State		14,830,941
County		
Lexington	$	5,558,662
Richland	$	8,146,128
Fairfield	$	158,810
Auxiliary Enterprises	$	1,559,540
Other	$	1,773,850
TOTAL	**$**	**86,289,300**
Restricted		
Federal Grants	$	8,096,454
Student Financial Aid	$	34,409,870
State Grants	$	4,968,266
Other	$	198,766
TOTAL*	**$**	**47,673,356**
TOTAL REVENUES	**$**	**133,962,656**
DISBURSEMENTS AND TRANSFERS		
Disbursements		
Unrestricted		
Instruction/Academic Support	$	44,214,808
Student Support Services	$	11,675,930
Plant Operations	$	13,863,600
Institutional Support	$	12,342,978
Auxiliary Enterprises	$	375,671
TOTAL	**$**	**82,472,987**
Restricted		
TOTAL*	**$**	**47,673,356**
Transfers (Capital)		
TOTAL	**$**	**3,816,313**
TOTAL DISBURSEMENTS AND TRANSFERS	**$**	**133,962,656**

*Restricted revenues and disbursements are the same amount and must balance.

Estimated Fund Balanace - Beginning of Fiscal Year $5,788,947
Projected Fund Balance - End of Fiscal Year $5,846,836

MIDLANDS TECHNICAL COLLEGE

Plant Operations Budget
FY 2017-18

Facilities and Operations Funding Requirements: The college's total FY 2017-18 Facilities and Operations Budget is shown below (excluding capital):

	FY 16-17	**FY 17-18**
UTILITIES	2,826,147	2,921,543
HOUSEKEEPING/GROUNDS	1,955,371	2,005,837
GENERAL MAINTENANCE	1,719,725	1,820,040
SECURITY	1,313,795	1,376,417
MAJOR REPAIRS/CONSTRUCTION	660,000	660,000
ADMINISTRATION	558,481	573,118
INSURANCE	158,360	158,360
TRANSPORTATION	124,000	124,000
TOTAL	**9,315,879**	**9,639,315**

FY 2017-18
COUNTY BUDGET

	FY 16-17	FY 17-18
UTILITIES	**2,826,147**	**2,921,543**
HOUSEKEEPING/GROUNDS		
Salaries - Permanent	456,423	483,435
Staff Benefits - Permanent	159,748	169,202
Salaries - Temporary	5,000	3,000
Contract Labor	987,700	989,200
Supplies (Housekeeping)	191,000	185,000
Supplies (Grounds)	144,000	160,000
Uniforms	1,500	1,500
Equipment	10,000	14,500
Total Housekeeping/Grounds	**1,955,371**	**2,005,837**
GENERAL MAINTENANCE		
Salaries - Permanent	543,204	558,400
Staff Benefits	190,121	195,440
Salaries - Temporary	20,000	5,000
Uniforms	2,500	2,500
General Repair/Maintenance	450,700	465,700
Professional Services	3,200	3,000
Supplies	510,000	590,000
Total General Maintenance	**1,719,725**	**1,820,040**
SECURITY		
Salaries - Permanent	282,711	290,801
Staff Benefits - Permanent	113,084	116,320
Salaries - Temporary	109,000	126,356
Contract Security	779,000	808,440
Supplies	19,000	15,100
Training & Equipment	11,000	19,400
Total Security	**1,313,795**	**1,376,417**

MAJOR REPAIRS/CONSTRUCTION		
General Alterations/Roof/Mechanical	660,000	660,000
Total Major Repairs/Construction	**660,000**	**660,000**
ADMINISTRATION		
Salaries - Permanent	398,800	410,458
Staff Benefits	139,581	143,660
Training	3,000	3,000
Travel	1,000	1,000
Office Support	16,100	15,000
Total Administration	**558,481**	**573,118**
INSURANCE		
Buildings and Contents	132,360	132,360
Motor Vehicles	26,000	26,000
Total Insurance	**158,360**	**158,360**
TRANSPORTATION		
Motor Vehicle Supplies/Repair	70,000	70,000
Vehicle Replacement	54,000	54,000
Total Transportation	**124,000**	**124,000**
TOTAL	**9,315,879**	**9,639,315**

