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, 2018

Dear Mr. Mergo,

The Finance Committee of the Lexington County Library Board met on January 29, 2018 to review and approve the Library's requested FY 2018-19 Budget Request. The Budget Request was recommended to the full Library Board during their regular meeting on the same day. In this meeting, the Budget was 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 reduced some operating costs after a careful review of expenditures over the past five years. We evaluated and updated our database subscriptions as well as literacy program costs. This year there are several new program costs to continue provide optimal library services. As an involved Board, they supported the New Program Requests including:

- Increase of hours from 20-25 weekly of (2) Library Assistant IIIs at Chapin Branch Library. The Library's current staffing level is 106.5 FTEs This is a great concern as it should be 132 FTEs (South Carolina Public Library Standards) The cost of the additional hours for both staff is $11,438.
- Reclassification of a Library Assistant III position to a Librarian I position based on job responsibilities. The additional cost would be $9,456.

The Library Board also understands the importance of maintaining the facilities and supports the use of the Library's Fund Balance and contingency funds to procure:

- Bookmobile with chair lift and increased shelving. ($275,000)
- Parking Lot Resurfacing at Lexington Main Library ($143,649)

As you know the needs of each department continue to grow. This budget request will allow the Library to offer the best 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 2018-19
Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***County Library Operations 2300:**							
	Revenues:	6.180 Mills		6.180 Mills	6.180 Mills	6.180 Mills	6.180 Mills	6.180 Mills
410000	Current Property Taxes	5,634,618	3,382,459	5,895,276	5,895,276	5,895,276		
410500	Homestead Exemption	271,958	0	260,000	260,000	260,000		
410520	Manufacturer's Tax Exemption	25,240	0	24,700	24,700	24,700		
410530	State Sales and Use Tax Credit	62,500	24,587	151,040	151,040	151,040		
410540	Lease Purchase Tax Credit	0	0	0	0	0		
411000	Current Vehicle Taxes	881,119	455,793	912,622	912,622	912,622		
412000	Current Tax Penalties	9,410	(19)	10,100	10,100	10,100		
413000	Delinquent Tax	175,388	93,798	195,000	195,000	195,000		
414000	Delinquent Tax Penalties	26,938	14,078	30,000	30,000	30,000		
417100	Fee in Lieu of Taxes	417,562	97	368,000	368,000	368,000		
417120	Fee in Lieu of Taxes - Prior Year	0	0	0	0	0		
417130	Fee in Lieu of Taxes - Manuf. Tax Exemption	15,832	0	14,500	14,500	14,500		
417150	Fee in Lieu of Taxes - Fee for Services	2,497	0	2,500	2,500	2,500		
418000	Motor Carrier Payments	14,138	10,663	12,900	12,900	12,900		
419000	Merchants Exemptions	28,550	14,275	28,550	28,550	28,550		
	Total Property Tax Revenue	7,565,750	3,995,731	7,905,188	7,905,188	7,905,188	0	0
	Other Revenues:							
437609	Copy Sales - Library	7,717	4,055	8,000	8,000	8,000		
437620	Fax Sales - Library	18,097	7,154	14,000	14,000	14,000		
437699	Copy Sales - Cost	0	0	0	0	0		
438300	Vending Machine Sales	310	157	250	250	250		
438900	Auction Sales	135	133	0	0	0		
449000	Library Book Fines	234,340	96,993	250,000	250,000	250,000		
461000	Investment Interest	60,087	37,121	20,000	20,000	20,000		
462001	Sales Tax Payable	0	0	0	0	0		
463200	Insurance Claims Reimb.	0	0	0	0	0		
465900	Utility Rebates	0	0	0	0	0		
469100	Gifts & Donations	0	0	0	0	0		
469200	Donated Capital Items	0	0	500	500	500		
469900	Miscellaneous Revenues	0	0	1,000	1,000	1,000		
469906	Telephone Rebates	0	5,411	0	0	0		
	Total Other Revenue	320,686	151,024	293,750	293,750	293,750	0	0
	**** Total Revenue**	7,886,436	4,146,755	8,198,938	8,198,938	8,198,938	0	0
	**** Total Appropriations**				10,288,181	8,371,475		
	(1) Reclassification					9,456		
	(2) Position Change					11,438		
	FUND BALANCE Beginning of Year				7,213,387	5,124,144	5,124,144	5,124,144
	FUND BALANCE - Projected End of Year				5,124,144	4,930,713	5,124,144	5,124,144

Bookmobile 275,000
Parking Lot Resurfacing 143,649
418,649

Adjusted Fund Balance 4,512,064

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

Fund 2300
Division: Library
Organization Recap

Object Code	Expenditure Classification	2018-19 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	3,267,134	1,057,091	151,182	587,066	494,005	487,026	86,136	84,127	55,414	85,405	125,579	54,103	0
510200	Overtime	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000
510300	Part Time	852,208	57,361	47,405	170,694	134,370	165,878	85,237	33,974	42,132	16,736	52,060	46,361	0
511112	FICA - Employer's Portion	316,009	83,344	14,714	56,534	46,780	48,369	12,728	8,796	7,271	7,575	13,159	7,494	9,245
511113	SCRS - Employer's Portion	559,927	147,518	26,081	100,210	82,919	85,737	22,560	15,591	12,888	13,427	23,325	13,284	16,387
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	24,236	12,727	597	2,291	3,001	2,925	515	356	291	307	533	304	389
519999	Personnel Contingency	151,843	0	0	0	0	0	0	0	0	0	0	0	151,843
	*** Total Personnel**	**5,780,757**	**1,529,641**	**271,179**	**1,033,795**	**862,475**	**891,335**	**222,776**	**158,444**	**125,796**	**139,050**	**238,056**	**129,346**	**178,864**
	Operating Expenses													
520100	Contracted Maintenance	19,020	0	0	0	0	0	0	0	0	0	0	0	19,020
520103	Landscape/Grounds Maintenance	55,004	0	5,833	7,354	5,833	5,552	5,072	5,072	5,072	5,072	5,072	5,072	0
520200	Contracted Services	~~102,556~~ 102,319	0	3,611	~~5,459~~ 5,462	39,379	2,140	4,177	2,625	2,625	2,625	3,304	~~2,625~~ 2,785	33,986
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	100	0	0	0	0	0	0	0	0	0	0	0	100
520231	Garbage Pick-up Service	4,816	0	498	771	771	585	471	498	0	498	498	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	129,502	0	0	0	0	0	0	0	0	0	0	0	129,502
520703	Computer Hardware Maintenance	20,500	0	0	0	0	0	0	0	0	0	0	0	20,500
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	12,778	300	1,036	1,772	1,772	1,772	1,036	1,036	1,006	1,006	1,036	1,006	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	60,000	0	0	0	0	0	0	0	0	0	0	0	60,000
522001	Carpet/Floor Cleaning	6,000	0	0	0	0	0	0	0	0	0	0	0	6,000
522200	Small Equipment Repairs & Maint.	2,000	0	0	0	0	0	0	0	0	0	0	0	2,000
522300	Vehicle Repairs & Maintenance	2,400	0	0	0	0	0	0	0	0	0	0	0	2,400
524000	Building Insurance	32,425	0	1,431	5,550	9,549	6,715	3,484	818	1,057	1,309	1,658	854	0
524100	Vehicle Insurance	2,785	0	0	0	0	0	0	0	0	0	0	0	2,785
524101	Comprehensive Vehicle Insurance	297	0	0	0	0	0	0	0	0	0	0	0	297
524201	General Tort Liability Insurance	3,491	1,213	155	584	493	534	128	86	57	71	113	57	0
524202	Surety Bonds	0	0	0	0	0	0	0	0	0	0	0	0	0
524900	Data Processing Equip. Insurance	1,420	0	0	0	0	0	0	0	0	0	0	0	1,420
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
525006	GPS Monitoring Charges	862	0	0	0	0	0	0	0	0	0	0	0	862
525020	Pagers and Cell Phones	693	0	0	0	0	0	0	0	0	0	0	0	693
525021	Smart Phone Charges	1,908	0	0	0	0	0	0	0	0	0	0	0	1,908
525041	E-mail Service Charges	16,770	3,354	774	3,354	2,838	3,096	903	516	387	387	774	387	0
525100	Postage	7,128	2,072	218	1,413	1,453	1,218	117	267	52	55	228	35	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

Fund 2300
Division: Library
Organization Recap

Object Code	Expenditure Classification	2018-19 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	199,500	0	0	0	0	0	0	0	0	0	0	0	199,500
525240	Personal Mileage Reimbursement	12,000	0	0	0	0	0	0	0	0	0	0	0	12,000
525250	Motor Pool Reimbursement	50	0	0	0	0	0	0	0	0	0	0	0	50
525377	Utilities - (9) Branches	337,905	0	14,662	142,036	48,945	70,143	14,173	8,908	8,182	8,624	13,810	8,422	0
525400	Gas, Fuel, & Oil	10,000	0	0	0	0	0	0	0	0	0	0	0	10,000
525600	Uniforms & Clothing	2,547	0	0	0	0	0	0	0	0	0	0	0	2,547
525700	Employee Service Awards	20	0	0	0	0	0	0	0	0	0	0	0	20
526500	License & Permits	4,705	0	0	0	0	0	0	0	0	0	0	0	4,705
529903	Contingency	1,500	0	0	0	0	0	0	0	0	0	0	0	1,500
	*** Total Operating**	1,229,~~634~~ 397	**46,983**	**33,091**	**182,259**	**123,445**	**104,692**	**34,240**	**24,554**	**21,602**	**23,619**	**29,891**	**20,848**	**584,410**
	*** Total Personnel & Operating**	7,010,~~391~~ 154	**1,576,624**	**304,270**	**1,216,054**	**985,920**	**996,027**	**257,016**	**182,998**	**147,398**	**162,669**	**267,947**	**150,194**	**763,274**
	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
549902	R22 Unit A/C Contingency	65,000	0	0	0	0	0	0	0	0	0	0	0	65,000
549904	Capital Contingency	228,523	0	0	0	0	0	0	0	0	0	0	0	228,523
	All other equipment	0												
	**** Total Capital**	**1,361,321**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,361,321**
	***** Total Budget Appropriation**	8,371,~~712~~ 475	**1,576,624**	**304,270**	**1,216,054**	**985,920**	**996,027**	**257,016**	**182,998**	**147,398**	**162,669**	**267,947**	**150,194**	**2,124,595**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

Fund 2300
Division: Library
Organization: 2300xx - Departmental Library Recap (Existing)

Object Code	Expenditure Classification	2015-16 Expenditure	2016-17 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages	3,091,691	1,472,671	3,267,134	3,267,134	0	0
510200	Overtime	450	18	1,000	1,000	0	0
510300	Part Time	816,028	404,494	852,208	852,208	0	0
511112	FICA - Employer's Portion	282,960	134,642	316,009	316,009	0	0
511113	State Retirement - Employer's Portion	432,073	206,237	559,927	559,927	0	0
511120	Insurance Fund Contribution	608,400	304,200	608,400	608,400	0	0
511130	Workers Compensation	16,589	8,301	24,239	24,236	0	0
511131	SC Unemployment	3,978	0	0	0	0	0
511213	State Retirement - Retiree	19,698	8,003	0	0	0	0
511214	Police Retirement - Retiree	0	0	0	0	0	0
519999	Personnel Contingency	0	0	10,469	151,843	0	0
	*** Total Personnel**	**5,271,867**	**2,538,566**	**5,639,386**	**5,780,757**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	14,560	13,928	18,446	19,020	0	0
520103	Landscape/Grounds Maintenance	20,488	22,045	49,853	55,004	0	0
520200	Contracted Services	84,739	45,317	98,529	~~102,556~~ 102,319	0	0
520206	Background History Screening	0	0	100	100	0	0
520213	Contracted Literacy Programs	37,850	19,554	37,850	37,850	0	0
520220	Book Binding	274	137	400	100	0	0
520231	Garbage Pickup Charges	4,651	1,476	4,716	4,816	0	0
520233	Towing Service	0	0	65	65	0	0
520242	Hazardous Materials Disposal	0	0	100	100	0	0
520300	Professional Services	0	0	6,108	0	0	0
520303	Accounting/Auditing Services	2,500	2,500	2,500	2,500	0	0
520400	Advertising & Publicity	7,000	720	7,000	7,000	0	0
520500	Legal Services	0	0	500	500	0	0
520702	Technical Currency & Support	126,382	110,981	111,810	129,502	0	0
520703	Computer Hardware Maintenance	21,370	20,429	20,430	20,500	0	0
521000	Office Supplies	28,116	14,186	30,600	30,600	0	0
521100	Duplicating	3,443	1,149	3,685	12,778	0	0
521200	Operating Supplies	38,209	18,461	55,230	55,230	0	0
522000	Building Repairs & Maintenance	52,484	28,557	60,000	60,000	0	0
522001	Carpet/Floor Cleaning	5,121	52	5,000	6,000	0	0
522200	Small Equipment Repairs & Maintenance	78	270	3,000	2,000	0	0
522300	Vehicle Repairs & Maintenance	1,595	1,147	2,400	2,400	0	0
523200	Equipment Rental	0	0	0	0	0	0
524000	Building Insurance	26,569	26,255	28,192	32,425	0	0
524100	Vehicle Insurance	2,650	2,650	2,730	2,785	0	0
524101	Comprehensive Vehicle Insurance	240	240	258	297	0	0
524201	General Tort Liability Insurance	2,851	2,936	3,029	3,491	0	0
524202	Surety Bonds	0	0	1,050	0	0	0
524900	Data Processing Equip. Insurance	1,210	1,246	1,234	1,420	0	0
525000	Telephone	34,662	17,190	35,507	35,507	0	0
525006	GPS Monitoring Charges	0	68	718	862	0	0
525020	Pagers and Cell Phones	1,037	257	1,068	693	0	0
525021	Smart Phones Charges	1,907	806	1,908	1,908	0	0
525041	E-mail Service Charges	17,694	7,783	17,835	16,770	0	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Cont'd Operating Expenditures						
525100	Postage	4,795	2,008	8,650	7,128	0	0
525210	Conference, Meeting & Training Expenses	5,192	427	7,500	7,500	0	0
525211	Library Board Expenses	1,666	905	2,000	2,000	0	0
525230	Subscriptions, Dues, & Books	179,762	168,024	181,680	199,500	0	0
525240	Personal Mileage Reimbursement	9,506	4,798	14,100	12,000	0	0
525250	Motor Pool Reimbursement	0	0	50	50	0	0
525377	Utilities - County Branch Library	349,351	170,142	349,431	337,905	0	0
525400	Gas, Fuel, & Oil	6,983	3,748	10,000	10,000	0	0
525600	Uniforms & Clothing	184	190	200	2,547	0	0
525700	Employee Service Awards	5	0	20	20	0	0
526500	License & Permits	4,190	4,400	4,400	4,705	0	0
529903	Contingency	0	0	994,670	1,500	0	0
537699	Cost of Copy Sales	0	1,345	0	0	0	0
	*** Total Operating**	**1,099,314**	**716,327**	**2,184,552**	**1,229,~~634~~ 397**	**0**	**0**
	****Total Personnel & Operating**	**6,371,181**	**3,254,893**	**7,823,938**	**7,010,~~391~~ 154**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	13,749	6,474	14,000	14,000	0	0
540002	Microforms	7,199	3,653	7,802	7,802	0	0
540004	CD Rom Publications	0	0	0	0	0	0
540006	Library Materials (Book, Audio Visual)	955,772	493,429	1,043,996	1,043,996	0	0
540010	Minor Software	0	457	2,000	2,000	0	0
549902	R22 Unit A/C Contingency	0	0	107,460	65,000	0	0
549904	Capital Contingency	0	0	59,332	0	0	0
	All Other Equipment	601,624	268,266	1,229,653	228,523		
	Library Materials (Books, Audio Visual)	**1,578,344**	**772,279**	**2,464,243**	**1,361,321**	**0**	**0**
	***** Total Budget Appropriation**	**7,949,525**	**4,027,172**	**10,288,~~181~~**	**8,371,~~712~~ 475**	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 2300 Fund Name: Library Operations

Organ. #: 000000 Organ. Name: No Cost Center

Revenue Code	Fee Title	Actual Fees 2015-16	Actual Fees 2016-17	12/31/2017 Year-to-Date 2017-18	Anticipated Fiscal Year Total 2017-18	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees 2018-19	Proposed Fee Change	Total Proposed Estimated Fees 2018-19
437609	Copy Sales		$ 7,717	$ 4,055	$ 8,000			$ 8,000		
437620	Fax Sales		$ 18,097	$ 7,154	$ 14,000			$ 14,000		
449000	Library Book Fines		$ 234,340	$ 96,993	$ 250,000			$ 250,000		

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

Fund 2300
Division: Library
Organization: 230005 - Administration

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 22	1,002,270	487,015	1,057,091	1,057,091		
510200	Overtime	171	0	0	0		
510300	Part Time - 4 (2.0 - FTE)	43,489	22,869	57,361	57,361		
511112	FICA - Employer's Portion	75,074	36,732	83,344	83,344		
511113	State Retirement - Employer's Portion	114,165	54,898	147,518	147,518		
511120	Insurance Fund Contribution - 22	171,600	85,800	171,600	171,600		
511130	Workers Compensation	5,901	3,068	12,727	12,727		
511213	State Retirement - Retiree	7,536	4,116	0	0		
	*** Total Personnel**	**1,420,206**	**694,498**	**1,529,641**	**1,529,641**	**0**	**0**
	Operating Expenses						
520300	Professional Services	0	0	250	0		
520702	Technical Currency & Support	0	0	750	0		
521000	Office Supplies	6,942	2,140	7,200	7,200		
521100	Duplicating	1,071	363	1,100	300		
521200	Operating Supplies	23,860	9,116	25,480	25,480		
524201	General Tort Liability Insurance	993	1,039	1,054	1,213		
524202	Surety Bonds	0	0	235	0		
525000	Telephone	6,972	3,440	7,364	7,364		
525041	E-mail Service Charges - 29	3,211	1,355	3,693	3,354		
525100	Postage	2,044	849	1,800	2,072		
525210	Conference, Meeting & Training Expense	0	0	0	0		
525240	Personal Mileage Reimbursement	63	0	100	0		
	*** Total Operating**	**45,156**	**18,302**	**49,026**	**46,983**	**0**	**0**
	****Total Personnel & Operating**	**1,465,362**	**712,800**	**1,578,667**	**1,576,624**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,465,362**	**712,800**	**1,578,667**	**1,576,624**	**0**	**0**

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 4	146,615	73,906	151,182	151,182		
510300	Part Time - 3 (1.50 - FTE)	50,595	22,916	47,405	47,405		
511112	FICA - Employer's Portion	14,499	7,155	14,714	14,714		
511113	State Retirement - Employer's Portion	16,985	7,333	26,081	26,081		
511120	Insurance Fund Contribution - 4	31,200	15,600	31,200	31,200		
511130	Workers Compensation	592	301	597	597		
511213	State Retirement - Retiree	5,953	3,887	0			
	*** Total Personnel**	**266,439**	**131,098**	**271,179**	**271,179**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,760	2,294	5,251	5,833		
520200	Contracted Services	4,200	1,770	4,250	3,611		
520231	Garbage Pickup Service	480	160	487	498		
521000	Office Supplies	1,570	888	1,800	1,800		
521100	Duplicating	38	27	200	1,036		
521200	Operating Supplies	1,017	319	1,100	1,100		
524000	Building Insurance	1,172	1,172	1,244	1,431		
524201	General Tort Liability Insurance	126	127	134	155		
524202	Surety Bonds	0	0	55	0		
525000	Telephone	2,127	986	1,973	1,973		
525041	E-mail Service Charges - 8	1,032	398	1,032	774		
525100	Postage	53	9	400	218		
525377	Utilities - County Branch Library	14,236	6,907	15,342	14,662		
537699	Cost of Copy Sales	0	126	0	0		
	*** Total Operating**	**27,811**	**15,183**	**33,268**	**33,091**	**0**	**0**
	****Total Personnel & Operating**	**294,250**	**146,281**	**304,447**	**304,270**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**294,250**	**146,281**	**304,447**	**304,270**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230020 - Lexington Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 15	561,801	245,126	587,066	587,066		
510300	Part Time - 13 (6.500 - FTE)	154,151	86,155	170,694	170,694		
511112	FICA - Employer's Portion	51,741	23,562	56,534	56,534		
511113	State Retirement - Employer's Portion	78,863	36,935	100,210	100,210		
511120	Insurance Fund Contribution - 15	117,000	58,500	117,000	117,000		
511130	Workers Compensation	2,160	1,018	2,291	2,291		
511131	SC Unemployment	177	0	0	0		
511213	State Retirement - Retiree	4,331	0	0	0		
	*** Total Personnel**	**970,224**	**451,296**	**1,033,795**	**1,033,795**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,053	2,968	6,696	7,354		
520200	Contracted Services	625	5,208	5,459	~~5,459~~ 5,462		
520231	Garbage Pickup Service	744	248	754	771		
521000	Office Supplies	5,627	3,006	5,850	5,850		
521100	Duplicating	885	287	700	1,772		
521200	Operating Supplies	1,386	365	1,500	1,500		
524000	Building Insurance	4,548	4,674	4,826	5,550		
524201	General Tort Liability Insurance	477	494	507	584		
524202	Surety Bonds	0	0	215	0		
525000	Telephone	6,012	3,035	6,616	6,616		
525041	E-mail Service Charges - 28	4,228	1,946	3,612	3,354		
525100	Postage	1,010	326	1,800	1,413		
525377	Utilities - County Branch Library	156,102	68,644	144,121	142,036		
537699	Cost of Copy Sales	0	155	0	0		
	*** Total Operating**	**184,697**	**91,356**	**182,656**	**182,259** 62	**0**	**0**
	****Total Personnel & Operating**	**1,154,921**	**542,652**	**1,216,451**	**1,216,054** 7	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,154,921**	**542,652**	**1,216,451**	**1,216,054** 7	**0**	**0**

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 13	458,573	219,083	494,005	494,005		
510200	Overtime	0	12	0	0		
510300	Part Time - 10 (5.0 - FTE)	126,029	65,185	134,370	134,370		
511112	FICA - Employer's Portion	42,642	20,230	46,780	46,780		
511113	State Retirement - Employer's Portion	68,398	32,279	82,919	82,919		
511120	Insurance Fund Contribution - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	2,845	1,408	3,001	3,001		
511131	SC Unemployment	3,801	0	0	0		
	*** Total Personnel**	**803,688**	**388,897**	**862,475**	**862,475**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	3,108	2,417	5,373	5,833		
520200	Contracted Services	37,090	19,079	38,963	39,379		
520231	Garbage Pickup Service	744	248	754	771		
521000	Office Supplies	4,497	2,964	4,700	4,700		
521100	Duplicating	158	48	250	1,772		
521200	Operating Supplies	3,578	2,179	3,600	3,600		
524000	Building Insurance	7,826	7,826	8,303	9,549		
524201	General Tort Liability Insurance	403	414	428	493		
524202	Surety Bonds	0	0	180	0		
525000	Telephone	4,112	2,056	4,112	4,112		
525041	E-mail Service Charges - 23/24	2,709	1,236	3,048	2,838		
525100	Postage	687	403	1,900	1,453		
525377	Utilities - County Branch Library	46,098	29,571	53,364	48,945		
537699	Cost of Copy Sales	0	207	0	0		
	*** Total Operating**	**111,010**	**68,648**	**124,975**	**123,445**	**0**	**0**
	****Total Personnel & Operating**	**914,698**	**457,545**	**987,450**	**985,920**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**914,698**	**457,545**	**987,450**	**985,920**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230040 - Irmo Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 13	463,454	225,999	487,026	487,026		
510200	Overtime	279	0	0	0		
510300	Part Time - 12 (6.00 - FTE)	156,414	74,029	165,878	165,878		
511112	FICA - Employer's Portion	43,730	21,023	48,369	48,369		
511113	State Retirement - Employer's Portion	72,391	34,412	85,737	85,737		
511120	Insurance Fund Contribution - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	2,845	1,415	2,925	2,925		
	*** Total Personnel**	**840,513**	**407,578**	**891,335**	**891,335**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	2,282	2,295	5,036	5,552		
520200	Contracted Services	420	1,824	2,140	2,140		
520231	Garbage Pickup Service	564	188	572	585		
521000	Office Supplies	4,693	2,381	4,900	4,900		
521100	Duplicating	466	145	600	1,772		
521200	Operating Supplies	3,494	1,907	3,500	3,500		
524000	Building Insurance	5,503	5,062	5,839	6,715		
524201	General Tort Liability Insurance	437	437	464	534		
524202	Surety Bonds	0	0	180	0		
525000	Telephone	4,548	2,275	4,537	4,537		
525041	E-mail Service Charges - 24	3,257	1,430	3,096	3,096		
525100	Postage	669	289	1,900	1,218		
525377	Utilities - County Branch Library	69,742	33,874	74,293	70,143		
537699	Cost of Copy Sales	0	123	0	0		
	*** Total Operating**	**96,075**	**52,230**	**107,057**	**104,692**	**0**	**0**
	****Total Personnel & Operating**	**936,588**	**459,808**	**998,392**	**996,027**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**936,588**	**459,808**	**998,392**	**996,027**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230050 - Chapin Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	*BUDGET* 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	85,040	39,860	86,136	86,136		
510300	Part Time - 5 (2.5 - FTE)	88,175	39,820	85,237	85,237		
511112	FICA - Employer's Portion	13,207	5,805	12,728	12,728		
511113	State Retirement - Employer's Portion	16,461	8,887	22,560	22,560		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	525	242	515	515		
	*** Total Personnel**	**219,008**	**102,414**	**222,776**	**222,776**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,760	2,016	4,587	5,072		
520200	Contracted Services	5,300	1,925	5,361	4,177		
520231	Garbage Pickup Service	456	152	462	471		
521000	Office Supplies	679	448	900	900		
521100	Duplicating	362	110	100	1,036		
521200	Operating Supplies	1,178	725	1,200	1,200		
524000	Building Insurance	2,854	2,855	3,029	3,484		
524201	General Tort Liability Insurance	104	103	111	128		
524202	Surety Bonds	0	0	45	0		
525000	Telephone	2,581	1,290	2,579	2,579		
525041	E-mail Service Charges - 7	935	430	903	903		
525100	Postage	105	45	150	117		
525377	Utilities - County Branch Library	13,792	7,069	14,994	14,173		
537699	Cost of Copy Sales	0	26	0	0		
	*** Total Operating**	**30,106**	**17,194**	**34,421**	**34,240**	**0**	**0**
	****Total Personnel & Operating**	**249,114**	**119,608**	**257,197**	**257,016**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**249,114**	**119,608**	**257,197**	**257,016**	**0**	**0**

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	82,119	38,887	84,127	84,127		
510300	Part Time - 2 (1.0 - FTE)	33,568	16,603	33,974	33,974		
511112	FICA - Employer's Portion	8,601	4,136	8,796	8,796		
511113	State Retirement - Employer's Portion	11,521	6,410	15,591	15,591		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	347	172	356	356		
511213	State Retiree	1,878	0	0	0		
	*** Total Personnel**	**153,634**	**74,008**	**158,444**	**158,444**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,650	2,006	4,577	5,072		
520200	Contracted Services	3,180	1,290	3,215	2,625		
520231	Garbage Pickup Service	480	160	487	498		
521000	Office Supplies	792	815	1,000	1,000		
521100	Duplicating	61	17	125	1,036		
521200	Operating Supplies	1,099	407	1,100	1,100		
524000	Building Insurance	671	671	711	818		
524201	General Tort Liability Insurance	69	69	74	86		
524202	Surety Bonds	0	0	30	0		
525000	Telephone	2,625	1,313	2,628	2,628		
525041	E-mail Service Charges - 4	516	215	516	516		
525100	Postage	107	13	275	267		
525377	Utilities - County Branch Library	10,021	4,695	10,336	8,908		
537699	Cost of Copy Sales	0	22	0	0		
	*** Total Operating**	**21,271**	**11,693**	**25,074**	**24,554**	**0**	**0**
	****Total Personnel & Operating**	**174,905**	**85,701**	**183,518**	**182,998**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**174,905**	**85,701**	**183,518**	**182,998**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230060 - Swansea Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	54,653	25,576	55,414	55,414		
510300	Part Time - 2 (1.0 - FTE)	43,542	22,302	42,132	42,132		
511112	FICA - Employer's Portion	7,387	3,608	7,271	7,271		
511113	State Retirement - Employer's Portion	11,432	5,541	12,888	12,888		
511120	Insurance Fund Contribution - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	295	149	294	291		
	*** Total Personnel**	**125,109**	**61,076**	**125,799**	**125,796**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,595	2,001	4,572	5,072		
520200	Contracted Services	3,180	1,290	3,215	2,625		
521000	Office Supplies	820	132	1,050	1,050		
521100	Duplicating	121	36	100	1,006		
521200	Operating Supplies	499	197	500	500		
524000	Building Insurance	866	866	919	1,057		
524201	General Tort Liability Insurance	46	46	49	57		
524202	Surety Bonds	0	0	20	0		
525000	Telephone	1,609	805	1,614	1,614		
525041	E-mail Service Charges - 3	387	161	387	387		
525100	Postage	28	9	75	52		
525377	Utilities - County Branch Library	8,748	4,140	7,930	8,182		
537699	Cost of Copy Sales	0	34	0	0		
	*** Total Operating**	**17,899**	**9,717**	**20,431**	**21,602**	**0**	**0**
	****Total Personnel & Operating**	**143,008**	**70,793**	**146,230**	**147,398**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**143,008**	**70,793**	**146,230**	**147,398**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230070 - Gaston Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	82,987	34,513	85,405	85,405		
510300	Part Time - 1 (.5 - FTE)	19,317	9,284	16,736	16,736		
511112	FICA - Employer's Portion	7,457	3,212	7,575	7,575		
511113	State Retirement - Employer's Portion	11,907	4,948	13,427	13,427		
511120	Insurance Fund Contribution - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	307	136	307	307		
	*** Total Personnel**	**137,575**	**59,893**	**139,050**	**139,050**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,760	2,016	4,587	5,072		
520200	Contracted Services	3,113	1,290	3,215	2,625		
520231	Garbage Pickup Service	480	160	487	498		
521000	Office Supplies	799	447	1,000	1,000		
521100	Duplicating	126	40	250	1,006		
521200	Operating Supplies	998	240	1,000	1,000		
524000	Building Insurance	1,071	1,071	1,138	1,309		
524201	General Tort Liability Insurance	58	58	61	71		
524202	Surety Bonds	0	0	25	0		
525000	Telephone	1,966	978	1,972	1,972		
525041	E-mail Service Charges - 3	387	161	387	387		
525100	Postage	46	30	100	55		
525377	Utilities - County Branch Library	8,387	4,369	8,654	8,624		
537699	Cost of Copy Sales	0	52	0	0		
	*** Total Operating**	**19,191**	**10,912**	**22,876**	**23,619**	**0**	**0**
	****Total Personnel & Operating**	**156,766**	**70,805**	**161,926**	**162,669**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**156,766**	**70,805**	**161,926**	**162,669**	**0**	**0**

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Fund 2300
Division: Library
Organization: 230080 - Pelion Branch

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3	101,174	57,589	125,579	125,579		
510200	Overtime	0	6	0	0		
510300	Part Time - 3 (1.50 - FTE)	53,287	24,076	52,060	52,060		
511112	FICA - Employer's Portion	10,925	5,842	13,159	13,159		
511113	State Retirement - Employer's Portion	17,985	9,578	23,325	23,325		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	464	254	533	533		
	*** Total Personnel**	**207,235**	**109,045**	**238,056**	**238,056**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,760	2,016	4,587	5,072		
520200	Contracted Services	4,282	1,580	4,493	3,304		
520231	Garbage Pickup Service	480	160	487	498		
521000	Office Supplies	1,008	924	1,200	1,200		
521100	Duplicating	123	64	190	1,036		
521200	Operating Supplies	863	604	1,000	1,000		
524000	Building Insurance	1,359	1,359	1,441	1,658		
524201	General Tort Liability Insurance	92	103	98	113		
524202	Surety Bonds	0	0	45	0		
525000	Telephone	1,198	556	1,198	1,198		
525041	E-mail Service Charges - 6	774	322	774	774		
525100	Postage	44	30	200	228		
525377	Utilities - County Branch Library	11,575	6,650	12,591	13,810		
537699	Cost of Copy Sales	0	70	0	0		
	*** Total Operating**	**23,558**	**14,438**	**28,304**	**29,891**	**0**	**0**
	****Total Personnel & Operating**	**230,793**	**123,483**	**266,360**	**267,947**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**230,793**	**123,483**	**266,360**	**267,947**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	53,005	25,117	54,103	54,103		
510300	Part Time - 2 (1.0 - FTE)	47,461	21,255	46,361	46,361		
511112	FICA - Employer's Portion	7,697	3,337	7,494	7,494		
511113	State Retirement - Employer's Portion	11,965	5,016	13,284	13,284		
511120	Insurance Fund Contribution - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	308	138	304	304		
	*** Total Personnel**	**128,236**	**58,763**	**129,346**	**129,346**	**0**	**0**
	Operating Expenses						
520103	Landscape/Grounds Maintenance	1,760	2,016	4,587	5,072		
520200	Contracted Services	3,180	1,150	3,218	~~2,625~~ 2,385		
520231	Garbage Pickup Service	223	0	226	226		
521000	Office Supplies	689	41	1,000	1,000		
521100	Duplicating	32	12	70	1,006		
521200	Operating Supplies	237	57	250	250		
524000	Building Insurance	699	699	742	854		
524201	General Tort Liability Insurance	46	46	49	57		
524202	Surety Bonds	0	0	20	0		
525000	Telephone	912	456	914	914		
525041	E-mail Service Charges - 3	258	129	387	387		
525100	Postage	2	5	50	35		
525377	Utilities - County Branch Library	10,650	4,223	7,806	8,422		
537699	Cost of Copy Sales	0	15	0	0		
	*** Total Operating**	**18,688**	**8,849**	**19,319**	608 ~~20,848~~	**0**	**0**
	****Total Personnel & Operating**	**146,924**	**67,612**	**148,665**	149,954 ~~150,194~~	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**146,924**	**67,612**	**148,665**	149,954 ~~150,194~~	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

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

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510200	Overtime	0	0	1,000	1,000		
511112	FICA - Employer's Portion	0	0	9,245	9,245		
511113	SCRS - Employer's Portion	0	0	16,387	16,387		
511130	Workers Compensation	0	0	389	389		
519999	Personnel Contingency	0	0	10,469	151,843		
	*** Total Personnel**	**0**	**0**	**37,490**	**178,864**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	14,560	13,928	18,446	19,020		
520200	Contracted Services	20,169	8,911	25,000	33,986		
520206	Background History Screening	0	0	100	100		
520213	Contracted Literacy Programs	37,850	19,554	37,850	37,850		
520220	Book Binding	274	137	400	100		
520233	Towing Service	0	0	65	65		
520242	Hazardous Materials Disposal	0	0	100	100		
520300	Professional Services	0	0	5,858	0		
520303	Accounting/Auditing Services	2,500	2,500	2,500	2,500		
520400	Advertising & Publicity	7,000	720	7,000	7,000		
520500	Legal Services	0	0	500	500		
520702	Technical Currency & Support	126,382	110,981	111,060	129,502		
520703	Computer Hardware Maintenance	21,370	20,429	20,430	20,500		
521200	Operating Supplies	13,825	2,345	15,000	15,000		
522000	Building Repairs & Maintenance	52,484	28,557	60,000	60,000		
522001	Carpet/Floor Cleaning	5,121	52	5,000	6,000		
522200	Small Equipment Repairs & Maintenance	78	270	3,000	2,000		
522300	Vehicle Repairs & Maintenance	1,595	1,147	2,400	2,400		
524100	Vehicle Insurance - 4	2,650	2,650	2,730	2,785		
524101	Comprehensive Vehicle Insurance	240	240	258	297		
524900	Data Processing Equip. Insurance	1,210	1,246	1,234	1,420		
525006	GPS Monitoring Charges	0	68	718	862		
525020	Pagers and Cell Phones	1,037	257	1,068	693		
525021	Smart Phone Charges	1,907	806	1,908	1,908		
525210	Conference, Meeting & Training Expenses	5,192	427	7,500	7,500		
525211	Library Board Expenses	1,666	905	2,000	2,000		
525230	Subscriptions, Dues, & Books	179,762	168,024	181,680	199,500		
525240	Personal Mileage Reimbursement	9,506	4,798	14,000	12,000		
525250	Motor Pool Reimbursement	0	0	50	50		
525400	Gas, Fuel, & Oil	6,983	3,748	10,000	10,000		
525600	Uniforms & Clothing	184	190	200	2,547		
525700	Employee Service Awards	5	0	20	20		
526500	License & Permits	4,190	4,400	4,400	4,705		
529903	Contingency	0	0	994,670	1,500		
537699	Cost of Copy Sales	0	515	0	0		
	*** Total Operating**	**517,740**	**397,805**	**1,537,145**	**584,410**	**0**	**0**
	****Total Personnel & Operating**	**517,740**	**397,805**	**1,574,635**	**763,274**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	13,749	6,474	14,000	14,000		
540002	Microforms	7,199	3,653	7,802	7,802		
540004	CD Rom Publications	0	0	0	0		
540006	Library Materials (Book, Audio Visual)	955,772	493,429	1,043,996	1,043,996		
540010	Minor Software	0	457	2,000	2,000		
549902	R22 Unit A/C Contingency	0	0	107,460	65,000		
549904	Capital Contingency	0	0	59,332	0		
	All Other Equipment	601,624	268,266	1,229,653	228,523		
	****Total Capital**	**1,578,344**	**772,279**	**2,464,243**	**1,361,321**	**0**	**0**
	Transfers						
812340	Op Trn to Library Federal Funds	0	0	0	0	0	0
	***** Total Budget Appropriation**	**2,096,084**	**1,170,084**	**4,038,878**	**2,124,595**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

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

Qty	Item Description	*BUDGET* 2018-19 Requested Amount
2	R22 HVAC Replacement - Lexington Main Library	46,750
3	R22 HVAC Replacement - Pelion Library	29,150
1	R22 HVAC Replacement - Batesburg-Leesville	12,980
1	Epoxy Flooring Application - Batesburg-Leesville	6,947
1	Epoxy Flooring Application - Lexington Main Library	2,558
1	New LVT Flooring - South Congaree-Pine Library meeting room	4,978
1	New LVT Flooring - Batesburg-Leesville Library meeting room	5,955
1	Resurfacing parking lot - Batesburg-Leesville Library	39,952
1	Resurfacing parking lot - South Congaree-Pine Ridge Library	27,126
1	Resurfacing parking lot - Gaston Library	32,230
1	Sidewalk and parking lot rework - Swansea Library	5,390
1	New phone system - Irmo Library	4,159
1	8 x 8 Conrete pad - South Congaree-Pine Ridge Library	1,980
1	Additional Camera System - Lexington Main Library	7,378
1	Advanced TV with Flat Panel Tilt Wall Mount for additional cameras - Lexington Main	990
540000	Small Tools & Minor Equipment	14,000
540002	Microforms	7,802
	** Total Capital (Transfer Total to Section III)	~~250,325~~

Continue →

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

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

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
		~~250,325~~
540006	Library Materials (Books, Audiovisual	1,043,996
540010	Minor Software	2,000
549902	R22 Unit A/C Contingency	65,000

** Total Capital (Transfer Total to Section III) 1,361,321

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 are open a combined total of 471 hours per week, including evening and weekend hours. In addition to this, the Mobile Library, formally known as the Bookmobile, serves a multitude of childcare and senior centers. The Library has only 133 staff, including 77 full time and 56 part time for a total of 106.5 FTEs. (SC 1976 Code 60-1-80) The Library Board of Trustees adopted the following mission statement in 2017:

Provide access to quality resources that promote life-long literacy for the Lexington County Community.

In FY 2018-19 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 2016-17 circulation of downloadable materials (eBooks) increased over 20%.

Each year the overall use of our library increases. Last year alone, 104,168 patrons attended library programs, including workshops. This is an 18% 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 exceeded 135,000 and Library staff have met with 351 individuals for 1 on 1 appointments 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 (152,492). 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 2018-19, 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 131 FTEs, but current library staffing is at 103 FTE (not including housekeeping staff)
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 15/16	Actual FY 16/17	Estimated FY 17-18	Projected FY 18-19
Reference Services:				
Research assistance	107,661	104,586	128,000	131,000
Job-related assistance	7,576	7,093	6,700	6,500
Technology assistance	26,762	19,370	18,000	16,000
Downloadable materials related assistance	5,809	4,488	4,000	3,800
Public programs and training:				
Total patron training workshops	112	81	70	75
Total patron training attendance	520	279	350	380
Total 1 on 1 appointments	321	351	450	500
Total programs	3,194	3,235	3,350	3,360
Total program attendance	88,381	104,168	110,000	115,000
Outreach programs	809	835	840	850
Materials and Resources				
Total downloadable books and databases	13,698	19,834	23,000	600,000
Total materials in print collection	661,246	826,127	660,000	680,000
Total materials downloaded	121,890	139,456	155,000	165,000
Total print materials circulated	1,869,993	1,819,932	1,800,000	1,800,000
Total database retrievals	186,868	204,118	210,000	215,000
Total library computer use	127,662	123,859	124,000	124,000
Total wifi use	16,052	16,138	20,000	21,000
Total Interlibrary Loan requests	1,054	1,142	1,200	1,250
Total registered borrowers	153,853	152,492	154,000	157,000
Meeting Room Use:	5,681	5,772	5,800	6,000
Staff Training:				
Total staff training hours	2,690	2,750	3,000	3,100
Total staff training attendance	1,150	1,350	1,500	1,540

Source: SCSL FY 17 Statistical Survey/adminsharefilestats

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

437609 – PHOTOCOPY 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)

437620 – FAX SALES **$14,000**

The library provides facsimile (FAX) service for the public at $1.00 per page. (estimated)

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 fines and fees are collected from patrons who return overdue library materials and/or lost or damaged library materials. 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**

Revenue based on estimate of FY 17-18 interest.

469100 – GIFTS & DONATIONS **$0**

Estimated revenue from monetary gifts

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. (estimate)

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

Revenue from rebates and refunds. (estimate)

SECTION VI. B. - PERSONNEL LINE ITEM NARRATIVES

510100 – SALARIES AND WAGES **$3,267,134**

Salaries and wages for 77 full time staff in Library Administration, Main Library, 9 branches and 1 Mobile Library. The staff covers 471 service hours per week in addition to the Mobile Library services hours.

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 **$852,208**

Salaries for 56 regular part-time employees plus 1 Student Intern.

511112 - FICA – EMPLOYER'S PORTION **$316,009**

511113 – SCRS – EMPLOYER'S PORTION **$559,927**

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

511130 – WORKER'S COMPENSATION **$24,236**

511131 - SC UNEMPLOYMENT **$0**

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

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

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

519999 – PERSONNEL CONTINGENCY **$151,843**

Contingency for salary adjustments for 135 staff. 3% of personnel cost.

SECTION VI. B - LISTING OF POSITIONS

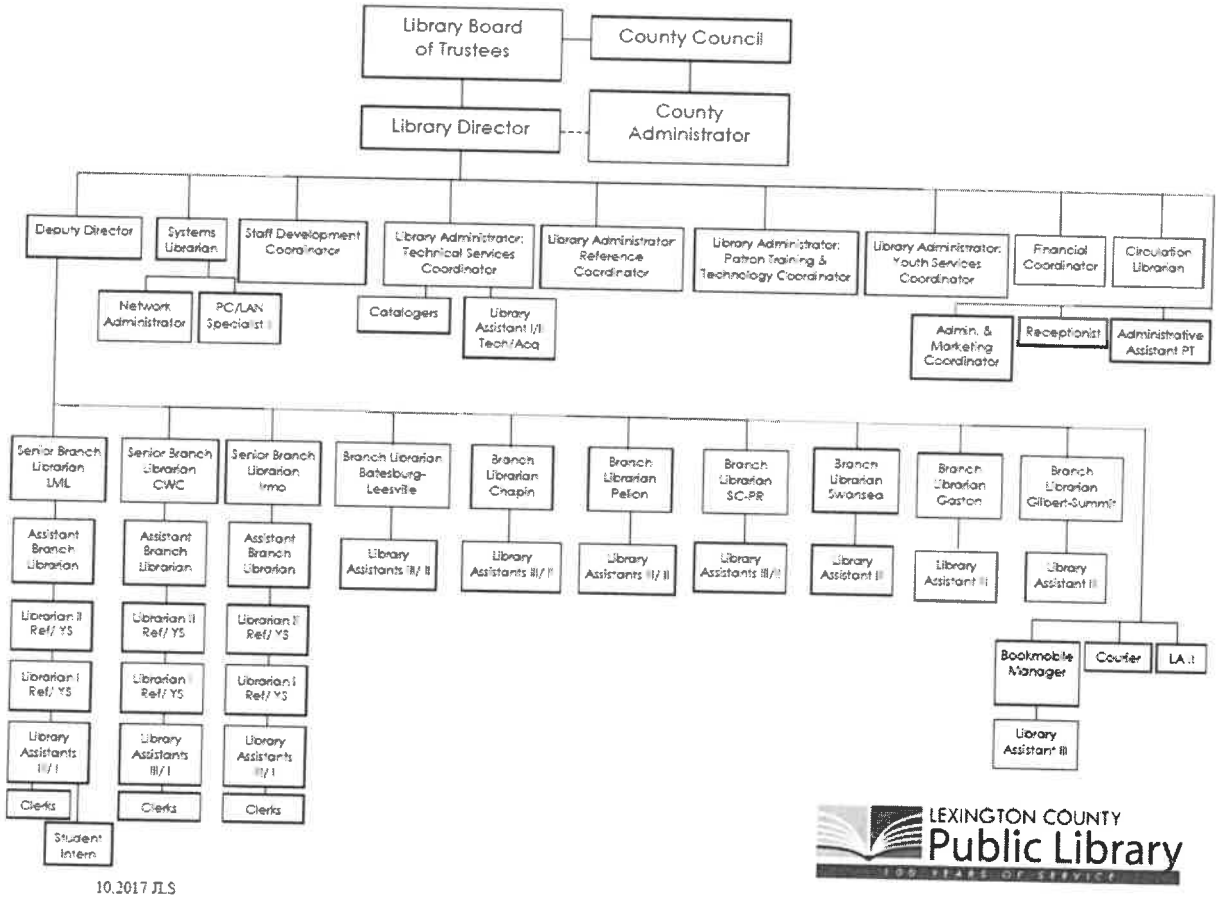
Current Staffing Level: 135 Total – 78 full time and 56 part time

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
	Network Adminstrator	1	1	209
	Librarian I	2	2	206
	Financial Coordinator	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
	Library Assistant II – Floater	1	.5	105
	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	26	24	
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	7	4.5	107
	Library Assistant I	9	6	103
	Custodian	1	1	102
	Clerk	3	1.5	101
	Total	25	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	135	106	

ORGANIZATIONAL CHART



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520100 – CONTRACTED MAINTENANCE **$19,020**

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

(3) Microfilm Reader/Printers – $4,400
(1) Telephone system-Pelion Branch– $744
(1) Telephone system at Cayce-West Columbia Branch – $1,130
(10) Security System for all 10 buildings – $5,274
(1) Elevator (3) Lifts (2) Dumbwaiters-$4,200
(1) Photocopiers at Lexington Main – $880
Fire Extinguishers – $1,000
Garage Doors – $367
Pest control special treatment - $525
Panic button testing - $500

520200 – CONTRACTED SERVICES **$33,986**

Consulting services for library computer network – $3,000
Ingram content services - $8,280
Lightbulb recycling - $300
Collection agency services to retrieve long overdue materials and unpaid fines – $22,406
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 personnel.

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.

Children's Programs: $19,050
Tween Programs: $5,000
Teen Programs: $6,100
Adult Programs: $7,700

520220 – BOOK BINDING **$100**

For professional bookbinding of periodicals and books of historical value or significant importance that cannot be cost effectively replaced.

520233 – TOWING SERVICE **$65**

Towing services for Library vehicles

520242 – HAZARDOUS MATERIALS DISPOSAL **$100**

Professional clean-up of bio-hazardous materials.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520300 –PROFESSIONAL SERVICES $0

Professional job evaluation services

520303 – ACCOUNTING/AUDITING SERVICES $2,500

Library's 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, various advertisements and telephone book listings.

520500 – LEGAL SERVICES $500

Attorney fees related to legal services for the Library.

520702 – TECHNICAL CURRENCY & SUPPORT $129,502

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) – $103,028
Dell Extended Warranties (2) - $2,230
Early Literacy Station Warranties (2) - $2,140
Business Oriented Software (BOSS) – $1,855
Software House Intl (Ghost) – $0 (renews in FY 20)
LPT1 Print Management/PC Reservation – $2,229
Software House Intl (Deepfreeze) – $1,271
Software House Intl (Solarwinds Dameware) - $250
Dell VMware Support - $1,124
ThreatTrack Antivirus – VIPRE Business Premium - $7,000
Mobile Printing (5) - $4,075
Thinkstock - $2,000
Channel Player - $300
Advanced Video - $2,000

520703 – COMPUTER HARDWARE MAINTENANCE $20,500

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

521200 – OPERATING SUPPLIES $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 $60,000

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. Replacement or addition of items, such as, outside wallpack lights; parking bollards; fencing, etc. Increase based on 5 year trend.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

522001 – CARPET/FLOOR CLEANING $6,000

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.

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE $2,000

Repairs to equipment such as office equipment (computer, printers, etc.) and appliances are necessary and prolongs the life expectancy before needed replacement. Decrease based on 5 year trend analysis.

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 $2,785

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 $297

Amount based on information provided by Risk Manager.

524900 – DATA PROCESSING EQUIPMENT INSURANCE $1,420

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

525006 – GPS MONITORING CHARGES $862

Monitoring charges for (4) Library vehicles.

525020 – PAGERS AND CELL PHONES $693

Cell phones (3) assigned to 2 couriers and Systems staff on call (IT staff). Necessary to communicate safety and emergency warnings and concerns or network issues to Systems (IT) staff that are on call. Decrease based on elimination of (2) emergency lines.

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 AND TRAINING EXPENSES $7,500

Staff development is necessary to provide optimal services. State, regional, and national conferences and other meetings directly related to library services, including the annual 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 are approved based on the benefits to their current job and 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 **$199,500**

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.

Databases - $102,182
Dues - $1,551
Electronic Platform/Subscriptions - $13,200
Periodicals (print and online) - $82,567

525240 – PERSONAL MILEAGE REIMBURSEMENT **$12,000**

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. Decrease based on 5 year trend analysis.

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 $2.12 (gas) and $2.35 (diesel) per gallon from Fleet Services Manager.

525600 – UNIFORMS & CLOTHING **$2,547**

Provides uniforms for the library's 3 custodial workers and uniform shirt for staff representing the library at outreach programs and events.

525700– EMPLOYEE SERVICE AWARDS **$20**

Employee recognition name plates.

526500 – LICENSES & PERMITS **$4,705**

Movie License - 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. $4,620

Department of Labor, Licensing and Regulations

(2) boilers at Lexington Main $25/each
(1) elevator at Lexington Main $35.

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 **$55,004**

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

230005 – $0
230010 – $5,833
230020 – $7,354
230030 – $5,833
230040 – $5,552
230050 – $5,072
230055 – $5,072
230060 – $5,072
230070 – $5,072
230080 – $5,072
230090 – $5,072

520200 – CONTRACTED SERVICES **$68,570**

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 – $3,611
Cleaning service – $3,371
Pest control – $240

230020 – ~~$5,549~~ $5,462
Pest control – $500
Elevator inspections – $125
Recycling - $4,837

230030 – $39,379
Security guard – $37,925
Pest control – $420
Sprinkler System Test - $500
Chair lift inspections - $0 (not due again until FY 20)
Recycling - $534

230040 – $2,140
Pest control – $420
Recycling - $1,720

520200 – CONTRACTED SERVICES continued

230050 – $4,177
Cleaning service – $3,677
Pest control – $500

230055 – $2,625
Cleaning service – $2,145
Pest control – $480

230060 – $2,625
Cleaning service – $2,145
Pest control – $480

LIBRARY ACCOUNTS BY BRANCH

230070 – $2,625
Cleaning service – $2,145
Pest control – $480

520200 – CONTRACTED SERVICES
Continued:

230080 – $3,304
Cleaning service – $3,064
Pest control – $240

230090 – ~~$2,625~~ $2,385
Cleaning service – ~~$2,245~~ $2,145
Pest Control – $240

520231 – GARBAGE PICKUP SERVICE **$4,816**

Contracted weekly garbage service pick up for 10 branches

230005	$0	230055	$498
230010	$498	230060	$0
230020	$771	230070	$498
230030	$771	230080	$498
230040	$585	230090	$226
230050	$471		

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 **$12,778**

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

230005	$300	230055	$1,036
230010	$1,036	230060	$1,006
230020	$1,772	230070	$1,006
230030	$1,772	230080	$1,036
230040	$1,772	230090	$1,006
230050	$1,036		

LIBRARY ACCOUNTS BY BRANCH

521200 – OPERATING SUPPLIES

~~$38,555~~ $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	~~$24,381~~ $25,480	230055	~~$1,038~~ $1,100
230010	~~$1,032~~ $1,100	230060	~~$467~~ $500
230020	~~$1,487~~ $1,500	230070	~~$954~~ $1,000
230030	~~$3,571~~ $3,600	230080	~~$903~~ $1,000
230040	~~$3,491~~ $3,500	230090	~~$230~~ $250
230050	~~$1,001~~ $1,200		

524000 – BUILDING INSURANCE

$32,425

Premiums based on information from Risk Management.

230005	$0	230055	$818
230010	$1,431	230060	$1,057
230020	$5,550	230070	$1,309
230030	$9,549	230080	$1,658
230040	$6,715	230090	$854
230050	$3,484		

524201 – GENERAL TORT LIABILITY INSURANCE

~~$3,479~~ $3,491

Premiums based on information from Risk Management.

230005	$1,213	230055	$86
230010	$155	230060	$57
230020	$584	230070	$71
230030	$493	230080	$113
230040	$534	230090	$57
230050	$128		

524202 – SURETY BONDS

$0

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

230005	$ 0	230055	
230010		230060	
230020		230070	
230030		230080	
230040		230090	
230050			

LIBRARY ACCOUNTS BY BRANCH

525000 – TELEPHONE **$35,507**

Telephone services for Library Administration, Main Library and 9 branch facilities.

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 **$16,770**

Cost based on $10.75 per account each month.

230005	$3,354	230055	$516
230010	$774	230060	$387
230020	$3,354	230070	$387
230030	$2,838	230080	$774
230040	$3,096	230090	$387
230050	$903		

525100 - POSTAGE **$7,128**

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	$2,072	230055	$267
230010	$218	230060	$52
230020	$1,413	230070	$55
230030	$1,453	230080	$228
230040	$1,218	230090	$35
230050	$117		

525377 - UTILITIES **$337,905**

Cost of utilities at 10 library branches.

230005	$0	230055	$8,908
230010	$14,662	230060	$8,182
230020	$142,036	230070	$8,624
230030	$48,945	230080	$13,810
230040	$70,143	230090	$8,422
230050	$14,173		

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.

549902 – R-22 UNIT HVAC CONTINGENCY **$65,000**

Contingency fund established in FY 18 to plan and manage HVAC replacements.

5A R-22 UNIT REPLACEMENT (2)-LEXINGTON MAIN LIBRARY **$46,750**

Remove and replace (1) 10 ton HVAC and (1) 20 ton HVAC. Recommended and quoted by Building Services Director.

5A R-22 UNIT REPLACEMENT (3)-PELION BRANCH LIBRARY **$29,150**

Remove and replace (3) 3 ton HVACs. Recommended and quoted by Building Services Director.

5A R-22 UNIT REPLACEMENT-BATESBURG-LEESVILLE BRANCH LIBRARY **$12,980**

Remove and replace (1) 5 ton HVAC. Recommended and quoted by Building Services Director.

5A EPOXY FLOORING APPLICATION – BATESBURG-LEESVILLE BRANCH **$6,947**

Prep floor and apply epoxy to (2) public restrooms. Quote from Building Services Director.

5A EPOXY FLOORING APPLICATION – LEXINGTON MAIN LIBRARY **$2,558**

Prep floor and apply epoxy to family restroom. Quote from Building Services Director.

5A MEETING ROOM FLOOR REPLACEMENT – S. CONGAREE-PINE RIDGE BRANCH **$4,978**

Remove and replace carpet with LVT. Quote from Building Services Director.

5A MEETING ROOM FLOOR REPLACEMENT –BATESBURG-LEESVILLE BRANCH **$5,955**

Remove and replace carpet with LVT. Quote from Building Services Director.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

5A PARKING LOT RESURFACING – BATESBURG-LEESVILLE BRANCH $39,952
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 PARKING LOT RESURFACING – SOUTH CONGAREE-PINE RIDGE BRANCH $27,126
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 PARKING LOT RESURFACING – GASTON BRANCH $32,230
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 SIDEWALK AND PARKING LOT REHAB – SWANSEA BRANCH $5,390
Install (4) trench drains across sidewalk and clean, reseal and restripe adjacent parking spaces to alleviate safety hazards. Recommended by Building Services Director.

5A PHONE SYSTEM – IRMO BRANCH $4,159
Replace 20 year old system to create more efficient phone tree and voicemail options for improved customer service.

5A 8'x 8' CONCRETE DUMPSTER PAD – SOUTH CONGAREE-PINE RIDGE BRANCH $1,980
Dumpster needs to be moved away from outdoor program area and secured with fencing. Quoted by the Building Services Director.

5A SECURITY CAMERAS – LEXINGTON MAIN $7,378
Additional cameras need to be installed especially near entrances/exits. Includes DVR unit.

5A MONITOR FOR SECURITY CAMERAS – LEXINGTON MAIN $990
Monitor and wall mount for security cameras.

**** Total Capital $1,361,321**

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley - Building Services Director

Date: January 23, 2018

Subjects: Lexington Library – R22 HVAC Replacement

In 2016 Building Services devised a replacement plan for R22 HVAC units which are being phased out due to the refrigerant no longer being available. This year we recommend replacing the 10-ton and 20-ton units at Lexington Main Library.

This project will consist of:

- Labor/ Materials remove and dispose of existing 10 and 20-ton units
- Labor/ Materials to furnish and install new Trane 10 and 20-ton split units.
- Any necessary cranes and rigging.
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$46,750

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley, Building Services Director

Date: January 9, 2018

Subjects: Pelion Library – R22 HVAC Replacement

November 15, 2017 we met and discussed the need to replace the remaining R-22 HVAC units at Pelion Library. This replacement is necessary due to phasing out of the R-22 refrigerant.

This project will consist of:

- Removal and disposal of the (3) existing 3-ton split units
- Purchase and installation of (3) new Trane 5-ton split units
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$29,150

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley, Building Services Director

Date: January 9, 2018

Subjects: Batesburg Library – R22 HVAC Replacement

November 15, 2017 we met and discussed the need to replace the remaining R-22 HVAC units at Batesburg Library. This replacement is necessary due to phasing out of the R-22 refrigerant.

This project will consist of:

- Removal and disposal of the existing 5-ton split unit
- Purchase and installation of a new Trane 5-ton split unit
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$12,980

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Batesburg Library – Public Restrooms

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for installing resinous flooring in the men's and women's public restrooms to update and enhance the cleaning capability.

This project will consist of:

- Prep to floor and walls for application of epoxy
- Application of epoxy flooring and 4' walls
- Application of epoxy/ urethane sealer to floors and walls
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$6,947

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Lexington Library – Children's Area Restroom

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for installing resinous flooring in the children's public restroom to update and enhance the cleaning capability.

This project will consist of:

- Prep to floor and walls for application of epoxy
- Application of epoxy flooring and 4" base
- Application of epoxy/ urethane sealer to floors and walls
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$2,558

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: South Congaree Library – Meeting Room Flooring

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for replacing the existing carpet in the meeting room with an LVT flooring for better cleaning and durability.

This project will consist of:

- Purchase and installation of LVT flooring and 4" base
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$4,978

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Batesburg Library – Meeting Room Flooring

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for replacing the existing carpet in the meeting room with an LVT flooring for better cleaning and durability.

This project will consist of:

- Purchase and installation of LVT flooring and 4" base
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$5,955

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Batesburg Library – Parking Lot

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for resurfacing the parking lot at Batesburg Library.

This project will consist of:

- Milling edges around the sidewalks
- Cleaning, tacking, and resurfacing the existing parking lot with 1 ½" asphalt
- Repainting parking lines
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$39,952

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: South Congaree Library – Parking Lot

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for resurfacing the parking lot at SCPR Library.

This project will consist of:

- Cleaning, tacking, and resurfacing the parking lot with 1 ½" asphalt
- Repainting the parking stripes
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$27,126

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Gaston Library – Parking Lot

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for resurfacing the parking lot at Gaston Library as well as pouring a dumpster pad with pipe bollards in an alternate location.

This project will consist of:

- Cleaning, tacking, and resurfacing the existing parking lot with 1 ½" asphalt
- Repainting the parking lines
- Pouring new dumpster pad with pipe bollards
- 10% Contingency for unforeseen costs

slope added

A preliminary budget estimate would be:

$32,230

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley - Building Services Director

Date: December 29, 2017

Subjects: Swansea Library – Sidewalk and Parking

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for placing trench drains across the sidewalks to resolve a slip hazard, as well as modifying the parking along the side of the building.

This project will consist of:

- Saw-cutting the sidewalk and installing (4) trench drains across the sidewalk
- Tying the gutters into the new drains
- Cleaning, Sealing, and striping (2) parking spots along the building
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$5,390

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley - Building Services Director

Date: January 23, 2018

Subjects: South Congaree Library – Back Patio

In November of 2017 we met and discussed the request to pour a patio at the back of the building to use for events.

This project will consist of:

- Labor/ Materials to pour an 8'x8'x patio
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$1,980

If any additional information is needed please let me know.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley - Building Services Director

Date: December 29, 2017

Subjects: Lexington Main Library – Camera System Upgrades

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for upgrading the existing security camera system at Lexington Library.

This project will consist of:

- Purchase and installation of (11) high definition cameras
- Purchase and connection of (1) 32 input DVR Hybrid
- NOTE: This does not include the cost of another monitor so that all cameras can be viewed at one time
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$7,378

If any additional information is needed please let me know.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-Bookmobile/Mobile Library
2300
Annual Budget
Fiscal Year - 2018-19

Fund: 2300
Division:
Organization:

Object Code	Expenditure Classification	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 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	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**	**0**		
	Capital			
540000	Small Tools & Minor Equipment	0		
540010	Minor Software	0		
	All Other Equipment	0		
	Bookmobile	250,000		
	Contingency	25,000		
	**** Total Capital**	**275,000**		
	***** Total Budget Appropriation**	**275,000**		

2300 – FUND BALANCE REQUEST

MOBILE LIBRARY/BOOKMOBILE

The Library's Bookmobile is 24 years old and has over 200,000 miles on it. While Fleet Services has done an excellent job maintaining this vehicle, it is well past its prime.

Over the last twenty five years, mobile library services have changed drastically. Services have expanded beyond just books, thus the transition to the Bookmobile's new name, Mobile Library. The Mobile Library visits both childcare and senior centers as well as rural neighborhood stops and special events delivering materials and literacy programs. The Mobile Library has tripled its services the past five years and a trend analysis indicates the services will continue to be in high demand. There is an imminent need to include a chair lift to accommodate disabled patrons as well as to increase shelving space.

Adding another Mobile Library will enable the Library to participate in events occurring simultaneously as well as to have a unit in place for when the current one is in the shop or no longer operable. However, long term plans include operating two vehicles with additional staff.

Mobile Library staff have conferred with the Fleet Services Director and five vendors to develop a estimated cost for a new vehicle. Specifications include a diesel engine, wheelchair lift, automatic door step, tier 4 generator or better, and a retractable awning.

The estimated cost is $250,000. A 10% contingency brings the total request to $275,000. The project timeline could take as much as 8 months, and so, it is imperative that the process begin soon to make sure that we continue to provide optimal, safe, and uninterrupted service.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM- Parking Lot Resurfacing
2300
Annual Budget
Fiscal Year - 2018-19

Fund: 2300
Division:
Organization:

Object Code	Expenditure Classification	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 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	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**	**0**		
	Capital			
540000	Small Tools & Minor Equipment	0		
540010	Minor Software	0		
	All Other Equipment	0		
	Parking Lot Resurfacing (includes 10% contingency)	143,649		
	Contingency			
	**** Total Capital**	**143,649**		
	***** Total Budget Appropriation**	**143,649**		

2300 – NEW PROGRAM - FUND BALANCE REQUEST

RESURFACE PARKING LOT

The Lexington Main Library opened in 1998. The original parking lot produces an exorbitant amount of sediment due to its detioriation, and it needs to be cleaned and resurfaced to improve safety. The total cost is $143,649 which includes a 10% contingency fee.

1. Clean, tack and resurface parking lot with 1 ½" asphalt.
2. Repaint parking stripes

This will provide a more efficient and safer facility. There is currently $994,670 in the Library's contingency account.

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole, Library Director

From: Mark S. Kerley, Building Services Director

Date: December 29, 2017

Subjects: Lexington Library – Parking Lot

In November we met and discussed numerous capital projects for the 2018/2019 fiscal year. We discussed the need for resurfacing the parking lot at Lexington Library.

This project will consist of:

- Cleaning, tacking, and resurfacing the parking lot with 1 ½" asphalt
- Repainting the parking stripes
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$143,649

If any additional information is needed please let me know.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-Reclassification POSN 000687
2300-230040
Annual Budget
Fiscal Year 2018-19

Fund: 2300
Division: 230040
Organization: Library Reclassification POSN 000687

Object Code	Expenditure Classification			BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel		Grade 107 to Grade 206			
510100	Salaries & Wages -	35,405	43,123	7,718		
510200	Overtime					
511112	FICA Cost	2,709	3,299	590		
511113	State Retirement	5,155	6,279	1,124		
511120	Insurance Fund Contribution -					
511130	Workers Compensation	110	134	24		
511213	State Retirement - Retiree					
	*** Total Personnel**	**43,379**	**52,835**	**9,456**		
	Operating Expenses					
520300	Professional Services					
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**			**0**		
	**** Total Personnel & Operating**			**9,456**		
	Capital					
540000	Small Tools & Minor Equipment					
540010	Minor Software					
	All Other Equipment					
	**** Total Capital**			**0**		
	***** Total Budget Appropriation**			**9,456**		

SECTION V. – PROGRAM OVERVIEW

230040 - New Program/Reclassification
LIBRARY ASSISTANT III POSN 000687
to LIBRARIAN I

The Irmo Branch Library is deficient a Librarian I position to offer professional support and services at the branch. The branch does not have enough managers on staff to cover all service areas adequately. The branch is open 67 hours a week to the public. It serves 11 public schools as well as private schools, homeschool associations, childcare centers, and senior centers in the community with outreach programming. During the past three years, the branch has increased programs to the community by 30%. The branch requires another professional to continue to serve the community's informational and literacy needs at the level of quality they deserve.

The library has been fortunate to have a staff member in a Library Assistant III position who holds a Masters in Library and Information Science Degree and who has assumed some of the needed tasks that would normally be undertaken by a Librarian I. By managing the Young Adult section of the branch's collection, by planning and implementing literacy programs, by advocating for library services in the community, and by establishing partnerships and relationships with educational institutions and businesses within the community, she has been able to assist the Youth Services Librarian II. At the Cayce-West Columbia Branch and at the Lexington Main Library, a Librarian I under the supervision of the Youth Services Librarian II fulfills these tasks. These duties are outside of the scope of the job description of a Librarian Assistant III and typically fulfill the job duties of a Librarian I. If this staff member were to resign, a replacement in her current job description would not be able or expected to take on these responsibilities. It would create a hardship on the Youth Services department and the branch as a whole.

This LA III position needs to be reclassified to meet the current demands and duties that are being fulfill by this employee. By upgrading this position to a Librarian I it will ensure that whomever is in this position in the future will be able to perform the professional duties that are necessary to meet service levels at the branch. The amount difference that this reclassification will make is an additional $9,456.

The Librarian I (grade 206) would continue to report to the Youth Services Librarian II.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-INCREASE HOURS FROM 20 TO 25 POSN 000731
2300-230050
Annual Budget
Fiscal Year - 2018-19

Fund: 2300
Division: 230050
Organization: Library POSN 000731

Object Code	Expenditure Classification			*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel	40 hours a pay period to 50				
510100	Salaries & Wages -	18,186	22,733	4,547.00		
510200	Overtime					
511112	FICA Cost	1,391	1,739	348.00		
511113	State Retirement	2,648	3,310	662		
511120	Insurance Fund Contribution -					
511130	Workers Compensation	56	70	14		
511213	State Retirement - Retiree					
	*** Total Personnel**	**22,281**	**27,852**	**5,571**		
	Operating Expenses					
520300	Professional Services					
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**			**0**		
	**** Total Personnel & Operating**			**5,571**		
	Capital					
540000	Small Tools & Minor Equipment					
540010	Minor Software					
	All Other Equipment					
	**** Total Capital**			**0**		
	***** Total Budget Appropriation**			**5,571**		

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM-INCREASE HOURS FROM 20 PER WEEK TO 25 POSN 001064
2300-230050
Annual Budget
Fiscal Year - 2018-19

Fund: 2300
Division: 230050
Organization: Library POSN 001064

Object Expenditure Code	Classification		*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel	40 hours a pay period to 50			
510100	Salaries & Wages -	19,153	23,941	4,788	
510200	Overtime				
511112	FICA Cost	1,465	1,831	366	
511113	State Retirement	2,789	3,487	698	
511120	Insurance Fund Contribution -				
511130	Workers Compensation	59	74	15	
511213	State Retirement - Retiree				
	*** Total Personnel**	**23,466**	**29,333**	**5,867**	
	Operating Expenses				
520300	Professional Services				
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**			**0**	
	**** Total Personnel & Operating**			**5,867**	
	Capital				
540000	Small Tools & Minor Equipment				
540010	Minor Software				
	All Other Equipment				
	**** Total Capital**			**0**	
	***** Total Budget Appropriation**			**5,867**	

SECTION V. – PROGRAM OVERVIEW

230050 - New Programs
POSN 001064 & 000731
Library Assistant III pt– increase hours for 2 PT positions from 20 to 25 hours per work week

South Carolina Public Library Standards, revised in 2012 indicate minimum staffing levels of .5 FTE per 1000 capita and a target staffing rate of .75 FTE per 1000. The Library currently has **103** library service FTEs and should have a minimum of **131** FTEs with a target of 196 FTEs.

As the services and programs of the Library System continue to increase and change to meet the public expectations, the Library must continue to find the most cost effective ways to maintain quality services and resources. The Library's current direction and focus is to offer more literacy programs both within and outside of the library and to promote the library and its services out in the community. The Library has evaluated the developing needs within the Chapin community and determined that it will be more cost effective to request additional hours be added to two (2) part time positions who currently have difficulty handling increased workloads efficiently.

The Chapin Branch has the fourth highest circulation in the system. They are open to the public 40 hours. They have only two full-time staff. There has been no increase in staffing at this location in over 10 years despite an increase in services.

The new Branch Librarian at Chapin has sought to add additional programming for children, teens, and adults but realized this put a hardship on all the staff. Storytimes in the evening and Saturday were attempted to offer these opportunities to children of working parents. She has also looked at how to meet the demands for craft programs and a nutrition series while balancing daily tasks and covering the public service desk. To increase the library's presence in the community, she is increasing outreach efforts at local events and schools. This too is affecting staffing at the branch. These additional programs and outreach have left the desk understaffed, reduced planning time for programs, and affected workflow of daily tasks. By increasing the two part-time programmers' hours these efforts can be achieved without compromising customer service and branch needs.

Specifically, these two (2) 25 hour Library employees would maintain a consistent and efficient level of service that Library patrons deserve, especially in regards to children, teen and adult programs, training, materials and resources. In order to strengthen the Library's high quality service to the public to meet public expectations, and community needs, these additional part-time hours will help. This small, systematic approach in the Chapin community costs very little ($11,438) but extends the Library's ability to sustain excellent public library services in this growing community.

These part- time Library Assistant III's (grade 107) report to the Branch Librarian.

COUNTY OF LEXINGTON
LIBRARY ESCROW
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***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	932	0	650	650	650		
417130	FILOT - Manufacturers Tax Exemption	126	0	125	125	125		
	Total Property Tax Revenue	1,058	0	775	775	775	0	0
	Other Revenues:							
434900	Library Non-Resident User Fee	18,065	6,349	17,000	17,000	17,000		
461000	Investment Interest	213	140	75	75	75		
469100	Gifts & Donations	1,016	218	500	500	500		
	Total Other Revenue	19,294	6,707	17,575	17,575	17,575	0	0
	**** Total Revenue**	20,352	6,707	18,350	18,350	18,350	0	0
	*****Total Appropriation**				46,776	16,500	0	0
	Capital Contingency - Add-Back				42,050			
	FUND BALANCE Beginning of Year				24,065	37,689	37,689	37,689
	FUND BALANCE - Projected End of Year				37,689	39,539	37,689	37,689

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	***BUDGET*** 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520103	Landscaping/Ground Maintenance	1,487	184	2,500	2,500		
521200	Operating Supplies	0	0	0	0		
	*** Total Operating**	**1,487**	**184**	**2,500**	**2,500**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	12,653	3,378	14,000	14,000		
540005	Gifts & Donation Purchases	0	0	0	0		
549904	Capital Contingency	0	0	30,276	0		
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**12,653**	**3,378**	**44,276**	**14,000**	**0**	**0**
	Transfers						
812340	Op Trn to Library Federal Funds	0	0	0			
	***** Total Budget Appropriation**	**14,140**	**3,562**	**46,776**	**16,500**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

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 V. ESCROW OVERVIEW

The Library's escrow account includes revenue from non-resident fees as well as monetary gifts and donations to the Library. This account is used to initiate small facility and landscaping improvements as well as support branch services.

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 **$14,000**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Library State Funds 2330:**							
	Revenues:							
429000	State Aid	393,587	114,796	459,185	459,185	459,185		
802300	Op Trn from Library Operations	0	0	0	0	0		
	**** Total Revenue**	393,587	114,796	459,185	459,185	459,185	0	0
	*****Appropriation Total**				464,276	459,185	0	0
	FUND BALANCE Beginning of Year				0	(5,091)	(5,091)	(5,091)
	FUND BALANCE - Projected End of Year				(5,091)	(5,091)	(5,091)	(5,091)

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230010 - Batesburg-Leesville

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
525210	Conference, Meeting & Training Expense				0		
525211	Library Board Expenses	0	0	0	0		
529903	Contingency				0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230020 - Lexington Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	295	1,380	0		
	**** Total Operating Expenses**	**0**	**295**	**1,380**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**295**	**1,380**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230030 - Cayce/West Columbia Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	295	1,380	0		
	**** Total Operating Expenses**	**0**	**295**	**1,380**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**295**	**1,380**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230040 - Irmo Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	295	1,380	0		
	**** Total Operating Expenses**	**0**	**295**	**1,380**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**295**	**1,380**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230050 - Chapin Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230055 - South Congaree Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230060 - Swansea Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230070 - Gaston Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230080 - Pelion Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund 2330
Division: Library Division
Organization: 230090 - Gilbert/Summit Branch

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
521100	Duplicating	0	148	690	0		
	**** Total Operating Expenses**	**0**	**148**	**690**	**0**	**0**	**0**
	Capital						
540006	Library Materials (Books, Audio Mat.)	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**	**0**	**148**	**690**	**0**	**0**	**0**

COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

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

Object Expenditure Code	Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520213	Contracted Literacy Programs	0	0	3,000	0		
520300	Professional Services	2,500	0	0	0		
520400	Advertising & Publicity	4,000	4,773	14,500	14,500		
520702	Technical Currency & Support	1,284	15,560	16,798	0		
522300	Vehicle Repairs & Maintenance	4,595	0	0	0		
521200	Operating Supplies	0	0	16,000	16,000		
525000	Telephone	0	254	1,739	0		
525210	Conference, Meeting & Training Expenses	13,619	16,711	26,625	33,277		
525211	Library Board Expenses	0	0	0	2,000		
525230	Subscriptions, Dues, & Books	0	12,034	16,034	0		
529903	Contingency	0	0	48,079	116,173		
	**** Total Operating Expenses**	**25,998**	**49,332**	**142,775**	**181,950**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	891	2,115	0		
540006	Library Materials (Books, Audio Mat.)	211,119	0	194,365	195,000		
540010	Minor Software	5,231	1,546	1,916	0		
	All Other Equipment	143,635	84,516	114,135	82,235		
	**** Total Capital**	**359,985**	**86,953**	**312,531**	**277,235**	**0**	**0**
	***** Total Budget Appropriation**	**385,983**	**136,285**	**455,306**	**459,185**	**0**	**0**

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 19, 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 2018-19 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 2018-19 is $1.75per 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 **$459,185**

This amount of state aid is based on the Legislature's estimated approval of $1.75 per capita. 2010 Census figures reflect Lexington County population was 262,391.

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

520213 - CONTRACTED LITERACY PROGRAMS **$0**

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.

520702 – ADVERTISING & PUBLICITY **$14,500**

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 **$0**

Costs obtained from quotes provided by maintenance/service vendors.

521200 – OPERATING COSTS **$16,000**

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 **$33,277**

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 approved based on the benefits to their current job and their specific area of specialization.

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 **$0**

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.

529903 – CONTINGENCY **$116,173**

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 LIBRARY MATERIALS — **$195,000**
Books and audio/visual materials requested and used by the public. Print or electronic.

5A COMPUTERS-REPLACEMENTS (20) — **$17,420**
Replacing 20 computers with expired warranties.

5A SWITCHES FOR SERVER (5) – REPLACEMENTS – LEXINGTON MAIN — **$40,384**
Current main switch stack at Lexington Main needs replacement. The B5 switches in place currently are EOL.

5A AWE EARLY LITERACY COMPUTER STATIONS — **$6,955**
Replacements for Lexington Main (1) and Pelion Branch (1).

5A iPADS - REPLACEMENTS — **$978**
Replacements for Lexington Main (1) and Cayce-West Columbia Branch (1).

5A PRINTERS — **$2,789**
Replacements for Lexington Main (2) and Cayce-West Columbia Branch (2)

5A FURNITURE – IRMO — **$2,986**
Café style tables (2) and stools (6) for Irmo Branch

5A MARQUEE SIGN – SOUTH CONGAREE-PINE RIDGE BRANCH — **$10,723**
Outdoor sign to advertise programs and services.

**** Total Capital (Transfer Total to Section III)** — **$277,235**

COUNTY OF LEXINGTON

Building Services
405 Ballpark Road
Lexington, South Carolina 29072

To: Kelly Poole – Library Director

From: Mark S. Kerley - Building Services Director

Date: January 23, 2018

Subjects: SCPR Marquis Sign

In the Fall of 2017 we met and discussed the need to install a marquis sign at South Congaree Library.

This project will consist of:

- Purchase of a Marquis sign, including poles
- Electric run to the sign
- Landscaping around the sign
- 10% Contingency for unforeseen costs

A preliminary budget estimate would be:

$10,723

If any additional information is needed please let me know.

COUNTY OF LEXINGTON
LIBRARY LOTTERY FUNDS
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Library Lottery Funds 2331:**							
	Revenues:							
429100	State Lottery Funds	36,957	6,328	0	0	0		
	**** Total Revenue**	36,957	6,328	0	0	0	0	0
	*****Appropriation Total**				5,492	0	0	0
	FUND BALANCE Beginning of Year				5	(5,487)	(5,487)	(5,487)
	FUND BALANCE - Projected End of Year				(5,487)	(5,487)	(5,487)	(5,487)

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520213	Contracted Literacy Programs	400	0	0	0		
520702	Technical Currency & Support	791	0	0	0		
	*** Total Operating**	**1,191**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**1,191**	**0**	**0**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540006	Library Materials (Books, Audio Mat.)	1,092	0	0	0		
540010	Minor Software	0	0	0	0		
	All other Equipment	29,177	5,486	5,492	0		
	**** Total Capital**	**30,269**	**5,486**	**5,492**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**31,460**	**5,486**	**5,492**	**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 unclaimed educational 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 unclaimed lottery prize revenue is appropriated. If, funds are appropriated to public libraries, then this found would be adjusted accordingly.

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

520213 - CONTRACTED LITERACY PROGRAMS $0

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.

520702 – ADVERTISING & PUBLICITY $0

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 $0

521200 – OPERATING COSTS $0

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

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 - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Library Federal Funds 2340:**							
	Revenues:							
457000	Federal Grant Income	9,811	3,540	2,843	2,843	0		
	**** Total Revenue**	9,811	3,540	2,843	2,843	0	0	0
	*****Appropriation Total**				4,237	0	0	0
	FUND BALANCE Beginning of Year				4,015	2,621	2,621	2,621
	FUND BALANCE - Projected End of Year				2,621	2,621	2,621	2,621

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

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (DecMay)	2017-18 Amended (DecMay)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520213	Contracted Literacy Programs	0	0	0	0		
520300	Professional Services	2,500	0	2,000	0		
520400	Advertising & Publicity	55	600	601	0		
521200	Operating Supplies	814	28	636	0		
525210	Conference, Meeting, & Training Expense	2,211	1,000	1,000	0		
	*** Total Operating**	**5,580**	**1,628**	**4,237**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**5,580**	**1,628**	**4,237**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	41	0	0	0		
540006	Library Materials (Books, Audio Mat.)	0	0	0	0		
	All other Equipment	5,880	0	0	0		
	**** Total Capital**	**5,921**	**0**	**0**	**0**	**0**	**0**
	Transfers						
802300	Op Trn from Library Operations	0	0	0	0	0	0
802310	Op Trn from Library Capital Escrow	0	0	0	0	0	0
	**** Total Transfers**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**11,501**	**1,628**	**4,237**	**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**

Grant applications are posted annually. Staff evaluate opportunities each year based on grant parameters and library services needs.

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

520213 - CONTRACTED LITERACY PROGRAMS $0

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.

520702 – ADVERTISING & PUBLICITY $0

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 $0

521200 – OPERATING COSTS $0

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 $0

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

SECTION III

COUNTY OF LEXINGTON
DRUG COURT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Drug Court 2460:**							
	Revenues:							
431002	Drug Court Application Fee	800	400	1,800	1,000	1,500		
801000	Op Trn from General Fund	27,000	27,000	27,000	27,000	0		
802611	Op Trn from Sol/State Fund	27,000	9,454	37,816	35,664	70,658		
	****Total Revenue**	54,800	36,854	66,616	63,664	72,158		
	*****Total Appropriations**				70,873	72,158		
	FUND BALANCE Beginning of Year				7,209	0		
	FUND BALANCE - Projected End of Year				0	0		

Fund 2460
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	37,991	22,652	49,080	49,080		
511112	FICA - Employer's Portion	2,703	1,657	3,755	3,755		
511113	State Retirement - Employer's Portion	4,333	2,711	6,655	7,146		
511120	Employee Insurance - 1	5,362	3,900	7,800	7,800		
511130	Workers Compensation	134	84	152	182		
519999	Personnel Contingency	0	0	1,785	1,805		
	*** Total Personnel**	**50,523**	**31,004**	**69,227**	**69,768**		
	Operating Expenses						
521000	Office Supplies	0	64	250	250		
521100	Duplicating	0	0	130	164		
524201	General Tort Liability Insurance	75	75	54	86		
524202	Surety Bonds - 1	0	0	10	0		
524302	Court Ref Volunteer Liability Insurance	117	0	123	136		
525041	E-mail Service Charges -1	97	54	129	129		
525210	Conference, Meeting & Training Expense	0	945	950	1,500		
525230	Subscriptions, Dues, & Books	0	0	0	50		
	*** Total Operating**	**289**	**1,138**	**1,646**	**2,315**		
	**** Total Personnel & Operating**	**50,812**	**32,142**	**70,873**	**72,083**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	75		
	**** Total Capital**	**0**	**0**	**0**	**75**		
	***** Total Budget Appropriation**	**50,812**	**32,142**	**70,873**	**72,158**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 Requested Amount
	Small Tools & Minor Equipment	75

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

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 as a condition of probation by placing such persons 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 15/16	Actual FY 16/17	Actual July - Dec FY 17/18	Estimated FY 17/18	Projected FY 18/19
Referred	67	51	31	50	60
Applied	17	10	3	10	15
Failed to Apply/Rejected	58	41	24	45	40
Active Cases	19	20	19	24	25
- Diversion	11	15	16	18	19
- Probation	8	5	3	6	6
- Transfer-In Cases	0	0	0	0	0
- Pending Start Date	0	0	1	0	0
Terminated	6	1	2	4	3
Graduated	2	3	1	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 **$ 1,500**

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 60 referrals with 15 applicants completing the pre-screen eligibility process, thus paying the fee within the fiscal year. Fifteen (15) applicants x $100 application fee = $1,500.