	MIDLANDS TECHNICAL COLLEGE CAPITAL NEEDS CASH FLOW BUDGET																
	BY SOURCE OF FUNDS	thru 16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	TOTAL	PROJ. TOTAL				
1	LEARNING RESOURCE CENTER RENOVATIONS (AIRPORT)													1			
2	RICHLAND COUNTY	$ 1,480,242	$ 5,758									$ 1,486,000		2			
3	LEXINGTON COUNTY	$ 1,010,028	$ 3,972									$ 1,014,000	$ 2,500,000	3			
4	BC LET RENOVATION/REPLACEMENT													4			
5	RICHLAND COUNTY	$ 1,215,740	$ 1,926,227	$ 1,593,264								$ 4,345,231		5			
6	LEXINGTON COUNTY	$ 836,407	$ 1,041,433	$ 1,087,221								$ 2,965,061		6			
7	STATE FUNDS			$ 22,689,707								$ 22,689,707	$ 30,000,000	7			
8	INDUSTRIAL TECHNOLOGY EXPANSION													8			
9	RICHLAND COUNTY	$ 594,400										$ 594,400		9			
10	LEXINGTON COUNTY	$ 405,600										$ 405,600		10			
11	STATE FUNDS	$ 3,500,000										$ 3,500,000	$ 4,500,000	11			
12	BC WM RENOVATION													12			
13	STATE FUNDS						$ 16,600,000					$ 16,600,000	$ 16,600,000	13			
14	GRANBY RENOVATION													14			
15	RICHLAND COUNTY													15			
16	LEXINGTON COUNTY											$ -		16			
17	STATE FUNDS											$ -		17			
18	PLANT PROJECTS*			$ 8,100,000								$ 8,100,000	$ 8,100,000	18			
19	COUNTY PLANT FUNDS		$ 660,000	$ 686,400	$ 700,128	$ 714,131	$ 728,413	$ 742,981	$ 757,841	$ 772,998	$ 788,458	$ 6,551,350		19			
20	COLLEGE FUNDS		$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 1,800,000	$ 8,351,350	20			
21	MAJOR BUILDING RENOVATION													21			
22	RICHLAND COUNTY			$ 1,625,130	$ 1,657,632	$ 1,690,785	$ 1,724,601	$ 1,759,093	$ 1,794,274	$ 1,830,160	$ 1,867,763	$ 12,081,675		22			
23	LEXINGTON COUNTY			$ 1,108,966	$ 1,131,145	$ 1,153,768	$ 1,176,843	$ 1,200,380	$ 1,224,388	$ 1,248,875	$ 1,273,863	$ 8,244,365	$ 20,326,039	23			
24	DEBT SERVICE													24			
25	COLLEGE FUNDS		$ 1,011,915	$ 952,392	$ 921,439	$ 889,868	$ 857,666	$ 824,819	$ 791,315	$ 757,142	$ 722,284	$ 7,728,840		25			
26	RICH COUNTY HALF MIL - DEBT SERVICE		$ 884,534	$ 919,915	$ 938,314	$ 957,080	$ 976,222	$ 995,746	$ 1,015,661	$ 1,035,974	$ 1,056,694	$ 8,780,139		26			
27	LEX COUNTY HALF MIL - DEBT SERVICE		$ 603,551	$ 627,693	$ 640,247	$ 653,052	$ 666,113	$ 679,435	$ 693,024	$ 706,884	$ 721,022	$ 5,991,021	$ 22,500,000	27			
28	TOTAL ALL SOURCES	$ 9,052,417	$ 5,937,390	$ 28,756,593	$ 14,234,223	$ 6,202,908	$ 22,872,966	$ 6,344,425	$ 6,417,314	$ 6,491,660	$ 6,567,493	$ 112,877,389	$ 112,877,389	28			
29	TOTAL BY SOURCE (PER YEAR)	thru 16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	24/25	TOTAL		29			
30	RICHLAND COUNTY	$ 3,300,382	$ 1,531,985	$ 1,593,264	$ 1,625,130	$ 1,657,632	$ 1,690,785	$ 1,724,601	$ 1,759,093	$ 1,794,274	$ 1,830,160	$ 18,507,306		30			
31	LEXINGTON COUNTY	$ 2,252,035	$ 1,045,405	$ 1,087,221	$ 1,108,966	$ 1,131,145	$ 1,153,768	$ 1,176,843	$ 1,200,380	$ 1,224,388	$ 1,248,875	$ 12,629,026		31			
32	STATE FUNDS	$ 3,500,000	-	$ 22,689,707	$ 8,100,000	$ -	$ 16,600,000	$ -	$ -	$ -	$ -	$ 50,889,707		32			
33	COLLEGE FUNDS		$ 1,211,915	$ 1,152,392	$ 1,121,439	$ 1,089,868	$ 1,057,666	$ 1,024,819	$ 991,315	$ 957,142	$ 923,284	$ 9,528,840		33			
34	COLLEGE FUNDS (BONDS)											$ -		34			
35	RICH COUNTY HALF MIL - DEBT SERVICE		$ 884,534	$ 919,915	$ 938,314	$ 957,080	$ 976,222	$ 995,746	$ 1,015,661	$ 1,035,974	$ 1,056,694	$ 8,780,139		35			
36	LEX COUNTY HALF MIL - DEBT SERVICE		$ 603,551	$ 627,693	$ 640,247	$ 653,052	$ 666,113	$ 679,435	$ 693,024	$ 706,884	$ 721,022	$ 5,991,021		36			
37	COUNTY PLANT FUNDS		$ 660,000	$ 685,400	$ 700,128	$ 714,131	$ 728,413	$ 742,981	$ 757,841	$ 772,998	$ 788,458	$ 6,551,350		37			
38	TOTAL ALL SOURCES	$ 9,052,417	$ 5,937,390	$ 28,756,593	$ 14,234,223	$ 6,202,908	$ 22,872,966	$ 6,344,425	$ 6,417,314	$ 6,491,660	$ 6,567,493	$ 112,877,389		38			

HOLLOW CREEK WATERSHED
Budgeted Revenues and Expenditures
Fund 7660
Fiscal Year 2017-18

Revenues:		
REQUESTED Lexington County Appropriation	**6,211**	
Total Revenues		$ 6,211
Expenditures:		
Other Expense	$ 6,211	
Total Expenditures		6,211
Excess (Deficiency) of Revenues Over Expenditures		0
Estimated Fund Balance - Beginning of Fiscal Year		Information not provided
Projected Fund Balance - End of Fiscal Year		Information not provided

Budgeted Revenues and Expenditures provided by Lexington County Community Mental Health Center.

Revenue Disbursements from Lexington County to Community Mental Health
FY 2013-14 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2013-14	5,795	5,795	5,860	5,795	65	1.600
FY 2014-15	4,945	4,945	6,078	4,945	1,133	1.600
FY 2015-16	5,295	5,295	6,018	6,992	(974)	1.599
FY 2016-17	6,067	6,067	5,300	5,236	64	1.599
* Received and Disbursed through February 28, 2017						
FY 2017-18	**6,211**					**1.599**

Note: Full disbursement by Treasurer of all collections.

RIVERBANKS ZOOLOGICAL PARK & BOTANICAL GARDEN

Budgeted Revenues and Expenditures
Fund 7680
Fiscal Year 2017-18

Revenues:		
Earned Revenues	$ 13,012,242	
REQUESTED Lexington County Appropriation	**1,255,099**	
Richland County Appropriation	2,165,168	
Accommodations Tax	185,000	
Total Revenues		$ 16,617,509
Expenditures:		
Administrative	$ 2,143,389	
Operations	14,193,184	
Debt Service	255,936	
Capital Outlay	25,000	
Total Expenditures		16,617,509
Excess (Deficiency) of Revenues Over Expenditures		0
Estimated Fund Balance - Beginning of Fiscal Year		Information not provided
Projected Fund Balance - End of Fiscal Year		Information not provided

Budgeted Revenues and Expenditures provided by Riverbanks Zoological Park & Botanical Garden.

Revenue Disbursements from Lexington and Richland Counties to Riverbanks Zoological Park
FY 2003-04 through FY 2017-18