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

Since FY 2010-11, Lexington County Council has provided an operational transfer of $27,000 from the General Fund to the Drug Court Program. Beginning in FY 2018-19, the Solicitor's Office is requesting that this operational transfer amount be included as part of the Solicitor's Victim Witness (Fund 2500) operating transfer from the General Fund. There is no impact on the Solicitor's Office General Fund budget due to this reallocation request.

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS **$ 70,658**

The Solicitor's State funding for 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 2018-19 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 **$ 164**

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

Copy Machine Usage cost (.030495) x 4,500 copies ..... $ 137.23
Copy Machine Paper - 9 Reams @ $2.96 ..... $ 26.64

524201 – GENERAL TORT LIABILITY INSURANCE **$ 86**

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

524202 – SURETY BONDS - 1 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **$ 136**

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 2018-19 premium is $2,712.00.

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 **$ 1,500**

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

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 50**

To cover the membership dues of the South Carolina Association of Pre-Trial Intervention Programs.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 75**

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 III

COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Victim Witness Program 2500:**							
	Revenues:							
456100	Program Income	40,625	28,606	48,919	48,919	48,919		
801000	Op Trn from General Fund	24,000	24,000	24,000	24,000	51,000		
802611	Op Trn from Solicitor State Fund	85,628	20,064	80,257	83,140	61,136		
	**** Total Revenue**	150,253	72,670	153,176	156,059	161,055		
	**** Total Appropriation**				225,445	230,822		
	Contingency:							
	Frozen Position - Director's w/fringes				(67,472)	(67,962)		
	Unused Frozen Position Personnel Contingency				(1,790)	(1,805)		
	FUND BALANCE Beginning of Year				124	0		
	FUND BALANCE - Projected End of Year				0	0		

COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
Fiscal Year - 2018-19

Fund: 2500
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3.5	110,491	52,016	158,657	161,782		
510200	Overtime	107	0	0	0		
511112	FICA - Employer's Portion	7,488	3,526	12,137	12,376		
511113	State Retirement - Employer's Portion	11,083	5,982	21,514	23,555		
511120	Employee Insurance - 3	18,850	7,800	23,400	23,400		
511130	Workers Compensation	398	193	588	599		
511213	State Retirement - Employer's Portion (Retiree)	1,786	0	0	0		
519999	Personnel Contingency	0	0	5,769	5,949		
	*** Total Personnel**	**150,203**	**69,517**	**222,065**	**227,661**		
	Operating Expenses						
524201	General Tort Liability Insurance	150	150	155	178		
524202	Surety Bonds - 2	0	0	20	0		
525041	E-mail Service Charges - 2	258	108	258	258		
525210	Conference, Meeting & Training Expense	1,193	749	2,100	2,350		
525230	Subscriptions, Dues, & Books	344	319	375	375		
529903	Contingency	0	0	472	0		
	*** Total Operating**	**1,945**	**1,326**	**3,380**	**3,161**		
	**** Total Personnel & Operating**	**152,148**	**70,843**	**225,445**	**230,822**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**152,148**	**70,843**	**225,445**	**230,822**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	**BUDGET** 2018-19 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 Victim Witness 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**

The South Carolina Office of Attorney General Department of Crime Victim Compensation Funding and the South Carolina Commission on Prosecution Coordination, through annual budget provisos by the General Assembly, distribute funds to support victim services in Solicitors' Offices statewide. These provisos are not guaranteed annually, resulting in potential shortfalls in victim service funding.

801000 – OP TRN FROM GENERAL FUND **$ 51,000**

Beginning in Fiscal Year 2004-05, Lexington County Council authorized an operational transfer of $24,000 to help support mandated Victim Services within the County due to lack of sufficient funds from other areas. This operational transfer has remained constant. Since Fiscal Year 2010-11, Lexington County Council has also provided an operational transfer of $27,000 to the Drug Court Program. Currently, the Solicitor has designated funding from the State to fully fund the Drug Court Program, whereas funding for victim services has remained inadequate. Accordingly, this request is for the County to combine the General Fund operating transfers of the Victim Witness Program and Drug Court Program into one operating transfer to the Victim Witness Program. The combining of the operating transfers allows the Solicitor to comply with the State's requirements of assisting victims while maintaining proper funding to both the Victim Witness and Drug Court Programs.

802611 – OP TRN FROM SOLICITOR STATE FUNDS **$ 61,136**

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:

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 2018-19 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

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

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

524202 – SURETY BONDS **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

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 **$ 2,350**

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 **$ 0**

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 III

COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Juvenile Arbitration 2501:**							
	Revenues:							
458000	State Grant Income	60,000	30,000	60,000	60,000	60,000		
461000	Investment Interest	49	0	50	50	50		
801000	Op Trn from General Fund	0	0	0	0	63,412		
802140	Op Trn from Temporary Alcohol Bev	105,412	26,353	105,412	105,412	42,000		
	**** Total Revenue**	165,461	56,353	165,462	165,462	165,462		
	*****Total Appropriation**				183,145	183,543		
	FUND BALANCE Beginning of Year				35,764	18,081		
	FUND BALANCE - Projected End of Year				18,081	0		

COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
Fiscal Year - 2018-19

Fund: 2501
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	97,739	43,291	99,083	102,445		
510300	Part-time - 1 (0.5 - FTE)	13,686	6,605	13,686	14,311		
511112	FICA - Employer's Portion	7,769	3,381	8,627	8,932		
511113	State Retirement - Employer's Portion	6,080	1,854	15,292	17,000		
511120	Employee Insurance - 3	15,600	11,050	23,400	23,400		
511130	Workers Compensation	402	185	417	432		
511213	State Retirement - Employer's Portion (Retiree)	6,887	3,768	0	0		
519999	Personnel Contingency	0	0	4,101	4,294		
	*** Total Personnel**	**148,163**	**70,134**	**164,606**	**170,814**		
	Operating Expenses						
521000	Office Supplies	1,530	1,154	1,500	1,614		
521100	Duplicating	745	254	1,000	929		
522200	Small Equipment Repairs & Maintenance	285	0	396	396		
524201	General Tort Liability Insurance	161	161	166	191		
524202	Surety Bonds - 3	0	0	30	0		
524302	Court Ref Volunteer Liab Ins	822	0	863	949		
525000	Telephone	710	355	760	760		
525041	E-mail Service Charges - 3	387	162	387	387		
525100	Postage	1,855	963	2,560	2,560		
525210	Conference, Meeting & Training Expense	1,658	1,145	2,350	2,600		
525230	Subscriptions, Dues, & Books	130	0	170	170		
525240	Personal Mileage Reimbursement	1,362	438	1,700	1,700		
529903	Contingency	0	0	6,407	223		
	*** Total Operating**	**9,645**	**4,632**	**18,289**	**12,479**		
	**** Total Personnel & Operating**	**157,808**	**74,766**	**182,895**	**183,293**		
	Capital						
540000	Small Tools & Minor Equipment	27	0	250	250		
	All Other Equipment	3,124	0	0	0		
	**** Total Capital**	**3,151**	**0**	**250**	**250**		
	***** Total Budget Appropriation**	**160,959**	**74,766**	**183,145**	**183,543**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	**BUDGET** 2018-19 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 2018, the Lexington County Juvenile Arbitration Program will reach its 35th 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 3,000 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 15/16	Actual FY 16/17	Actual July - Dec. FY 17/18	Estimated FY 17/18	Projected FY 18/19
Cases referred	373	276	158	310	350
# Of arbitration hearings	249	185	90	190	200
# Of community service hours completed	1,759	1,893	856	1,700	1,800
Amount of victim restitution	$ 4,894	$ 3,967	$ 2,268	$ 3,000	$ 3,000
Charitable donations to local charities	$ 140	$ 239	$ 350	$ 400	$ 400

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 **$ 63,412**

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 this agreement, the Solicitor was to keep a key position vacant in his General Fund Budget and the cost savings of this vacant position was to be applied to the Arbitration Program. The position remained vacant under this agreement until it 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 were to be used to fully fund the Juvenile Arbitration Program until these funds were substantially depleted. Thereafter, the Juvenile Arbitration Program is to be fully funded through both the Temporary Alcohol Beverage License Fee and the General Fund as it had been in previous fiscal years. For Fiscal Year 2018-19, the Temporary Alcohol Beverage License Fee is projected to be insufficient to maintain its current funding level of the Juvenile Arbitration Program. Accordingly, $63,412 from the General Fund is requested for the Juvenile Arbitration Program.

802140 – OP TRN FROM TEMPORARY ALCOHOL BEVERAGE FEE **$ 42,000**

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 were to be used to fully fund the Juvenile Arbitration Program until these funds were substantially depleted. Thereafter, the Juvenile Arbitration Program is to be fully funded through both the Temporary Alcohol Beverage License Fee and the General Fund as it had been in previous fiscal years. For Fiscal Year 2018-19, the Temporary Alcohol Beverage License Fee is projected to be insufficient to maintain its current funding level of $105,412 to the Juvenile Arbitration Program. Accordingly, only $42,000 is requested from the Temporary Alcohol Beverage License Fee for the Juvenile Arbitration Program.

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 2018-19 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 1,614**

To cover the cost of office supplies and toners:

Office supplies (printer paper, pens, staples, file folders, etc.)	$ 400.00
Two HP CF281X toners for LaserJet M605 printer	$ 495.15
One HP CE400X black toner for Color LaserJet M551 printer	$ 166.26
One HP CE401A cyan toner for Color LaserJet M551 printer	$ 184.11
One HP CE402A yellow toner for Color LaserJet M551 printer	$ 184.11
One HP CE403A magenta toner for Color LaserJet M551 printer	$ 184.11

521100 – DUPLICATING **$ 929**

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 (.030495) x 25,500 copies	$ 777.62
Copy Machine Paper 51 Reams @ $2.96	$ 150.96

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 of one HP maintenance kit for the LaserJet M605 printer.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 191**

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

524202 – SURETY BONDS – 3 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **$ 949**

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 2018-19 premium is $2,712.00.

525000 – TELEPHONE **$ 760**

This account will cover the cost of telephone service.

1 phone line @ $19.01 x 12 months	$ 228.12
2 phone lines with voice mail @ 20.08 x 12 months	$ 481.92
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 **$ 2,600**

The Director and Case Manager attend conferences and training in the areas of PTI, volunteer management, victim services, and social work. Estimated FY 2018-19 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference ..... $ 1,700
Other conferences, such as the S.C. Victims Association Network Summit ..... $ 900

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 170**

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 **$ 1,700**

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 **$ 223**

To cover the cost of any unanticipated expenditures.

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 III

COUNTY OF LEXINGTON
SOLICITOR / FORFEITURE (NARCOTICS) FUND
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Forfeiture (Narcotics) Fund 2610:**							
	Revenues:							
456400	Narcotics Confiscation	9,898	6,804	10,000	10,000	10,000		
461000	Investment Interest	276	182	200	200	300		
	**** Total Revenue**	10,174	6,986	10,200	10,200	10,300		
	*****Appropriation Total**				57,344	67,618		
	Contingency:							
	Unused				(57,344)			
	FUND BALANCE							
	Beginning of Year				47,118	57,318		
	FUND BALANCE - Projected							
	End of Year				57,318	0		

Fund: 2610
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	***BUDGET*** 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
529903	Contingency	0	0	57,344	67,618		
	*** Total Operating**	**0**	**0**	**57,344**	**67,618**		
	**** Total Personnel & Operating**	**0**	**0**	**57,344**	**67,618**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**0**	**0**	**57,344**	**67,618**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	**BUDGET** 2018-19 Requested Amount

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

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Forfeiture (Narcotics) Fund

Program:

Objectives:

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.

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 **$ 300**

Interest earned on Solicitor's Forfeiture (Narcotics) 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 **$ 67,618**

To cover the cost of any unanticipated expenditures.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION III

COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / State Funds 2611:**							
	Revenues:							
443500	Bond Estreatments	12,732	45,517	14,000	50,517	25,000		
451500	Circuit Solicitor - State Supplement	231,978	177,066	669,723	295,846	326,049		
	**** Total Revenue**	244,710	222,583	683,723	346,363	351,049		
	*****Appropriation Total**				690,324	697,518		
	Contingency:							
	Vacant Positions - 5/FT w/fringes				(335,079)	(337,514)		
	Unused Personnel Contingency				(8,882)	(8,955)		
	FUND BALANCE							
	Beginning of Year				0	0		
	FUND BALANCE - Projected							
	End of Year				0	0		

COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
Fiscal Year - 2018-19

Fund: 2611
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 7	54,563	64,567	349,827	347,576		
510200	Overtime	14	0	0	0		
510300	Part Time - 1 (0.90 - FTE)	37,194	15,934	33,898	34,523		
511112	FICA - Employer's Portion	6,843	5,944	29,355	29,231		
511113	State Retirement - Employer's Portion	6,408	7,826	52,033	55,634		
511120	Employee Insurance - 8	15,600	13,650	62,400	62,400		
511130	Workers Compensation	329	295	1,417	1,414		
511213	SCRS - Emplr. Port. (Retiree)	4,327	2,161	0	0		
519999	Personnel Contingency	0	0	13,954	14,051		
	*** Total Personnel**	**125,278**	**110,377**	**542,884**	**544,829**		
	Operating Expenses						
520233	Towing	0	0	0	100		
521000	Office Supplies	326	100	800	800		
522300	Vehicle Repairs & Maintenance - 2	10	0	600	1,200		
524100	Vehicle Insurance - 2	0	816	546	1,114		
524201	General Tort Liability Insurance	147	511	525	604		
524202	Surety Bonds - 8	0	0	80	0		
525021	Smart Phone Charges	266	269	655	665		
525030	800 MHz Radio Service Charges	0	0	645	0		
525031	800 MHz Radio Maintenance Charges	115	0	116	0		
525041	E-mail Service Charges - 28	2,414	1,236	3,612	3,612		
525210	Conference, Meeting & Training Expense	1,698	3,174	7,800	4,600		
525230	Subscriptions, Dues, & Books	270	1,270	6,550	4,200		
525250	Motor Pool Reimbursement	1,351	2,523	5,957	0		
525400	Gas, Fuel, & Oil	207	184	981	3,700		
	*** Total Operating**	**6,804**	**10,083**	**28,867**	**20,595**		
	**** Total Personnel & Operating**	**132,082**	**120,460**	**571,751**	**565,424**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	305	300		
	**** Total Capital**	**0**	**0**	**305**	**300**		
	Other Financing Uses						
812440	Op Trn to Truancy Alternative Prog.	0	0	195	0		
812460	Op Trn to Drug Court	27,000	9,454	37,816	70,658		
812500	Op Trn to Sol/Victim Witness	85,628	20,064	80,257	61,136		
	*****Total Other Financing Uses**	**112,628**	**29,518**	**118,268**	**131,794**		
	***** Total Budget Appropriation**	**244,710**	**149,978**	**690,324**	**697,518**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 Requested Amount
	Small Tools & Minor Equipment	300

**** Total Capital (Transfer Total to Section III)** **300**

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Solicitor State Funds

Program:

Objective:

Funds appropriated for Solicitor State Support are allocated to the South Carolina Commission on Prosecution Coordination to be distributed 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 **$ 25,000**

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. When this occurs, 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 $25,000, the County General Fund will receive between $25,000 and $50,000, 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 2018-19 will be approximately $25,000.

451500 – CIRCUIT SOLICITOR – STATE SUPPLEMENT **$ 326,049**

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 2018-19 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520233 – TOWING **$ 100**

To cover the cost of any needed towing services.

521000 – OFFICE SUPPLIES **$ 800**

To cover the cost of office supplies such as pens, paper, envelopes, etc.

522300 – VEHICLE REPAIRS & MAINTENANCE - 2 **$ 1,200**

To cover the cost of routine repairs and maintenance for two Solicitor's Office vehicles, per Fleet Service's schedule.

524100 – VEHICLE INSURANCE – 2 **$ 1,114**

To cover the cost of insurance on two Solicitor's Office vehicles.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 604**

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

524202 – SURETY BONDS - 8 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

525021 – SMART PHONE CHARGES **$ 665**

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

525030 – 800 MHZ RADIO SERVICE CHARGES **$ 0**

None.

525031 – 800 MHZ RADIO MAINTENANCE CHARGES **$ 0**

None.

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 **$ 4,600**

To cover the cost of conferences and training for attorneys to maintain their licenses and for other staff. Estimated FY 2018-19 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference.....$2,600
Other conferences and training, such as
Prosecutor Bootcamp and S.C. Bar CLE's.....$2,000

525230 – SUBSCRIPTIONS, DUES & BOOKS **$ 4,200**

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 **$ 0**

None.

525400 – GAS, FUEL, & OIL **$ 3,700**

To cover the cost of gas, fuel, and oil for two Solicitor's Office vehicles, based on Fleet Services estimated costs for FY 2018-19.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 300**

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 TRUANCY ALTERNATIVE PROG. **$ 0**

The Solicitor's State Funds contribution to the Truancy Alternative Program.

812460 – OP TRN TO DRUG COURT **$ 70,658**

The Solicitor's State funding for the Drug Court Program.

812500 – OP TRN TO SOL/VICTIM WITNESS **$ 61,136**

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

SECTION III

COUNTY OF LEXINGTON
PRE-TRIAL INTERVENTION PROGRAM
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Pre-Trial Intervention Fund 2612:**							
	Revenue:							
456100	Program Income	269,879	149,166	345,992	305,832	313,683		
	**** Total Revenue**	269,879	149,166	345,992	305,832	313,683		
	*****Total Appropriation**				356,808	365,014		
	Contingency:							
	Vacant Position - 1/FT w/fringes				(49,718)	(50,063)		
	Unused Vacant Position Personnel Contingency				(1,258)	(1,268)		
	FUND BALANCE Beginning of Year				0	0		
	FUND BALANCE - Projected End of Year				0	0		

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 5	198,047	99,514	245,092	250,092		
511112	FICA - Employer's Portion	13,759	6,936	18,750	19,132		
511113	State Retirement - Employer's Portion	23,153	11,568	33,235	36,413		
511120	Employee Insurance - 5	29,738	15,600	39,000	39,000		
511130	Workers Compensation	716	369	887	925		
519999	Personnel Contingency	0	0	8,913	9,197		
	*** Total Personnel**	**265,413**	**133,987**	**345,877**	**354,759**		
	Operating Expenses						
520219	Water & Other Beverage Service	0	58	420	420		
521000	Office Supplies	483	461	1,787	1,390		
521100	Duplicating	1,816	616	1,990	1,821		
522200	Small Equipment Repairs & Maint.	0	0	305	325		
524201	General Tort Liability Insurance	144	167	172	198		
524202	Surety Bonds - 5	0	0	50	0		
524302	Court Ref Volunteer Liab Ins	1,174	0	1,233	1,356		
525041	E-mail Service Charges - 5	806	269	774	645		
525210	Conference, Meeting & Training Expense	0	1,812	4,000	3,800		
525230	Subscriptions, Dues, & Books	0	0	0	200		
	*** Total Operating**	**4,423**	**3,383**	**10,731**	**10,155**		
	**** Total Personnel & Operating**	**269,836**	**137,370**	**356,608**	**364,914**		
	Capital						
540000	Small Tools & Minor Equipment	43	39	200	100		
	**** Total Capital**	**43**	**39**	**200**	**100**		
	***** Total Budget Appropriation**	**269,879**	**137,409**	**356,808**	**365,014**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 Requested Amount
	Small Tools & Minor Equipment	100

**** Total Capital (Transfer Total to Section III)** 100

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:

Pre-Trial Intervention Program

Program:

Objectives:

To assist the Circuit Solicitor, Magistrates and Municipal 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 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 Municipal Judges in the diversion of appropriate cases to the Pre-Trial Intervention (PTI) program.
b. To review the application, conduct application interviews, perform criminal history checks and access 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 the 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 throughout the program and recommend successful completion or termination to the Solicitor.
f. To complete proper paperwork and documentation of case in compliance with state statutes.

Service Level Indicators:	Actual FY 15/16	Actual FY 16/17	Actual July - Dec. FY 17/18	Estimated FY 17/18	Projected FY 18/19
Applications	809	764	392	784	800
Accepted	726	670	348	696	710
Rejected	268	225	149	215	240
Terminated	129	131	95	145	135
Completed	634	542	256	510	575

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

456100 – PROGRAM INCOME **$ 313,683**

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 (800 applicants x $100 = $80,000) and the participation fees are estimated at $176,000 (710 participants x $250 - $1,500 waived fees = $176,000). The remaining $57,683 is from prior years unexpended program income.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

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	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 2018-19 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 **$ 1,390**

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

HP LaserJet P4515 CC364X toner (2) ..... $ 510.25
HP LaserJet 3050 Q2612A toner (2) ..... $ 129.75
Office Supplies, to include ..... $ 750

- 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 **$ 1,821**

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 (.030495) x 50,000 copies ..... $ 1,524.75
Copy Machine Paper 100 Reams @ $2.96 ..... $ 296

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 325**

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

524201 – GENERAL TORT LIABILITY INSURANCE **$ 198**

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

524202 – SURETY BONDS - 5 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **$ 1,356**

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 2018-19 premium is $2,712.00.

525041 – E-MAIL SERVICE CHARGES – 5 **$ 645**

The cost of e-mail services is $10.75 per month per account. 5 accounts @ $10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 3,800**

To cover the cost of conferences and training for diversion program personnel. Estimated FY 2018-19 costs to attend conferences and training are as follows:

S.C. Solicitors' Association Annual Conference	$ 3,200
Other conferences, such as the PTI statewide conference	$ 600

525230 – SUBSCRIPTIONS, DUES, & BOOKS **$ 200**

To cover the membership dues of the South Carolina Association of Pre-Trial Intervention Programs.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 100**

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 III

COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Worthless Check Unit 2613:**							
	Revenues:							
431004	Worthless Check Fees	80,200	30,100	63,933	63,933	54,722		
455004	Tri-County WCU Contribution	0	0	85,354	85,525	51,041		
461000	Investment Interest	0	0	0	0	0		
	**** Total Revenue**	80,200	30,100	149,287	149,458	105,763		
	*****Total Appropriation**				152,826	123,529		
	Contingency:							
	Vacant Positions - 2/PT				(48,819)			
	Vacant Position - 1/PT					(17,249)		
	Unused Vacant Position(s) Personnel Contingency				(1,465)	(517)		
	FUND BALANCE Beginning of Year				(46,916)	0		
	FUND BALANCE - Projected End of Year				0	0		

COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
Annual Budget
Fiscal Year - 2018-19

Fund: 2613
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	57,397	26,967	57,177	58,427		
510300	Part Time - 1 (.5 FTE)	24,901	0	40,154	14,072		
511112	FICA - Employer's Portion	5,905	1,888	7,446	5,546		
511113	State Retirement - Employer's Portion	9,548	2,862	13,198	10,556		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	291	100	349	268		
519999	Personnel Contingency	0	0	3,539	2,666		
	*** Total Personnel**	**105,842**	**35,717**	**129,663**	**99,335**		
	Operating Expenses						
520200	Contracted Services	2,072	872	2,120	2,200		
521000	Office Supplies	202	60	718	735		
521100	Duplicating	545	181	689	619		
521200	Operating Supplies	1,578	0	0	0		
522200	Small Equipment Repairs & Maint.	0	0	450	325		
524201	General Tort Liability Insurance	98	87	101	116		
524202	Surety Bonds - 2	0	0	20	0		
525000	Telephone	1,241	463	976	580		
525021	Smart Phone Charges	636	268	640	665		
525041	E-mail Service Charges - 1	258	107	258	129		
525100	Postage	5,308	2,176	6,200	5,400		
525210	Conference, Meeting & Training Expense	225	0	350	350		
525240	Personal Mileage Reimbursement	2,615	1,228	3,000	3,000		
527040	Outside Personnel (Temporary)	0	1,274	6,000	10,000		
529903	Contingency	0	0	1,566	0		
	*** Total Operating**	**14,778**	**6,716**	**23,088**	**24,119**		
	**** Total Personnel & Operating**	**120,620**	**42,433**	**152,751**	**123,454**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	75	75		
	**** Total Capital**	**0**	**0**	**75**	**75**		
	***** Total Budget Appropriation**	**120,620**	**42,433**	**152,826**	**123,529**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 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 15/16**	**Actual FY 16/17**	**Actual July - Dec. FY 17/18**	**Anticipated FY 17/18**	**Estimated FY 18/19**
Traditional Check Cases	2,508	1,548	649	1,285	1,093
Dormant Check Warrant Cases	1,390	377	0	0	0
Total	**3,898**	**1,925**	**649**	**1,285**	**1,093**

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 2014**	**Calendar Year 2015**	**Calendar Year 2016**	**Calendar Year 2017**
Traditional Check Cases				
- Received	2,713	2,639	1,881	1,426
- Collected	2,068	1,710	1,467	1,191
- Overall Collection Rate	76 %	65 %	78 %	84 %
- Avg. Solicitor Fee for Calendar Year	$ 57.71	$ 58.65	$ 57.91	$ 59.61
Dormant Check Warrant Cases**				
- Received	1,148	1,262	1,176	1
- Collected Checks:				
Received in Same Calendar Year	211	253	254	1
Received in Prior Calendar Year(s)	245	176	99	0
- Collection Rate:				
Received in Same Calendar Year	18 %	20 %	22 %	100 %
Received in Prior Calendar Year(s)*	4 %	3 %	8 %	0 %
- Overall Collection Rate	22 %	23 %	30 %	100 %
- Avg. Solicitor Fee for Calendar Year	$ 51.15	$ 50.81	$ 56.54	$50.00
Merchant Restitution/Service Fees	$ 480,664.30	$ 594,479.20	$ 463,371.09	$ 406,059.87

* 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 **$ 54,722**

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 2018-19 estimated revenues are $ 54,721.98.

Traditional Check Cases

FY 2018-19 estimate of checks received		1,093
Calendar year 2017 collection rate summary	x	84 %
FY 2018-19 estimate of checks collected		918
Calendar year 2017 average Solicitor fee	x	$ 59.61
Traditional Check Cases estimated revenue		**$ 54,721.98**

455004 – TRI-COUNTY WCU CONTRIBUTION **$ 51,041**

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

461000 – INVESTMENT INTEREST **$ 0**

None.

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	.5		.5	.5	105
Total Positions	1.5		1.5	1.5	

The one full-time position above requires health insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's (141200) FY 2018-19 Budget Request.

The Worthless Check Unit's revenues do not justify retaining the following vacant part-time position. Therefore, the PT Administrative Assistant I position will be eliminated.

		Full Time Equivalent			
Job Title	**Positions**	**General Fund**	**Other Fund**	**Total**	**Band**
PT Administrative Assistant I	.5		.5	.5	104
Total Positions	.5		.5	.5	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$ 2,200**

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 **$ 735**

To cover the cost of office supplies and toners:

Office supplies (paper, envelopes, pens, staples, file folders, etc.)	$ 250.00
One HP Q5942X toner for LaserJet 4350 printer	$ 229.84
One HP CC364X toner for LaserJet P4515 printer	$ 255.12

521100 – DUPLICATING **$ 619**

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

Copy Machine Usage cost (.030495) x 17,000 copies	$ 518.42
Copy Machine Paper 34 Reams @ $2.96	$ 100.64

521200 – OPERATING SUPPLIES **$ 0**

None.

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 325**

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

524201 – GENERAL TORT LIABILITY INSURANCE **$ 116**

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

524202 - SURETY BONDS **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

525000 – TELEPHONE **$ 580**

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

525021 – SMART PHONE CHARGES **$ 665**

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

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.

525100 – POSTAGE **$ 5,400**

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) **$ 10,000**

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

529903 – CONTINGENCY **$ 0**

None.

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 III

COUNTY OF LEXINGTON
ALCOHOL EDUCATION PROGRAM
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Alcohol Education Program 2615:**							
	Revenues:							
456100	Program Income	235	0	10,906	806	841		
	**** Total Revenue**	235	0	10,906	806	841		
	*****Total Appropriation**				70,063	70,609		
	Contingency:							
	Vacant Position - 1/FT w/fringes				(67,472)	(67,963)		
	Unused Personnel Contingency				(1,785)	(1,805)		
	FUND BALANCE							
	Beginning of Year				0	0		
	FUND BALANCE - Projected							
	End of Year				0	0		

Fund: 2615
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	0	0	49,080	49,080		
511112	FICA - Employer's Portion	0	0	3,755	3,755		
511113	State Retirement - Employer's Portion	0	0	6,655	7,146		
511120	Insurance Fund Contribution - 1	0	0	7,800	7,800		
511130	Workers Compensation	0	0	182	182		
519999	Personnel Contingency	0	0	1,785	1,805		
	*** Total Personnel**	**0**	**0**	**69,257**	**69,768**		
	Operating Expenses						
521000	Office Supplies	0	30	250	250		
521100	Duplicating	0	0	93	102		
524201	General Tort Liability Insurance	0	0	77	89		
524202	Surety Bonds - 1	0	0	10	0		
524302	Court Referred Volunteer Liability Ins	235	0	247	271		
525041	E-mail Service Charges - 1	0	0	129	129		
	*** Total Operating**	**235**	**30**	**806**	**841**		
	**** Total Personnel & Operating**	**235**	**30**	**70,063**	**70,609**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**235**	**30**	**70,063**	**70,609**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 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 throughout the 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 15/16**	**Actual FY 16/17**	**Actual July –Dec. FY 17/18**	**Estimated FY 17/18**	**Projected FY 18/19**
Enrolled	109	51	21	39	40
Successful	97	40	25	35	38
Terminated	6	9	3	6	6

*** 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 **$ 841**

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 2018-19 is estimated to be 40. The Alcohol Education Program is a reimbursement program and the revenues received by Lexington County are based on expenditures occurred within the program. For FY 2018-19, no personnel costs are expected to be incurred; therefore, the projected program income requested matches the anticipated operating expenditures.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

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 2018-19 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 **$ 102**

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

Copy Machine Usage cost (.030495) x 2,750 copies .....$ 83.86
Copy Machine Paper - 6 Reams @ $2.96.....$ 17.76

524201 – GENERAL TORT LIABILITY INSURANCE **$ 89**

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

524202 – SURETY BONDS -1 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **$ 271**

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 2018-19 premium is $2,712.00.

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.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION III

COUNTY OF LEXINGTON
BROKER DISCLOSURE PENALTY
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solicitor / Broker Disclosure Penalty 2616:**							
	Revenues:							
461000	Investment Interest	1,890	1,244	1,500	1,500	2,000		
	**** Total Revenue**	1,890	1,244	1,500	1,500	2,000		
	*****Total Appropriation**				202,975	205,365		
	Contingency:							
	Unused				(202,975)			
	FUND BALANCE							
	Beginning of Year				201,865	203,365		
	FUND BALANCE - Projected							
	End of Year				203,365	0		

Fund: 2616
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
529903	Contingency	0	0	202,975	205,365		
	*** Total Operating**	**0**	**0**	**202,975**	**205,365**		
	**** Total Personnel & Operating**	**0**	**0**	**202,975**	**205,365**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**0**	**0**	**202,975**	**205,365**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

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

Qty	Item Description	BUDGET 2018-19 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 **$ 2,000**

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 **$ 205,365**

To cover the cost of any unanticipated expenditures.

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 - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Title IV-D Process Server 2411:**							
	Revenues:							
451803	IV-D Service of Process Pmts	22,044	9,290	18,645	18,645	19,692		
461000	Investment Interest	1,954	1,286	0	0	0		
	**** Total Revenue**	23,998	10,576	18,645	18,645	19,692	0	0
	*****Total Appropriation**				289,830	2,400	0	0
	Contingency:							
	Unused				278,626			
	FUND BALANCE							
	Beginning of Year				314,255	321,696	321,696	321,696
	FUND BALANCE - Projected							
	End of Year				321,696	338,988	321,696	321,696

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520300	Professional Services	135	0	2,400	2,400		
529903	Contingency	0	0	278,626	0		
	*** Total Operating**	**135**	**0**	**281,026**	**2,400**	**0**	**0**
	**** Total Personnel & Operating**	**135**	**0**	**281,026**	**2,400**	**0**	**0**
	Capital						
	All Other Equipment	0	0	8,804	0		
	**** Total Capital**	**0**	**0**	**8,804**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**135**	**0**	**289,830**	**2,400**	**0**	**0**

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 **$ 19,692**

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

COUNTY OF LEXINGTON
CHILD AND VULNERABLE ADULT ABUSE INVESTIGATOR GRANT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Nov 2017-18	Amended Budget Thru Nov 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** LE - Child and Vulnerable Adult Abuse Investigator Grant 2431:**							
457000	Federal Grant Income	90,081	33,640	134,178	134,178	82,049		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn from General Fund/LE	12,831	12,863	12,863	12,863	9,117		
	**** Total Revenue**	102,912	46,503	147,041	147,041	91,166	0	0
	*****Total Appropriation**				147,041	91,166	0	0
	FUND BALANCE Beginning of Year				3,728	3,728	3,728	3,728
	FUND BALANCE - Projected End of Year				3,728	3,728	3,728	3,728

COUNTY OF LEXINGTON
CHILD AND VULNERABLE ADULT ABUSE INVESTIGATOR GRANT
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Nov)	2017-18 Amended (Nov)	2018-19 Requested	*BUDGET* 2018-19 Recommend	*BUDGET* 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	29,348	16,614	71,089	49,000		
510199	Special Overtime	1,674	2,850	4,465	3,000		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion 7.65%	2,345	1,460	5,807	3,978		
511114	Police Retirement - Employer's Portion 16.24%	4,557	2,884	9,828	8,445		
511120	Insurance Fund Contribution - 1	4,550	3,250	13,472	8,000		
511130	Workers Compensation 3.62%	1,066	680	2,527	1,882		
515600	Clothing Allowance	600	200	1,244	800		
519999	Personnel Contingency	0	0	0	0		
	*** Total Personnel**	**44,140**	**27,938**	**108,432**	**75,105**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	289	29	644	400		
521200	Operating Supplies	0	562	600	300		
521208	Police Supplies	467	0	246	400		
522300	Vehicle Repairs & Maintenance - 1	61	4	1,939	1,200		
524100	Vehicle Insurance - 1	0	530	1,120	600		
524201	General Tort Liability Insurance	0	723	825	825		
524202	Surety Bonds	0	0	22	22		
525004	WAN Service Charges - 1	0	0	200	0		
525020	Pagers & Cell Phones	0	0	0	0		
525021	Smart Phone Charges	412	255	1,009	840		
525030	800 MHz Radio Service Charges - 2	298	162	1,432	1,440		
525031	800 MHz Radio Maintenance Contract - 1	0	0	0	0		
525041	E-mail Service Charges - 1	43	43	215	129		
525210	Conference, Meeting & Training Expense	1,066	1,488	8,051	3,500		
525230	Subscriptions, Dues, & Books	0	30	80	40		
525400	Gas, Fuel & Oil	1,274	874	9,401	5,265		
525600	Uniforms & Clothing	88	0	1,037	600		
529903	Contingency	0	0	4,167	0		
	*** Total Operating**	**3,998**	**4,700**	**30,988**	**15,561**	**0**	**0**
	**** Total Personnel & Operating**	**48,138**	**32,638**	**139,420**	**90,666**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	496	0	1,156	0		
	All Other Equipment	50,549	984	6,465	500		
	**** Total Capital**	**51,045**	**984**	**7,621**	**500**	**0**	**0**
	***** Total Budget Appropriation**	**99,183**	**33,622**	**147,041**	**91,166**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

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*** 2018-2019 Requested Amount
540000	Small Tools and Minor Equipment	0
1	Office Chair	500
		500

**** Total Capital (Transfer Total to Section III)** **500**

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**	**0**	**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 **$300**

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 **$400**

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 1,200**

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

524100 - VEHICLE INSURANCE **$600**

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 **$ 22**

Surety bonds are paid every 3 fiscal years and will be paid fiscal year 2018. The cost is estimated.

525021 –SMART PHONE CHARGES **$840**

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 **$1,440**

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. **$ 3,500**

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 **$5,265**

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 NARRATIVE

(1)- OFFICE CHAIR **$500**

An office chair is required to perform daily job tasks. The chair now being used is no longer serviceable.

COUNTY OF LEXINGTON
MULTIJURISDICTIONAL NARCOTICS TASK FORCE
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Multijurisdictional Narcotics Task Force 2436:**							
	Revenues:							
456400	Narcotics Confiscation	5,266	4,406	10,712	10,712	8,812		
461000	Investment Interest	305	200	0	0	0		
	**** Total Revenue**	5,571	4,606	10,712	10,712	8,812	0	0
	*****Total Appropriation**				60,232	0	0	0
	Contingency:							
	Unused				49,232			
	FUND BALANCE							
	Beginning of Year				56,085	55,797	55,797	55,797
	FUND BALANCE - Projected							
	End of Year				55,797	64,609	55,797	55,797

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Budgeted (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	0	0
	Operating Expenses						
529903	Contingency	0	0	49,232	0		
	*** Total Operating**	**0**	**0**	**49,232**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**49,232**	**0**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	8,907	11,000	0		
	**** Total Capital**	**0**	**8,907**	**11,000**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**8,907**	**60,232**	**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 **$ 8,812**

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 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Nov 2017-18	Amended Budget Thru Nov 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - SCHOOL RESOURCE OFFICERS 2438:**							
	Revenues:							
457000	Federal Grant Income	102,120	23,357	116,855	116,855	78,564		
801000	Op Trn from General Fund/LE	13,181	3,199	12,002	12,002	8,729		
	**** Total Revenue**	115,301	26,556	128,857	128,857	87,293	0	0
	*****Total Appropriation**				134,723	87,293	0	0
	FUND BALANCE Beginning of Year				5,865	(1)	(1)	(1)
	FUND BALANCE - Projected End of Year				(1)	(1)	(1)	(1)

COUNTY OF LEXINGTON
SCHOOL RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Nov)	2017-18 Amended (Nov)	2018-19 Requested	*BUDGET* 2018-19 Recommend	*BUDGET* 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	43,160	17,322	62,490	50,100		
510199	Special Overtime	245	369	0	3,000		
510200	Overtime	0	0	6,600	0		
511112	FICA - Employer's Portion	2,923	1,199	5,581	4,062		
511114	Police Retirement - Employer's Portion	6,219	2,450	10,785	8,623		
511120	Insurance Fund Contribution - 1	7,800	3,250	9,800	8,000		
511130	Workers Compensation	1,459	612	2,291	1,922		
519999	Personnel Contingency	0	0	1,925	0		
	*** Total Personnel**	**61,806**	**25,202**	**99,472**	**75,707**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	106	0	444	200		
521200	Operating Supplies	193	0	656	300		
521208	Police Supplies	0	0	750	100		
522300	Vehicle Repairs & Maintenance - 1	19	0	1,981	1,000		
524100	Vehicle Insurance - 1	0	530	1,092	600		
524201	General Tort Liability Insurance	0	723	745	825		
524202	Surety Bonds	0	0	34	22		
525000	Telephone	0	0	60	0		
525004	WAN Service Charges - 1	342	152	732	0		
525020	Pagers & Cell Phones - 1	0	0	360	0		
525030	800 MHz Radio Service Charges - 1	508	162	783	720		
525041	E-mail Service Charges - 1	97	43	161	129		
525210	Conference, Meeting & Training Expense	486	0	6,304	2,250		
525230	Subscriptions, Dues, & Books	0	30	80	40		
525400	Gas, Fuel and Oil	851	322	11,982	5,000		
525600	Uniforms & Clothing	961	166	738	400		
529903	Contingency	0	0	7,809	0		
	*** Total Operating**	**3,563**	**2,128**	**34,711**	**11,586**	**0**	**0**
	**** Total Personnel & Operating**	**65,369**	**27,330**	**134,183**	**87,293**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	160	0	540	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	43,907	0	0	0		
	**** Total Capital**	**44,067**	**0**	**540**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**109,436**	**27,330**	**134,723**	**87,293**	**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. They have been awarded a grant for a school resource officer.

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 a SRO can accomplish these goals is to be a positive role model. Students learn from every interaction they have with a 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:

	Positions	Full Time Equivalent 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 **$200**

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 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, cartridges, ribbons, ink and other supplies.

521208 – POLICE SUPPLIES **$100**

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 **$600**

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 **$22**

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

525004 – WAN SERVICE **$0**

The School Resource Officers are required to have WAN to access databases and complete reports through our records management system.

525030 – 800 MHz RADIO SERVICE CHARGES **$720**

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. **$2,250**

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 **$5,000**

The budget amount is prorated equally among all vehicles assigned to the organization and $5,000 is thought to be the minimum fuel usage in a year.

525600 – UNIFORMS AND CLOTHING **$400**

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 - 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Jan 2017-18	Amended Budget Thru Jan 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***LE - Victims of Crime Act 2448:**							
	Revenues:							
457000	Federal Grant Income	217,968	45,442	286,538	286,538	368,398		
801000	Op Trn from General Fund/LE	14,231	11,263	11,263	11,263	18,970		
	**** Total Revenue**	232,199	56,705	297,801	297,801	387,368		0
	*****Total Appropriation**				361,347	387,368		0
	Unused Contingency				(27,867)			
	Unused Indirect Costs				(23,972)			
	FUND BALANCE Beginning of Year				45,572	33,865	33,865	33,865
	FUND BALANCE - Projected End of Year				33,865	33,865	33,865	33,865

COUNTY OF LEXINGTON
VICTIMS OF CRIME ACT
Annual Budget
Fiscal Year - 2018-19

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

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Jan)	2017-18 Amended (Jan)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3	81,092	60,070	145,358	156,270		
510199	Special Overtime	4,427	3,959	6,000	9,000		
510200	Overtime	0	0	3,573	0		
511112	FICA - Employer's Portion	6,181	4,650	12,041	12,643		
511114	Police Retirement - Employer's Portion	12,455	9,682	21,442	28,492		
511120	Insurance Fund Contribution - 3	11,050	9,100	23,400	23,400		
511130	Workers Compensation	2,922	2,245	5,207	5,718		
515600	Clothing Allowance	1,400	800	2,000	2,400		
519999	Personnel Contingency	0	0	0			
	*** Total Personnel**	**119,527**	**90,506**	**219,021**	**237,923**		
	Operating Expenses						
520510	Interpreting Services	0	0	0	10,000		
520702	Technical Currency and Support	0	0	0	2,880		
520800	Outside Printing	374	829	1,487	2,500		
521000	Office Supplies	945	43	7,400	4,000		
521200	Operating Supplies	0	439	1,750	2,000		
521208	Police Supplies	0	115	1,408	1,000		
522300	Vehicle Repairs & Maintenance	88	1,312	4,187	5,000		
524100	Vehicle Insurance	530	1,632	2,200	2,571		
524201	General Tort Liability Insurance	0	1,446	3,805	2,550		
524202	Surety Bonds	0	0	22	0		
525004	WAN Service Charges	0	0	1,320	0		
525021	Smart Phone Charges	1,164	892	3,164	7,800		
525030	800 MHz Radio Service Charges	805	512	2,508	4,520		
525031	800 MHz Radio Maintenance Fee	0	0	0	170		
525041	E-mail Service Charges	172	301	664	774		
525210	Conference, Meeting & Training Expense	6,131	1,234	11,581	8,000		
525230	Subscriptions, Dues & Books	30	60	950	320		
525240	Personal Mileage Reimbursement	0	0	0	0		
525400	Gas, Fuel and Oil	2,124	2,326	30,185	13,440		
525600	Uniforms & Clothing	100	0	5,999	3,000		
529903	Contingency	0	0	27,867	0		
529950	Indirect Cost	0	0	23,972	0		
	*** Total Operating**	**12,463**	**11,141**	**130,469**	**70,525**		
	**** Total Personnel & Operating**	**131,990**	**101,647**	**349,490**	**308,448**		
	Capital						
540000	Small Tools & Minor Equipment	973	379	1,952	1,480		
540010	Minor Software	0	0	880	440		
	All Other Equipment	88,591	4,873	9,025	77,000		
	**** Total Capital**	**89,564**	**5,252**	**11,857**	**78,920**		
	***** Total Budget Appropriation**	**221,554**	**106,899**	**361,347**	**387,368**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

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

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
540000	Small Tools and Minor Equipment	1,480
540001	Minor Software	440
1	Laptop with Docking Station and Accessories	2,200
1	Monitor for Laptop Computer	300
2	Lockable File Cabinets	1,400
1	800 MHZ Radio	5,850
3	In-car Radios	16,500
1	Handgun and Accessories	650
1	Personal Protective Kit	900
1	Unmarked SUV, Emergency Equipment and Access	40,000
10	Smart Phones and Accessories	6,000
1	Electronic Control Device	1,900
1	Large Screen TV System with Accessories	1,300

**** Grand Total Capital (Transfer Total to Section I and II) 78,920**

SECTION V. - PROGRAM OVERVIEW

The primary duties of a LEVA are to support the provision of direct services: (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 involve more than one victim and in many instances, those individuals are not the primary victim, but were present during the crime; therefore, they become secondary victims.

Whether exposed as a victim, a witness or in close proximity, the effects on a secondary victim 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 Domestic Violence Law Enforcement Victim Advocate (LEVA) will work with the victims of crime with special attention to 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.

The new LEVA who speaks Spanish, will work with victims of crime in the Hispanic communities. The LEVA will work with the victims to build a trust within the Hispanic communities for bridging the language barriers and to serve the needs of the victims. The LEVA will offer services to prevent further abuse, neglect, and criminal acts in the Hispanic communities and will coordinate with other agencies to provide services to non-English speaking victims. All LEVA's will continue to work with all victims of criminal cases regarding victimization, abuse and exploitation. The LEVA will improve coordination within LCSD and with various agencies responsible for the welfare of Hispanic victims. The LEVA's will receive specialized training and will establish and maintain constructive relationships with entities and service providers by raising public awareness regarding these problems that exist with DV cases, children, vulnerable adults and all victims to include victims with limited English proficiency.

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 Enforcement	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
VAWA Program Coordinator	1	0	1	1	109
VOCA Law Enforcement Victim Advocate (LEVA)	3	0	3	3	112
P-T VA Coordinator	2	2	0	2	105
Victim Asst. Officers/Law Enforcement	3	3	0	3	112
Totals:	**10**	**5**	**5**	**10**	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520510 – INTERPRETING SERVICES **$10,000**

This account will be used to cover expenses for interpreting and documenting services for victims who have limited English proficiency. Each service will be billed according to the requirements of the individual victim's circumstances and the amount of information interpreted or documented. The cost is estimated.

520702 – TECHNICAL CURRENCY AND SUPPORT **$ 2,880**

This account will be used to cover the monthly service cost for the use of the video recording equipment necessary for the documenting of conversations for those who have limited English. This service will assist with the language barrier to provide services to victims.

520800 – OUTSIDE PRINTING **$2,500**

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)	$ 3,000
Printer Cartridges	$ 1,000

521200 - OPERATING SUPPLIES **$ 2,000**

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 **$5,000**

The amount budgeted is based on the first estimated expenditures for the current fiscal year.

524100 - VEHICLE INSURANCE **$ 2,571**

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

524201 - GENERAL TORT LIABILITY INSURANCE **$ 2,550**

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 2021.

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.

525021 – SMART PHONE CHARGES **$ 7,800**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response. 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: 10 phones @ $65 per month.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 4,520**

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. The budgeted amount is for the 3 portable and the 3 in-car radios.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **$170**

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 **$ 774**

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

525210 – CONFERENCE, MEETING & TRAINING EXP. **$ 8,000**

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 **$ 320**

Brochures are required for the LEVA to provide to victims. 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. Memberships are unallowable grant expenditures and will be taken from the general operating budget.

525400 - GAS, FUEL & OIL **$ 13,440**

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. Body armor is required as standard issue. Uniforms are unallowable grant expenditures and this cost will be taken from the general operating budget.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT $ 1,480

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 $130
Office Chair $450
Respirator Mask $250
Voice Activated Recorders (5) $650

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 per officer is $440.

(1) LAPTOP WITH DOCKING STATION AND ACCESSORIES $2,200

The laptop computer is required to data entry all grant documents and reports. This laptop will be transported in the LEVA's vehicle. The total cost is estimated.

(1) MONITOR FOR LAPTOP COMPUTER $300

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

(2) LOCKABLE FILE CABINETS $ 1,400

File cabinets are needed to store files of cases for victims and for the daily filing of case files for all victims of crime. These file cabinets will be used by the new Victim Advocate and the volunteers for confidential data contained within the case files.

(1) 800 MHZ RADIO WITH ACCESSORIES $5,850

The 800 digital encrypt radio is needed for the safety of the LEVA and the victim. The radio enables the Advocate to communicate with County Communications and the reverse. The total estimated cost is $5,850.

(3) 800 MHZ IN-CAR RADIOS WITH ACCESSORIES $ 16,500

There are no repeaters for the radios in the vehicles and there is no signal when the portable radio is in the low lying areas or there is no coverage in the outer rural areas of the county. The in-car radios will give the coverage necessary in these 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. The mobile radios will be used in the vehicles with the 3 LEVA officers. The cost is estimated.

(1) HANDGUN AND ACCESSORIES $650

A handgun is required to perform the duties of a law enforcement officer. The total estimated cost is $650. This is an unallowable expense for the grant and funds will be a part of the operating transfer.

(1) PERSONAL PROTECTIVE EQUIPMENT KIT **$900**

These personal protective equipment kits are used in the event of a hazardous chemical of substance spill. These kits are needed to them 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.

(1) UNMARKED SUV VEHICLE, EMERGENCY EQUIPMENT AND ACCESSORIES **$40,000**

An unmarked SUV vehicle with emergency equipment will be used to travel to court, meet with victims of crime and assist with other needs as the job tasks require. The mounts and other equipment items will come from this account. The cost is estimated as per the State Contract for vehicles.

(10) SMART PHONES AND ACCESSORIES **$6,000**

Smart phones will be used by the Limited English Proficient officers who are in the field to communicate via face time with victims that speak Spanish. The victim will face time from one of the designated locations at the Sheriff's Department, the region headquarters, or in the field allowing both parties to communicate immediately so that assistance may be given to the victim.

(1) ELECTRONIC CONTROL DEVICE WITH ACCESSORIES **$1,900**

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 each investigator. This is an unallowable expense for the grant and funds will be a part of the operating transfer. The total cost is estimated.

(1) LARGE SCREEN TV SYSTEM WITH ACCESSORIES **$ 1,300**

A large screen TV will be needed to use at community meetings and for training purposes when there is no TV available. This system will include cables, laser pointer, speakers and a carrying case. The cost is estimated.

COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
FY - 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Jan 2017-18	Amended Budget Thru Jan 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Awarded 2018-19
	***LE - Violence Against Women Act 2456:**							
	Revenues:							
457000	Federal Grant Income	76,859	7,122	97,024	97,024	80,000		
801000	Op Trn from General Fund/LE	84,036	80,634	80,634	80,634	92,748		
	**** Total Revenue**	160,895	87,756	177,658	177,658	172,748	0	0
	*****Total Appropriation**				241,359	172,748	0	0
	FUND BALANCE Beginning of Year				92,901	29,200	29,200	29,200
	FUND BALANCE - Projected End of Year				29,200	29,200	29,200	29,200

COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
Fiscal Year - 2018-19

Fund: 2456
Division: Law Enforcement
Organization: 151260 - LE/Major Crimes

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Jan)	2017-18 Amended (Jan)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Awarded
	Personnel						
510100	Salaries & Wages - 2	101,644	59,860	121,081	104,310		
510199	Special Overtime	2,348	3,189	3,000	3,500		
511112	FICA - Employer's Portion	7,591	4,648	10,995	8,248		
511113	State Retirement - Employer's Portion	5,441	3,289	6,905	7,059		
511114	Police Retirement - Employer's Portion	8,307	5,259	9,324	10,228		
511120	Insurance Fund Contribution - 2	15,600	9,100	15,600	15,600		
511130	Workers Compensation	2,091	1,327	2,437	2,203		
515600	Clothing Allowance	800	400	800	800		
519999	Personnel Contingency	0	0	3,725	0		
	*** Total Personnel**	**143,822**	**87,072**	**173,867**	**151,948**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	141	137	3,032	3,000		
521200	Operating Supplies	1,547	150	1,623	2,000		
522300	Vehicle Repairs & Maintenance	178	3	11,484	2,000		
524100	Vehicle Insurance	530	530	1,056	857		
524201	General Tort Liability Insurance	798	798	798	900		
524202	Surety Bonds	0	0	22	0		
525004	WAN Service Charges	0	0	3,433	0		
525020	Pagers & Cell Phones	208	124	3,674	0		
525021	Smart Phone Charges	636	376	964	1,440		
525030	800 MHz Radio Service Changes	508	256	3,385	720		
525031	800 MHz Radio Maintenance Fee	75	0	446	85		
525041	E-mail Service Charges	279	150	278	258		
525210	Conference, Meeting & Training Expense	748	0	9,721	3,000		
525230	Subscriptions, Dues & Books	30	30	190	40		
525240	Personal Mileage Reimbursement	558	219	4,477	1,000		
525400	Gas, Fuel and Oil	1,368	785	6,438	5,500		
529903	Contingency	0	0	14,873			
	*** Total Operating**	**7,604**	**3,558**	**65,894**	**20,800**	**0**	**0**
	**** Total Personnel & Operating**	**151,426**	**90,630**	**239,761**	**172,748**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	576	1,598	0		
	**** Total Capital**	**0**	**576**	**1,598**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**151,426**	**91,206**	**241,359**	**172,748**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

Fund #	2456	Fund Title:	VAWA
Organization #	151260	Organization Title:	Major Crimes
Program :	150	Program Title:	Law Enforcement

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
	Small Tools and Minor Equipment	0

**** Grand Total Capital (Transfer Total to Section I and II)** 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 Enforcement	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
VAWA Program Coordinator	1	0	1	1	109
VOCA Law Enforcement Victim Advocate (LEVA)	3	0	3	3	112
P-T VA Coordinator	2	2	0	2	105
Victim Asst. Officers/Law Enforcement	3	3	0	3	112
Totals:	**10**	**5**	**5**	**10**	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 3,000**

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 **$ 2,000**

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 **$ 857**

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

524201 - GENERAL TORT LIABILITY INSURANCE **$ 900**

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 **$ 0**

Surety bonds are paid every 3 fiscal years and will be paid again in 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 **$ 0**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones and pagers are required for immediate response when required.

525021 – SMART PHONES **$ 1,440**

This account is used to pay cell phone charges for communication which should not be exchanged over the radio. The annual cost for the officer is $780 which includes a hot spot and a smart phone for the program coordinator which costs $660.

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 **$ 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 yearly 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.

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 **$ 1,000**

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 **$ 5,500**

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 - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Forfeiture Funds (Narcotics) 2630:**							
	Revenues:							
456400	Narcotics Confiscation	17,974	15,434	18,694	18,694	39,680		
461000	Investment Interest	428	282	0	0	0		
	**** Total Revenue**	18,402	15,716	18,694	18,694	39,680	0	0
	*****Total Appropriations**				70,169	0	0	0
	FUND BALANCE Beginning of Year				100,372	48,897	48,897	48,897
	FUND BALANCE - Projected End of Year				48,897	88,577	48,897	48,897

COUNTY OF LEXINGTON
LE / FORFEITURE FUNDS (NARCOTICS)
Annual Budget
Fiscal Year - 2018-19

Fund 2630
Division: Law Enforcement
Organization: 151280 - LE/Narcotics

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages	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	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	0	0	0	0		
525041	E-mail Service Charges	0	0	0	0		
525230	Subscriptions, Dues, & Books	0	0	0	0		
529000	Unclassified	0	0	0	0		
529903	Contingency	0	0	70,169	0		
	*** Total Operating**	**0**	**0**	**70,169**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**70,169**	**0**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**70,169**	**0**	**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 **$ 39,680**

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.

COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Inmate Services 2632:**							
	Revenues:							
438201	Inmate Phone System	276,695	250,329	268,456	268,456	600,790		
438203	LE Canteen Proceeds	275,900	148,477	259,957	259,957	296,964		
438208	LE Inmate Medical Services Fees	2,952	2,354	2,748	2,748	4,706		
461000	Investment Interest	4,176	2,983	0	0	0		
490110	Sale of General Fixed Assets - LE	0	0	0	0	0		
	**** Total Revenue**	559,723	404,143	531,161	531,161	902,460	0	0
	*****Total Appropriation**				718,013	607,859	0	0
	Contingency:							
	Unused				120,000			
	FUND BALANCE							
	Beginning of Year				597,100	530,248	530,248	530,248
	FUND BALANCE - Projected							
	End of Year				530,248	824,849	530,248	530,248

COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
Fiscal Year - 2018-19

Fund 2632
Division: Law Enforcement
Organization: 151300 - LE/Jail Operations

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	0	14,995	51,742	55,697		
510199	Special Overtime	0	663	0	5,000		
511112	FICA - Employer's Portion	0	1,200	3,958	4,771		
511114	Police Retirement - Employer Portion	0	2,543	8,403	10,752		
511120	Employee Insurance - 1	0	3,900	7,800	7,800		
511130	Workers Compensation	0	543	1,790	2,160		
511214	Police Retirement - Employer's Portion - Ret	0	0	0	0		
519999	Personnel Contingency	0	0	0	1,671		
	*** Total Personnel**	**0**	**23,844**	**73,693**	**87,851**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	2,146	1,093	2,226	3,600		
520300	Professional Services	318,274	136,593	327,823	381,929		
520318	Drug & Alcohol Abuse Counseling	24,500	0	25,000	25,000		
521000	Office Supplies	0	0	120	120		
521200	Operating Supplies	267	4,916	10,300	20,000		
521208	Police Supplies	0	0	800	800		
522300	Vehicles Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance	0	0	0	0		
524201	General Tort Liability Insurance	0	0	745	785		
524202	Surety Bonds	0	0	12	0		
525000	Telephone	0	0	252	0		
525020	Pagers & Cell Phones	0	53	240	0		
525021	Smart Phone Charges	0	0	0	660		
525030	800 MHz Radio Service Charges	0	0	684	0		
525031	800 MHz Radio Maintenance Contract	0	0	0	0		
525041	E-mail Service Charges	0	0	129	129		
525210	Conference, Meeting & Training Expenses	0	140	1,000	1,000		
525230	Subscriptions, Dues, & Books	0	0	40	40		
525400	Gas, Fuel, & Oil	0	0	0	0		
525600	Uniforms & Clothing	0	463	2,500	2,500		
529903	Contingency	0	0	104,884	0		
	*** Total Operating**	**345,187**	**143,258**	**476,755**	**436,563**	**0**	**0**
	**** Total Personnel & Operating**	**345,187**	**167,102**	**550,448**	**524,414**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	600	0		
540010	Minor Software	0	0	0			
	All Other Equipment	68,670	4,845	166,965	83,445		
	**** Total Capital**	**68,670**	**4,845**	**167,565**	**83,445**	**0**	**0**
	***** Total Budget Appropriation**	**413,857**	**171,947**	**718,013**	**607,859**	**0**	**0**

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 600,790 ~~$ 268,456~~

This revenue is generated by inmates making phone calls and citizens calling an inmate.

438203 LE CANTEEN PROCEEDS 296,964 ~~$ 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 4,706 ~~$ 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 **$ 381,929**

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 an additional 20% because this contract is up for re-bid.

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.

521000 - OFFICE SUPPLIES **$ 120**

Major expenditures in this account are folders, pens, laser printer cartridges etc. required for training programs. The amount budgeted is an estimate of $120 per year per officer.

521200 – OPERATING SUPPLIES **$ 20,000**

This account is used to pay operating supply expense for the Training officer assigned to this fund items used as incentives for good inmate behavior.

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 officer.

524201 - GENERAL TORT LIABILITY INSURANCE **$ 785**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

525020 – SMART PHONE CHARGES **$ 660**

A smart phone is needed for the training officer assigned to this fund. The estimated cost is based on a monthly fee of $55.

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

(2) RPL RESTRAINT CHAIRS W/ACCESSORIES $ 4,950

The safety Restraint Chair safely restrains combative or self-destructive person. They allow for safe transportation to isolation or observation. It does not restrict breathing, protects our staff and the person being restrained. This purchase will replace older model restraint chairs.

(6) TELEVISONS WITH MOUNTS $ 2,760

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 quiet, controlled inmate living units.

(2) ADDTL CAMERA MONITORS $ 1,375

The additional camera monitors would be 40 in displays that would allow for monitoring a larger number of cameras on one screen. We currently have more than 130 cameras and the larger screens will assist with better coverage. This purchase would make the detention center safer for inmates and correction officers.

(15) WEIGHTED INMATE CHAIRS $ 4,950

These chairs would be used to help seat inmates waiting at the booking desk. These specific chairs are weighted to prevent inmates from harming correction officers and/or other inmates. The estimated cost is $330 per chair.

(1) RPL. DRYER $ 13,750

This is for the purchase of a replacement current commercial dryer, as the current dryer is over 13 years old and requires frequent repairs. The dryers work day and night, seven days a week.

(23) ADDTL CAMERAS W/ INSTALLATION $ 55,660

Additional cameras are needed to eliminate identified blind spots where current electronic surveillance is not yet in place. These cameras are critical in eliminating blind spots in order to maintain security and also stay within PREA Standard Compliance.

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #1 2633:**							
	Revenues:							
452010	School Crossing Guards	52,402	53,691	54,440	54,440	55,228		
456100	Program Income	718,038	497,902	757,602	757,602	745,833		
461000	Investment Interest	58	0	0	0	0		
801000	Op Trn from General Fund/LE	262,883	63,133	252,534	252,534	275,611		
	**** Total Revenue**	1,033,381	614,726	1,064,576	1,064,576	1,076,672	0	0
	*****Total Appropriation**				1,023,215	1,063,208	0	0
	CONTINGENCY							
	Unused				20,837			
	FUND BALANCE							
	Beginning of Year				223,585	285,783	285,783	285,783
	FUND BALANCE - Projected							
	End of Year				285,783	299,247	285,783	285,783

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 - 2018-19

Fund 2633
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 13	593,653	268,538	603,259	603,634		
510199	Special Overtime	21,352	11,649	20,000	27,000		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	43,432	19,457	47,679	49,834		
511114	Police Retirement - Employer's Portion	81,233	39,535	101,217	112,306		
511120	Employee Insurance - 13	101,400	50,700	101,400	101,400		
511130	Workers Compensation	20,675	9,705	21,544	22,539		
511214	PORS - Employer Portion (Retiree)	6,551	0	0	0		
519999	Personnel Contingency	0	0	23,165	20,795		
	*** Total Personnel**	**868,296**	**399,584**	**918,264**	**937,508**	**0**	**0**
	Operating Expenses						
520233	Towing Service	75	75	450	450		
521000	Office Supplies	0	0	650	650		
521200	Operating Supplies	0	0	650	650		
521208	Police Supplies	0	0	650	650		
522300	Vehicle Repairs & Maintenance	4,336	1,204	13,000	13,000		
524100	Vehicle Insurance - 13	6,890	6,890	7,098	7,241		
524201	General Tort Liability Insurance	10,845	9,399	10,426	11,141		
524202	Surety Bonds - 13	0	0	156	0		
525000	Telephone	334	0	500	0		
525004	WAN Service Charges	5,517	2,741	6,240	6,240		
525020	Pagers and Cell Phones - 0	207	0	0	0		
525030	800 MHz Radio Service Charges - 13	6,599	2,717	8,892	9,204		
525031	800 MHz Radio Maintenance Contracts	978	0	1,105	1,105		
525041	E-mail Service Charges - 13	1,591	645	1,677	1,677		
525210	Conference, Meeting & Training Expense	919	0	1,300	1,300		
525230	Subscriptions, Dues, and Books	390	390	520	520		
525400	Gas, Fuel, & Oil	20,019	8,874	23,000	22,308		
525600	Uniforms & Clothing	3,013	249	7,800	7,800		
529903	Contingency	0	0	20,837	0		
	*** Total Operating**	**61,713**	**33,184**	**104,951**	**83,936**	**0**	**0**
	**** Total Personnel & Operating**	**930,009**	**432,768**	**1,023,215**	**1,021,444**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	48,904	0	0			
	**** Total Capital**	**48,904**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**978,913**	**432,768**	**1,023,215**	**1,021,444**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 SCHOOL CROSSING GUARDS
Annual Budget
Fiscal Year - 2018-19

Fund 2633
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510300	Part Time - (LS - 2.5 FTE)	29,786	14,298	31,287	31,277		
511112	FICA - Employer's Portion	2,292	1,113	2,393	2,464		
511113	State Retirement - Employer's Portion	3,331	1,653	4,243	4,691		
511130	Workers Compensation	1,036	473	926	954		
511213	SCRS - Employer Portion (Retiree)	101	0	0	0		
511214	PORS - Employer Portion (Retiree)	13	0	0	0		
519999	Personnel Contingency	0	0	1,138	938		
	*** Total Personnel**	**36,559**	**17,537**	**39,987**	**40,324**	**0**	**0**
	Operating Expenses						
521208	Police Supplies	0	0	0			
521209	School Patrol Supplies	335	231	450	900		
524201	General Tort Liability Insurance	450	187	774	450		
524202	Surety Bonds	0	0	60	0		
525100	Postage	87	42	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		
	*** Total Operating**	**872**	**460**	**1,374**	**1,440**	**0**	**0**
	**** Total Personnel & Operating**	**37,431**	**17,997**	**41,361**	**41,764**	**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**	**37,431**	**17,997**	**41,361**	**41,764**	**0**	**0**

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		13	111
Totals	13	13.000	0	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 **$ 650**

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 $50 per officer.

521208 – POLICE SUPPLIES **$ 650**

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 $50 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 **$ 7,241**

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 **$ 11,141**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BOND **$ 0**

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 **$ 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 **$ 9,204**

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. **$ 1,300**

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 $100.

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 **$ 22,308**

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 **$ 7,800**

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.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521209 – SCHOOL PATROL SUPPLIES **$ 900**

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 **$ ~~774~~ 450**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BONDS **$ ~~60~~ 0**

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

525100 – POSTAGE **$ 90**

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards.

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 1
2018-2019

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate 14.480000	Total Salary Charged	Personnel Contingency for Potential Salary Increases 3.00%	FICA 7.65%	SCRS 14.56%	Worker's Compensation 2.96%	TOTAL PERSONNEL CHARGED TO SCHOOL DISTRICT	General Tort $75 per Guard $75	Postage Per SCG $ 15.00	Surety Bonds $10 Per SCG $ -	Estimated Equipment (Attachment B) $ 150.00	TOTAL OPERATING CHARGED TO SCHOOL DISTRICT	TOTAL BUDGET APPROPRIATION	ADMINISTRATIVE FEE CHARGED TO SCHOOL DISTRICT (Attachment A) $2,243.97	TOTAL ESTIMATED COST CHARGED TO SCHOOL DISTRICT (Program Income)
District 1																			
	4	1.50	180	1,080.00	14.480000	$ 15,638.40	$ 469.15	$ 1,232.23	$ 2,345.26	$ 476.78	$ 20,161.82	$300.00	$ 60.00	$ -	$ 600.00	$ 960.00	$ 21,121.82	$ 8,975.88	$ 30,097.70
	2	3.00	180	1,080.00	14.480000	$ 15,638.40	$ 469.15	$ 1,232.23	$ 2,345.26	$ 476.78	$ 20,161.82	$150.00	$ 30.00	$ -	$ 300.00	$ 480.00	$ 20,641.82	$ 4,487.94	$ 25,129.76
District 1 Total	6			2,160.00		$ 31,276.80	$ 938.30	$ 2,464.46	$ 4,690.52	$ 953.56	$ 40,323.64	$450.00	$ 90.00	$ -	$ 900.00	$ 1,440.00	$ 41,763.64	$ 13,463.82	$ 55,227.46
				BUDGET AMOUNT		$ 31,277	$ 938	$ 2,464	$ 4,691	$ 954	$ 40,324	$ 450	$ 90	$ -	$ 900	$ 1,440	$ 41,764	$ 13,464	$ 55,227

Attachment A
Administrative Fee Calculation
2018-2019

	Secretary	Master Deputy
FICA	7.6500%	7.6500%
Retirement	14.5600%	17.2400%
W/C	0.31%	3.46%
General Tort per year	$24.00	$857.00

	Annual Salary	FICA	Retirement	Worker's Compensation	General Tort	Life/Health Insurance $7,800/Yr.	Subtotal	Total Billable Admin. Fee 40%	Admin. Fee Per Guard Per Year 21 Guards All Districts
Secretary	$28,144.00	$2,153.02	$4,097.77	$87.25	$24.00	$7,800.00	$50,301.05	$20,120.42	$958.12
Master Traffic Deputy	$48,477.00	$3,708.49	$8,357.43	$1,677.30	$857.00	$7,800.00	$67,507.32	$27,002.93	$1,285.85
Total	**$76,621.00**	**$5,861.51**	**$12,455.20**	**$1,764.55**	**$881.00**	**$15,600.00**	**$117,808.37**	**$47,123.35**	**$2,243.97**

Attachment B
Supply Estimate Per Guard
2018-2019

Equipment	Quantity	Unit Price	Total Price
Vest	1	$15.75	$ 15.75
Stop Sign	1	$19.95	$ 19.95
Strobe Light	1	$19.95	$ 19.95
Flashlight	1	$10.50	$ 10.50
Rainsuit	1	$9.45	$ 9.45
Jacket	1	$38.38	$ 38.38
Cap	1	$12.60	$ 12.60
Gloves	1	$3.15	$ 3.15
Whistle	1	$4.20	$ 4.20
Batteries D	6	$0.61	$ 3.65
Batteries AA	8	$0.33	$ 2.60
		Subtotal	**$ 140.19**
		Tax 7%	**9.81**
		Total Est. Supply Cost	**$ 150.00**

COUNTY OF LEXINGTON
NEW PROGRAM (2) ADDITIONAL SROs
LE/SCHOOL DISTRICT 1 (2633)
Annual Budget
Fiscal Year - 2018-19 Estimated Revenues

Object Code	Revenue Account Title	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommended 2018-19	Approved 2018-19
	*L/E - School District #1 2633:						
	Revenues:						
452010	School Crossing Guards	0	0	0	0		
456100	Program Income	0	0	0	111,143		
461000	Investment Interest	0	0	0	0		
801000	Op Trn from General Fund/LE	0	0	0	37,047		
	** Total Revenue	0	0	0	148,190	0	0
	***Total Appropriation			0	148,190	0	0
	CONTINGENCY						
	Unused			0			
	FUND BALANCE						
	Beginning of Year			0	0	0	0
	FUND BALANCE - Projected						
	End of Year			0	0	0	0

The school resource officer program is funded 75% by the school district and 25% by the LCSD

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM (2) ADDITIONAL SROs
LE/SCHOOL DISTRICT 1 (2633)
Annual Budget
Fiscal Year - 2018-19

Fund: LE/School District 1 (2633)
Division: Law Enforcement
Organization: School Resource Officers (151202)

Object Code	Expenditure Classification	(2) SENIOR DEPUTIES PAY BAND 111	2018-19 Requested	2018-19 Recommended	2018-19 Approved
	Personnel				
510100	Salaries & Wages	89,525	89,525		
510200	Overtime	-	-		
511112	FICA Cost - 7.65%	6,849	6,849		
511113	State Retirement - 14.56%	-	-		
511114	Police Retirement - 17.24%	15,434	15,434		
511120	Insurance Fund Contribution - $7,800	15,600	15,600		
511130	Workers Compensation .0346	3,098	3,098		
515600	Clothing Allowance - $800	-	-		
	*** Total Personnel**	**130,506**	**130,506**	-	-
520233	Towing Service	150	150		
521000	Office Supplies	240	240		
521200	Operating Supplies	400	400		
521208	Police Supplies	400	400		
522300	Vehicle Repairs & Maintenance	2,950	2,950		
524100	Vehicle Insurance	1,114	1,114		
524201	General Tort Liability Insurance	1,714	1,714		
525004	WAN	960	960		
525030	800 MHz Radio Service Charges	1,416	1,416		
525031	800 MHz Radio Contracted Maintenance	170	170		
525041	E-mail Service Charges	258	258		
525210	Conference & Meeting Expense	400	400		
525230	Subscriptions, Dues, & Books	80	80		
525400	Gas, Fuel & Oil	5,432	5,432		
525600	Uniforms & Clothing	2,000	2,000		
	*** Total Operating**	**17,684**	**17,684**	-	-
	**** Total Personnel & Operating**	**148,190**	**148,190**	-	-
	Capital				
540000	Small Tools & Minor Equipment	-	-		
540010	Minor Software	-	-		
	All Other Equipment	-	-		
	**** Total Capital**	-	-	-	-
	***** Total Budget Appropriation**	**148,190**	**148,190**	-	-

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 150**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that one (2) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ 240**

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.

521200 - OPERATING SUPPLIES **$ 400**

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.

521208 – POLICE SUPPLIES **$ 400**

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 2,950**

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 $1,475. 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 **$ 1,114**

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 **$ 1,714**

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 2021.

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 **$ 1,416**

The 800 MHz radios are required for communication. The total annual cost per radio is $708.

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 **$ 5,432**

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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #2 2634:**							
	Revenues:							
456100	Program Income	278,698	193,863	284,912	284,912	289,139		
461000	Investment Interest	35	0	0	0	0		
801000	Op Trn from General Fund/LE	99,517	23,743	94,971	94,971	101,779		
	**** Total Revenue**	378,250	217,606	379,883	379,883	390,918	0	0
	*****Total Appropriation**				419,683	390,918	0	0
	FUND BALANCE Beginning of Year				92,425	52,625	52,625	52,625
	FUND BALANCE - Projected End of Year				52,625	52,625	52,625	52,625

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 - 2018-19

Fund 2634
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 5	227,024	105,512	225,268	227,289		
510199	Special Overtime	5,643	3,028	5,400	5,400		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	16,921	7,935	17,646	18,322		
511114	Police Retirement - Employer's Portion	33,302	15,363	37,461	41,291		
511120	Employee Insurance - 5	39,000	19,500	39,000	39,000		
511130	Workers Compensation	9,165	5,118	7,975	8,287		
519999	Personnel Contingency	0	0	8,573	6,819		
	*** Total Personnel**	**331,055**	**156,456**	**341,323**	**346,408**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	50	375		
521000	Office Supplies	0	0	50	600		
521200	Operating Supplies	0	0	50	1,000		
521208	Police Supplies	0	0	50	1,000		
522300	Vehicle Repairs & Maintenance	1,701	(894)	3,000	7,375		
524100	Vehicle Insurance - 5	2,650	2,650	2,730	2,785		
524201	General Tort Liability Insurance	3,615	3,615	3,723	4,285		
524202	Surety Bonds - 5	0	0	60	0		
525000	Telephone	191	0	256	300		
525004	WAN Service Charges - 5	2,282	1,142	2,400	2,400		
525030	800 MHz Radio Service Charges - 5	2,538	1,045	3,420	3,540		
525031	800 MHz Radio Maintenance Contracts	376	0	400	425		
525041	E-mail Service Charges - 5	559	269	645	645		
525210	Conference, Meeting & Training Expense	260	80	200	1,000		
525230	Subscriptions, Dues, and Books	150	150	150	200		
525400	Gas, Fuel, & Oil	6,012	2,591	8,050	13,580		
525600	Uniforms & Clothing	2,179	250	2,000	5,000		
529903	Contingency	0	0	51,126	0		
	*** Total Operating**	**22,513**	**10,898**	**78,360**	**44,510**	**0**	**0**
	**** Total Personnel & Operating**	**353,568**	**167,354**	**419,683**	**390,918**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	24,452	0	0	0		
	**** Total Capital**	**24,452**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**378,020**	**167,354**	**419,683**	**390,918**	**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:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	5	5		5	111
Totals	5	5.000	0	5.000	

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 5 SRO's at $120 per officer.

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

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 $200 per officer.

521208 – POLICE SUPPLIES **$ 1,000**

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 $200 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 7,375**

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 **$ 2,785**

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 **$ 4,285**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BOND **$ 0**

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 **$ 300**

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 **$ 3,540**

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 **$ 13,580**

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 **$ 5,000**

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 and boots for officers.

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (2) SROs
LE/SCHOOL DISTRICT 2 (2634)
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Act (	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #2 2634:**							
	Revenues:							
456100	Program Income		0	0	0	-110,303		
461000	Investment Interest		0	0	0	0		
801000	Op Trn from General Fund/LE		0	0	0	-36,768		
	**** Total Revenue**		0	0	0	(147,071)	0	0
	*****Total Appropriation**				0	(147,071)	0	0
	FUND BALANCE Beginning of Year				0	0	0	0
	FUND BALANCE - Projected End of Year				0	0	0	0

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Department.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (2) SROs
LE/SCHOOL DISTRICT 2 (2634)
Annual Budget
Fiscal Year - 2018-19

Fund: LE/School District 2 (2634)
Division: Law Enforcement
Organization: School Resource Officers (75/25) 151202

Object Code	Expenditure Classification	(2) SENIOR DEPUTIES PAY BAND 111	2018-19 Requested	2018-19 Recommended	2018-19 Approved
	Personnel				
510100	Salaries & Wages	(88,560)	(88,560)		
511112	FICA Cost - 7.65%	(6,775)	(6,775)		
511114	Police Retirement - 17.24%	(15,268)	(15,268)		
511120	Insurance Fund Contribution - $7,800	(15,600)	(15,600)		
511130	Workers Compensation .0346	(3,064)	(3,064)		
519999	Personnel Contingency	-	-		
	*** Total Personnel**	**(129,267)**	**(129,267)**	-	
	Operating Expenses				
520233	Towing Service	(150)	(150)		
520300	Professional Service	-	-		
520702	Technical Currency & Support	-	-		
520800	Outside Printing	-	-		
521000	Office Supplies	(240)	(240)		
521100	Duplicating	-	-		
521200	Operating Supplies	(400)	(400)		
521208	Police Supplies	(400)	(400)		
522300	Vehicle Repairs & Maintenance	(2,950)	(2,950)		
524000	Building Insurance	-	-		
524100	Vehicle Insurance	(1,114)	(1,114)		
524101	Comprehensive Insurance	-	-		
524201	General Tort Liability Insurance	(1,714)	(1,714)		
524202	Surety Bonds -	-	-		
525000	Telephone	(120)	(120)		
525004	WAN	(960)	(960)		
525020	Pagers & Cell Phones	-	-		
525021	Smart Phone Charges	-	-		
525030	800 MHz Radio Service Charges	(1,416)	(1,416)		
525031	800 MHz Radio Contracted Maintenance	(170)	(170)		
525041	E-mail Service Charges	(258)	(258)		
525210	Conference & Meeting Expense	(400)	(400)		
525230	Subscriptions, Dues, & Books	(80)	(80)		
525400	Gas, Fuel & Oil	(5,432)	(5,432)		
525600	Uniforms & Clothing	(2,000)	(2,000)		
	*** Total Operating**	**(17,804)**	**(17,804)**	-	
	**** Total Personnel & Operating**	**(147,071)**	**(147,071)**	-	
	Capital				
540000	Small Tools & Minor Equipment	-	-		
540010	Minor Software	-	-		
	All Other Equipment	-	-		
	**** Total Capital**	**-**	**-**	-	
	***** Total Budget Appropriation**	**(147,071)**	**(147,071)**	-	

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.

This new program will reduce the number of SROs assigned to School District 2 by two SROs. School District 2 made the decision that Cayce Department of Public Safety will provide services for the Airport and Brookland-Cayce High Schools. While we will be reducing the number of SROs in School District 2, these positions will be absorbed by LCSD as Senior Deputies in the North Region. Additional personnel are needed in the North Region to provide services to the citizens in that area of the County.

SECTION VI. B. – LISTING OF POSITIONS

Reduction to Staffing Level

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/School Resource Officers (75/25):					
School Resource Officer (Senior Deputy)	-2.00		-2.00	-2.00	111
Totals	-2.00	0.00	-2.00	-2.00	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ (150)**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that one (2) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ (240)**

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.

521200 - OPERATING SUPPLIES **$ (400)**

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.

521208 – POLICE SUPPLIES **$ (400)**

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ (2,950)**

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 $1,475. 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 **$ (1,114)**

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 **$ (1,714)**

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 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 **$ (1,416)**

The 800 MHz radios are required for communication. The total annual cost per radio is $708.

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 **$ (5,432)**

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
FEDERAL NARCOTICS FORFEITURES
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Federal Narcotic Forfeitures 2637:**							
	Revenues:							
456400	Narcotics Confiscation	10,733	48,335	0	65,000	96,670		
461000	Investment Interest	2,766	1,821	0	1,822	0		
490110	Sale of General Fixed Assets - LE	0	0	0	0	0		
	**** Total Revenue**	13,499	50,156	0	66,822	96,670	0	0
	*****Total Appropriations**				523,216	265,986	0	0
	Contingency:							
	Unused				350,537			
	FUND BALANCE							
	Beginning of Year				328,792	222,935	222,935	222,935
	FUND BALANCE - Projected							
	End of Year				222,935	53,619	222,935	222,935

COUNTY OF LEXINGTON
FEDERAL NARCOTICS FORFEITURES
Annual Budget
Fiscal Year - 2018-19

Fund 2637
Division: Law Enforcement
Organization: 151280 - LE/Narcotics

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
520100	Contracted Maintenance	8,500	7,935	11,400	11,400		
520200	Contracted Service	0	0	1,056	1,056		
521000	Office Supplies	0	0	900	900		
521200	Operating Supplies	4,699	3,119	12,900	12,900		
522200	Small Equipment Repairs & Maint.	2,777	1,067	5,000	5,000		
525000	Telephone	2,219	128	2,760	2,760		
525004	WAN Service Charges	3,722	1,714	4,200	4,200		
525210	Conference, Meeting & Training Expense	1,642	474	5,000	5,000		
525230	Subscriptions, Dues, & Books	39	0	200	200		
525240	Personal Mileage Reimbursement	985	320	3,600	1,000		
525386	Utilities - Investigation Substation	5,117	2,989	5,654	7,562		
525600	Uniforms & Clothing	0	3,403	9,000	9,000		
526500	Licenses & Permits	0	0	0	0		
529000	Unclassified	0	0	0	0		
529903	Contingency	0	0	350,537	0		
	*** Total Operating**	**29,700**	**21,149**	**412,207**	**60,978**	**0**	**0**
	**** Total Operating**	**29,700**	**21,149**	**412,207**	**60,978**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	1,230	6,923	10,000	10,000		
	All Other Equipment	40,168	6,360	101,009			
	(4) SWAT Level Ballistic Vests				13,200		
	(1) Level III Ballistic Vest w/ Accs and ID Panels				1,140		
	(1) Rpl Cross-Cut Shredder				700		
	(2) Night Vision Devices w/ Accs				32,000		
	(1) Handheld Narcotics Analyzer w/ Accs				33,380		
	(1) Rpl Network Area Storage				1,700		
	(1) Ruggedized Tablet w/ Accs				4,320		
	(1) Mobile Printer w/ Accs				506		
	(1) Laser Scanner				84,249		
	(1) Rpl Medium Volume Printer				626		
	(1) Rpl Specialized Desktop w/ Accs				15,663		
	(1) GPS Tracking Transmitter w/ Accs				7,524		
	**** Total Capital**	**41,398**	**13,283**	**111,009**	**205,008**	**0**	**0**
	***** Total Budget Appropriation**	**71,098**	**34,432**	**523,216**	**265,986**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

Fund # 2637 Fund Title: Federal Narcotic Forfeitures
Organization # 151280 Organization Title: Narcotics
Program: 150 Program Title: Law Enforcement

Qty	Item Description	*BUDGET* 2018-19 Requested Amount
	Small Tools & Minor Equipment	10,000
4	SWAT Level IV Ballistic Vests	13,200
1	Level III Ballistic Vest W/Accs and ID Panels	1,140
1	Rpl Cross-Cut Shredder	700
2	Night Vision Devices w/Accs	32,000
1	Handheld Narcotics Analyzer w/Accs	33,380
1	Rpl Network Area Storage	1,700
1	Ruggedized Tablet w/ Accessories	4,320
1	Mobile Printer w/ Accs	506
1	Laser Scanner	84,249
1	Rpl Medium Volume Printer	626
1	Rpl Specialized Desktop w/ Accs	15,663
1	GPS Tracking Transmitter w/ Accs	7,524

**** Total Capital (Transfer Total to Section III)** **205,008**

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 **$ 96,670**

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 $ 1,000

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:

(15) Binoculars	$ 3,300
Other items not listed above	$ 6,700

(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.

(1) LEVEL III BALLISTIC VEST W/ ACCS AND ID PANELS **$ 1,140**

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 $1,140.

(1) RPL CROSS-CUT SHREDDER **$ 700**

This purchase is for the replacement of the current unit that is inoperable. This is needed to destroy government documents no longer needed.

(2) NIGHT VISION DEVICES W/ ACCS **$ 32,000**

The LCSD SWAT usually has callouts that either start or end in low light conditions, these devices will enable our snipers to effectively do their jobs whether its day or night.