	Lexington County						Richland County		
	BUDGET		ACTUAL						
	Requested	Recommended	Received	Disbursed	Difference	Millage	Requested	Actual	Millage
FY 2003-04	762,537	762,537	828,296	762,537	65,759	1.158	1,422,867	1,422,867	1.40
FY 2004-05	790,000	790,000	871,506	790,000	81,506	1.185	1,423,000	1,423,000	1.40
FY 2005-06	868,014	868,014	939,922	868,014	71,908	1.052	1,545,509	1,545,509	1.30
FY 2006-07	1,026,362	1,026,362	845,184	927,810	(82,626)	1.088	1,423,000	1,423,000	1.30
*There was an additional disbursement of $128,836 from the fund balance for a tram purchase.									
FY 2007-08	924,800	924,800	1,021,012	924,800	96,212	1.088	1,646,618	1,646,618	1.30
FY 2008-09	950,694	950,694	1,044,702	950,694	94,008	1.088	1,692,724	1,868,100	1.30
FY 2009-10	1,102,733	1,266,733	1,066,986	1,266,733	(199,747)	1.088	1,939,630	1,868,100	1.30
*There was an additional disbursement of $164,000 from the fund balance for litigation fees.									
FY 2010-11	1,102,733	1,126,286	1,143,546	1,126,286	17,260	1.075	1,868,100	1,991,520	1.30
FY 2011-12	1,126,286	1,126,286	1,194,244	1,126,286	67,958	1.093	1,868,100	1,964,032	1.30
FY 2012-13	1,126,286	1,126,286	1,230,471	1,126,286	104,185	1.093	1,923,400	1,962,000	1.30
FY 2013-14	1,148,812	1,126,286	1,259,808	1,126,286	133,522	1.093	1,923,400	2,037,857	1.30
FY 2014-15	1,160,075	1,160,075	1,303,247	1,160,075	143,172	1.093	2,098,993	2,061,277	1.40
FY 2015-16	1,194,877	1,194,877	1,314,688	1,894,877	(580,189)	1.088	2,123,115	2,061,279	1.40
Additional disbuursement of $700,000 from fund balance for expansion.									
FY 2016-17	1,242,672	1,242,672	1,173,978	1,109,707	64,271	1.088	2,143,731	2,143,731	1.40
* Received and Disbursed through February 28, 2017									
FY 2017-18	**1,255,099**						**2,165,168**		

Note: Disbursement by Treasurer is equal to amount approved (budgeted) each fiscal year.

RIVERBANKS ZOO & GARDEN
500 Wildlife Parkway - P.O. Box 1060
Columbia, SC 29202-1060
Tel 803.779.8717
Fax 803.771.8722
www.riverbanks.org

February 3, 2017

Mr. Joe Mergo, III
County Administrator
County of Lexington
212 South Lake Drive
Lexington, SC 29072

Dear Joe:

Per your letter dated January 10th, 2017, enclosed please find a ***preliminary*** copy of the 2017-2018 operating budget for the Richland-Lexington Riverbanks Parks Commission. Our preliminary budget includes a slight increase in County tax appropriations from both Lexington and Richland counties, as well as other anticipated revenue sources. This budget also reflects the utilization of these funds.

Riverbanks remains South Carolina's largest tourist attraction, with over 1 million visitors in each of the past seven years. Riverbanks is also the largest zoo in the southeastern United States and its impact on the Midlands economy remains strong.

The 2017-2018 fiscal year promises to be quite exciting, if not transforming. We will experience the full impact of the $32 million bond issue improvements including the new sea lion exhibit as well as the new children's garden. Each of these facilities is truly world class and will change how our guests access and use the Zoo and Garden. We are cautiously optimistic that this could be a record-setting year.

We trust that the information we have given addresses your questions adequately. Please feel free to contact me if you need any additional information.

Sincerely,

Palmer Krantz
President & CEO
Riverbanks Zoo & Garden

cc: Riverbanks Park Commission

Enclosure: 2017-2018 Operating Budget-Estimate
Report on Audit of Financial Statements of Richland-Lexington Riverbanks Park District
For The Year Ended June 30, 2016

RIVERBANKS ZOO & GARDEN
columbia south carolina

STATEMENT OF REVENUES AND EXPENSES - GENERAL FUND

	Proposed Budget FY2018	Approved Budget FY2017	Variance
Total Attendance	**1,200,000**	**1,200,000**	**0**
Revenues			
Earned revenues			
General admission fees	$6,326,454	$6,326,454	$0
Concessionaire commission	1,557,866	1,542,442	15,424
Society operating contribution	1,931,820	1,931,820	0
Classes and program fees, gross	439,322	406,926	32,396
Rides, shows & promotions, gross	1,755,451	1,738,070	17,381
Events, gross	643,370	637,000	6,370
Facility rental & group admission	231,959	229,662	2,297
Sponsorships	100,000	100,000	0
Miscellaneous revenues	26,000	26,000	0
Total earned revenues	13,012,242	12,938,374	73,868
Governmental support			
Lexington County	1,255,099	1,242,672	12,427
Richiand County	2,165,168	2,143,731	21,437
Accom & Hosp Tax Rev & TMPP Grant	185,000	185,000	0
Total governmental support	3,605,267	3,571,403	33,864
Total revenues	16,617,509	16,509,777	107,732
Expenditures			
Administrative	2,143,389	2,047,910	(95,479)
Animal care	3,825,807	3,713,670	(112,137)
Education	244,040	241,624	(2,416)
Botanical, Zoo & Garden	1,103,191	1,067,516	(35,675)
Facility management	2,241,381	2,144,932	(96,449)
Marketing and public relations	1,024,396	1,014,253	(10,143)
Guest services	2,620,401	2,594,456	(25,945)
Utilities	1,483,200	1,320,000	(163,200)
Rides, shows & promotions, gross	758,124	750,618	(7,506)
Events, gross	408,295	403,765	(4,530)
Classes and program fees, gross	459,349	454,801	(4,548)
Other	25,000	25,000	0
Debt service-Rivermont	206,820	206,820	0
Debt service-Ropes Course	49,116	49,116	0
Capital outlay	25,000	475,296	450,296
Total expenditures	16,617,509	16,509,777	(107,732)
Net change in fund balances	**$0**	**$0**	**$0**

IRMO FIRE DISTRICT
Budgeted Revenues and Expenditures
Funds 7800 & 7802
Fiscal Year 2017-18

Revenues:		
REQUESTED Lexington County Appropriation	**$ 2,500,000**	
Town of Irmo	472,000	
Other Revenue - Rents, Water Fees/Sales	396,800	
Total Revenues		$ 3,368,800
Expenditures:		
Salaries / Employee Benefits	$ 2,738,509	
Professional Services	52,000	
Conference / Meeting / Employee Education / Dues	17,200	
Fire Prevention / Community Education	2,000	
Protective Gear / Fitness / Uniforms	39,000	
Capital Improvements / Small Tools & Minor Equipment	215,000	
Radio Equipment / Palmetto 800	21,200	
Computers / Electronics / Software / Office Machines / Furniture	14,900	
Supplies	15,000	
Insurance - Vehicle / Liability	28,000	
Repairs and Maintenance - Bldg / Small Equip / Vehicles	64,000	
Gas / Fuel / Oil	50,000	
Telephone Services and Utilities - Electricity / Water	62,000	
Postage	600	
Miscellaneous	4,000	
Contingency	45,391	
Total Expenditures		3,368,800
Excess (Deficiency) of Revenues Over Expenditures		0
Estimated Fund Balance - Beginning of Fiscal Year		Information not provided
Projected Fund Balance - End of Fiscal Year		Information not provided

Budgeted Revenues and Expenditures provided by Irmo Fire District.

Revenue Disbursements from Lexington County to Irmo Fire District
FY 2003-04 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2003-04	1,564,000	1,564,000	1,458,982	1,458,918	64	14.265
FY 2004-05	1,625,500	1,557,693	1,485,975	1,485,975	0	14.593
FY 2005-06	1,528,000	1,528,000	1,656,564	1,656,564	0	12.834
FY 2006-07	2,562,569	1,662,349	1,564,910	1,564,910	0	13.270
FY 2007-08	2,506,973	1,606,753	1,732,018	1,732,018	0	13.990
FY 2008-09	2,736,252	1,836,032	1,821,355	1,821,355	0	14.678
FY 2009-10	2,708,664	2,050,616	1,913,516	1,913,516	0	15.588
FY 2010-11	3,857,650	2,025,973	2,031,883	2,031,883	0	15.489
FY 2011-12	2,536,200	2,054,200	2,158,477	2,158,477	0	15.986
FY 2012-13	2,591,920	2,068,920	2,231,104	2,231,104	0	16.491
FY 2013-14	2,782,000	2,300,000	2,335,824	2,335,824	0	17.068
FY 2014-15	2,738,264	2,300,000	2,375,996	2,375,996	0	17.068
FY 2015-16	2,657,184	2,500,000	2,390,174	2,390,174	0	17.473
FY 2016-17	2,500,000	2,500,000	2,170,293	2,107,981	62,312	17.675
* Received and Disbursed through February 28, 2017						
FY 2017-18	**2,500,000**					

Note: Full disbursement by Treasurer of all collections.