(1) HANDHELD NARCOTICS ANALYZER W/ ACCS **$ 33,380**

The need for the purchase is paramount as the global drug problem is increasing. This purchase will enable our investigators to quickly identify suspected narcotics in the field. The investigators will be able to help stop the trafficking of illegal drugs in Lexington County.

(1) RPL NETWORK AREA STORAGE **$ 1,700**

This purchase will allow our Intel Analyst to download data from cellphones with our Cellebrite system. The Intel Analyst currently does not have a dedicated space to download results from the system, and this storage would allow the data to be securely stored and extracted for the Solicitor's Office.

(1) RUGGEDIZED TABLET W/ ACCESSORIES **$ 4,320**

This purchase will allow investigators to access the multiple databases in the field in an effort to identify criminals in real time. This will replace a ruggedized laptop in the field to provide more flexibility.

(1) MOBILE PRINTER W/ ACCESSORIES $ 506

This purchase is needed to provide the investigator in the field the ability to print search warrants, reports and other documents pertaining to their investigations.

(1) LASER SCANNER $ 84,249

The State Law Enforcement Division, as a tool to document crime scenes, uses this laser scanner. This scanner provides a 360-degree scan of the crime scene that would allow judges and jurors to see what the crime scene looked like and where specific factors from the scene are located.

(1) RPL MEDIUM VOLUME PRINTER $ 626

Two (2) medium volume printers, in the drug lab, are outdated or at their end of life and need to be replaced. This purchase will replace one of them and will be a part of our technology replacement plan.

(1) RPL SPECIALIZED DESKTOP W/ ACCS $ 15,663

One (1) specialized desktop computer, in our drug lab, is at its end of life and needs to be replaced with a newer model. This specialized desktop needs special hardware and software in order for our chemist to be able to communicate efficiently and effectively with the State Law Enforcement Division. This will be a part of our technology replacement plan and includes a one (1) year warranty.

(1) GPS TRACKING TRANSMITTER W/ ACCS $ 7,524

This purchase will allow investigators the ability to track illegal drugs that are being shipped to Lexington County. This device will provide a layer of positive control of the parcel once it has been delivered and possession can be established.

COUNTY OF LEXINGTON
LE / CIVIL PROCESS SERVER
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - Civil Process Server 2638:**							
	Revenues:							
441000	Sheriff's Fees & Fines	31,041	14,506	41,010	41,010	31,529		
461000	Investment Interest	66	0	0	0	0		
	**** Total Revenue**	31,107	14,506	41,010	41,010	31,529	0	0
	*****Total Appropriation**				118,451	77,671	0	0
	Contingency:							
	Unused				40,393			62,838
	FUND BALANCE				(10,378)	(47,426)		
	Beginning of Year				~~(37,048)~~	~~(74,096)~~	(74,096)	(74,096)
	FUND BALANCE - Projected				(47,426)	(93,568)		
	End of Year				~~(74,096)~~	~~(120,238)~~	(74,096)	(11,258)

COUNTY OF LEXINGTON
LE / CIVIL PROCESS SERVER
Annual Budget
Fiscal Year - 2018-19

Fund 2638
Division: Law Enforcement
Organization: 151400 - LE/Judicial Services

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expenditure (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages	0	0	0	0		
510300	Part Time - 3 (1.875 - FTE)	56,474	19,560	61,997	61,200		
511112	FICA - Employers Portion	4,326	1,500	4,743	4,822		
511113	State Retirement - Employers Portion	6,502	2,111	8,407	9,178		
511130	Workers Compensation	170	61	193	195		
519999	Personnel Contingency	0	0	2,254	1,836		
	*** Total Personnel**	**67,472**	**23,232**	**77,594**	**77,231**	**0**	**0**
	Operating Expenses						
524201	General Tort Liability Insurance	46	46	47	53		
524202	Surety Bonds - 3	0	0	30	0		
525041	E-mail Service Charges - 3	312	107	387	387		
529903	Contingency	0	0	40,393	0		
	*** Total Operating**	**358**	**153**	**40,857**	**440**	**0**	**0**
	**** Total Personnel & Operating**	**67,830**	**23,385**	**118,451**	**77,671**	**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**	**67,830**	**23,385**	**118,451**	**77,671**	**0**	**0**

Reconciliation of Civil Proces Server Fund 2638

	Revenue	Budget	Expenses	Unspent Appropriations	Revenue Minus Expenses	Revenue Minus Expenses Plus Unspent Appropriations	Contingency	Fund Balance
FYE2003	$ 44,785	$ 44,444	$ 5,796	$ 38,648	$ 38,989	$ 77,637	$ 36,395	$ 75,384
FYE2004	$ 42,770	$ 90,450	$ 37,984	$ 52,466	$ 4,786	$ 57,252	$ 53,120	$ 57,906
FYE2005	$ 44,086	$ 87,249	$ 38,876	$ 48,373	$ 5,210	$ 53,583	$ 48,232	$ 53,442
FYE2006	$ 40,980	$ 89,598	$ 29,015	$ 60,583	$ 11,965	$ 72,548	$ 48,985	$ 60,950
FYE2007	$ 43,250	$ 101,724	$ 31,473	$ 70,251	$ 11,777	$ 82,028	$ 60,605	$ 72,382
FYE2008	$ 50,225	$ 45,211	$ 39,343	$ 5,868	$ 10,882	$ 16,750	$ -	$ 10,882
FYE2009	$ 51,998	$ 132,929	$ 39,671	$ 93,258	$ 12,327	$ 105,585	$ 86,305	$ 98,632
FYE2010	$ 51,491	$ 143,312	$ 40,218	$ 103,094	$ 11,273	$ 114,367	$ 95,116	$106,389
FYE2011	$ 42,750	$ 154,781	$ 41,245	$ 113,536	$ 1,505	$ 115,041	$ 112,762	$114,267
FYE2012	$ 48,085	$ 150,535	$ 42,249	$ 108,286	$ 5,836	$ 114,122	$ 107,209	$113,045
FYE2013	$ 45,257	$ 162,862	$ 40,309	$ 122,553	$ 4,948	$ 127,501	$ 118,874	$123,822
FYE2014	$ 45,252	$ 194,243	$ 60,399	$ 133,844	$ (15,147)	$ 118,697	$ 122,553	$107,406
FYE2015	$ 38,573	$ 159,543	$ 74,265	$ 85,278	$ (35,692)	$ 49,586	$ 86,562	$ 50,870
FYE2016	$ 32,436	$ 109,449	$ 74,750	$ 34,699	$ (42,314)	$ (7,615)	$ 35,376	$ (6,938)
FYE2017	$ 31,107	$ 109,700	$ 67,830	$ 41,870	$ (36,723)	$ 5,147	$ 34,000	$ (2,723)
FYE2018								
Total	**$ 653,045**	**$ 1,776,030**	**$ 663,423**		**$ (10,378)**			

SECTION VI. A. - SUMMARY OF REVENUES

441000 – SHERIFF'S FEES & FINES **$ 31,529**

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:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Records Technician	3	1.713		1.713	106
Totals	3	1.713	0	1.713	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 - GENERAL TORT LIABILITY INSURANCE **$ 53**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended 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 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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #3 2639:**							
	Revenues:							
452010	School Crossing Guards	11,639	23,904	24,750	24,750	25,094		
456100	Program Income	70,447	73,119	74,933	74,933	59,979		
461000	Investment Interest	439	289	0	0	0		
801000	Op Trn From General Fund/LE	20,397	6,244	24,978	24,978	19,993		
~~801000~~	~~Op Trn TO General Fund/LE~~	0	0	0	0	~~-144,921~~		
						105,066		
	**** Total Revenue**	102,922	103,556	124,661	124,661	~~(39,855)~~	0	0
	*****Total Appropriation**				197,276	~~98,334~~	0	0
						243,255		
	CONTINGENCY							
	Unused				96,717			
	FUND BALANCE							
	Beginning of Year				120,361	144,463	144,463	144,463
	FUND BALANCE - Projected							
	End of Year				144,463	6,274	144,463	144,463

The school resource officer program is being resolved for SD 3, as the Batesburg-Leesville Police Department will be providing services. We are requesting at the end of the current fiscal year all fund balance with the exception of $5,000 be transferred to law enforcements general fund to cover the cost of the position being absorbed.
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 - 2018-19

Fund 2639
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officer

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	47,867	22,855	47,702	48,952		
510199	Special Overtime	1,437	813	2,500	0		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	3,197	1,545	3,840	3,745		
511114	Police Retirement - Employer's Portion	7,052	3,364	8,153	8,439		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	1,658	819	1,734	1,694		
519999	Personnel Contingency	0	0	1,866	0		
	*** Total Personnel**	**69,011**	**33,296**	**73,595**	**70,630**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	75	75		
521000	Office Supplies	0	0	50	120		
521200	Operating Supplies	0	0	100	200		
521208	Police Supplies	0	0	100	200		
522300	Vehicle Repairs & Maintenance	37	293	2,000	1,475		
524100	Vehicle Insurance - 1	530	530	546	557		
524101	Comprehensive Insurance	0	0	0	300		
524201	General Tort Liability Insurance	723	723	745	857		
524202	Surety Bonds - 1	0	0	12	0		
525000	Telephone	0	0	0	0		
525004	WAN Service Charges	456	228	480	480		
525030	800 MHz Radio Service Charges - 1	508	209	684	708		
525031	800 MHz Radio Maintenance Contracts	75	0	85	85		
525041	E-mail Service Charges - 1	129	54	129	129		
525210	Conference, Meeting & Training Expense	30	0	200	500		
525230	Subscriptions, Dues, and Books	30	30	40	40		
525400	Gas, Fuel, & Oil	1,569	819	1,700	2,716		
525600	Uniforms & Clothing	236	0	2,000	900		
529903	Contingency	0	0	96,717	0		
	*** Total Operating**	**4,323**	**2,886**	**105,663**	**9,342**	**0**	**0**
	**** Total Personnel & Operating**	**73,334**	**36,182**	**179,258**	**79,972**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0			
	All Other Equipment	0	0	0			
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**

811000 Op Trn to General Fund/LE 144,921

	***** Total Budget Appropriation**	**73,334**	**36,182**	**179,258**	~~79,972~~ 224,893	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #3 SCHOOL CROSSING GUARDS
Annual Budget
Fiscal Year - 2018-19

Fund 2639
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510300	Part Time - (LS - 1 FTE)	12,387	6,311	13,688	13,684		
511112	FICA - Employer's Portion	953	489	1,047	1,078		
511113	State Retirement - Employer's Portion	1,413	737	1,856	2,052		
511130	Workers Compensation	404	211	405	417		
511213	SCRS - Employer's Portion (Retiree)	14	0	0	0		
511214	PORS - Employer's Portion (Retiree)	6	0	0	0		
519999	Personnel Contingency	0	0	510	411		
	*** Total Personnel**	**15,177**	**7,748**	**17,506**	**17,642**	**0**	**0**
	Operating Expenses						
521209	School Patrol Supplies	166	101	250	450		
522300	Vehicle Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance - 1	0	0	0	0		
524201	General Tort Liability Insurance	75	75	175	225		
524202	Surety Bonds - 1	0	0	30	0		
525100	Postage	61	19	50	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	7	0		
539514	Refund - School District	0	0	0	0		
	*** Total Operating**	**302**	**195**	**512**	**720**	**0**	**0**
	**** Total Personnel & Operating**	**15,479**	**7,943**	**18,018**	**18,362**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0			
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**15,479**	**7,943**	**18,018**	**18,362**	**0**	**0**

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.

School District 3 made the decision that the Batesburg-Leesville High Police Department would provide services for the Batesburg-Leesville High School. LCSD will no longer provide SRO services to School District 3; however, this position will be absorbed by the LCSD at 100% as an investigator, where the need is immediate with the growing concern over violent crimes.

In addition, we are requesting to move all but $5,000 of the fund balance at the end of the current fiscal year to LE/General Fund to help fund this change.

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		1.000	1.000	111
Totals	1	0.000	1.000	1.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ 75**

The towing of county owned vehicles is sometimes required due to accidents and mechanical issues.

521000 - OFFICE SUPPLIES **$ 120**

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.

521200 - OPERATING SUPPLIES **$ 200**

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.

521208 – POLICE SUPPLIES **$ 200**

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 1,475**

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 $1,475.

524100 - VEHICLE INSURANCE **$ 557**

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.

524101 – COMPREHENSIVE INSURANCE **$ 300**

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

524201 - GENERAL TORT LIABILITY INSURANCE **$ 857**

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 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.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 708**

The 800 MHz radios are required for communication. The total annual cost per radio is $708.

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. The estimated maintenance cost per radio is $85.

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. **$ 500**

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 officer is $40.

525400 - GAS, FUEL, AND OIL **$ 2,716**

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 **$ 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. These uniforms will be standard issue and are required for safety and recognition of the 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 **$ 35**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended 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 2021.

525100 – POSTAGE **$ 45**

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards.

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 3
2018-2019

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate 14.480000	Total Salary Charged	Personnel Contingency for Potential Salary Increases 3.00%	FICA 7.65%	SCRS 14.56%	Worker's Compensation 2.96%	TOTAL PERSONNEL CHARGED TO SCHOOL DISTRICT	General Tort $75 per Guard $ 75.00	Postage Per SCG $ 15.00	Surety Bonds $10 Per SCG $ -	Estimated Equipment (Attachment B) $ 150.00	TOTAL OPERATING CHARGED TO SCHOOL DISTRICT	TOTAL BUDGET APPROPRIATION	ADMINISTRATIVE FEE CHARGED TO SCHOOL DISTRICT (Attachment A) $2,243.97	TOTAL ESTIMATED COST CHARGED TO SCHOOL DISTRICT (Program Income)
District 3																			
	1	1.50	180	270.00	14.480000	$ 3,909.60	$ 117.29	$ 308.06	$ 586.31	$ 119.20	$ 5,040.46	$ 75.00	$ 15.00	$ -	$ 150.00	$ 240.00	$ 5,280.46	$ 2,243.97	$ 7,524.43
	1	1.75	180	315.00	14.480000	$ 4,561.20	$ 136.84	$ 359.40	$ 684.03	$ 139.06	$ 5,880.53	$ 75.00	$ 15.00	$ -	$ 150.00	$ 240.00	$ 6,120.53	$ 2,243.97	$ 8,364.50
	1	2.00	180	360.00	14.480000	$ 5,212.80	$ 156.38	$ 410.74	$ 781.75	$ 158.93	$ 6,720.60	$ 75.00	$ 15.00	$ -	$ 150.00	$ 240.00	$ 6,960.60	$ 2,243.97	$ 9,204.57
District 3 Total	3			945.00		$13,683.60	$ 410.51	$1,078.20	$ 2,052.09	$ 417.19	$ 17,641.59	$225.00	$ 45.00	$ -	$ 450.00	$ 720.00	$ 18,361.59	$ 6,731.91	$ 25,093.50
					BUDGET AMOUNT	$ 13,684	$ 411	$ 1,078	$ 2,052	$ 417	$ 17,642	$ 225	$ 45	$ -	$ 450	$ 720	$ 18,362	$ 6,732	$ 25,094

Attachment A
Administrative Fee Calculation
2018-2019

	Secretary	Master Deputy
FICA	7.6500%	7.6500%
Retirement	14.5600%	17.2400%
W/C	0.31%	3.46%
General Tort per year	$28.00	$857.00

	Annual Salary	FICA	Retirement	Worker's Compensation	General Tort	Life/Health Insurance $7,800/Yr.	Subtotal	Total Billable Admin. Fee 40%	Admin. Fee Per Guard Per Year 21 Guards All Districts
Secretary	$28,144.00	$2,153.02	$4,097.77	$87.25	$28.00	$7,800.00	$50,301.05	$20,120.42	$958.12
Master Traffic Deputy	$48,477.00	$3,708.49	$8,357.43	$1,677.30	$745.00	$7,800.00	$67,507.32	$27,002.93	$1,285.85
Total	**$76,621.00**	**$5,861.51**	**$12,455.20**	**$1,764.55**	**$773.00**	**$15,600.00**	**$117,808.37**	**$47,123.35**	**$2,243.97**

Attachment B
Supply Estimate Per Guard
2018-2019

Equipment	Quantity	Unit Price	Total Price
Vest	1	$15.75	$ 15.75
Stop Sign	1	$19.95	$ 19.95
Strobe Light	1	$19.95	$ 19.95
Flashlight	1	$10.50	$ 10.50
Rainsuit	1	$9.45	$ 9.45
Jacket	1	$38.38	$ 38.38
Cap	1	$12.60	$ 12.60
Gloves	1	$3.15	$ 3.15
Whistle	1	$4.20	$ 4.20
Batteries D	6	$0.61	$ 3.65
Batteries AA	8	$0.33	$ 2.60
		Subtotal	**$ 140.19**
		Tax 7%	**9.81**
		Total Est. Supply Cost	**$ 150.00**

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (1) SRO
LE/SCHOOL DISTRICT 3 (2639)
Annual Budget
Fiscal Year - 2018-19 Estimated Revenues

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommended 2018-19	Approved 2018-19
	***L/E - School District #3 2639:**							
	Revenues:							
452010	School Crossing Guards	0	0	0	0	0		
456100	Program Income	0	0	0	0	(59,979)		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn From General Fu	0	0	0	0	(19,993)		
	**** Total Revenue**	0	0	0	0	(79,972)	0	0
	*****Total Appropriation**					0	0	0
	CONTINGENCY							
	Unused				0	0	0	0
	FUND BALANCE							
	Beginning of Year				0	0	0	0
	FUND BALANCE - Projected							
	End of Year				0	(79,972)	0	0

The school resource officer program is being resolved for SD 3, as the Batesburg-Leesville Police Department will be providing services. We are requesting at the end of the current fiscal year all fund balance with the exception of $5,000 be transferred to law enforcements general fund to cover the cost of the position being absorbed.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (1) SRO
LE/SCHOOL DISTRICT 3 (2639)
Annual Budget
Fiscal Year - 2018-19

Fund: LE/School District 3 (2639)
Division: Law Enforcement
Organization: School Resource Officers (75/25) 151202

Object Code	Expenditure Classification	(1) SENIOR DEPUTY PAY BAND 111	2018-19 Requested	2018-19 Recommended	2018-19 Approved
	Personnel				
510100	Salaries & Wages	(48,952)	(48,952)		
511112	FICA Cost - 7.65%	(3,745)	(3,745)		
511114	Police Retirement - 17.24%	(8,439)	(8,439)		
511120	Insurance Fund Contribution - $7,800	(7,800)	(7,800)		
511130	Workers Compensation .0346	(1,694)	(1,694)		
519999	Personnel Contingency	-	-		
	*** Total Personnel**	**(70,630)**	**(70,630)**	-	
	Operating Expenses				
520233	Towing Service	(75)	(75)		
521000	Office Supplies	(120)	(120)		
521100	Duplicating	-	-		
521200	Operating Supplies	(200)	(200)		
521208	Police Supplies	(200)	(200)		
522300	Vehicle Repairs & Maintenance	(1,475)	(1,475)		
524000	Building Insurance	-	-		
524100	Vehicle Insurance	(557)	(557)		
524101	Comprehensive Insurance	(300)	(300)		
524201	General Tort Liability Insurance	(857)	(857)		
525004	WAN	(480)	(480)		
525030	800 MHz Radio Service Charges	(708)	(708)		
525031	800 MHz Radio Contracted Maintenance	(85)	(85)		
525041	E-mail Service Charges	(129)	(129)		
525210	Conference & Meeting Expense	(500)	(500)		
525230	Subscriptions, Dues, & Books	(40)	(40)		
525400	Gas, Fuel & Oil	(2,716)	(2,716)		
525600	Uniforms & Clothing	(900)	(900)		
	*** Total Operating**	**(9,342)**	**(9,342)**	-	
	**** Total Personnel & Operating**	**(79,972)**	**(79,972)**	-	
	Capital				
540000	Small Tools & Minor Equipment	-	-		
540010	Minor Software	-	-		
	**** Total Capital**	-	-	-	
	***** Total Budget Appropriation**	**(9,342)**	**(9,342)**	-	

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.

We will be removing the SRO assigned to School District 3. School District 3 made the decision that the Batesburg-Leesville ~~High~~ Police Department would provide services for the Batesburg-Leesville High School. While we will be reducing the number of SROs provided to School District 3 by LCSD, the department will absorb and upgrade the position to an investigator, where the need is immediate with the growing concern over violent crimes and narcotics.

SECTION VI. B. – LISTING OF POSITIONS

Reduction to Staffing Level

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/School Resource Officers (75/25):					
School Resource Officer (Senior Deputy)	-1.00		-1.00	-1.00	111
Totals	-1.00	0.00	-1.00	-1.00	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ (75)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

521000 - OFFICE SUPPLIES **$ (120)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

521200 - OPERATING SUPPLIES **$ (200)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

521208 – POLICE SUPPLIES **$ (200)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ (1,475)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

524100 - VEHICLE INSURANCE **$ (557)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

524101 - COMPREHENSIVE INSURANCE **$ (300)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

524201 - GENERAL TORT LIABILITY INSURANCE **$ (857)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

524202 – SURETY BOND **$ 0**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

525004 – WAN SERVICE CHARGES **$ (480)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

525030 – 800 MHz RADIO SERVICE CHARGES **$ (708)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

525031 – 800 MHz RADIO MAINTENANCE CHARGES **$ (85)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

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

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

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

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

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

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

525400 - GAS, FUEL, AND OIL **$ (2,716)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

525600 – UNIFORMS AND CLOTHING **$ (900)**

THESE EXPENSES FOLLOWED THE POSITION REALLOCATION TO 1000-151280

COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #4 2640:**							
	Revenues:							
456100	Program Income	172,092	115,691	171,647	171,647	171,289		
461000	Investment Interest	227	248	0	0	0		
801000	Op Trn from General Fund/LE	61,834	14,304	57,216	57,216	58,796		
	**** Total Revenue**	234,153	130,243	228,863	228,863	230,085	0	0
	*****Total Appropriation**				307,175	230,085	0	0
	CONTINGENCY							
	Unused				83,241			
	FUND BALANCE							
	Beginning of Year				83,110	88,039	88,039	88,039
	FUND BALANCE - Projected							
	End of Year				88,039	88,039	88,039	88,039

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 - 2018-19

Fund 2640
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3	133,621	54,773	136,224	134,922		
510199	Special Overtime	4,071	2,698	1,700	1,700		
510200	Overtime	47	0	0	0		
511112	FICA - Employer's Portion	8,921	3,775	10,551	10,761		
511114	Police Retirement - Employer's Portion	13,057	4,226	22,399	24,252		
511120	Employee Insurance - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	4,631	1,990	4,770	10,761		
511214	Police Retirement - Emplr. Port. (Retiree)	6,664	3,767	0	0		
519999	Personnel Contingency	0	0	5,127	4,048		
	*** Total Personnel**	**194,412**	**82,929**	**204,171**	**209,844**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	75	75	75		
521000	Office Supplies	0	0	30	30		
521200	Operating Supplies	0	0	30	30		
521208	Police Supplies	0	0	30	30		
522300	Vehicle Repairs & Maintenance	1,723	598	1,500	1,500		
524100	Vehicle Insurance - 3	1,590	1,590	1,638	1,671		
524201	General Tort Liability Insurance	2,169	2,169	2,234	2,571		
524202	Surety Bonds - 3	0	0	36	0		
525000	Telephone	0	0	0	0		
525004	WAN Service Charges	1,369	685	1,440	1,440		
525030	800 MHz Radio Service Charges - 3	1,523	627	2,052	2,124		
525031	800 MHz Radio Maintenance Contracts - 3	226	0	250	255		
525041	E-mail Service Charges - 3	365	150	387	387		
525210	Conference, Meeting & Training Expense	190	0	90	90		
525230	Subscriptions, Dues, & Books	90	90	90	90		
525400	Gas, Fuel, & Oil	5,141	2,181	6,831	8,148		
525600	Uniforms & Clothing	324	249	1,500	1,800		
529903	Contingency	0	0	83,241	0		
	*** Total Operating**	**14,710**	**8,414**	**101,454**	**20,241**	**0**	**0**
	**** Total Personnel & Operating**	**209,122**	**91,343**	**305,625**	**230,085**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	24,452	0	1,550	0		
	**** Total Capital**	**24,452**	**0**	**1,550**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**233,574**	**91,343**	**307,175**	**230,085**	**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:

		Full Time Equivalent			
	Positions	General Fund	Other Fund	Total	Grade
Law Enforcement/Administration:					
Senior Deputy	3	3		3	111
Totals	3	3.000	0	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 **$ 30**

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 **$ 30**

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 **$ 30**

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 $10 per officer.

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ 1,500**

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 **$ 1,671**

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 **$ 2,571**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BOND **$ 0**

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 **$ 2,124**

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. **$ 90**

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 **$ 90**

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 $30.

525400 - GAS, FUEL, AND OIL **$ 8,148**

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 **$ 1,800**

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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #5 2641:**							
	Revenues:							
452010	School Crossing Guards	112,578	55,658	118,015	118,015	118,842		
456100	Program Income	614,412	376,641	739,753	739,753	696,752		
461000	Investment Interest	54	0	0	0	0		
801000	Op Trn from General Fund/LE	215,274	61,646	246,584	246,584	248,350		
	**** Total Revenue**	942,318	493,945	1,104,352	1,104,352	1,063,944	0	0
	*****Total Appropriation**				1,277,406	1,037,016	0	0
	CONTINGENCY							
	Unused				223,152			
	FUND BALANCE							
	Beginning of Year				238,780	288,878	288,878	288,878
	FUND BALANCE - Projected							
	End of Year				288,878	315,806	288,878	288,878

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 - 2018-19

Fund 2641
Division: Law Enforcement
Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 12	516,523	254,515	551,844	555,644		
510199	Special Overtime	12,922	6,677	16,100	16,100		
510200	Overtime	0	0	0	0		
511112	FICA - Employer's Portion	39,314	19,335	43,448	45,014		
511114	Police Retirement - Employer's Portion	72,581	37,261	92,234	101,442		
511120	Employee Insurance -12	89,050	46,800	93,600	93,600		
511130	Workers Compensation	18,538	9,047	19,634	20,359		
511214	PORS - Emplr. Port. (Retiree)	3,267	0	0	0		
515600	Clothing Allowance	200	0	0	0		
519999	Personnel Contingency	0	0	21,681	16,669		
	*** Total Personnel**	**752,395**	**373,635**	**838,541**	**848,828**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	75	150	300		
521000	Office Supplies	0	0	120	360		
521200	Operating Supplies	0	0	120	520		
521208	Police Supplies	0	0	120	520		
522300	Vehicle Repairs & Maintenance	6,857	2,329	12,000	14,950		
524100	Vehicle Insurance - 12	5,830	5,830	6,552	6,684		
524201	General Tort Liability Insurance	7,953	8,676	8,192	10,284		
524202	Surety Bonds - 12	0	0	144	0		
525000	Telephone	238	0	320	0		
525004	WAN Service Charges	4,642	2,284	5,760	5,760		
525020	Pagers and Cell Phones - 12	414	0	420	0		
525030	800 MHz Radio Service Charges - 12	5,584	2,508	8,208	8,496		
525031	800 MHz Radio Maintenance Contracts	828	0	830	1,020		
525041	E-mail Service Charges - 12	1,226	645	1,548	1,548		
525210	Conference, Meeting & Training Expense	570	140	360	760		
525230	Subscriptions, Dues, & Books	330	330	330	480		
525400	Gas, Fuel, & Oil	19,178	9,717	20,000	32,592		
525600	Uniforms & Clothing	2,622	29	2,500	12,000		
529903	Contingency	0	0	223,152	0		
	*** Total Operating**	**56,272**	**32,563**	**290,826**	**96,274**	**0**	**0**
	**** Total Personnel & Operating**	**808,667**	**406,198**	**1,129,367**	**945,102**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	200	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	24,452	39,141	56,752	0		
	**** Total Capital**	**24,452**	**39,141**	**56,952**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**833,119**	**445,339**	**1,186,319**	**945,102**	**0**	**0**

COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 SCHOOL CROSSING GUARDS
Annual Budget
Fiscal Year - 2018-19

Fund 2641
Division: Law Enforcement
Organization: 151250 - School Crossing Guards

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510300	Part Time - (LS - 7.25 FTE)	68,414	27,752	69,091	69,070		
511112	FICA - Employer's Portion	5,263	2,152	5,285	5,442		
511113	State Retirement - Employer's Portion	6,229	2,443	9,369	10,344		
511114	Police Retirement - Employer's Portion	0	(44)	0	0		
511130	Workers Compensation	2,031	818	2,045	2,106		
511213	SCRS - Employer's Portion (Retiree)	1,151	705	0	0		
511214	PORS - Employer's Portion (Retiree)	652	0	0	0		
519999	Personnel Contingency	0	0	2,574	2,072		
	*** Total Personnel**	**83,740**	**33,826**	**88,364**	**89,034**	**0**	**0**
	Operating Expenses						
521208	Police Supplies	0	0	0	0		
521209	School Patrol Supplies	663	360	500	1,800		
522300	Vehicle Repairs & Maintenance	0	0	0	0		
524100	Vehicle Insurance - 12	0	0	0	0		
524201	General Tort Liability Insurance	675	544	775	900		
524202	Surety Bonds - 12	0	0	120	0		
525100	Postage	249	100	180	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	1,148	0		
	*** Total Operating**	**1,587**	**1,004**	**2,723**	**2,880**	**0**	**0**
	**** Total Personnel & Operating**	**85,327**	**34,830**	**91,087**	**91,914**	**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**	**85,327**	**34,830**	**91,087**	**91,914**	**0**	**0**

LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD BUDGET ESTIMATE
SCHOOL DISTRICT 5
2018-2019

	Number of Guards	Hours Worked Per Day	School Days Per Year	Total Hours Worked Per Year	Hourly Pay Rate	Total Salary Charged	Personnel Contingency for Potential Salary Increases	FICA	SCRS	Worker's Compensation	TOTAL PERSONNEL CHARGED TO SCHOOL DISTRICT	General Tort $75 per Guard	Postage /SCG	Surety Bonds 10.00 Per SCG	Estimated Equipment (Attachment B)	TOTAL OPERATING CHARGED TO SCHOOL DISTRICT	TOTAL BUDGET APPROPRIATION	TOTAL ADMINISTRATIVE FEE CHARGED TO SCHOOL DISTRICT (Attachment A)	TOTAL ESTIMATED COST CHARGED TO SCHOOL DISTRICT (Program Income)
					14.480000		3.00%	7.65%	14.54%	2.96%		$ 75.00	$ 15.00	$ -	$ 150.00			$2,243.97	
District 5																			
	3	1.50	180	810.00	14.480000	$ 11,728.80	$ 351.86	$ 924.17	$ 1,756.53	$ 357.59	**$ 15,118.95**	$ 225.00	$ 45.00	$ -	$ 450.00	**$ 720.00**	**$ 15,838.95**	$ 6,731.91	**$ 22,570.86**
	1	1.75	180	315.00	14.480000	$ 4,561.20	$ 136.84	$ 359.40	$ 683.10	$ 139.06	**$ 5,879.60**	$ 75.00	$ 15.00	$ -	$ 150.00	**$ 240.00**	**$ 6,119.60**	$ 2,243.97	**$ 8,363.57**
	4	2.00	180	1,440.00	14.480000	$ 20,851.20	$ 625.54	$ 1,642.97	$ 3,122.72	$ 635.71	**$ 26,878.14**	$ 300.00	$ 60.00	$ -	$ 600.00	**$ 960.00**	**$ 27,838.14**	$ 8,975.88	**$ 36,814.02**
	1	2.75	180	495.00	14.480000	$ 7,167.60	$ 215.03	$ 564.77	$ 1,073.43	$ 218.53	**$ 9,239.36**	$ 75.00	$ 15.00	$ -	$ 150.00	**$ 240.00**	**$ 9,479.36**	$ 2,243.97	**$ 11,723.33**
	1	3.00	180	540.00	14.480000	$ 7,819.20	$ 234.58	$ 616.11	$ 1,171.02	$ 238.39	**$ 10,079.30**	$ 75.00	$ 15.00	$ -	$ 150.00	**$ 240.00**	**$ 10,319.30**	$ 2,243.97	**$ 12,563.27**
	2	3.25	180	1,170.00	14.480000	$ 16,941.60	$ 508.25	$ 1,334.91	$ 2,537.21	$ 516.52	**$ 21,838.49**	$ 150.00	$ 30.00	$ -	$ 300.00	**$ 480.00**	**$ 22,318.49**	$ 4,487.94	**$ 26,806.43**
District 5 Total	12			4,770.00		$ 69,069.60	$ 2,072.10	$ 5,442.33	$10,344.01	$ 2,105.80	$ 89,033.84	$ 900.00	$ 180.00	$ -	$ 1,800.00	$ 2,880.00	$ 91,913.84	$ 26,927.64	$ 118,841.48
Grand Total	12			4,770.00		$ 69,069.60	$ 2,072.10	$ 5,442.33	$10,344.01	$ 2,105.80	$ 89,033.84	$ 900.00	$ 180.00	$ -	$ 1,800.00	$ 2,880.00	$ 91,913.84	$ 26,927.64	$ 118,841.48
				BUDGET AMOUNT		$ 69,070	$ 2,072	$ 5,442	$ 10,344	$ 2,106	$ 89,034	$ 900	$ 180	$ -	$ 1,800	$ 2,880	$ 91,914	$ 26,928	$ 118,842

Attachment A
Administrative Fee Calculation
2018-2019

	Secretary	Master Deputy
FICA	7.6500%	7.6500%
Retirement	14.5600%	17.2400%
W/C	0.31%	3.46%
General Tort per year	$28.00	$857.00

	Annual Salary	FICA	Retirement	Worker's Compensation	General Tort	Life/Health Insurance $7,800/Yr.	Subtotal	Total Billable Admin. Fee 40%	Admin. Fee Per Guard Per Year 21 Guards All Districts
Secretary	$28,144.00	$2,153.02	$4,097.77	$87.25	$28.00	$7,800.00	$50,301.05	$20,120.42	$958.12
Master Traffic Deputy	$48,477.00	$3,708.49	$8,357.43	$1,677.30	$857.00	$7,800.00	$67,507.32	$27,002.93	$1,285.85
Total	**$76,621.00**	**$5,861.51**	**$12,455.20**	**$1,764.55**	**$885.00**	**$15,600.00**	**$117,808.37**	**$47,123.35**	**$2,243.97**

Attachment B
Supply Estimate Per Guard
2018-2019

Equipment	Quantity	Unit Price	Total Price
Vest	1	$15.75	$ 15.75
Stop Sign	1	$19.95	$ 19.95
Strobe Light	1	$19.95	$ 19.95
Flashlight	1	$10.50	$ 10.50
Rainsuit	1	$9.45	$ 9.45
Jacket	1	$38.38	$ 38.38
Cap	1	$12.60	$ 12.60
Gloves	1	$3.15	$ 3.15
Whistle	1	$4.20	$ 4.20
Batteries D	6	$0.61	$ 3.65
Batteries AA	8	$0.33	$ 2.60
		Subtotal	**$ 140.19**
		Tax 7%	**9.81**
		Total Est. Supply Cost	**$ 150.00**

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 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	11	11		11	111
Totals	11	11.000	0	11.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE $ 300

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that four (4) vehicles will be towed this year.

521000 - OFFICE SUPPLIES $ 360

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 $30 per officer.

521200 - OPERATING SUPPLIES $ 520

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 $ 520

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 $ 14,950

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 $ 6,684

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 $ 10,284

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BOND $ 0

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 **$ 0**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones and pagers are required for immediate response when required.

525030 – 800 MHz RADIO SERVICE CHARGES **$ 8,496**

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. **$ 760**

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 **$ 32,592**

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 **$ 12,000**

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 **$ ~~172~~ 900**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended 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 2021.

525100 – POSTAGE **$ 180**

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards.

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (2) SROs
LE/SCHOOL DISTRICT 5 (2641)
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E - School District #5 2641:**							
	Revenues:							
452010	School Crossing Guards	0	0	0	0	0		
456100	Program Income	0	0	0	0	(111,143)		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn from General Fund/LE	0	0	0	0	(37,047)		
	**** Total Revenue**	0	0	0	0	(148,190)	0	0
	*****Total Appropriation**				0	(148,190)	0	0
	CONTINGENCY							
	Unused				0			
	FUND BALANCE							
	Beginning of Year				0	0	0	0
	FUND BALANCE - Projected							
	End of Year				0	0	0	0

The school resource officer program is funded 75% by the school district and 25% by the Lexington County Sheriff's Dept. School District 5 has decided that the Town of Chapin will provide school resource officer services for the Chapin High School. This will reduce the number of SROs funded by LCSD by 2.

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM REDUCTION OF (2) SROs
LE/SCHOOL DISTRICT 5 (2641)
Annual Budget
Fiscal Year - 2018-19

Fund: LE/School District 5 (2641)
Division: Law Enforcement
Organization: School Resource Officers (75/25) 151202

Object Code	Expenditure Classification	(2) SENIOR DEPUTIES PAY BAND 111	2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel				
510100	Salaries & Wages	(89,525)	(89,525)		
511112	FICA Cost - 7.65%	(6,849)	(6,849)		
511114	Police Retirement - 17.24%	(15,434)	(15,434)		
511120	Insurance Fund Contribution - $7,800	(15,600)	(15,600)		
511130	Workers Compensation .0346	(3,098)	(3,098)		
519999	Personnel Contingency	-	-		
	*** Total Personnel**	**(130,506)**	**(130,506)**	-	
	Operating Expenses				
520233	Towing Service	(150)	(150)		
521000	Office Supplies	(240)	(240)		
521200	Operating Supplies	(400)	(400)		
521208	Police Supplies	(400)	(400)		
522300	Vehicle Repairs & Maintenance	(2,950)	(2,950)		
524100	Vehicle Insurance	(1,114)	(1,114)		
524201	General Tort Liability Insurance	(1,714)	(1,714)		
525004	WAN	(960)	(960)		
525030	800 MHz Radio Service Charges	(1,416)	(1,416)		
525031	800 MHz Radio Contracted Maintenance	(170)	(170)		
525041	E-mail Service Charges	(258)	(258)		
525210	Conference & Meeting Expense	(400)	(400)		
525230	Subscriptions, Dues, & Books	(80)	(80)		
525400	Gas, Fuel & Oil	(5,432)	(5,432)		
525600	Uniforms & Clothing	(2,000)	(2,000)		
	*** Total Operating**	**(17,684)**	**(17,684)**	-	
	**** Total Personnel & Operating**	**(148,190)**	**(148,190)**	-	
	Capital				
540000	Small Tools & Minor Equipment	-	-		
540010	Minor Software	-	-		
	All Other Equipment	-	-		
	**** Total Capital**	-	-	-	
	***** Total Budget Appropriation**	**(148,190)**	**(148,190)**	-	

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.

School District 5 will reduce the number of SROs assigned by two. School District 5 made the decision that Chapin Police Department will provide services for the Chapin High School. The two SROs relieved of their duties at Chapin High School will be re-assigned to another district that has a need for two additional SROs.

SECTION VI. B. – LISTING OF POSITIONS

Reduction to Staffing Level

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/School Resource Officers (75/25):					
School Resource Officer (Senior Deputy)	-2.00		-2.00	-2.00	111
Totals	-2.00	0.00	-2.00	-2.00	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING SERVICE **$ (150)**

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is $75 estimating that one (2) vehicles will be towed this year.

521000 - OFFICE SUPPLIES **$ (240)**

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.

521200 - OPERATING SUPPLIES **$ (400)**

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.

521208 – POLICE SUPPLIES **$ (400)**

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **$ (2,950)**

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 $1,475. 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 **$ (1,114)**

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 **$ (1,714)**

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 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 $ (1,416)

The 800 MHz radios are required for communication. The total annual cost per radio is $708.

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 $ (5,432)

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
CRIME SCENE UNIT ENHANCEMENT GRANT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Requested 2018-19	Recommend 2018-19	Awarded 2018-19
457000	Federal Grant Income	443,768		
461000	Investment Interest			
801000	Op Trn From General Fund/LE	49,307		
	**** Total Revenue**	493,075		
	*****Total Appropriation**	493,075		
	FUND BALANCE Beginning of Year	0	0	0
	FUND BALANCE - Projected End of Year	0	0	0

90 % Federal / 10 % Match
$443,768 / $49,307

COUNTY OF LEXINGTON
CRIME SCENE UNIT ENHANCEMENT GRANT
Annual Budget
Fiscal Year - 2018-19

Fund: New
Division: Law Enforcement
Organization: 151265 - LE/Forensic Services

Object Code	Expenditure Classification	NEW PROGRAM	2018-19 Requested	2018-19 Recommend	2018-19 Awarded
	Personnel				
510100	Salaries & Wages - 4		196,000		
510199	Special Overtime		8,000		
510200	Overtime				
511112	FICA - Employer's Portion		15,606		
511113	State Retirement - Employer's Portion		12,475		
511114	Police Retirement - Employer's Portion		18,188		
511120	Insurance Fund Contribution		32,000		
511130	Workers Compensation		4,160		
515600	Clothing Allowance		0		
	*** Total Personnel**		**286,429**		
	Operating Expenses				
520200	Contracted Services		0		
521000	Office Supplies		4,000		
521200	Operating Supplies		6,000		
521208	Police Supplies		1,000		
522300	Vehicle Repairs & Maintenance		2,000		
524100	Vehicle Insurance		1,100		
524201	General Tort Liability Insurance		1,820		
524202	Surety Bonds		0		
525021	Smart Phone Charges		1,920		
525020	Pagers & Cell Phones		0		
525030	800 MHz Radio Service Changes		2,880		
525031	800 MHz Radio Maintenance Fee		0		
525041	E-mail Service Charges		516		
525210	Conference, Meeting & Training Expense		6,000		
525230	Subscriptions, Dues, & Books		80		
525240	Personal Mileage Reimbursement		1,000		
525400	Gas, Fuel and Oil		14,800		
525600	Uniforms and Clothing		4,000		
	*** Total Operating**		**47,116**		
	**** Total Personnel & Operating**		**333,545**		
	Capital				
540000	Small Tools & Minor Equipment		5,510		
540010	Minor Software		440		
	All Other Equipment		153,580		
	**** Total Capital**		**159,530**		
	***** Total Budget Appropriation**		**493,075**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

Fund # NEW Fund Title: CRIME SCENE UNIT ENHANCEMENT
Organization # 151265 Organization Title: Forensics
Program # 150 Program Title: Law Enforcement

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
	Small Tools and Minor Equipment	5,510
	Minor Software	440
	Personal Protective Equipment Kit	1,800
	(2) 800 MHz Radios with Accessories	12,000
	(2) 800 MHz Mobile Radios with Accessories	11,900
	(4) Laptops with Docking Station and Accessories	9,200
	(4) Monitors for Laptop Computer	1,200
	(2) Handguns with Accessories	1,300
	(2) Unmarked Vehicles and Equipment	84,800
	(2) Electronic Control Devices with Accessories	3,480
	(2) Thermal Printers with Accessories	800
	(2) Generators	2,000
	(1) Forensic Evidence Drying Cabinet System	6,900
	(2) SLR Camera Systems and Accessories	5,300
	(2) Driver's License Bar Code Scanners	800
	(2) Alternate Light Forensic Sources	12,100
	**** Grand Total Capital (Transfer Total to Section I and II)**	**159,530**

SECTION V. – PROGRAM OVERVIEW

The ultimate goal for the gathering of forensic evidence and proper storage and preservation 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 storing for preserving vital evidence in crime scene investigation. The services of this team will 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 and to deposit evidence for analyzing, court presentation and preservation which allows for procedures combating the crime problem in Lexington County as well as the adjoining regional area. The procedures are 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, analysis and storage of evidence. Combining these efforts will highly improve the discovery, documentation collection, receiving and storage, and preservation 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 / Forensics					
Crime Scene Investigators	5	5	0	5	112
Evidence Technician	2	2	0	2	108
Totals:	**7**	**7**	**0**	**7**	
LE / Forensics					
Crime Scene Investigators	2	0	2	2	112
Evidence Technician	2	0	2	2	108
Totals:	**4**	**0**	**4**	**4**	

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 $2,000.00 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 **$ 1,820**

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 2021.