IRMO FIRE DISTRICT
Budgeted Revenues and Expenditures
Funds 7800 & 7802
New Fire Station Operations Request
Fiscal Year 2017-18

Revenues:			
REQUESTED Lexington County Appropriation*		**36,500**	
REQUESTED Lexington County C-Funds Appropriation*		**125,000**	
Town of Irmo		150,000	
Other Revenue		725,000	
			1,036,500
Expenditures:			
Computers / Electronics / Furniture	$	15,000	
Supplies		8,000	
Building & Grounds Maintenance		1,500	
Telephone Services and Utilities - Electricity / Water		4,000	
Utilities		8,000	
Capital Improvements		1,000,000	
Total Expenditures			1,036,500
Excess (Deficiency) of Revenues Over Expenditures			0
Estimated Fund Balance - Beginning of Fiscal Year			Information not provided
Projected Fund Balance - End of Fiscal Year			Information not provided

Budgeted Revenues and Expenditures provided by Irmo Fire District.

Revenue Disbursements from Lexington County to Irmo Fire District
FY 2006-07 through FY 2017-18

	BUDGET		ACTUAL			
	Requested	Recommended	Received	Disbursed	Difference	Millage
FY 2006-07	900,220	0				
FY 2007-08	900,220	0				
FY 2008-09	900,220	0				
FY 2009-10	839,830	112,160				0.910
FY 2010-11	1,876,650	0				
FY 2011-12	482,000	0				
FY 2012-13	523,000	0				
FY 2013-14	482,000	0				
FY 2014-15	438,264	0				
FY 2015-16	657,184	0				
FY 2016-17	100,000	0				
FY 2017-18	**161,500**					

*Request for millage increase

IRMO FIRE DISTRICT

Serving since 1963

February 2nd 2017

Members of Lexington County Council
212 South Lake Drive
Lexington, SC 29072

Re: Budget Request for FY 2017/18

Dear Council members:

Attached is the Irmo Fire District's budget request for fiscal year 2017/18. This budget is based on last year's revenue collections, as we have not received any updated revenue projections from the auditor's office.

This budget includes the operations of a third fire station that is in the process of going to bid and starting construction this summer. This station will enhance the run times to emergencies and help the district maintain it's very favorable ISO 2 rating.

The District would also ask Council to please consider adding any millage adjustments to the current rate, i.e. growth/CPI in order to offset costs due to inflation and demands on our service. The Fire District has seen a dramatic increase in call volume which is affecting the current budget.

Thank you for your consideration with this request. Your continued support toward the fire service and its mission to serve the residents of this county is greatly appreciated.

Sincerely,

M. F. Sonefeld

Michael Sonefeld
Irmo Fire Chief

Phone: (803) 798-4979 • Fax: (803) 798-4680
6017 St. Andrews Rd. • Columbia, SC 29212

	IRMO FIRE DISTRICT			
	FY 2018 BUDGET REQUEST			
		Stations 1 and 2		Station 3
	Revenue Requested			
	Lexington County	***$ 2,500,000.00***		**$ 36,500.00**
	Lex Co "C" Funds			*$ 125,000.00*
	Town of Irmo	$ 472,000.00		$ 150,000.00
	Other			$ 725,000.00
	Rents	$ 16,800.00		
	Columbia Water Dept. Fire Fees	$ 380,000.00		
	Total Stations 1 & 2	$ 3,368,800.00		
	Total Station 3			$ 1,036,500.00
	Personnel			
520	Wages and Salaries	$ 1,889,000.00		
522	Social Security & Medicare Taxes	$ 144,508.50		
527	Workers Compensation	$ 80,000.00		
	Total Personnel Expenses	$ 2,113,508.50		
	Operating Expenses			
504	Professional Services	$ 52,000.00		
510	Conferences and Meetings	$ 7,000.00		
511	Dues and Subscriptions	$ 6,200.00		
512	Fire Prevention & Community Education	$ 2,000.00		
513	Employee Education & Training	$ 4,000.00		
514	Fitness	$ 15,000.00		
515	Uniforms	$ 15,000.00		
516	Personal Protective Equipment	$ 9,000.00		
524	Health/Life/LTD Insurances	$ 305,000.00		
528	Retirement	$ 320,000.00		
531	Capital Improvements	$ 200,000.00		$ 1,000,000.00
530	Small Tools and Equipment	$ 15,000.00		
534	Replacement/New Radios	$ 6,000.00		
534-1	Radio Parts & Repairs	$ 2,000.00		
535	Computers and Electronics	$ 5,400.00		$ 10,000.00
536	Office Machines & Furniture	$ 2,500.00		$ 5,000.00
537	Office and Misc Operating Supplies	$ 15,000.00		$ 8,000.00
538	Liability and Vehicle Insurance	$ 28,000.00		
540	Software/Email hosting	$ 7,000.00		
541	Buildings and Grounds Maintenance	$ 15,000.00		$ 1,500.00
542	Equipment Repairs	$ 4,000.00		
543	Vehicle Maintenance	$ 45,000.00		
544	Fuel	$ 50,000.00		
545	Radio Palmetto 800	$ 13,200.00		
546	Mobile Phones	$ 5,000.00		
547-548	Telephone and Internet	$ 9,600.00		$ 4,000.00
549	Utilities	$ 47,400.00		$ 8,000.00
552	Postage	$ 600.00		
553	Miscellaneous	$ 4,000.00		
	Total Operating/Capital Expenses	$ 1,209,900.00		$ 1,036,500.00
	Total Expenses	$ 3,323,408.50		$ 1,036,500.00
	Contingencies	$ 45,391.50		
	TOTAL BUDGET	$ 3,368,800.00		$ 1,036,500.00
	Total Requested from Lexington County	**1076**		***$ 2,536,500.00***