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

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones to include hot spots are required to receive immediate secure information and to retrieve data from the in-house records management system. 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 **$ 2,880**

The 800 MHz radios and the mobile in-car radios are required for communication in all areas of the county and outlying areas. The five towers will allow the in-car radios to receive coverage when the mobile radios will not. The amount budgeted is estimated.

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 **$ 516**

E-mail service is a vital tool for communication among all individuals not just within Lexington County.
4 users * $10.75 per month * 12 months = $516

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. 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 **$ 4,000**

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. The Evidence Technicians are required to wear county protective clothing for handling all types of evidence to include evidence containing biological matter.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$ 5,510**

These items are needed by each CSI officer 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) $260
Office Chairs (4) $2,000
File Cabinets (4) $2,400
Metal Detectors (2) $600
Other Miscellaneous Items; i.e., telephone and cell phone $250

540010 - 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 of substance spill and hazardous materials at the crime scene. These kits are needed to keep the officer OSHA compliant. The total estimated cost per CSI 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 **$12,000**

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 plus shipping per radio.

(2) 800 MHZ MOBILE RADIOS WITH ACCESSORIES **$11,900**

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.

(4) LAPTOPS WITH DOCKING STATION AND ACCESSORIES **$9,200**

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 computers 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 vehicles 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.

(4) MONITORS FOR LAPTOP COMPUTER **$1,200**

A monitor is required for viewing of spreadsheets and documents required for the grant statistics and data collected for the grant information. The total cost is estimated.

(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 **$84,800**

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 **$3,480**

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 for each investigator. The total cost is estimated.

(2) THERMAL PRINTER WITH ACCESSORIES **$800**

Thermal in car printers will allow the printing of search warrants, arrest warrants and other documents necessary to execute while at the crime scene.

(2) GENERATORS **$2,000**

Generators are required as a source of power when the crime scenes involve arsons and in areas where there are 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 **$6,900**

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 **$12,100**

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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Community Development Block Grant 2400:**							
	Revenues:							
456100	Program Income	29,887	16,389	33,978	33,978	33,978		
456101	Program Income (Note Receivable)	(29,887)	0	0	0	0		
457000	Federal Grant Income	1,766,481	711,621	3,354,893	3,354,893	1,596,385		
461000	Investment Interest	0	0	0	0	0		
461150	Interest Income - Notes	4,092	0	0	0	0		
801000	Op Trn from General Fund	45,795	48,762	48,762	48,762	49,387		
	****Total Revenue**	1,816,368	776,772	3,437,633	3,437,633	1,679,750	0	0
	*****Total Appropriation**				3,437,633	1,679,750	0	0
	Contingency:							
	Unused				6,754			
	FUND BALANCE							
	Beginning of Year				495,660	502,414	502,414	502,414
	FUND BALANCE - Projected							
	End of Year				502,414	502,414	502,414	502,414

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2018-19

Fund 2400
Division: : Community Development
Organization: 181200 - Community Development Administration

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 4	140,040	83,361	185,740	191,218		
511112	FICA - Employer's Portion	10,068	6,039	14,209	14,628		
511113	State Retirement - Employer's Portion	16,312	9,946	25,186	27,841		
511120	Employee Insurance - 4	15,600	11,700	31,200	31,200		
511130	Workers Compensation	421	259	576	593		
519999	Personnel Contingency	0	0	6,754	6,941		
	*** Total Personnel**	**182,441**	**111,305**	**263,665**	**272,421**	**0**	**0**
	Operating Expenses						
520300	Professional Services	0	0	5,000	5,000		
520400	Advertising & Publicity	1,463	0	3,000	3,000		
520500	Legal Services	2,438	0	4,000	4,000		
520510	Interpreting Services	0	0	500	500		
520800	Outside Printing	240	0	1,000	1,000		
521000	Office Supplies	2,084	239	2,500	2,500		
521100	Duplicating	2,522	886	3,000	1,710		
521200	Operating Supplies	997	0	0			
524000	Building Insurance	42	43	43	50		
524201	General Tort Liability Insurance	161	144	160	184		
524202	Surety Bonds	0	0	40	0		
525000	Telephone	1,446	643	1,446	1,446		
525020	Pagers and Cell Phones - 1	207	232	216	216		
525021	Smart Phone Charges - 3	1,907	614	1,920	1,908		
525041	E-mail Service Charges - 4	645	269	645	645		
525100	Postage	1,050	536	1,500	1,500		
525110	Other Parcel Delivery Services	0	0	100	100		
525210	Conference, Meeting &Training Expense	11,263	2,990	10,000	12,250		
525230	Subscriptions, Dues, & Books	2,984	2,187	2,635	3,163		
525240	Personal Mileage Reimbursement	72	0	998	1,007		
525250	Motor Pool Reimbursement	1,172	479	1,439	1,452		
525300	Util / Administration Building	1,862	961	2,256	2,256		
529903	Contingency	0	0	0	1,085		
529950	Indirect Costs	17,108	5,152	20,000	20,000		
	*** Total Operating**	**49,663**	**15,375**	**62,398**	**64,972**	**0**	**0**
	**** Total Personnel & Operating**	**232,104**	**126,680**	**326,063**	**337,393**	**0**	**0**
	Non-Operating Expenses						
539540	Grant Funds Returned to Grantor	0	0	0	0		
	Capital						
540000	Small Tools & Minor Equipment	241	0	250	250		
540010	Minor Software	0	0	0	0		
	All Other Equipment	3,879	0	2,787			
	(1) Standard Laptop F3				1,086		
	(1) All -In-One Computer & Monitor F1A				827		
	**** Total Non-Operating & Capital**	**4,120**	**0**	**3,037**	**2,163**	**0**	**0**
	***** Total Budget Appropriation**	**236,224**	**126,680**	**329,100**	**339,556**	**0**	**0**

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2018-19

Fund 2400
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages	28,447	0	0			
510300	Part Time	0	0	0			
511112	FICA - Employer's Portion	2,144	0	0			
511113	State Retirement - Employer's Portion	3,310	(276)	0			
511120	Employee Insurance	0	0	0			
511130	Workers Compensation	86	0	0			
511131	S.C. Unemployment	0	0	0			
519999	Personnel Contingency	0	0	0			
	*** Total Personnel**	**33,987**	**(276)**	**0**	**0**	**0**	**0**
	Operating Expenses						
529903	Contingency	0	0	88,415			
534404	Midlands Housing Alliance, Inc.	37,000	1,524	40,000	40,000		
537119	Minor Housing Repair Program	67,970	34,172	115,512			
537150	Sistercare Facility Improvements	68,350	0	0	30,000		
537177	Septic Tank Repair and Replacement Program	16,760	19,380	19,380			
537180	HOME Program Project Delivery	800	800	61,453			
537192	Acquisition/Affordable Housing	344,665	20,152	20,152			
537194	State Street Sewer Line	1,000	0	269,331			
537196	Town of South Congaree Park Improvements	0	0	0			
537197	Town of Batesburg-Leesville Biarritz Court Paving	0	0	0			
537200	Town of Summit Park Improvements	56,097	0	0			
537209	BLEC Roof Replacement	166,461	0	0	285,726		
537210	Sistercare Renovation and Expansion	0	0	0			
537211	Town of Gaston ADA Compliance Improvements	20,242	0	0			
537212	Town of Lexington Duffie Drive Sidewalk	2,000	93,286	123,000			
537213	ICRC Afternoon Adventures	55,897	36,251	62,677	66,400		
537216	Central SC Habitat for Humanity	76,933	0	103,838			
537227	ICRC Universally Accessible Park	0	0	300,000			
537228	Lexington Interfaith Mobile Pantry	0	39,066	39,600			
537229	Lexington Interfaith Cooking Classes	1,561	5,325	5,324			
537230	Red Bank Elem Afterschool Program	41,669	3,198	32,460	33,020		
537235	Eau Claire Coop - Cayce/West Cola	0	192,636	450,000			
537241	Arc of the Midlands Job Training	0	8,225	37,013	41,240		
537242	Dickerson Children's Advocacy	0	0	10,073			
537243	Harvest Hope Diabetic Food Pantry	0	0	10,000	20,000		

COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2018-19

Fund 2400
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Cont'd Operating Expenses:						
537244	Red Bank Elem Sensory Room	0	0	4,268			
537245	Lexington County Fire Services	0	0	912,942			
537246	Town of Batesburg-Leesville Pump Station	0	0	403,095			
	Babcock Center Fire System Upgrades				5,833		
	West Columbia Sewer Upgrades				404,475		
	Joint Municipal Water & Sewer Commision				376,000		
	Boys & Girls Club of America				37,500		
	*** Total Operating**	**957,405**	**454,015**	**3,108,533**	**1,340,194**	**0**	**0**
	**** Total Personnel & Operating**	**991,392**	**453,739**	**3,108,533**	**1,340,194**	**0**	**0**
	***** Total Budget Appropriation**	**991,392**	**453,739**	**3,108,533**	**1,340,194**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

Fund # 2400 Fund Title: Urban Entitlement Community Development
Organization # 181200 Organization Title: Community Development
Program # 100 Program Title: CDBG

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools & Minor Equipment	$250
1	Standard Laptop Dell Latitude E5580 Laptopp- Replacement	$1,086
1	1 All-In-One Computer & Monitor Dell Optiplex 3050 AIO	$827

** **Total Capital (Transfer Total to Section III)** **$2,163**

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 2013-14, 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 **$1,596,385**

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 2018-2019 allocation is approximately $1,596,385. Additionally all uncommitted funds (funds awarded from projects that come in under budget during the 2017-2018 program year/fiscal year will be include in project awards for the 2018-2019 program year/fiscal year.

801000 – GENERAL FUND **$49,387**

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

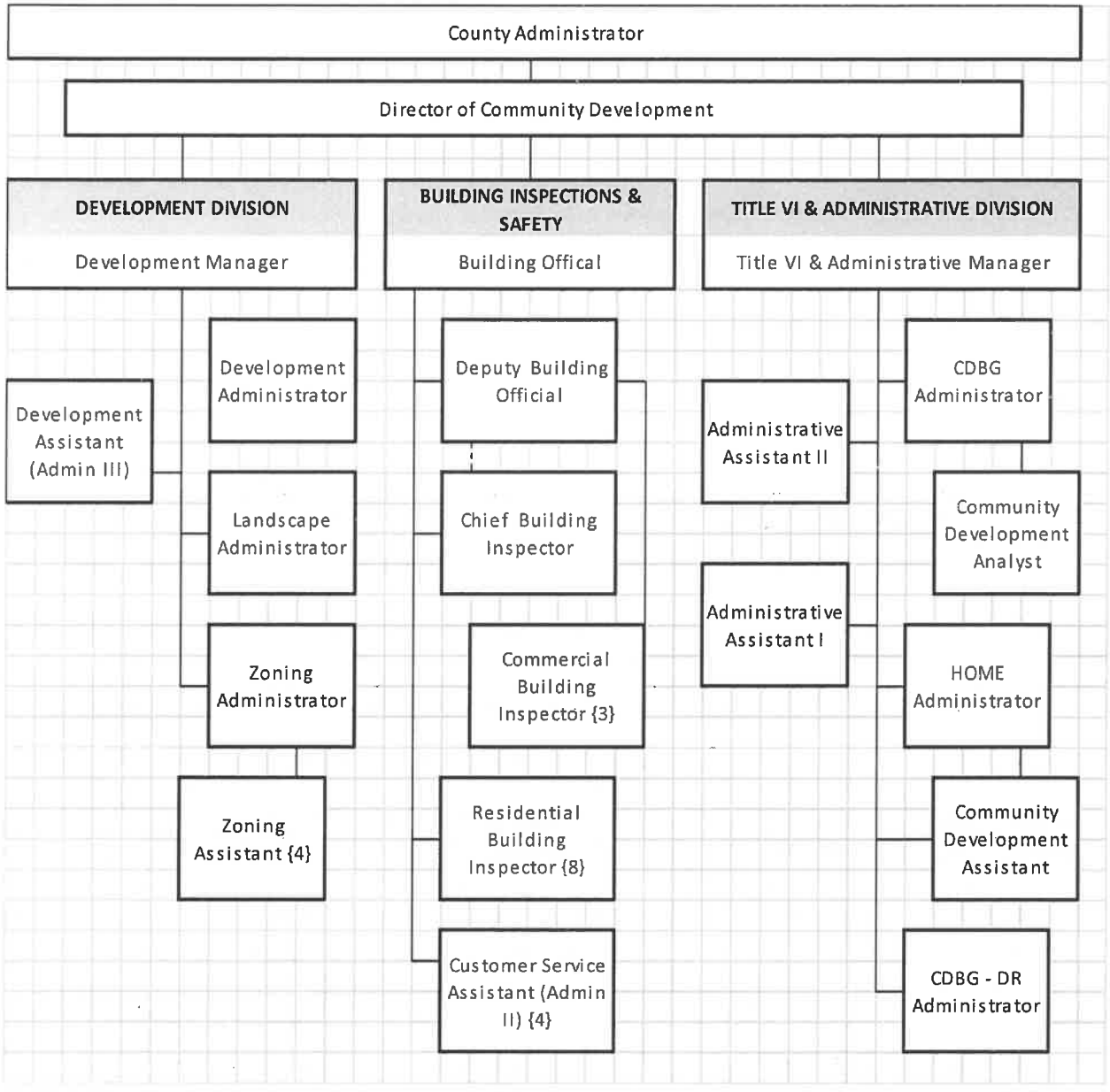
LISTING OF POSITIONS

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 $500

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): $250

Program 2 (Title VI Compliance): $250

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 **$2,500**

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): $2,000

Program 2 (Title VI Compliance): $500

521100 - DUPLICATING **$1,710**

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 $.0285 a copy = $1,710.00

Program 1 (CDBG Program): 48000 x .0285 = $1,368.00

Program 2 (Title VI Compliance): 12,000 x .0285 = $ 342.00

524000 – BUILDING INSURANCE **$50**

The amount requested is based on an estimate provided by the County Risk Manager for the CDBG and HOME Programs.

524201 – GENERAL TORT LIABILITY **$184**

The amount requested is based on an estimate provided by the County Risk Manager for the CDBG ($113), HOME ($53), and Title VI ($18) Programs.

Program 1 (CDBG Program): $166

Program 2 (Title VI Compliance): $18

524202 – SURETY BONDS **$0**

This is a Non bond year.

525000 – TELEPHONE **$1,446**

The amount requested covers basic phone and fax lines for department staff.

Program 1 (CDBG Program): $1204.20

• 5 lines x $19.00/month x 12 months		$ 1140.00
• 5 lines with voice mail x $1.07/month x12 months		$ 64.20
	Total	$ 1204.20

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 **$100**

This line item covers the cost of mailing UPS and FedEx packages and notices as is required.

Program 1 (CDBG Program): $75

Program 2 (Title VI Compliance): $25

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$12,250**

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 and specialized training provided by the National Community Development Association (NCDA) and National Community Development Association Region IV (NCDA-IV) providing training in such area as HOME (Basic & Advanced), CDBG (Basic & Advanced), Sub-Recipient Management (Basic & Advanced), Disaster Recovery (Basic & Advanced) and community planning and development. Additionally, the events listed below address various aspects of the CDBG and HOME programs, Affirmatively Furthering Fair Housing, rural development, infrastructure improvements, community revitalization techniques, HUD compliance and other federal requirements, as well as best practice presentations from other communities. These events also provide staff with the opportunity to meet and network with other Community Development Professionals from throughout the country. Locations for HUD training vary and are offered throughout the United States depending on HUD's budget and the availability of trainers, etc. Estimated training costs include lodging, transportation, and registration fees. Appropriate staff will attend various trainings to stay abreast of compliance issues related to management of the County's Title VI program

Program 1 (CDBG Program): $11,200

• HUD/NCDA Specialized Training (estimate)	$ 2,000
• NCDA Legislative Policy Conference	$ 2,500
• NCDA Annual Training Conference	$ 3,500
• NCDA Region IV Annual Training Conference	$ 2,000
• Palmetto Affordable Housing Forum	$ 1,250

$11,250

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 **$3,163**

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): $3,113

Dues:

• National Community Development Association (Agency membership – 1 yr.)	$2,000
• SC Association of Community Development Corporations (Agency membership – 1 yr.)	$ 750
• Midlands Area Consortium for the Homeless (Agency membership – 1 yr.)	$ 100
TOTAL	$2,850

Subscriptions & Books:

• The State Newspaper (1 year subscription)	$ 188
• The Lexington Chronicle Newspaper (1 year subscription)	$ 45
• Other Subscriptions, Books & Training Manuals (estimate)	$ 30
TOTAL	$ 263

Program 2 (Title VI Compliance): $50

Subscriptions & Books:

• Subscriptions, Books & Training Manuals (estimate)	$ 50
TOTAL	$ 50

525240 - PERSONAL MILEAGE REIMBURSEMENT **$1,007**

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):		$680
• 104 miles/month x 12 months x $.545 =	$680.16	
Program 2 (Title VI Compliance):		$327
• 50 miles/month x 12 months x $.545 =	$ 327.00	

525250 - MOTOR POOL REIMBURSEMENT **$1,452**

This charge is for use of fleet vehicles and is based on historic usage.

Program 1 (CDBG Program):		$1,125
• 172 miles/month x 12 months x $.545 =	$1124.88	
Program 2 (Title VI Compliance):		$ 327
• 50 miles/month x 12 months x $.545 =	$327.00	

525300 – UTILITIES / ADMINISTRATION BUILDING **$2,256**

The requested amount is an estimate based on historical data.

Program 1 (CDBG Program): $1,933

Program 2 (Title VI Compliance): $323

529903 - CONTINGENCY **$1,085**

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 **$20,000**

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 - RPL $1,086

This line item is requested to replace a standard laptop and one desktop, as recommended by Information Services.

1 – Function 4 Standard Laptop on FY 2018-19 Recommended PC Specifications – Dell Latitude E5580 Laptop with Windows 10 64-bit (1 x $1,086.00)

5A---- - (1) Standard All-In-One Computer & Monitor - RPL $827

This line item is requested to replace a standard laptop and one desktop, as recommended by Information Services.

1 – All-In-One Computer & Monitor FY 2018-19 Recommended PC Specifications – Dell OptiPlex 3050 AIO Computer with Monitor and Windows 10 64-bit (1 x $827.00)

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— BABCOCK CENTER FIRE SYSTEM UPGRADES $5,833

CDBG funds will be used to replace / upgrade the fire alarm control system at the Three Fountains Work Activity Center to bring the system up to current fire codes. The upgrades will include adding strobing lights, horns and addressable pull stations. As a result persons with visual or hearing impairments will be alerted to a fire emergency more quickly and will be able to exit the building in a more expedient manner, thereby improving safety at the location.

5— BROOKLAND CENTER FOR COMMUNITY CHANGE- BLEC ROOF REPLACEMENT $285,726

This project will consist of replacing a portion of the roof at the Brookland-Lakeview Empowerment Center (BLEC), which is being renovated to house social service programs of which will be the Senior Services Center for the residents in this community and the greater West Columbia area.

5— CITY OF WEST COLUMBIA COLLECTION SYSTEM IMPROVEMENTS $404,475

This project will include three project areas located on Leaphart Street, Augusta Street, and Batchelor & N. Parson Street. They will rehabilitate the existing 8" clay and AC gravity pipe using cured-in-place pipe while also rehabilitating or replacing existing manhole covers when necessary. The replacement will result in an improved sewer line, service, and safety for low- and moderate-income residents in this target area and eliminate periods of interrupted service

5— JOINT MUNICIPAL WATER & SEWER COMMISSION LYDIA DRIVE SEWER $376,000

Extension of approximately 2,800 LF of 8" Gravity Sewer along Pine Street in Pelion. This will be the first phase of extending sanitary sewer service into the Town of Pelion, which will promote economic development and provide public sewer service to the residences in the area.

5—SISTERCARE INC. SHELTER IMPROVEMENTS $30,000

CDBG funds for this project will be used to replace the security fencing around the Lexington County I and II shelters and the Lexington County's Children's Counseling Building and to replace the storage shed at the Lexington County I Shelter. These improvements will make the shelters safe and more secure for the residents, staff and volunteers.

PUBLIC SERVICE PROJECTS

5— IRMO CHAPIN RECREATION COMMISSION AFTERNOON ADVENTURES $66,400

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— ARC OF THE MIDLANDS SECOND WAVE COFFEE & BOOKS JOB TRAINING $41,240

CDBG Funds to be used for operational support for Second Wave Coffee & Books, 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— 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— BOYS & GIRLS CLUBS OF AMERICA BE GREAT ACADEMY $37,500

CDBG funds will be used to provide the Boys & Girls Clubs of the Midlands with operational support for low- and moderate-income children to attend their BE GREAT Academy Afterschool Program. This program offers a variety of youth development programs in core areas including education and career development, character and leadership development, sports, fitness and recreation, health and life skills, and the arts.

5— HARVEST HOPE DIABETIC FOOD BANKS $20,000

CDBG funds used to establish 3 additional 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— RED BANK ELEMENTARY AFTER SCHOOL PROGRAM $33,020

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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** HOME Program 2401:**							
	Revenues:							
456100	Program Income	8,203	11,585	19,005	19,005	19,005		
456101	Program Income (Note Receivable)	(8,203)	0	0	0			
457000	Federal Grant Income	361,916	169,489	918,590	918,590	506,483		
461150	Interest Income - Notes	10,802	0	0	0			
801000	Op Trn From the General Fund	39,000	40,046	40,046	40,046	39,000		
	****Total Revenue**	411,718	221,120	977,641	977,641	564,488	0	0
	*****Total Appropriation**				977,641	563,884 ~~524,884~~	0	0
	FUND BALANCE Beginning of Year				522,976	522,976	522,976	522,976
	FUND BALANCE - Projected End of Year				522,976	523,580 ~~562,580~~	522,976	522,976

COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2018-19

Fund 2401
Division: : Community Development
Organization: 181200 - Community Development Administration

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	47,472	22,489	47,477	48,727		
511112	FICA - Employer's Portion	3,494	1,658	3,632	3,728		
511113	State Retirement - Employer's Portion	5,524	2,590	6,438	7,095		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	143	70	147	151		
519999	Personnel Contingency	0	0	1,726	1,462		
	*** Total Personnel**	**64,433**	**30,707**	**67,220**	**68,963**	**0**	**0**
	Operating Expenses						
524201	General Tort Liability Insurance	75	75	75	86		
	*** Total Operating**	**75**	**75**	**75**	**86**	**0**	**0**
	**** Total Personnel & Operating**	**64,508**	**30,782**	**67,295**	**69,049**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**64,508**	**30,782**	**67,295**	**69,049**	**0**	**0**

COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2018-19

Fund 2401
Division: Community Development
Organization - 181201 Community Development Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	0
	Operating Expenses						
529903	Contingency	0	0	145,471	39,000		
537138	Community Housing Develop Organization	74,521	74,112	75,687	75,973		
537139	Homeownership Assistance Program	100,000	15,000	80,000	80,000		
537140	Housing Rehabilitation Program	11,530	53,145	401,195	75,000		
537192	Acquisition/Affordable Housing	129,434	52,038	53,202	224,862		
537225	Acquisition (Note Receivable)	0	0	154,791			
	*** Total Operating**	**315,485**	**194,295**	**910,346**	494,835 ~~455,835~~	**0**	0
	**** Total Personnel & Operating**	**315,485**	**194,295**	**910,346**	494,835 ~~455,835~~	**0**	0
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**315,485**	**194,295**	**910,346**	494,835 ~~455,835~~	**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 **$506,483**

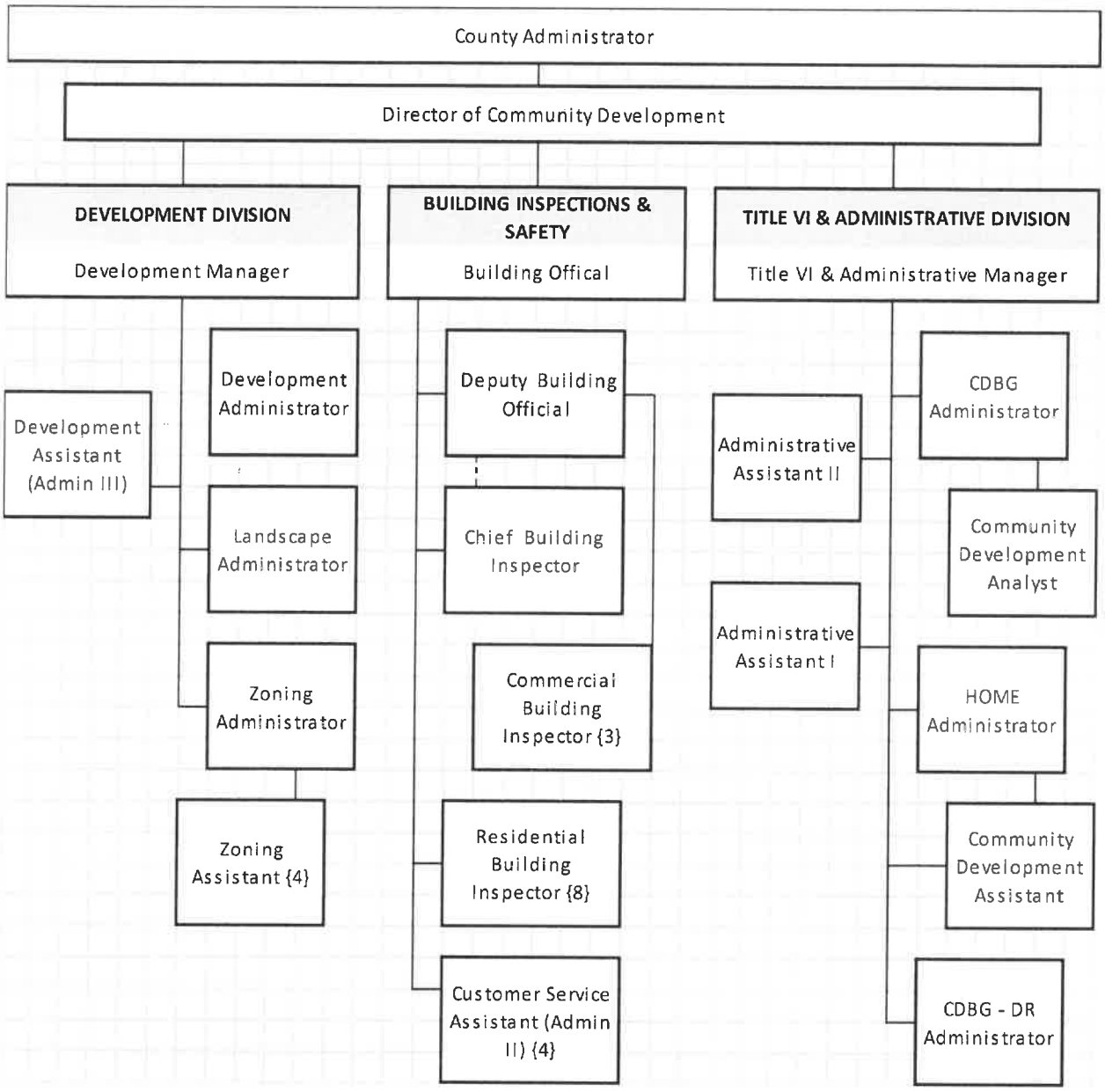
The United States Department of Housing and Urban Development (HUD) establishes the annual award for all HOME Investment Partnerships (HOME) Participating Jurisdictions (PJ). The estimated amount of funds to be released from the United States Department of Housing and Urban Development (HUD) for FY 2017-18 is $481,875.

801000 – GENERAL FUND **$39,000**

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 $22,250 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 in the amount of $16,750 for the HOME Program.

SECTION VI. B – PERSONNEL LINE ITEM NARRATIVES

Position	Band
HOME Program Administrator	209


County Administrator
Director of Community Development
DEVELOPMENT DIVISION
Development Manager
BUILDING INSPECTIONS & SAFETY
Building Offical
TITLE VI & ADMINISTRATIVE DIVISION
Title VI & Administrative Manager
Development Assistant (Admin III)
Development Administrator
Landscape Administrator
Zoning Administrator
Zoning Assistant {4}
Deputy Building Official
Chief Building Inspector
Commercial Building Inspector {3}
Residential Building Inspector {8}
Customer Service Assistant (Admin II) {4}
Administrative Assistant II
Administrative Assistant I
CDBG Administrator
Community Development Analyst
HOME Administrator
Community Development Assistant
CDBG - DR 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 2018-19 are identified below. The total costs are based on preliminary estimates.

529903 – CONTINGENCY **$39,000**

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) **$75,973**

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. The specific guidelines of the Homeownership Assistance Program have been developed by HOME Program staff.

537140 HOUSING REHABILITATION PROGRAM **$75,000**

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 5 homeowners with significant repair needs. Dependent upon the types and costs of repairs requested, additional eligible homeowners may 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 full guidelines for the Housing Rehabilitation Program have been developed by the Grant Programs staff.

537192 – ACQUISITION/AFFORDABLE HOUSING **$224,862**

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 sub-recipients, 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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Clerk of Court Title IV-D DSS Child Support 2410:**							
	Revenues:							
451800	IV-D Transaction Reimbursement	249,585	298,205	360,000	550,000	550,000		
451801	IV-D Incentive Payments	25,004	10,377	24,000	24,000	21,000		
451804	IV-D Prior Year Audit Incentive	51,933	51,933	37,000	104,000	104,000		
	Other Revenues:							
461000	Investment Interest	5,235	3,622	3,000	3,000	7,244		
	**** Total Revenue**	331,757	364,137	424,000	681,000	682,244	0	0
	Total Appropriation:				424,000	346,018 ~~682,244~~	0	0
	FUND BALANCE Beginning of Year				765,233	1,022,233	1,022,233	1,022,233
	FUND BALANCE - Projected End of Year				1,022,233	1,358,459 ~~1,022,233~~	1,022,233	1,022,233

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 2410 Fund Name: IV-D

Organ. #: 141100 Organ. Name: Clerk of Court

Revenue Code	Fee Title	Actual Fees 2015-16	Actual Fees 2016-17	12/31/2017 Year-to-Date 2017-18	Anticipated Fiscal Year Total 2017-18	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees 2018-19	Budget Proposed Fee Change	Budget Total Proposed Estimated Fees 2018-19
451800	IV-D Unit Cost Reimbursement	311,786	249,585	298,205	550,000			550,000		550,000
451801	IV-D Incentive Payments	$ 24,650	$ 25,004	$ 10,377	$ 21,000			$ 21,000		$ 21,000
451804	IV-D Prior Year Audit Incentive	$ 44,355	$ 51,933	$ 51,933	$ 104,000			$ 104,000		$ 104,000
461000	Investment Interest	$ 2,859	$ 5,235	$ 3,622	$ 7,244			$ 7,244		$ 7,244

COUNTY OF LEXINGTON
CLERK OF COURT/TITLE IV-D CHILD SUPPORT
Annual Budget
Fiscal Year - 2018-19

Fund: 2410
Division: Judicial
Organization: 141100 - Clerk of Court

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 7	187,996	82,566	287,662	235,135		
510200	Overtime	14	0	0	0		
510300	Part Time - 4 (2.0 - FTE)	0	359	0	0		
511112	FICA - Employer's Portion	13,041	5,958	22,006	17,988		
511113	State Retirement - Employer's Portion	21,878	9,376	39,007	34,236		
511120	Employee Insurance - 7	54,600	27,300	54,600	54,600		
511130	Workers Compensation	564	257	892	729		
511213	State Retirement - Empl Portion - Retiree	0	48	0			
519999	Personnel Contingency	0	0	10,487	0		
	*** Total Personnel**	**278,093**	**125,864**	**414,654**	**342,688**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	600	600		
522200	Small Equipment Repair & Maint.	0	0	150	150		
524201	General Tort Liability Insurance	207	207	213	245		
524202	Surety Bonds - 9	0	0	90	0		
525000	Telephone	1,673	837	1,690	1,690		
525041	E-mail Service Charges - 7	774	226	645	645		
529903	Contingency	0	0	5,145	0		
	*** Total Operating**	**2,654**	**1,270**	**8,533**	**3,330**	**0**	**0**
	**** Total Personnel & Operating**	**280,747**	**127,134**	**423,187**	**346,018**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	813	0		
					0		
					0		
	**** Total Capital**	**0**	**0**	**813**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**280,747**	**127,134**	**424,000**	**346,018**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2410 Fund Title: IV-D
Organization # 141100 Organization Title: Clerk of Court
Program # Program Title: DSS Child Support

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
0	Small Tools & Minor Equipment	0
0	Minor Software	0

**** Total Capital (Transfer Total to Section III)** **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 15/16**	**Actual FY 16/17**	**Estimated FY 17/18**	**Projected FY 18/19**
RTSC	900	900	1,000	1,000
Bench Warrants	680	700	750	800
Order of Discharge	450	450	520	550
Orders	1400	1400	1450	1500
Audits & Reviews	90	100	100	100
Payment History	10000/8pg	10000/8pg	12000/8pg	10000/5pg
Transport Orders	180	180	185	185
EARPS	3000	3000	1200	1300
Files Pulled	250	330	400	400
Aff of Service/Non-Service	950	950	1000	1000
Correspondence	400	400	450	1500
Telephone	70,000	70,000	85,000	90,000
Fed & State tax Return	110/100pg	110/100pg	120/100pg	150/100pg
Bank Deposit	4000	4000	5000	6000
Monthly AFDC Report	12/55pg	12/55pg	12/60pg	12/60pg
Monthly Non-AFDC Report	12/93pg	12/93pg	12/95pg	12/50pg
Monthly URESA Report	12/33pg	12/33pg	12/35pg	12/5pg
DSS Bank Report	375/6pg	375/6pg	420/6pg	280/6pg
Court Orders	1480/5pg	1480/5pg	1550/5pg	1600/5pg
Wage Withholding Orders	14,000	14,000	1100	1150
Certified Letters	14,000	14,000	1000	1000
File Returned Certified Letters	270	275	300	300
Handle Wage Withholding EARPS from SCDSS	2200	1000	1200	1200

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

451800 – TITLE IV-D UNIT COST REIMBURSEMENT **$ 550,000.00**

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 funding 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 for July thru December 2017 is **$ 49,700.00 per month.**

451801 – TITLE IV-D INCENTIVE **$ 21,000.00**

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 for July thru December 2017 is **$1,730.00 per month.**

451804 – IV-D PRIOR YEAR AUDIT INCENTIVE **$ 104,000.00**

The revenue generated from the Prior DSS Yearly Audit. The Average received for July thru December 2017 is **$8,655.00 per month.**

461000 – INVESTMENT INTEREST **$ 7,244.00**

Received $ 3,621.89 from 7-1-17 to 12-31-17.

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 **$ 245.00**

This is based on the fee schedule provided by Ed Salyer

524202 – SURETY BONDS **$ 0.00**

525000 - TELEPHONE **$ 1,690.00**

This account is used to pay for telephone services for 5 phones with voice mail for employees.

525041 – E-mail Service Charges – 5 @ $10.75 **$ 645 .00**

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

N/A

EMERGENCY MANAGEMENT
2480 LEMPG
EXECUTIVE SUMMARY

FY 2017-18	$71,317 *Total award amount for 17-18 was also $83,913 but $9900 was deducted from county award due to WebEOC. Therefore, those funds are not dispersed to county.
FY 2018-19 Proposed	$83,913 .
Personnel	$ 0
Operating	$ 55,104
Capital	$ 28,809
New Programs	$ 0
TOTAL	$ 83,913 (0% increase) * Web EOC will no longer be purchased therefore the county will receive an additional $9900.

NEW PROGRAMS

Non-applicable	$ 0
TOTAL	$ 0

PRIORITIES

PROBABLE CARRYOVERS

Non-applicable	$ 0
TOTAL	$ 0

OPERATING INCREASES/DECREASES

520200	Contracted Services	increase $18,750	- CodeRed purchase
521200	Outside Printing	increase $562	- Increase number of brochures purchased
521200	Operating Supplies	decrease $1995	- Supplies are well stocked
521213	Public Education Supplies	increase $358	- More public education outreach initiatives
525004	WAN Charges	decrease $101	- Decrease in cost
525021	Smart phones (2)	increase $582	- Additional line for UAV
525090	Other Communication	decrease $827	- Decrease due to one less satellite phone
525210	Conf, Mtg, Training Expense	increase $5219	- Increase due to Advanced Academy and IAEM Conference
525600	Uniforms & Clothing	decrease $3500	- CERT items purchased in Fu 2017-18

CAPITAL ITEMS

540000	Small Tools & Minor Equip	increase $1007	- Increase for WeatherHawk installation accessories
540010	Minor software	increase $3672	- Rhodium User Licenses
5Axxxx	Disaster Traffic Mgmt Trailer	$8800	- New item

COUNTY OF LEXINGTON
LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT (LEMPG)/CERT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Local Emergancy Management Performance Grant/CERT 2480:**							
	Revenues:							
457000	Federal Grant Income	81,286	0	77,913	77,913	83,913		
458000	State Grant Income	498	0	0	0	0		
469100	Gifts & Donations	0	0	0	0	0		
	**** Total Revenue**	81,784	0	77,913	77,913	83,913	0	0
	*****Total Appropriation**				102,114	83,913	0	0
	FUND BALANCE Beginning of Year				43,901	19,700	19,700	19,700
	FUND BALANCE - Projected End of Year				19,700	19,700 ~~(64,213)~~	19,700	19,700

COUNTY OF LEXINGTON
LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT (LEMPG)/CERT
Annual Budget
Fiscal Year - 2018-19

Fund: 2480
Division: Public Safety
Organization: 131101 Emergency Preparedness

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries and Wages - 1	0	0	6,420	0		
511112	FICA - Employer's Portion	0	0	492	0		
511113	State Retirement - Employer's Portion	0	0	775	0		
511130	Workers Compensation	0	0	200	0		
	*** Total Personnel**	**0**	**0**	**7,887**	**0**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	19,231	19,232	19,231	18,750		
520800	Outside Printing	0	80	1,938	2,500		
521200	Operating Supplies	10,441	1,660	6,500	4,505		
521213	Public Education Supplies	2,288	1,867	2,000	2,358		
525000	Telephone	3,381	1,644	3,373	3,373		
525004	WAN Charges - 3	0	381	1,541	1,440		
525021	Smart Phone Charges - 3	0	537	1,362	1,944		
525030	800 MHz Radio Service Charges - 7	3,036	1,338	4,509	4,509		
525031	800 MHz Radio Maintenance Charges - 7	398	0	505	505		
525090	Other Communication Charges-2	0	71	2,547	1,720		
525210	Conference, Meeting & Training Expense	985	2,474	6,781	12,000		
525600	Uniforms & Clothing	1,440	0	5,000	1,500		
	*** Total Operating**	**41,200**	**29,284**	**55,287**	**55,104**	**0**	**0**
	**** Total Personnel & Operating**	**41,200**	**29,284**	**63,174**	**55,104**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	2,201	0	2,693	3,700		
540010	Minor Software	600	4,272	4,272	4,272		
	All Other Equipment	11,618	1,496	31,975			
	WeatherHawks-3				12,037		
	Disaster Traffic Mgmt Trailer & Access.				8,800		
	**** Total Capital**	**14,419**	**5,768**	**38,940**	**28,809**	**0**	**0**
	***** Total Budget Appropriation**	**55,619**	**35,052**	**102,114**	**83,913**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2480 Fund Title: LEMPG
Organization # 131101 Organization Title: Emergency Management
Program # Program Title: Public Safety

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
540000	Small Tools & Minor Equipment	3,700
540010	Minor Software ESRI ; Rhodium	4,272
	Weather Hawk Weather Stations (3)	12,037
	Disaster Traffic Mgmt Trailer w/ Accessories	8,800

** **Total Capital (Transfer Total to Section III)** **28,809**

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

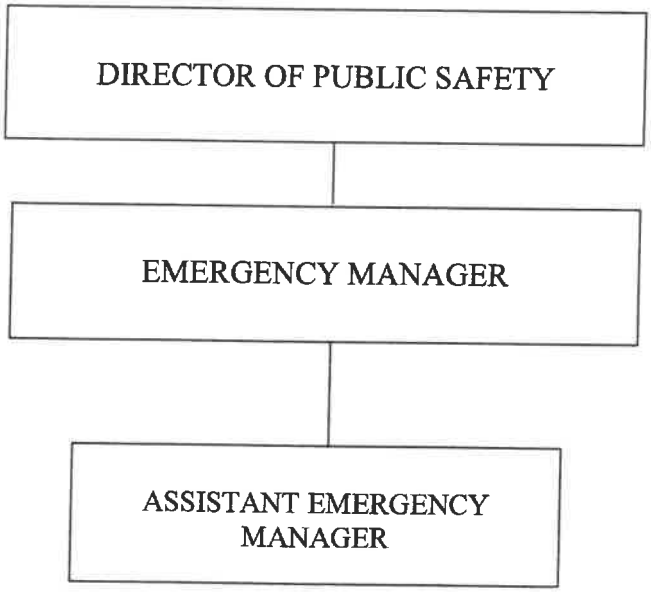
SECTION VI.A. – LISTING OF REVENUES

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	0.08	1.00	213
Assistant Emergency Mgr	1.00	0.08	1.00	208
Emergency Mgmt Coord.	0.00	1.00	1.00	108 P/T
TOTAL POSITIONS	3.00	0.00	1.00	



SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **$18,750**

PROGRAM 2 – EMERGENCY MANAGEMENT $18,750

This account will be used to purchase CodeRED Emergency Notification System. An emergency alert system is necessary in Lexington County for the purpose of notifying citizens of hazards and threats in the area. Historically, we have utilized 21st Century offered through VC Summer Nuclear Station. Lexington County Emergency Management has been notified that VC Summer will cover the cost of County notifications only when the alert is related to a nuclear or radiological event. Therefore, Lexington County requires an emergency alert system for the purpose of notifying citizens of natural and manmade threats and hazards. CodeRED will be a shared cost among Emergency Management and the Sheriff's Department for a total cost of $37,500 per year.

520800 – OUTSIDE PRINTING **$2,500**

PROGRAM 2 – EMERGENCY MANAGEMENT $2,500

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 **$4,505**

PROGRAM 1 – SARA Title III/Citizen Corps Council & CERT $2,000

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 $2,505

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 **$2,358**

PROGRAM 2 – EMERGENCY MANAGEMENT $2,358

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 **$3,373**

PROGRAM 2 – EMERGENCY MANAGEMENT $3,373

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 **$1,440**

PROGRAM 2 – EMERGENCY MANAGEMENT $1,440

This account will cover the monthly Mifi 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) Mifi 3 x $40/month x 12 months= $1440

525021 – SMART PHONES **$1,944**

PROGRAM 2 – EMERGENCY MANAGEMENT $1,944

This account covers the monthly Smart Phone fees of the Emergency Manager and Assistant Emergency Manager.

Phone Service & Unlimited Data: (3) $54.00 each/mo x 12 mo = $1,944

525030 – 800 MHZ RADIO SERVICE CHARGES **$4,509**

PROGRAM 2 – EMERGENCY MANAGEMENT $4,509

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 **$1,720**

This account will be used for monthly voice access fees for satellite phones. $1,720

(2) Satellite phones 2 x $71.60 months x 12 months = $1718.40 (includes sales tax)

525210 – CONFERENCES AND MEETING EXPENSES **$12,000**

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 $11,000

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 = $2800
SCEMA (SC Emergency Management Association)	EM, Asst EM and EM Coord = $2500
Training courses, Workshops, Exercises	EM, Asst EM and EM Coord = $1200
FEMA Advanced Academy	EM = $4500

525600 – UNIFORMS & CLOTHING **$1,500**

PROGRAM 1 – SARA Title III/Citizen Corps Council/CERT $1,500

This account will allow for Emergency Management to purchase shirts for the new CERT members.

540000 – SMALL TOOLS & MINOR EQUIPMENT **$3,700**

PROGRAM 2 – EMERGENCY MANAGEMENT $3,700

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 **$4,272**

PROGRAM 2 – EMERGENCY MANAGEMENT $4,272

Per GIS – this account is needed to purchase ESRI maintenance on 2 ArcView licenses for the upcoming year. ESRI is a GIS mapping software which is useful in planning and response phases of Emergency Management.

Rhodium Incident Management software will provide a complete command and control solution allowing Emergency Management to quickly consolidate information, coordinate assets, and respond. From day-to-day incidents to large scale, multi-agency responses, this software is scalable to any situation. Use of this system will allow our EOC to function more efficiently.

(2) ArcView licenses @ $300/ea = $600
(9) Rhodium Incident Management Licenses = $3672

5A* WEATHER HAWK WEATHER STATION** **$12,037**

PROGRAM 2 – EMERGENCY MANAGEMENT $12,037

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 = $11,151.36 + $780.59 sales tax + $105.00 shipping = $12,036.95

5A* DISASTER TRAFFIC MANAGEMENT TRAILER & ACCESSORIES** **$8,800**

PROGRAM 2 – EMERGENCY MANAGEMENT $8,800

This account will be used to purchase (1) enclosed trailer with traffic management accessories to be used in the event of a disaster or hazardous incident.

(1) Enclosed Trailer $2500 + $175 sales tax = $2,675
Accessories: Traffic cones, lights, barricades, etc = $6,125

COUNTY OF LEXINGTON
DHEC - EMS GRANT-IN-AID
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***DHEC - EMS Grant-In-Aid 2520:**							
	Revenues:							
459100	DHEC - EMS Grant-In-Aid	0	0	21,044	21,044	21,044		
801000	Op Trn from General Fund	1,225	0	1,450	1,450	1,450		
	****Total Revenue**	1,225	0	22,494	22,494	22,494	0	0
	*****Total Appropriation**				22,494	22,494	0	0
	FUND BALANCE Beginning of Year				1,423	1,423	1,423	1,423
	FUND BALANCE - Estimated End of Year				1,423	1,423	1,423	1,423

Fund: 2520
Division: Public Safety
Organization: 131400 - Emergency Medical Services

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520201	Physical Fitness Program	0	0	0			
525210	Conference, Meeting & Training Expense	0	0	22,494	22,494		
529903	Contingency	0	0	0			
	*** Total Operating**	**0**	**0**	**22,494**	**22,494**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**22,494**	**22,494**	**0**	**0**
	Capital						
540010	Minor Software	0	0	0			
	All Other Equipment	0	0	0			
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	*****Total Budget Appropriation**	**0**	**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 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenue Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Economic Development 2000:**							
	Revenues:							
417100	Fee In Lieu of Taxes	584	0	572	572	600		
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		
452256	Performance Agreement Noncompliance	15,000	0	0	0	0		
459900	Miscellaneous Payments & Grants	0	0	0	0	0		
461000	Investment Interest	3,572	3,246	2,000	2,000	3,000		
821000	R.E.T. from General Fund	524,000	999,121	999,121	999,121	1,428,042		
	****Total Revenue**	543,156	1,002,367	1,001,693	1,001,693	1,431,642	0	0
	**** Total Appropriation**				1,332,633	1,431,642	0	0
	Unused Appropriations							
	Contingency				(912)			
	Utilities/Saxe Gotha Industrial Park				(240,645)			
	FUND BALANCE							
	Beginning of Year				376,762	287,379	287,379	287,379
	FUND BALANCE - Projected							
	End of Year				287,379	287,379	287,379	287,379

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2018-19

Fund 2000
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Expenditure Code	Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520103	Landscaping/Ground Maintenance	0	17,700	236,379	277,180		
525302	Util/Saxe Gotha Industrial Park	682	2,877	240,645	80,562		
525303	Util/Chapin Technology Park	204	500	102,296	132,660		
525324	Util/Batesburg-Leesville Industrial Park	0	0	20,000	35,000		
529903	Contingency	0	0	912	0		
537010	Certified Sites Program	0	0	82,500	148,000		
537011	Site Improvements Program	5,680	0	0	0		
537027	Performance Agreement Noncompliance	15,000	0	0	0		
	*** Total Operating**	**21,566**	**21,077**	**682,732**	**673,402**	**0**	**0**
	**** Total Personnel & Operating**	**21,566**	**21,077**	**682,732**	**673,402**	**0**	**0**
	Capital						
5AI553	Design Guidelines	0	11,000	25,000	0		
5AI583	Revised Master Plan & Final Plat	0	3,500	30,000	0		
5AI604	Fencing at CBTP at Brighton	0	11,620	11,620	0		
	****Total Capital**	**0**	**26,120**	**66,620**	**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**	**21,566**	**47,197**	**749,352**	**673,402**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2018-19

Fund 2000
Division: Economic Development
Organization: 181101 - Economic Development Administration

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3	131,826	79,082	171,416	171,416		
510200	Overtime	123	0	0	0		
511112	FICA - Employer's Portion	9,800	5,814	13,113	13,113		
511113	State Retirement - Employer's Portion	15,132	9,464	23,244	23,244		
511120	Employee Insurance - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	878	246	2,850	2,850		
515700	Moving Expense Reimbursement	2,500	0	0	0		
519999	Personnel Contingency	0	0	6,232	6,232		
	*** Total Personnel**	**183,659**	**106,306**	**240,255**	**240,255**	**0**	**0**
	Operating Expenses						
520221	Website Service	7,952	87	5,000	2,500		
520300	Professional Services	551	0	2,500	5,000		
5203--	Engineering Services				100,000		
520400	Advertising & Publicity	8,594	32,300	45,000	75,000		
520500	Legal Services	33,360	13,260	30,000	31,740		
520700	Technical Services	2,879	0	2,691	5,500		
521000	Office Supplies	930	220	1,700	1,700		
521100	Duplicating	250	108	150	297		
521200	Operating Supplies	0	0	0	500		
522300	Vehicle Repairs & Maintenance	17	3	120	120		
524000	Building Insurance	80	82	82	98		
524100	Vehicle Insurance	0	816	546	557		
524101	Comprehensive Insurance	54	123	0	142		
524201	General Tort Liability Insurance	608	608	626	742		
524202	Surety Bonds	0	0	30	0		
525000	Telephone	1,020	476	955	955		
525006	GPS Monitoring Charges	0	51	230	204		
525021	Smart Phone Charges	1,213	720	1,512	1,512		
525041	E-mail Service Charges - 3	473	215	387	387		
525100	Postage	174	201	500	400		
525110	Other Parcel Delivery Service	0	0	100	100		
525210	Conference, Meeting & Training Expense	7,738	10,480	25,235	25,500		
525230	Subscriptions, Dues, & Books	1,635	1,450	3,714	2,320		
525240	Personal Mileage Reimbursement	298	372	500	825		
525250	Motor Pool Reimbursement	1,324	0	0	0		
525300	Utilities - Administration	6,669	3,444	8,080	8,080		
525400	Gas, Fuel & Oil	235	391	4,500	2,300		
529903	Contingency	0	0	0	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 Columbia Chamber of Commerce				25,000		
537006	USC Incubator Project	25,000	12,500	25,000	25,000		
537190	Engenuity SC	25,000	12,500	25,000	40,000		
	*** Total Operating**	**282,054**	**168,407**	**340,158**	**516,479**	**0**	**0**
	**** Total Personnel & Operating**	**465,713**	**274,713**	**580,413**	**756,734**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2018-19

Fund 2000
Division: Economic Development
Organization: 181101 - Economic Development Administration

Object Expenditure Code	Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	1,000	59	500	500		
540010	Minor Software	0	383	383	1,006		
	All Other Equipment	22,865	1,756	1,985			
	****Total Capital**	**23,865**	**2,198**	**2,868**	**1,506**	**0**	**0**
	***** Total Budget Appropriation**	**489,578**	**276,911**	**583,281**	**758,240**	**0**	**0**

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 on County-owned economic development real estate.
b. To coordinate the economic development real estate 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 (3) business parks.

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING / GROUND MAINTENANCE / INDUSTRIAL PARKS $277,180

Cost to cover the estimated expense of maintaining the landscaping and streets at the following industrial parks:

- Saxe Gotha Industrial Park
  - Herbicide Treatment:*
    - $100.00 / acre x 419 acres (one per FY) = $41,900.00
  - Landscaping (to include Litter Control):
    - Cost for 12 months = $32,867.00
  - Street Sweeping / Cleaning:
    - $1,200 each x 4 (once per quarter) = $4,800.00

- Chapin Business & Technology Park at Brighton
  - Herbicide Treatment:*
    - $100.00 / acre x 220 acres (one per FY) = $22,000.00
  - Landscaping (to include Litter Control):
    - Cost for 12 months = $37,305.00
  - Fountain Maintenance
    - Materials = $35,140.00
    - Labor = $64,830.00
  - Street Sweeping / Cleaning:
    - $1,200 each x 4 (once per quarter) = $4,800.00

- Batesburg-Leesville Industrial Park
  - Herbicide Treatment:*
    - $100.00 / acre x 181 acres (one per FY) = $18,100.00
  - Landscaping (to include Litter Control):
    - Cost for 12 months = $7,910.00
  - Street Sweeping / Cleaning:
    - 1,200 each x 4 (once per quarter) = $4,800.00

*An annual herbicide treatment is needed on the acreage where the timber has been thinned in order to eliminate undergrowth.

525302 – UTILITIES / SAXE GOTHA INDUSTRIAL PARK $80,561.92 2

Cost to cover the estimated expense for 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 - $1,000.00/year

525303 – UTILITIES / CHAPIN BUSINESS & TECHNOLOGY PARK @ BRIGHTON $132,659.94 60

Cost to cover the estimated expense for 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 - $4,971.77
  - Sign(s) - $121.34
  - Fountain - $14,994.2
- Water - $3,430.78

525324 – UTILITIES – BATESBURG-LEESVILLE INDUSTRIAL PARK **$35,000**

- Batesburg-Leesville Industrial Park
  - Lighting
    - Total Monthly Lighting Charges – $1,606.30 *plus* $225.57 (sales tax) = $1,831.87 x 12 = $21,982.44
  - Electrical - $6,000/year
  - Water - $7,000/year

537010 – CERTIFIED SITES PROGRAM **$148,000**

Cost to cover the South Carolina Department of Commerce (SCDOC) requirements to designate Batesburg-Leesville Industrial Park as an SC Certified Site & to recertify Saxe Gotha Industrial Park Phase I:

- Batesburg-Leesville Industrial Park certification - $65,000.00
  *(Palmetto Sites Certification underway in FY 17/18)
- Saxe Gotha Industrial Park Phase I re-certification - $82,500.00

*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. Each county is only allowed to receive one (1) grant per calendar year.

520103

	Gregory Landscape Services	USL of Lexington South Carolina, Inc.	Saluda Hill Landscapes, Inc.
Response Notes			
Total Bid	45,215.00	46,137.00	224,050.00
Subtotal: Required Items	45,215.00	46,137.00	224,050.00
Subtotal: Optional Items	0.00	0.00	0.00
Service Line Items	45,215.00	46,137.00	224,050.00
Group S1: SAXE GOTHA INDUSTRIAL PARK	0.00	32,867.00	85,800.00
S1.1 Phase I grass cutting			
Unit Price	0.00	589.00	2,100.00
Item Total Price	0.00	9,424.00	33,600.00
Commodity Code	-	-	-
Description	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.
Quantity	16	16	16
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.2 Phase I on demand grass cutting			
Unit Price	0.00	1,057.00	2,100.00
Item Total Price	0.00	1,057.00	2,100.00
Commodity Code	-	-	-
Description	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.3 Right of way mowing			
Unit Price	0.00	375.00	1,000.00
Item Total Price	0.00	3,375.00	9,000.00
Commodity Code	-	-	-
Description	Twice per month in July, August, and September. Once a month in April, May, and October.	Twice per month in July, August, and September. Once a month in April, May, and October.	Twice per month in July, August, and September. Once a month in April, May, and October.
Quantity	9	9	9
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.4 Mowing of detention areas			
Unit Price	0.00	1,609.00	1,000.00
Item Total Price	0.00	3,218.00	2,000.00
Commodity Code	-	-	-
Description	Mowing of detention areas along 12th Street Extension and Old Wire Road. Once in Spring, and Fall.	Mowing of detention areas along 12th Street Extension and Old Wire Road. Once in Spring, and Fall.	Mowing of detention areas along 12th Street Extension and Old Wire Road. Once in Spring, and Fall.
Quantity	2	2	2
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.5 Intermediate mowing/trimming of detention areas			
Unit Price	0.00	2,073.00	1,000.00
Item Total Price	0.00	2,073.00	1,000.00
Commodity Code	-	-	-
Description	Once in Summer.	Once in Summer.	Once in Summer.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.6 Mow/maintenance around control panels			
Unit Price	0.00	54.00	1,000.00
Item Total Price	0.00	324.00	6,000.00
Commodity Code	-	-	-

Description	Once per month in April, May, June, July, August, and September.	Once per month in April, May, June, July, August, and September.	Once per month in April, May, June, July, August, and September.
Quantity	6	6	6
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.7 Weeding of planting areas			
Unit Price	0.00	0.00	500.00
Item Total Price	0.00	0.00	6,000.00
Commodity Code	-	-	-
Description	Herbicide applications may be used, as necessary, to control severe weed infestations.	Herbicide applications may be used, as necessary, to control severe weed infestations.	Herbicide applications may be used, as necessary, to control severe weed infestations.
Quantity	12	12	12
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid	included	
S1.8 Tree pruning			
Unit Price	0.00	322.00	1,000.00
Item Total Price	0.00	322.00	1,000.00
Commodity Code	-	-	-
Description	Once per dormant season as needed.	Once per dormant season as needed.	Once per dormant season as needed.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.9 Shrubbery trimming			
Unit Price	0.00	429.00	500.00
Item Total Price	0.00	3,003.00	3,500.00
Commodity Code	-	-	-
Description	Once per month in April, May, June, July, August, September, and October.	Once per month in April, May, June, July, August, September, and October.	Once per month in April, May, June, July, August, September, and October.
Quantity	7	7	7
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.10 Pine straw installation			
Unit Price	0.00	1,877.00	2,450.00
Item Total Price	0.00	1,877.00	2,450.00
Commodity Code	-	-	-
Description	Once in the Spring.	Once in the Spring.	Once in the Spring.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		350 bales at $7/bale
S1.11 Pre-emergent herbicide			
Unit Price	0.00	155.00	500.00
Item Total Price	0.00	155.00	500.00
Commodity Code	-	-	-
Description	Once in March.	Once in March.	Once in March.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.12 Fertilization			
Unit Price	0.00	155.00	500.00
Item Total Price	0.00	310.00	1,000.00
Commodity Code	-	-	-
Description	Once per month in May and August and on demand as requested by the County.	Once per month in May and August and on demand as requested by the County.	Once per month in May and August and on demand as requested by the County.
Quantity	2	2	2
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.13 On demand herbicide treatments			

Unit Price	0.00	310.00	500.00
Item Total Price	0.00	310.00	500.00
Commodity Code	-	-	-
Description	On demand of the County in the Summer.	On demand of the County in the Summer.	On demand of the County in the Summer.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.14 Herbicide/mechanical treatment			
Unit Price	0.00	155.00	500.00
Item Total Price	0.00	775.00	2,500.00
Commodity Code	-	-	-
Description	Once per month in May, June, July, August, and September.	Once per month in May, June, July, August, and September.	Once per month in May, June, July, August, and September.
Quantity	5	5	5
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		Subject to price reduction based on amount of area to be treated
S1.15 Insecticides and fungicides			
Unit Price	0.00	310.00	750.00
Item Total Price	0.00	310.00	750.00
Commodity Code	-	-	-
Description	On demand as requested by the County.	On demand as requested by the County.	On demand as requested by the County.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		subject to price reduction based on amount/type of chemical needed.
S1.16 Phase II grass cutting			
Unit Price	0.00	402.00	1,100.00
Item Total Price	0.00	3,216.00	8,800.00
Commodity Code	-	-	-
Description	Once a month for the following months; March, April, May, June, July, August, September, and October.	Once a month for the following months; March, April, May, June, July, August, September, and October.	Once a month for the following months; March, April, May, June, July, August, September, and October.
Quantity	8	8	8
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.17 Phase II on demand grass cutting			
Unit Price	0.00	542.00	1,100.00
Item Total Price	0.00	542.00	1,100.00
Commodity Code	-	-	-
Description	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.
Quantity	1	1	1
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
S1.18 Sediment basin mowing			
Unit Price	0.00	322.00	500.00
Item Total Price	0.00	2,576.00	4,000.00
Commodity Code	-	-	-
Description	Once per month in March, April, May, June, July, August, September, and October.	Once per month in March, April, May, June, July, August, September, and October.	Once per month in March, April, May, June, July, August, September, and October.
Quantity	8	8	8
Estimated Service Start Dates		10/1/2017	11/1/2017
Estimated Service End Dates		9/30/2018	11/1/2018
Comment (Optional)	No bid		
Group S2: CHAPIN BUSINESS & TECHNOLOGY PARK AT BRIGHTON	**37,305.00**	**0.00**	**118,950.00**

S2.1 Grass cutting to include right of way			
Unit Price	1,055.00	0.00	5,200.00
Item Total Price	16,880.00	0.00	83,200.00
Commodity Code	-	-	-
Description	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.
Quantity	16	16	16
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes mowing all right-of-ways 12 foot from curb. Grass areas will be mowed, edged, string trimmed, and blown. Sidewalks will be blown and kept free debris.	no bid	
S2.2 On demand grass cutting			
Unit Price	700.00	0.00	5,200.00
Item Total Price	700.00	0.00	5,200.00
Commodity Code	-	-	-
Description	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes mowing all right-of-ways 12 foot from curb. Grass areas will be mowed, edged, string trimmed, and blown. Sidewalks will be blown and kept free debris.	no bid	
S2.3 Mowing of detention areas			
Unit Price	2,250.00	0.00	2,500.00
Item Total Price	4,500.00	0.00	5,000.00
Commodity Code	-	-	-
Description	Mowing of the detention area and hillside below the fountain. Once in Spring, and Fall.	Mowing of the detention area and hillside below the fountain. Once in Spring, and Fall.	Mowing of the detention area and hillside below the fountain. Once in Spring, and Fall.
Quantity	2	2	2
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Detention areas and hillside below the fountain will be mowed twice per year, once in the Spring and once in the Fall. Price does not include cutting the bottom of the pond.	no bid	
S2.4 Intermediate mowing/trimming of detention areas			
Unit Price	1,125.00	0.00	2,500.00
Item Total Price	1,125.00	0.00	2,500.00
Commodity Code	-	-	-
Description	Once in Summer.	Once in Summer.	Once in Summer.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Intermediate mowing and trimming occurs once in the summer. Price does not include cutting the bottom of the pond.	no bid	
S2.5 Weeding of planting areas			
Unit Price	300.00	0.00	700.00
Item Total Price	3,600.00	0.00	8,400.00
Commodity Code	-	-	-
Description	Herbicide applications may be used, as necessary, to control severe weed infestations.	Herbicide applications may be used, as necessary, to control severe weed infestations.	Herbicide applications may be used, as necessary, to control severe weed infestations.
Quantity	12	12	12

Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes monthly weeding of all existing planting areas present at site visit. Does not include and new additions.	no bid	
S2.6 Tree pruning			
Unit Price	820.00	0.00	750.00
Item Total Price	820.00	0.00	750.00
Commodity Code	-	-	-
Description	Once per dormant season as needed.	Once per dormant season as needed.	Once per dormant season as needed.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes pruning trees once per year in the dormant season.	no bid	
S2.7 Shrubbery trimming			
Unit Price	0.00	0.00	500.00
Item Total Price	0.00	0.00	3,500.00
Commodity Code	-	-	-
Description	Once per month in April, May, June, July, August, September, and October.	Once per month in April, May, June, July, August, September, and October.	Once per month in April, May, June, July, August, September, and October.
Quantity	7	7	7
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	No shrubs at site visit. Price can be adjusted when necessary.	no bid	
S2.8 Mulch installation			
Unit Price	7,500.00	0.00	6,000.00
Item Total Price	7,500.00	0.00	6,000.00
Commodity Code	-	-	-
Description	Once in the Spring.	Once in the Spring.	Once in the Spring.
Quantity	1	1	1
Estimated Service Start Dates			11/1/2017
Estimated Service End Dates			11/1/2018
Comment (Optional)	Includes approximately 150 yards of double hammered hardwood mulch.	no bid	Estimated 100 yards at $60/yd (Subject to change by volume of mulch)
S2.9 Pre-emergent herbicide			
Unit Price	200.00	0.00	500.00
Item Total Price	200.00	0.00	500.00
Commodity Code	-	-	-
Description	sodded areas in the vicinity of the signs and fountain shall be treated with a pre-emergent herbicide in March.	sodded areas in the vicinity of the signs and fountain shall be treated with a pre-emergent herbicide in March.	sodded areas in the vicinity of the signs and fountain shall be treated with a pre-emergent herbicide in March.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes one application of pre-emergent herbicide will be applied in March.	no bid	
S2.10 Fertilization of sodded fountain and sign areas			
Unit Price	200.00	0.00	500.00
Item Total Price	400.00	0.00	1,000.00
Commodity Code	-	-	-
Description	Once per month in May and August.	Once per month in May and August.	Once per month in May and August.
Quantity	2	2	2
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes two applications of fertilizer, once in May and once in August.	no bid	
S2.11 On demand herbicide treatments			
Unit Price	225.00	0.00	500.00

Item Total Price	225.00	0.00	500.00
Commodity Code	-	-	-
Description	Herbicide treatments of the sodded areas in the vicinity of the signs and fountain during the summer on demand.	Herbicide treatments of the sodded areas in the vicinity of the signs and fountain during the summer on demand.	Herbicide treatments of the sodded areas in the vicinity of the signs and fountain during the summer on demand.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes price per visit for post emergent herbicide.	no bid	Price subject to change based on type of herbicide needed
S2.12 Tree and shrub fertilization			
Unit Price	525.00	0.00	825.00
Item Total Price	1,050.00	0.00	1,650.00
Commodity Code	-	-	-
Description	Trees and shrubs shall be fertilized in May and August.	Trees and shrubs shall be fertilized in May and August.	Trees and shrubs shall be fertilized in May and August.
Quantity	2	2	2
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Includes two applications of slow release fertilizer, once in May and once in August.	no bid	
S2.13 Insecticides and fungicides			
Unit Price	305.00	0.00	750.00
Item Total Price	305.00	0.00	750.00
Commodity Code	-	-	-
Description	On demand as requested by the County	On demand as requested by the County	On demand as requested by the County
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017		11/1/2017
Estimated Service End Dates	11/1/2018		11/1/2018
Comment (Optional)	Price included is the per Acre price. Price will be adjusted per occurrence.	no bid	Price subject to change based on chemicals needed to treat area.
Group S3: BATESBURG-LEESVILLE INDUSTRIAL PARK	7,910.00	13,270.00	19,300.00
S3.1 Grass cutting to include the right of way			
Unit Price	425.00	563.00	900.00
Item Total Price	6,800.00	9,008.00	14,400.00
Commodity Code	-	-	-
Description	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.	Twice a month for the following months: March, April, May, June, July, August, September, and October.
Quantity	16	16	16
Estimated Service Start Dates	11/1/2017	10/1/2017	11/1/2017
Estimated Service End Dates	11/1/2018	9/30/2018	11/1/2018
Comment (Optional)	Includes mowing all right-of-ways 12 foot from curb. Grass areas will be mowed, edged, string trimmed, and blown. Sidewalks will be blown and kept free debris.		
S3.2 On demand grass cutting			
Unit Price	230.00	1,254.00	900.00
Item Total Price	230.00	1,254.00	900.00
Commodity Code	-	-	-
Description	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.	Grass cutting on the demand of the County during the months of November, December, January, and February.
Quantity	1	1	1
Estimated Service Start Dates	11/1/2017	10/1/2017	11/1/2017
Estimated Service End Dates	11/1/2018	9/30/2018	11/1/2018
Comment (Optional)	Includes mowing all right-of-ways 12 foot from curb. Grass areas will be mowed, edged, string trimmed, and blown. Sidewalks will be blown and kept free debris.		

S3.3 Sediment basin mowing			
Unit Price	110.00	376.00	500.00
Item Total Price	880.00	3,008.00	4,000.00
Commodity Code	-	-	-
Description	Once per month in March, April, May, June, July, August, September, and October.	Once per month in March, April, May, June, July, August, September, and October.	Once per month in March, April, May, June, July, August, September, and October.
Quantity	8	8	8
Estimated Service Start Dates	11/1/2017	10/1/2017	11/1/2017
Estimated Service End Dates	11/1/2018	9/30/2018	11/1/2018
Comment (Optional)	Includes mowing the banks of the basin once per month March thru October.		

520103

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phone 800-523-2156

Estimate

February 6, 2018

CLIENT: Chapin Business and Technology Park – 301 Brighton Blvd – Chapin, SC
Sarah Johnson - sjjohnson@lex-co.com – 803.785.6818

SERVICE TYPE: 1x Roadway Sweep

Description of Service:

Estimate is for line item in budget for next fiscal year. 1x sweep of requested roads in Chapin Business Technology Park. Service includes using a vacuum sweeping truck to remove dirt and sand. Truck cannot remove stains from roadway. Debris will be dumped onsite*.

- 1x Sweep - $1,200.00

**Please note if debris cannot be dumped onsite, it will be an additional $1,200.00 to remove and haul away collected debris.*

AccuSweep Services, Inc. is fully insured including two million dollars of General Liability insurance. All work is guaranteed.

Client Signature/Date

Accusweep Services/Date

181100

525308

Chapin Business & Technology Park at Brighton
Estimated Utility Usage
Electric

Estimated Energy Consumption - Fountain				
SCE&G kWh Rate ($/kWh)	**Equipment Item**	**QTY**	**Running Time/Year (Hours)***	**Cost per Year ($)**
$ 0.11	UL Listed Cast Bronze Submersible Light - Lamped 500W., 120V, 4.35 Amp. (Q500PAR3FL)	9	4380	$ 2,219.54
$ 0.11	UL Listed Cast Bronze Submersible Light - Lamped 250W., 120V, 2.5 Amp. (Q250CL/MC)	8	4380	$ 986.46
$ 0.11	1 HP Centrifugal Filter Pump - 1 HP, 3600 RPM, 120V, 9 Amp.	1	8760	$ 739.85
$ 0.11	30 HP Centrifugal Feature Pump - 30 HP, 1800 RPM, 230/460 V 3Phase, 92 Amp.	1	4380	$ 11,048.39
Estimated Energy Consumption - Entrance Sign				
SCE&G kWh Rate ($/kWh)	**Equipment Item**	**QTY**	**Running Time/Year (Hours)***	**Cost per Year ($)**
$ 0.11	Sign Lighting - 120V, 41W LED Light	6	4380	$ 121.34
Estimated Energy Consumption - Plantings & Irrigation				
SCE&G kWh Rate ($/kWh)	**Equipment Item**	**QTY**	**Running Time/Year (Hours)***	**Cost per Year ($)**
$ 0.11	Irrigation Well Pump - 1 HP, 208 Volts, 740 Watts.	4	8760	$ 2,919.93
$ 0.11	Irrigation Pump House Pump - 10 HP, 208 Volts, 24 Amp.	1	3650	$ 2,051.84

Total:	**$ 20,087.36**

***Assumptions:**

- All Sign & Fountain Lighting will run for twelve (12) hours per day.
- Fountain Filter Pump will run twenty-four (24) hours per day.
- Fountain features will run for twelve (12) hours per day.
- Irrigation Well Pumps will run twenty-four (24) hours per day.
- Irrigation Pump House Pump will run ten (10) hours per day.
- Estimated energy usage and costs shown are budgetary estimates only and the Electrical Provider should be consulted for a more accurate estimate.

Chapin Business & Technology Park at Brighton
Estimated Utility Usage
Water

Loss Per 1/4"	Gallons	1,224.00	
	CuFT	163.62	
1/4" Loss Days	220	269,279.39	Gallons
1/2" Loss Days	53	129,743.71	Gallons
Total		399,023.09	Gallons
Cost to replinish Fountain		$ 2,144.24	
Cost to replenish Fountain and three maintenance drain and fills		**$ 3,430.78**	

***Assumptions:**

- W.P. Law, Inc. estimated the Fountain will lose 1/4" water per day to evaporation on average.
- W.P. Law, Inc. estimated the Fountain will lose 1/2" water per day in windy conditions.
- Number of days with loss estimated based on typical weather.

520103

FOUNTAIN DIVISION
OF W. P. LAW INCORPORATED

January 12, 2018

Mike Eades, CEcD
Director of Economic Development
County of Lexington, South Carolina

RE: Chapin Business & Technology Park at Brighton Fountain Maintenance

Dear Mike Eades,

Thank you for the opportunity to provide maintenance services for the newly constructed water feature at the Chapin Business & Technology Park at Brighton in Chapin South Carolina. W. P. Law, Inc. has been designing water handling systems for over 40 years. The Fountain Division of W.P. Law, Inc. has specialized in the design, construction, and maintenance of water features for over 25 years. Our staff of trained professionals will perform the following:

Weekly Fountain Maintenance

- Cleaning of the skimmer baskets in the fountain pool
- Cleaning of the intake sumps in the pool
- Cleaning of the water-level sensor probes to ensure accurate water-level readings
- Ensuring that all nozzles are level and true and adjusted to proper heights
- Ensuring that all lights are correctly placed for the best night time illumination
- Testing of light fixtures to confirm proper operation and there are no tripped circuits
- Testing of fountain pumps in pit to check voltages and amperages; feature and filter pumps
- Testing of control panel components to ensure proper operation
- Testing of auto-backwash controller to ensure proper flushing and intervals of flushing
- Testing of automatic fill valve to ensure proper functioning
- Testing of automatic sump pump in pit to test for proper functioning
- Check all time clocks for proper times and reset when needed; includes daylight savings
- Complete vacuuming of the pool, removing algae and debris from the pool floor and walls
- Component friendly chemical supplementation for aiding in algae control
- Complete draining and pressure washing of fountain pools monthly or as needed
- Gathering of all coins in the fountain pools and provide to County personnel

A breakdown of the pricing on this feature is as follows: Materials: $35,140.00, Labor: $64,830.00, Mobilization: $2,210.00. The price for the maintenance on this feature is: $102,180.00 per year.

NOTE: Maintenance pricing does not cover any act of vandalism such as soaping or major equipment replacement such as pumps, lighting fixtures, control panel equipment, water-proofing, etc. Should any

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FOUNTAIN DIVISION
OF W. P. LAW INCORPORATED

equipment fail it will be brought to the attention of Lexington County staff and a proposal will be provided for acceptance.

If you should have any questions please contact Glenn Clonts or Mike Clonts at 461.0599. Thank you for the opportunity to provide maintenance services for this exceptional space.

Best regards,

Mike Clonts
Fountain Division
W.P. Law, Inc.

SECTION V. - PROGRAM OVERVIEW

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. Over the long term, to create a sufficient number of diversified employment opportunities resulting in a meaningful reduction in the level of out-commuting to work by residents of the County.

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, and 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 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 industries considering expansions.
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.
k. To ensure that discretionary incentives at the County's disposal are properly justified by cost-benefit and return on investment analyses. To monitor the level of job creation, capital investment, payrolls and related performance criteria for incentivized projects and to assist as needed in enforcing penalty clauses in performance-based incentive agreements.

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

417100 – Fee in Lieu of Taxes **$600**

Based on discussions with the Finance Department

461000 – Investment Interest **$3,000**

Based on discussions with the Finance Department

821000 – Residual Equity Transfer from General Fund **$1,428,042**

Based on current year needs.

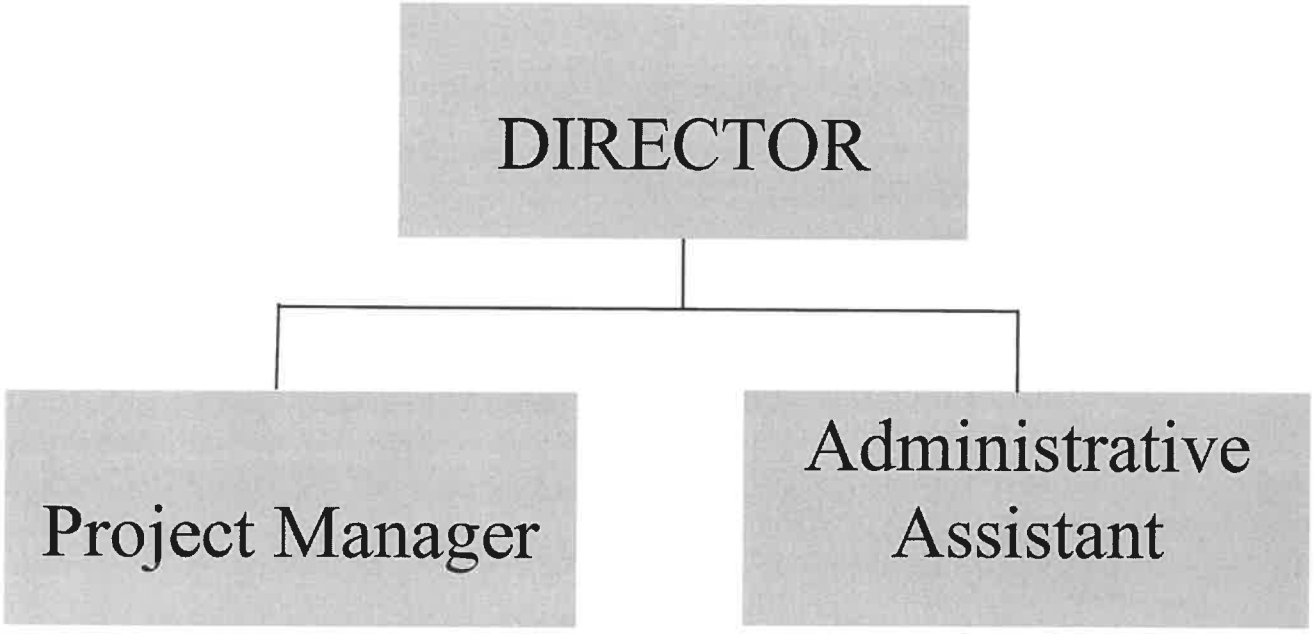
SECTION VI. B - LISTING OF POSITIONS

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 **$2,500**

Costs to cover the necessary expenses for updated graphics on the economic development web site.

520300 - PROFESSIONAL SERVICES **$5,000**

Costs to cover individualized expertise from professionals that will be needed as the Economic Development Department works to market Lexington County.

5203 - ENGINEERING SERVICES **$100,000**

Cost to cover site certifications/re-certifications; landscaping & irrigation planning, bidding assistance, oversight and management; evaluation of the adequacy of infrastructure; site improvement management; marketing services; storm drainage system design and evaluation; new roadway design, etc.; land and geodetic surveying; natural resources management; assistance with the preparation of bid documents; project management and in-the-field oversight of construction/development work in progress.

520400 – ADVERTISING & PUBLICITY **$75,000**

Cost to cover marketing events to promote Lexington County's three (3) industrial parks; quarterly newsletter for existing industry; print ads promoting the county; subscription for advertising all three industrial parks etc:

- Airport Advertisement – 2 - 8 foot wall-wrap in concourse = $7,200 (estimated)
- Quarterly Newsletter – 4 newsletters @ $1,000 each = $4,000
- Print Ads = $45,000 (estimated)
    - Print Advertising Campaign – to promote publicly owned economic development real estate assets to site location consultants and corporate site selectors.
- LoopNet – 12 months @ $195/month (3 parks) = $7,020
- Customized materials for Request for Information (RFI) responses, prospect visits, etc. = $10,780

520500 – LEGAL SERVICES **$31,740**

Cost to cover legal advice and document preparation on all economic development projects; based on YTD and historic activity:

$15,870.00 / 6 = $2,645
$2,645.00 x 12 = $31,740

520702 - TECHNICAL CURRENCY & SUPPORT **$5,500.00**

Cost to cover the renewal of Salesforce customer relationship management software (web-based) to be used for the existing industry call program, to track prospects and run reports on industries in Lexington County; training from a Salesforce professional for the next level of use of Salesforce; subscription to add Constant Contact for easy access to contacts for the purpose of emailing newsletters, invitations, etc.

- Salesforce – 3 monthly subscriptions @ $75.00 each = $225.00/month x 12 = $2,700
- Training of Salesforce = $2,000
- Constant Contact - $59.50/month x 12 = $714

521000 - OFFICE SUPPLIES **$ 1,700**

Costs to cover routine officer supplies (paper, ink cartridges, pens, file folders, notebooks, binders, dividers, envelopes, business cards, stationary, forms, etc.)

Toner bundle (cyan, yellow, magenta, black) – 3 bundles @ $372.95 = $1118.85
Miscellaneous office supplies based on three (3) employees = $581.15

521100 - DUPLICATING **$297**

Cost to cover copying internal work papers, reports, emails, budget forms, procurement forms, finance forms and other related documents -- $0.0315 per copy

$92.80/5 = $18.56 per month

$18.56 X 12 = $222.72

Printer Paper (2.96/ream) X 25 = $74

521200 - OPERATING SUPPLIES **$500**

Cost to cover miscellaneous operating supplies for the department (ribbon for Grand Openings, address markers for parcels within the three (3) industrial parks, plastic boot covers for rainy day prospect visits to the sites etc.)

522300 – VEHICLE REPAIRS & MAINTENANCE **$120**

Cost to cover three vehicle services at $40 each.

$40 x 3 = $120

524000 - BUILDING INSURANCE **$98**

Cost to cover allocated building insurance per schedule.

524100 – VEHICLE INSURANCE **$55** 557

Cost to cover allocated vehicle insurance per schedule.

524101 – COMPREHENSIVE INSURANCE **$142**

Cost to cover the allocated comprehensive insurance per schedule.

524201 - GENERAL TORT LIABILITY INSURANCE **$742**

Cost to cover general tort liability insurance per schedule.

524202 – SURETY BOND **$0**

We do not have any Surety Bonds for the 18/19 fiscal year.

525000 - TELEPHONE **$955**

Cost to cover all of the telephone services for the Economic Development Department. There are a total of four (4) lines in the department:

3 existing lines with voicemail x $20.08 = $60.24

1 existing line without voicemail x $19 = $19

$79.24 x 12 = $950.88

525006 – GPS MONITORING SYSTEM **$204**

Cost to cover 12 months of the GPS Monitoring Service

$16.95/month x 12 months = $203.40

525021 – SMART PHONE CHARGES **$1,512**

Cost to cover all of the cellular telephone services for the Economic Development Department. There are two (2) cell phones in the department:

2 cell phones (with hot spot) @ $63/moth = $126

$126 x 12 = $1,512

525041 EMAIL SERVICE CHARGES # $387

Costs 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 $400

Cost to cover an estimated number of mailings including, but not limited to, reports, office correspondence, event mailings, etc.