LINE ITEM DESCRIPTION FOR BUDGET REQUEST FY 2018

PERSONNEL

520 **Wages and Salaries**: Annual cost for 37 suppression and 5 administrative personnel, excluding benefits.

522 **FICA:** Employer's portion of the Social Security and Medicare taxes.

527 **Workers Compensation:** Premiums for insurance based on job risk and history of claims

OPERATING EXPENSES

504 **Professional Services:** CPA, auditors, payroll, bookkeeping, IT consulting, human resources consulting, and legal counsel.

510 **Conferences/Meetings:** Costs related to public hearings, commissioner meetings, professional conference attendance, and staff meetings.

511 **Dues and Subscriptions:** Association and professional dues, on-line subscription to National Fire Codes, professional firefighting journals and magazines.

512 **Fire Prevention and Community Education:** Costs related to community fire prevention programs including printed materials (flyers, pamphlets, etc.).

513 **Employee Education & Training:** Fees for classes at the SC Fire Academy, costs for on-site training including speaker fees, intra-agency training, and travel and subsistence for attendees of state, regional, and national training.

514 **Fitness:** OSHA/NFPA required annual physicals, and fitness training.

515 **Uniforms:** Annual cost to outfit all personnel in required station wear.

516 **Personal Protective Equipment**: Repairs to and required testing of self-contained breathing apparatus, repairs to bunker gear, replacement helmets, etc.

524 **Health Insurance:** Premiums for life, health, dental, and long-term disability.

528 **Retirement:** Employer's contributions to SC Police Officers Retirement System.

531 **Capital Improvements:** Major building and grounds improvements, major equipment purchases, new bunker and SCBA.

530 **Small Tools and Equipment:** Extrication tools, fans, blowers, hooks, etc.

534 **Radios:** Replacement radios.

534-1 **Radio Parts & Repairs**: Repairs, parts, batteries, etc.

535 **Computers and Electronics:** Replacement and upgrades to computers and servers.

536 **Office Machines:** Printers, fax and copy machines, and related maintenance and supplies.

537 **Office and Operating Supplies**: Paper products, cleaning supplies, oils, gases, office supplies.

538 **Liability and Vehicle Insurance:** Coverage for all vehicles, contents of the building, and liability coverage.

540 **Software:** Fire House, on-board computer software, office programs.

541 **Building and Grounds Maintenance:** Upkeep of the HQ and North Lake Stations, and upkeep of the LifeNet building.

542 **Equipment Repairs:** Repairs to and maintenance of all gas-powered emergency equipment; maintenance of all small tools and equipment.

543 **Vehicle Maintenance:** Tires, preventive maintenance and repairs on all apparatus and support vehicles.

544 **Fuel:** Fuel and lubricants to operate the fleet.

545 **Radio Palmetto 800:** Monthly fees for radio access.

547-8 **Telephones and Internet:** Annual cost for mobile/two-way phones, land lines and internet access for HQ, North Lake and Life Net.

549 **Utilities:** Yearly cost for electricity and natural gas, water and sewer, waste disposal, etc.

552 **Postage:** Postage, shipping and insurance for parcels, and correspondence.

553 **Miscellaneous:** Service charges and fees; costs not categorized.

Contingencies: To address unforeseen expenses or cost increases during the fiscal year.