525110 – OTHER PARCEL DELIVERY SERVICE $100

Cost to cover occasional delivery by UPS or FEDEX for specialized RFI's (Request For Information) from prospects looking to locate in Lexington County.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE $25,500

Cost to cover attending the Nation and SC 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) = $1,600
SCEDA – Fall Conference
(2 @ $400) = $800
Central SC Alliance/SC Dept. of Commerce/SC Power Team Targeted Marketing Trips
(4 @ $1,250) = $5,000
SC Power Team Economic Development Review
(2 @ $605) = $1,210
SEDC (Southern Economic Development Council) Annual Conference
(1 @ $1,500) = $1,500
SEDC Meet the Consultants
(2 @ $1,375) = $2,750
SC Economic Development Institute
(1 @ $3,000) = $3,000
Oklahoma University Economic Development Institute (OU EDI)
(1 @ $3,400) = $3,400
IEDC (International Economic Development Council) Annual Meeting
(1 @ $3,000) = $3,000
IEDC Webinars
(5 @ $100) = $500
Leadership Lexington County (Sarah Johnson)
(1 @ $475) = $475
Southern Economic Development Roundtable Annual Meeting
(1 @ $1,200) = $1,200
Miscellaneous local events (i.e. Power Breakfasts, etc.)
(4 @ $200) = $800

525230 - SUBSCRIPTIONS, DUES & BOOKS $2,320

Cost to cover annual membership sues to Economic Development professional organizations, both locally and nationally, to include the following:

SCEDA (2 @ $200) = $400

SCEDA web link (1 @ $75) = $75
SEDC (2 @ $250) = $500
IEDC (cost based on population in Lexington County) = $1,020
Certified Economic Developer® Recertification Fee – Mike Eades = $325

525240 – PERSONAL MILEAGE REIMBURSEMENT **$825**

Cost to cover reimbursement for use of personal vehicles by the Economic Development Department staff for Lexington County business, economic development trips, etc.

1 employee with 7 months of mileage = $431.53 / 7 months = $61.65/month
$61.65/month x 12 = $739.77

525300 – UTILITIES – ADMINISTRATION **$8,080**

Cost to cover the utility allocation for the administrative building:

Estimated monthly cost of $673.33
$673.33 x 12 = $8,080.00

525400 – GAS, FUEL & OIL **$2,300**

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**

Cost to cover Lexington County's membership dues = $97,000
Cost to cover company performance transcripts = $8,000

534303 –THE RIVER ALLIANCE **$55,000**

Cost to cover Lexington County's terms of the Agreement OF The River Alliance.

534310 – GREATER COLUMBIA CHAMBER OF COMMERCE **$25,000**

Cost to cover the Greater Midlands BRAC (Base Realignment and Closure) defense program.

537006 – USC INCUBATOR **$25,000**

Cost 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 - $15,000
-iTs/SC (Regional insurance technology industry cluster group)- $10,000
-Lexington County K-12 STEM Programs - $10,000
-Regional Mayor Forum - $5,000

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$ 500**

To replace office chairs, cell phone equipment, iPad case, etc.

540010 – Minor Software **$1,006**

Cost to cover (1) additional annual license for Adobe Acrobat Pro; 2 Drop box Individual Plus

Adobe Acrobat Pro for 2 $808.00

Drop Box (Individual) Plus $8.25/month x 2 (employees) = $16.50 x 12(months) = $198.00

520400 Adv. | Pub.

CAE
Columbia Metropolitan Airport
3250 Airport Blvd, Suite 10
West Columbia, SC 29170
PH: (803) 822-5076 Fax (803) 822-5141

INVOICE

INV22293

DATE
1/26/2018

PAGE: 1

Lexington County
212 South Lake Dr
Suite 602
Lexington SC 29072

Lexington County
212 South Lake Dr
Suite 602
Lexington SC 29072

CUSTOMER	DATE
	1/26/2018

DESCRIPTION	AMOUNT	TOTAL
ADVERTISING - 1 YEAR	7,200.00	$7,200.00

COPY

Subtotal	$7,200.00
Misc	$0.00
Tax	$0.00
Freight	$0.00
Trade Discount	$0.00
Total	$7,200.00

Thank You

Columbia Metropolitan Airport
Administrative Offices

P: 803.822.7838 F: 803.822.5141

ADVERTISING AGREEMENT
www.columbiaairport.com

Advertiser Information ☒Invoice

Company	County of Lexington
Contact Name	
Address	212 South Lake Drive, Suite 502
City/State/Zip	Lexington, SC 29072
Phone	
Fax	
Email	
P.O. #	
Product	County of Lexington

Agency Information ☐ Invoice

Company	Country of Lexington
Contact Name	Joe Mergo
Address	212 S. Lake Drive, Suite 602
City/State/Zip	Lexington, SC 29072
Phone	803.785.8100
Fax	803.785.8101
Email	jmergo@lex-co.com
P.O. #	
Product	County of Lexington

Contract Start Date: April 1st, 2018

Contract Expiration Date: March 31st, 2019

Renewal ×
New Client ☐

Display Type	Contract Duration	Approximate Size	Monthly Net Rate	Annual Net Rate	Total Net Rate
Pkg. of (2)- 8 foot wall-wrap in airport concourse	12 Months	90' W x 107' H	$600.00	$7,200.00	$7,200.00
			Total Annual Rate		$7,200.00
			Total Net Contract:		$7,200.00

Notes/Special Instructions: Advertiser is responsible for providing RLAD with artwork. Advertiser will reimburse RLAD for production and installation cost.

All artwork must be approved by airport representative prior to final production.

This Advertising Contract ("Contract") is made and entered into this ____ day of _____, 2018, by and between the Richland-Lexington Airport District,(RLAD), County of Lexington ("Advertiser") and, if applicable, N/A ("Agency"). Advertiser and Agency are referred to in this Contract as "Advertiser/Agency."

RLAD:

By:_____ By: _____

Dan Mann — James A. Compton

Executive Director — Commission Chairman

Advertiser/Agency:

By:_____

Print Name:_____

Title:_____

NOTE: All finished material(s) must be received within fifteen (15) business days prior to posting date.

Sharpe, Shannon

520400

Adver. | Pub

From: Eades, Mike
Sent: Tuesday, January 30, 2018 8:50 AM
To: Sharpe, Shannon
Subject: FW: Happy New Year! Next Newsletter

From: Edmonson.com [mailto:jim@jimedmonson.com]
Sent: Tuesday, January 09, 2018 1:42 PM
To: Eades, Mike <MEades@lex-co.com>
Subject: RE: Happy New Year! Next Newsletter

Hi Mike,
Sounds good. I will send you the revised data once completed.
Your cost this year will be $800 lower, or $4,000, $1,000 per newsletter.
Jim

From: Eades, Mike [mailto:MEades@lex-co.com]
Sent: Tuesday, January 9, 2018 11:25 AM
To: Edmonson.com <jim@jimedmonson.com>
Subject: RE: Happy New Year! Next Newsletter

Hey Jim. Happy New Year to you also. Sorry for the delayed response. Yes, the next edition should be released by mid-February and it's on our list of "To Do's". Let me know when you've got the data updated and we'll from there. By the way, it's getting close to budget planning time for our next FY. Do you anticipate any change in the pricing?

From: Edmonson.com [mailto:jim@jimedmonson.com]
Sent: Wednesday, January 03, 2018 11:52 AM
To: Eades, Mike <MEades@lex-co.com>
Subject: Happy New Year! Next Newsletter

Hi Mike,
It's time to start preparing for the next newsletter.
I will update basic data.
Once I do that, lets schedule a brief conference call to discuss contents.

Thanks,

Jim Edmonson
231.557.8543
https://jimedmonson.com

Sharpe, Shannon 520400 Adver. Pub.

From: Marla Sessoms <msessoms@costar.com>
Sent: Monday, January 29, 2018 10:28 AM
To: Sharpe, Shannon
Subject: RE: Renewal Quote

Hi,
I don't see you all as a CoStar client, only LoopNet. To add the additional listing will run $27 to take account to $195 for 3 listingsw.

> $2,340.00 | year | park

VISIT www.costarcompare.com
Marla Sessoms
Account Executive
CoStar Group

704.301.6473 Cell
844.697.6604 Ofc

101 S Tryon Suite 2570
Charlotte, NC 28202
LoopNet | CoStar | Apartments.com
www.costartogether.com

From: Sharpe, Shannon [mailto:snsharpe@lex-co.com]
Sent: Monday, January 29, 2018 8:35 AM
To: Marla Sessoms
Subject: Renewal Quote

Good morning Marla. I work with the County of Lexington Economic Development and would like to request a quote to renew our contract for LoopNet / Costar. We would like a quote for the Individual Premium Listing + ND Plan – **3 listings** (not 2 as the prior year) to be paid monthly via check. I will need the quote by this Thursday (2-1-18). If you have any additional questions please feel free to reach out. I hope to talk to you soon.

Thanks,
Shannon Sharpe
Administrative Assistant III
County of Lexington Economic Development
212 South Lake Dr.
Lexington, SC 29072
803-785-6818
mailto:snsharpe@lex-co.com

520702



salesforce.com, inc.
San Francisco, CA 94105
United States

ORDER FORM for County Of Lexington
Offer Valid Through: 2/28/2018
Proposed by:Cristina Youhouse
Quote Number: Q-01621869

ORDER FORM

Address Information

Bill To:
212 S Lake Dr
Lexington
SC, 29072-3437
US - United States

Billing Company Name: County Of Lexington
Billing Contact Name: Shannon Sharpe
Billing Email Address: snsharpe@lex-co.com

Ship To:
212 S Lake Dr
Lexington
SC, 29072-3437
US - United States

Billing Phone: 803-785-6818
Billing Fax:
Billing Language: English

Terms and Conditions

Contract Start Date*: 3/16/2018
Contract End Date*: 3/15/2019
Billing Frequency: Annual

Payment Method: Check
Payment Terms: Net 30
Billing Method: Email

Services

Services	Order Start Date*	Order End Date*	Order Term (months)*	Monthly/ Unit Price+	Quantity	Total Price
Sales Cloud Lightning CRM - Professional Edition	3/16/2018	3/15/2019	12	USD 75.00	3	USD 2,700.00
						Total: USD 2,700.00

+ The Monthly/Unit Price shown above has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the Monthly/Unit Price displayed above, and are the true and binding totals for this order.

*If this Order Form is executed and/or returned to salesforce.com by Customer after the Order Start Date above, salesforce.com may adjust the Order Start Date and Order End Date, without increasing the Total Price, based on the date salesforce.com activates the products and provided that the total term length does not change. Following activation, any adjustments to such Order Start Date and Order End Date may be confirmed by logging into Checkout, by reference to the order confirmation email sent by salesforce.com to the Billing Email Address above, and/or by contacting Customer Service.

Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on this Order Form.

Pricing Schedule

Product	Price(USD)	Quantity For
Sales Cloud Lightning CRM - Professional Edition	USD 65.00	3

The pricing in the Pricing Schedule above is stated in terms of monthly per-subscription pricing. In case the above Pricing Schedule provides for tiered pricing, the volume pricing levels are monthly and are based upon the aggregate total number of full-use subscriptions of the applicable Services purchased by the customer entity executing this Order Form ("Customer") which are in effect as of this Order Form's Order Start Date. Any price decreases shall have no effect on previously purchased subscriptions. Only add-on Orders by Customer that are associated with this Order Form, for the same Service and edition, during the order term herein, are eligible for the applicable volume pricing levels under this Pricing Schedule. If a single additional add-on Order raises the aggregate number of subscriptions for any product listed in the table above the threshold limits specified above, only those subscriptions exceeding the new threshold are entitled to the reduced pricing. Volume discounts do not accumulate across different Services or editions. Any renewals of the subscriptions purchased under this Order Form are not eligible for this Pricing Schedule unless expressly agreed to in writing between the parties in an applicable renewal Order Form.

Quote Special Terms

In the event this Order Form reflects an early renewal of Customer's existing subscriptions purchased under applicable Order Forms under Contract No(s). 01342353, (as referenced in the corresponding invoice(s)), this Order Form shall replace such previous Customer's Order Form(s) which is/are hereby terminated. Any credits applicable to fees paid in relation to such terminated Order Form(s) will be applied to this Order Form. In the event this Order Form reflects an on-time renewal of applicable Order Forms under Contract No(s). 01342353, the previous sentence about credits does not apply, and Order Forms related to such existing subscriptions shall be considered expired

Purchase Order Information

Is a Purchase Order (PO) required for the purchase or payment of the products on this Order Form? (Customer to complete)

[ ] No

[ ] Yes - Please complete below

PO Number:

PO Amount:

Upon signature by Customer and submission to salesforce.com, this Order Form shall become legally binding unless this Order Form is rejected by salesforce.com for any of the following reasons: (1) the signatory below does not have the authority to bind Customer to this Order Form, (2) changes have been made to this Order Form (other than completion of the purchase order information and the signature block), or (3) the requested purchase order information or signature is incomplete or does not match our records or the rest of this Order Form. Subscriptions are non-cancelable before their Order End Date. This Order Form is governed by the terms of the salesforce.com Master Subscription Agreement found at https://www.salesforce.com/company/msa.jsp, unless (i) Customer has a written master subscription agreement executed by salesforce.com for such Services as referenced in the Documentation, in which case such written salesforce.com master subscription agreement will govern or (ii) otherwise set forth herein.

Customer: County Of Lexington

Signature

Name

Business Title

Date

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520702
Tech. Support

erudite ingenuity

Erudite Ingenuity
195 Belfry Loop
Mooresville, NC 28117
EIN: 81-2352338
Contact Name: Brian Mallory
Contact Email: bmallory@eruditeingenuity.com

We have had the pleasure to work with leadership at Department of Economic Development, County of Lexington, South Carolina on the Salesforce.com project. Having successfully completed the designing, customizing, and training of the organization on Salesforce.com, it has been determined that there will be a need for Phase Two of this project.

The goal of Phase Two will be to enhance the current capabilities through additional customization and training to maximize the features of Salesforce.com. Erudite Ingenuity will focus on the objectives for this project listed below remotely, utilizing virtual communication techniques to actively communicate in an effort to achieve the desired outcomes.

OBJECTIVES

- Further customization of the Accounts section to increase data collection efforts
- Customize the Contacts sections to include a more detailed picture of contact engagement
- Add additional enhancement to the project section to include third party connectivity to each project
- Develop additional customized reports based on the data collected during the initial launch period of Salesforce.com
- Integrate Salesforce.com in to e-marketing platform

FEE SUMMARY

Virtual & Remote Work		
	TOTAL COST	$2,000.00 (Includes Travel & Expenses)

Payment Schedule:

Erudite Ingenuity will invoice 1/2 the project value at the beginning of the project and the remainder after training is delivered.

Terms

Invoices are payable upon receipt. Any changes in the project's scope and/or deliverables, initiated should be directed to Brian Mallory. Where required, adjustments to the project fee will be handled accordingly.

Sincerely,

Brian D. Mallory

President

440.346.5686

Sharpe, Shannon 52762 Tech Support

From: Kat Norton <knorton@constantcontact.com>
Sent: Monday, January 29, 2018 10:17 AM
To: Sharpe, Shannon
Subject: Constant Contact Overview

Hi Shannon,

It was great speaking with you today! Thanks for signing up for a Constant Contact account. As I mentioned on the phone, my name is Kat Norton and my role is to walk you through our program and teach you how to use our system to drive the best results here. Below is an overview of our pricing for Email Plus (501-2500):

500-2500 contacts

- **$70/month**
- **6 month prepay (10% discount): Total = $378, monthly cost = $63**
- **12 month prepay (15% discount): Total = $714, monthly cost = $59.50**

As I mentioned on the phone, we do have early bird incentives for trialers who fully activate their account within the first 3 days of signing up for a trial. Those early bird incentives are an extra 10% off each prepay option:

500-2500 contacts

- **$70/month**
- **6 month prepay (20% discount): Total = $336, monthly cost = $56**
- **12 month prepay (25% discount): Total = $630, monthly cost = $52.50**

I look forward to hearing back from you!

Best Regards,

Kat Norton | Online Marketing Consultant
Call/Text: 855-339-2053 | knorton@constantcontact.com | Schedule an Appointment Click Here

Constant Contact

Know a Friend or Family Member that could use Constant Contact for their business or non-profit?

CLICK HERE to get them set up with a trial so they can experience the power of Constant Contact too. When they move forward with a full paid account we will apply a $30 account credit to your account and their account!

521000 Office Supplies

SCW Conventional Products Unconventional People

Southern Computer Warehouse
1395 S. Marietta Parkway | Building 300-106
Marietta, GA 30067
(P) 877-468-6729
(F) 770-579-8937
SCW.com

Quote # 100074689 - Dell Toner
Cust #: CL2528 (Lexington County SC)
Quote Date: Jan 29, 2018

Sold to:	Ship to:
Accounts Payable Lexington County SC 212 South Lake Dr. Lexington, South Carolina, 29072 T: 803-785-6818 snsharpe@lex-co.com	Ref PO# Lexington County SC 212 South Lake Dr. Lexington, South Carolina, 29072 T: 803-785-6818 snsharpe@lex-co.com
Payment Method	**Shipping Method:Free Shipping**
No Payment Information Required	Free Shipping (Total Shipping Charges $0.00)

#	Products	SKU	Price	Qty	Subtotal
1	Dell G907C Original Toner Cartridge - Laser - 3000 Pages - Cyan - 1 Each	DEL-G907C	$98.64	1	$98.64
2	Dell G908C Original Toner Cartridge - Laser - 3000 Pages - Magenta - 1 Each	DEL-G908C	$98.64	1	$98.64
3	Dell G909C Original Toner Cartridge - Laser - 3000 Pages - Yellow - 1 Each	DEL-G909C	$98.64	1	$98.64
4	Dell G910C Original Toner Cartridge - Laser - 4000 Pages - Black - 1 Each	DEL-G910C	$77.03	1	$77.03

Subtotal:	$372.95
Tax:	26.09
Grand Total (Incl. Tax):	$399.04

Thank you for your quote. We value your business and will continue to provide you excellent service in addition to our comprehensive product line. All returns must be authorized and clearly marked with a valid RMA number. Returns are subject to restock fees when applicable.
Quotes are valid for 30-days unless otherwise noted.

Brenna Taylor
brenna.taylor@scw.com
Southern Computer Warehouse
1395 S. Marietta Parkway | Building 300-106
Marietta, GA 30067
(P) 877-468-6729

Sharpe, Shannon 5 25400 Gas, Fuel, Oil

From: Eades, Mike
Sent: Friday, January 05, 2018 6:53 AM
To: Sharpe, Shannon
Subject: FW: FY 18 / 19 Budget Numbers for Motor Pool Rates and Fuel Costs

FYI $2,300

From: Kazmierczak, William
Sent: Thursday, January 04, 2018 4:42 PM
To: ADAMS, BECKI <BADAMS@lex-co.com>; Barrett, Wrenn <WBarrett@lex-co.com>; Bigony, Andrew <abigony@lex-co.com>; Bradshaw, Kelley <KBradshaw@lex-co.com>; Brewer, Bob <BBrewer@lex-co.com>; Burnett, Diana <DBurnett@lex-co.com>; Busbee, Judy <jbusbee@lex-co.com>; Cahill, Harrison <HCahill@lex-co.com>; Collins, Erin <EhCollins@lex-co.com>; Comer, Lisa <LComer@lex-co.com>; Cox, Brad <BCox@lex-co.com>; Crawford, Regina <RCrawford@lcsd.sc.gov>; Crepes, Dean <dcrepes@lex-co.com>; Crocker, Travis <TCrocker@lex-co.com>; Davenport, Bo <BDavenport@lex-co.com>; Dolan, Richard <rdolan@lex-co.com>; Eades, Mike <MEades@lex-co.com>; ECKSTROM, DANIEL <DECKSTROM@lex-co.com>; Eckstrom, Jim <JEckstrom@lex-co.com>; Eger, Dave <DEger@lex-co.com>; FENNELL, JR <JFENNELL@lex-co.com>; Fisher, Margaret <MFisher@lex-co.com>; FOLSOM, CHRISTOPHER <CFOLSOM@lex-co.com>; Garren, Charles <CGarren@lex-co.com>; Griffith, Linda <LGriffith@lex-co.com>; Guerry, Tina <TGuerry@lex-co.com>; Harmon, Christopher <charmon@lex-co.com>; Hendrix, Jessica <jchendrix@lex-co.com>; Hood, Brian <bhood@lex-co.com>; Hubbard, Rick <RHubbard@lex-co.com>; Johnson, Sarah <sjjohnson@lex-co.com>; Jones, John <JJones@lcsd.sc.gov>; Kazmierczak, William <wkaz@lex-co.com>; Kerley, Mark <MKerley@lex-co.com>; Kerr, David <DKerr@lex-co.com>; Koon, Jay <JKoon@lcsd.sc.gov>; Leger, Holland <HLeger@lex-co.com>; Lewis, Edward <elewis@lex-co.com>; Lundeen, Ed <ELundeen@lex-co.com>; Madsen, Robert <RMadsen@lex-co.com>; Marshall, Lee <LMarshall@lcsd.sc.gov>; McInchok, Angie <AMcInchok@lex-co.com>; Mefford, Roy <rmefford@lex-co.com>; Mergo, Joe <jmergo@lex-co.com>; Miller, Chelsea <CMiller@lex-co.com>; Moore, Michael <mmoore@lex-co.com>; Munsch, Joyce <JMunsch@lex-co.com>; Murrin, Chris <CMurrin@lex-co.com>; OXNER, JOHN <jolcswcd@gmail.com>; Pimental, Rodney <rpimental@lex-co.com>; Poole, Kelly <kpoole@lex.lib.sc.us>; POSTON, RANDOLPH <RPOSTON@lex-co.com>; Reinhart, Gary <greinhart@lex-co.com>; Rodgers, Nikki <nrodgers@lex-co.com>; Rolin, Robert <RRolin@lcsd.sc.gov>; Samellas, Chris <CSamellas@lex-co.com>; Shockley, Gregg <GShockley@lcsd.sc.gov>; SPENCE, JAMES <JSPENCE@lex-co.com>; Sturkie, Lynn <lsturkie@lex-co.com>; Thompson, Julie <jthompson@lex-co.com>; Ujcich, Mike <mujcich@lex-co.com>; Williams, Michelle <MWilliams@lex.lib.sc.us>; Wilson, Shanika <slwilson@lex-co.com>
Cc: Mergo, Joe <jmergo@lex-co.com>; FOLSOM, CHRISTOPHER <CFOLSOM@lex-co.com>; POSTON, RANDOLPH <RPOSTON@lex-co.com>; Whittle, Charlotte <CWhittle@lex-co.com>; POWERS, FRANK <FPOWERS@lex-co.com>; Fulmer, David <dfulmer@lex-co.com>; Hall, Bob <BHall@lex-co.com>; Dillon, Sylvia <SDillon@lcsd.sc.gov>; Rolin, Robert <RRolin@lcsd.sc.gov>
Subject: FY 18 / 19 Budget Numbers for Motor Pool Rates and Fuel Costs

All,

The new year brings a new budget season !!!!!!!!!

Please budget $0.545 per mile for Motor Pool Rentals for FY 18/19.
For those Departments with vehicles:

Please also budget $2.35 per gallon for Diesel Fuel which will include maintenance oils as well per gallon.

Please also budget $2.12 per gallon for Gasoline which will also include $0.02 per gallon for maintenance oils as well per gallon.

Thanks,

Bill Kazmierczak

William Kazmierczak (Bill Kaz)
Director of Fleet Services
County of Lexington
401 Ballpark Road
Lexington, SC 29072
O) 803.785.8159
C) 803.518.4549
wkazmierczak@lex-co.com

Sharpe, Shannon 524...

From: Whittle, Charlotte
Sent: Tuesday, January 30, 2018 11:37 AM
To: Sharpe, Shannon
Subject: Budget 18/19
Attachments: Message from KM_308

Hi Shannon,

Attached are the maintenance and fuel charges for Mike's vehicle from 7/1/17 – 1/30/18. Went alittle over the 6 month projection to give alittle buffer. Below are your anticipated charges for year 18/19 based on 6 month and then final 12 month date range. Please note, these numbers are based on historical data...you/Mike may want to adjust as see deem necessary.

	6 Month	12 Month
GPS = $16.95 per month	$101.70	$203.40
Fuel = $2.12 per gal	$504.14 (238 gals)	$1008.27 (476 gals)
Insurance	$318.50	$637.00
Maintenance	$27.08	$54.16
TOTAL	**$951.42**	**$1902.84**

? Ed Salyer gave us $557.00

Hope this helps.

Thanks Much
charlotte

LEXINGTON COUNTY FLEET SERVICES
LEX3150S.rpt

EQUIPMENT HISTORY
COST AND QUANTITY - SUMMARY REPORT
REQUESTED: 07/01/2017 TO 01/30/2018

DATE: 1/30/2018 10:32

UNIT #	YEAR/MAKE/MODEL	CURRENT METER	USAGE FOR 07/01/17 to 01/30/18	FUEL ECONOMY MPG	MAINT $$ 07/01/17 to 01/30/18	REPAIR $$ 07/01/17 to 01/30/18	ACCIDENT $$ 07/01/17 to 01/30/18	TOTAL M&R $$ 07/01/17 to 01/30/18	GASOLINE GALS	DIESEL GALS	CPM M & R	CPM FUEL	INSURANCE	TOTAL COST
Department: 2000181101 - ECONOMIC DEVELOPMENT														
Vehicle Cost Projection for Period of 07/01/2017 to 01/30/2018														
Diesel Price 2.35 Projected														
Gasoline Price 2.12 Projected														
Company: 001 - Lexington County Active Fleet														
40902	2017 CHEVROLET Equinox	7,718	5,049	21.23	$27.08	$0.00	$0.00	$27.08	237.80	0.00	$0.01	$0.10	318.50	$849.72
	Company 001 Totals:		5,049	21.23	$27.08	$0.00	$0.00	$27.08	237.80	0.00	$0.01	$0.10	$318.50	$849.72
	Department 2000181101 Totals:		5,049	21.23	$27.08	$0.00	$0.00	$27.08	237.80	0.00	$0.01	$0.10	$318.50	$849.72

EQUIPMENT HISTORY
COST AND QUANTITY - SUMMARY REPORT
REQUESTED: 07/01/2017 TO 01/30/2018

	USAGE FOR 07/01/17 to 01/30/18	FUEL ECONOMY MPG	MAINT $$ 07/01/17 to 01/30/18	REPAIR $$ 07/01/17 to 01/30/18	ACCIDENT $$ 07/01/17 to 01/30/18	TOTAL M&R $$ 07/01/17 to 01/30/18	GASOLINE GALS	DIESEL GALS	CPM M & R	CPM FUEL	INSURANCE	TOTAL COST
REPORT TOTALS:	5,049	21.23	$27.08	$0.00	$0.00	$27.08	237.80	0.00	$0.01	$0.10	$318.50	$849.72

REPORT PARAMETERS:

DATE RANGE:	07/01/2017 TO 01/30/2018
COST TYPE:	Combined Parts and Labor
PROJECTED GASOLINE PRICE:	$ 2.12
PROJECTED DIESEL PRICE:	$ 2.35
RTR REPAIR TYPE REASON CODE RANGE:	ALL REPAIR TYPE REASON CODES
ECO COMPANY RANGE:	001 to 001 005 to 005
DPN DEPARTMENT RANGE:	2000181101 to 2000181101
EQC EQUIPMENT CLASS RANGE:	ALL CLASSES
EQUIPMENT NUMBER RANGE:	ALL EQUIPMENT
REPORT VERSION:	010915.1700
SCRIPT VERSION:	011615.1700

Sharpe, Shannon

525.220
Sub. / Dues / Books

From: Andi Rawl <arawl@sceda.org>
Sent: Wednesday, January 31, 2018 8:39 AM
To: Sharpe, Shannon
Subject: Re: Membership Fees

Yes, that is correct.
On Jan 31, 2018, at 8:04 AM, Sharpe, Shannon <snsharpe@lex-co.com> wrote:

Thanks Andi. Can you verify also if our "web link" with SCEDA will still run at $75?

Thanks,
Shannon

From: Andi Rawl [mailto:arawl@sceda.org]
Sent: Tuesday, January 30, 2018 6:20 PM
To: Sharpe, Shannon <snsharpe@lex-co.com>
Subject: Re: Membership Fees

Hi Shannon.

Membership is $200 per individual.

Andi x 2 = $400

Andi Rawl
Association Executive
SC Economic Developers' Association
1122 Lady Street, Suite 720 (29201)
PO Box 2566
Columbia, SC 29202
P: (803) 929-0305
C: (803) 404-1969
arawl@sceda.org
www.sceda.org

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IRS CIRCULAR 230 NOTICE: Internal Revenue Service regulations generally provide that, for the purpose of avoiding federal tax penalties, a taxpayer may rely only on formal written advice meeting specific

requirements. Any tax advice in this message, or in any attachment to this message, does not meet those requirements. Accordingly, any such tax advice was not intended or written to be used, and it cannot be used, for the purpose of avoiding federal tax penalties that may be imposed on you or for the purpose of promoting, marketing or recommending to another party any tax-related matters.
Please pardon my typos, this message was sent from my iPhone

On Jan 30, 2018, at 4:06 PM, Sharpe, Shannon <snsharpe@lex-co.com> wrote:

Good afternoon Andi. Can you please send me a DRAFT QUOTE for the membership fees for next year? We are preparing our FY 18/19 budget and I need to account for this. There will be 2 members: J. Mike Eades & Sarah J Johnson. Please let me know if you will need any additional information.

Thanks,
Shannon Sharpe
Administrative Assistant III
County of Lexington Economic Development
212 South Lake Dr.
Lexington, SC 29072
803-785-6818
mailto:snsharpe@lex-co.com

525230

SEDC | Southern Economic Development Council

RECEIPT

CONNECT • DEVELOP • GROW

DATE: JANUARY 30, 2018

Southern Economic Development Council
311 Nelson St. SW
Atlanta, GA 30313
Phone: (404) 523-3030
www.sedc.org

To: Shannon Sharpe
Lexington County
212 S. Lake Dr., Suite 502
Lexington, South Carolina 29072

DESCRIPTION	AMOUNT
2018-2019 Membership- Mike Eades	$250.00
2018-2019 Membership- Sarah Johnson	$250.00
TOTAL DUE	$500.00
TOTAL PAID	$0.00
BALANCE DUE	$500.00

If you have any questions, please call 404-523-3030.

Federal Tax ID Number: 58-6075177

525230







Dues Structure

If you have questions regarding our dues structure, please contact our Membership Department at membership@iedconline.org or (202) 223-7800.

Economic Development Research Partner

	Dues	Members
Research Partner	$5,500	8

Public Agency

Population	Dues	Members
Under 100,000	$420	1
100,000 - 199,999	$610	2
200,000 - 499,999	$975	3
500,000 - 999,999	$1,410	4
Over 1,000,000	$1,700	5

Non-profit

Operating Budget	Dues	Members
Under $250,000	$420	1
$250,000 - $749,999	$610	2
$750,000 - $1,249,999	$975	3
$1,250,000 - $4,999,999	$1,410	4

ED|NOW
News and Resources - Members Only

- Forget golf. EDOs explore more creative ways to entertain prospects
- New tax law will impact incentives, equipment purchases
- US and UK mayors seek continued trade amid growing protectionism
- Energy summit forecasts continued growth in renewables, natural gas
- Survey: Affordable housing tops mayoral concerns
- In regions with low unemployment, wages finally rising
- ED Now Feature: Halifax's 'Game-Changing' Solution to Brain Drain
- ED Now Feature: Lots of Potential: Placemaking on Vacant Land
- How the Jacksonville Jaguars score FDI for their hometown

> More Articles

Events

January 2018

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

> MONTH AT A GLANCE **> ALL EVENTS**

Advanced Course: Foreign Direct Investment & Exporting
January 31 - February 1, 2018

Primer To the CEcD Exam Process: What You Need To Know
February 14, 2018

Corporate Social Responsibility and Economic Development
February 15, 2018

United States Census Bureau

QuickFacts

Lexington County, South Carolina

QuickFacts provides statistics for all states and counties, and for cities and towns with a ***population of 5,000 or more***.

Table

All Topics	Lexington County, South Carolina
Population estimates, July 1, 2016, (V2016)	**286,196**
PEOPLE	
Population	
Population estimates, July 1, 2017, (V2017)	NA
Population estimates, July 1, 2016, (V2016)	**286,196**
Population estimates base, April 1, 2010, (V2017)	NA
Population estimates base, April 1, 2010, (V2016)	262,396
Population, percent change - April 1, 2010 (estimates base) to July 1, 2017, (V2017)	NA
Population, percent change - April 1, 2010 (estimates base) to July 1, 2016, (V2016)	9.1%
Population, Census, April 1, 2010	262,391
Age and Sex	
Persons under 5 years, percent, July 1, 2016, (V2016)	6.0%
Persons under 5 years, percent, April 1, 2010	6.7%
Persons under 18 years, percent, July 1, 2016, (V2016)	23.4%
Persons under 18 years, percent, April 1, 2010	24.5%
Persons 65 years and over, percent, July 1, 2016, (V2016)	15.0%
Persons 65 years and over, percent, April 1, 2010	12.2%
Female persons, percent, July 1, 2016, (V2016)	51.3%
Female persons, percent, April 1, 2010	51.2%
Race and Hispanic Origin	
White alone, percent, July 1, 2016, (V2016) (a)	80.3%
Black or African American alone, percent, July 1, 2016, (V2016) (a)	15.3%
American Indian and Alaska Native alone, percent, July 1, 2016, (V2016) (a)	0.5%
Asian alone, percent, July 1, 2016, (V2016) (a)	2.0%
Native Hawaiian and Other Pacific Islander alone, percent, July 1, 2016, (V2016) (a)	0.1%
Two or More Races, percent, July 1, 2016, (V2016)	1.8%
Hispanic or Latino, percent, July 1, 2016, (V2016) (b)	5.8%
White alone, not Hispanic or Latino, percent, July 1, 2016, (V2016)	75.4%
Population Characteristics	
Veterans, 2012-2016	22,245
Foreign born persons, percent, 2012-2016	4.9%
Housing	
Housing units, July 1, 2016, (V2016)	121,288
Housing units, April 1, 2010	113,957
Owner-occupied housing unit rate, 2012-2016	73.6%
Median value of owner-occupied housing units, 2012-2016	$143,900
Median selected monthly owner costs -with a mortgage, 2012-2016	$1,174
Median selected monthly owner costs -without a mortgage, 2012-2016	$357
Median gross rent, 2012-2016	$855
Building permits, 2016	2,000
Families & Living Arrangements	
Households, 2012-2016	107,527
Persons per household, 2012-2016	2.55
Living in same house 1 year ago, percent of persons age 1 year+, 2012-2016	85.6%
Language other than English spoken at home, percent of persons age 5 years+, 2012-2016	7.2%
Education	
High school graduate or higher, percent of persons age 25 years+, 2012-2016	89.2%
Bachelor's degree or higher, percent of persons age 25 years+, 2012-2016	29.9%
Health	
With a disability, under age 65 years, percent, 2012-2016	8.8%

Sharpe, Shannon

From: Chris Collins <ccollins@iedconline.org>
Sent: Wednesday, February 07, 2018 2:45 PM
To: Sharpe, Shannon
Cc: Cherrika Gordon
Subject: Re: Membership Fees

Hi Shannon,

Please accept my utmost apologies for the delayed response here!

The County of Lexington is signed on at the PA2 level, which is reserved for public agencies serving populations between 200K -500K. At this level, you pay annual dues of $975.00, which allows you to grant membership for three employees.

Your membership is currently paid through 11/30/18.

NOTE: There is a chance that dues will increase for the18/19 FY. If that is the case, cost will not rise above 4%.

If you have further questions, let me know.

-Chris

On Fri, Feb 2, 2018 at 9:30 AM, Cherrika Gordon <cgordon@iedconline.org> wrote:

Hi Shannon,

I'm copying Chris Collins from our Membership department to provide assistance.

Best,

Cherrika Gordon

Conference Registrar

International Economic Development Council

Tel: (202) 942-9463 - Fax: (202) 223-4745

From: Sharpe, Shannon [mailto:snsharpe@lex-co.com]
Sent: Tuesday, January 30, 2018 4:13 PM
To: cgordon@iedconline.org
Subject: Membership Fees

Good afternoon Cherrika. I hope you have been doing well. You may not be the person who can help me with fees for Lexington County for next year but you are my only contact at IEDC and I am hoping that you can point me in the right direction. We are building our budget for FY 18/19 & I need to account for the fees that it will cost the County of Lexington for next year. Can you please let me know who I need to contact or the best way to get this information? I hope to hear from you soon.

Thanks,

Shannon Sharpe

Administrative Assistant III

County of Lexington Economic Development

212 South Lake Dr.

Lexington, SC 29072

803-785-6818

mailto:snsharpe@lex-co.com

--
Christopher Collins
Member Services Coordinator
International Economic Development Council
734 15th St NW, Suite 900
Washington, DC 20005
Tel: 202.942.9485
Fax: 202.223.4745

540010 Minor Software

Choose the right Dropbox for you



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Dropbox core features				
Storage	1 TB (1,000 GB)	1 TB (1,000 GB)	2 TB (2,000 GB)	As much space as needed
Best-in-class sync technology	✓	✓	✓	✓
Easy and secure sharing	✓	✓	✓	✓
Anytime, anywhere access	✓	✓	✓	✓
256-bit AES and SSL/TLS encryption	✓	✓	✓	✓
Advanced data protection				
File recovery and version history	30-day history	120-day history	120-day history	120-day history
Remote device wipe	✓	✓	✓	✓
Enable two-factor authentication (2FA)	✓	✓	✓	✓
Shared link controls	×	✓	✓	✓
Account transfer tool	×	×	✓	✓
Enables HIPAA compliance	×	×	✓	✓
Device approvals	×	×	×	✓

Advanced collaboration and productivity tools

Dropbox Paper	✔	✔	✔	✔
MS Office 365 integration	✔	✔	✔	✔
Web previews and comments	✔	✔	✔	✔
Plus button	✔	✔	✔	✔
File requests	✔	✔	✔	✔
Showcase	✘	✔	✘	Early access
Smart Sync	✘	✔	Early access	Early access
Full text search	✘	✔	✔	✔
Viewer history	✘	✔	✔	✔
Team folder	✘	✘	✔	✔

Powerful administrative tools

Admin console	✘	✘	✔	✔
Centralized billing	✘	✘	✔	✔
Company-managed groups	✘	✘	✔	✔
Tiered admin roles	✘	✘	✘	✔
Sign in as user	✘	✘	✘	✔
Audit logs with file event tracking	✘	✘	✘	✔
Single sign-on (SSO) integrations	✘	✘	✘	✔
Invite enforcement	✘	✘	✘	✔
Unlimited API access to security platform partners	✘	✘	✔	✔
Unlimited API access to productivity platform partners	✘	✘	✔	✔
25,000 API calls/month for data transport partners	✘	✘	✔	✔

Support

Priority email support	✔	✔	✔	✔
Priority chat support	✕	✔	✔	✔
Phone support during business hours	✕	✕	✕	✔
Billed yearly	$8.25 / month x2 = x12	$16.58 / month	$12.50 / user / month	$20 / user / month
Billed monthly	Get started $198.00/year	Get started	Try for free or purchase now	Try for free or purchase now

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Central|sc
Business Friendly. Business Ready.

Estimated Budget 2018-2019

Income		
	City of Columbia	$72,000
	Calhoun County	$72,000
	Clarendon County	$72,000
	Fairfield County	$72,000
	Kershaw County	$72,000
	Lexington County	$97,000
	Newberry County	$72,000
	Orangeburg County	$72,000
	Richland County	$72,000
Total Public Sector		**$673,000**
	Business Community	$590,000
	Investor Initiative	$50,000
	Contract Services	$11,000
	Sponsorships	$10,000
	Grants Revenue	$705,000
Total Private/Grants		**$1,366,000**
Total Income		**$2,039,000**
Expenses		
	Personnel Services	$990,000
	Operating Expenses	$56,000
	Overhead	$210,000
	Executive & Administration	$37,000
	Research & ED	$130,000
	Marketing	$596,000
	Investor & Public Relations	$19,000
Total Expenses		**$2,038,000**
Net Income		**$1,000**

Central SC
Business Friendly. Business Ready.

A 1201 Main Street Suite 100
Columbia, SC 29201

W centralsc.org

P (803) 733-1131

January 31, 2018

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 2018-2019. 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 FY2018-19. This budget is an early draft document and has not been formally presented to the Board of Directors. Our 2017Annual Report can be accessed through the Dropbox link in the accompanying email.

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,

G. Michael Briggs
President and CEO

534303

THE RIVER ALLIANCE

What 90 miles of river can be.

February 18th, 2018

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 2018-2019 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 2018-2019, 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, is under construction and will be completed in 2018. It will connect to the Saluda Crossing at I-26.

The Boyd Island Project, funded by private donation, will move to construction. 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: 2018-2019 River Alliance Draft Budget

Cc: Todd Cullum
Debra Summers

River Alliance Draft Budget FY 18-19

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	$12,500
Total - Annual Govt Grant Income	**$187,500**

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	**$187,500**
Fundraising Income	**$50,000**
Other Income	**$51,000**
TOTAL INCOME	**$288,500**

River Alliance Draft Budget FY 18-19

EXPENSES

Structural/Personnel Expenses	
Payroll	$125,000
Employee benefits and taxes	$37,500
Total - Structural/Personnel Expenses	$162,500

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	$1,500
Dues & Subscriptions	$850
Education	$700
Equipment Lease/Rental	$5,000
Insurance	$5,500
Legal	$3,000
Licenses, Permits, Registrations	$800
Office Furniture	$500
Office Supplies	$4,000
Postage & Delivery	$1,000
Rent	$3,600
Office Services	$2,000
Repairs & Maintenance	$750
Telephone & Internet	$6,500
Travel & Conferences	$3,000
Director's Discretionary Funds	$1,000
Total - Operating Expenses	**$46,650**

Program Expenses	
Fundraising	$1,000
Marketing/Public Information	$11,000
Professional Services/Costs	$30,000
Three Rivers Greenway	$15,000
River Recreation & Protection	$2,500
12000 Year History Park	$15,000
Total - Program Expenses	**$74,500**

EXPENSES	
Structural/Personnel Expenses	**$162,500**
Operating Expenses	**$46,650**
Program Expenses	**$74,500**
TOTAL EXPENSES	**$283,650**
TOTAL SURPLUS/DEFICIT	**$4,850**

534310

COLUMBIACHAMBER
PARTNERS FOR A GREATER COLUMBIA

January 31, 2018

Mr. Joe G. Mergo, III
County Administrator
County of Lexington
212 South Lake Drive
Lexington, SC 29017

Dear Mr. Mergo,

On behalf of the Columbia Chamber's efforts to protect Fort Jackson and McEntire and promote mission growth, we respectfully request your consideration of a $25,000 grant to be used for the Greater Midlands BRAC (Base Realignment and Closure) defense program. This program is dedicated to providing a proactive plan of action as the United States Army prepares for another round of BRAC in 2019 or 2020.

Our efforts, to date have been effective in prevention of force structure reduction and declining infrastructure budgets. Working together, we were instrumental in:

- Implementation of the Eleventh Battalion at Fort Jackson during 2017 which brought an additional 100 permanent party jobs and an additional 2000 basic training soldiers to be trained annually.

- Fort Jackson receiving $110 million in the Military Construction Budget for a new Reception Center which provides support services for the over 56,000 basic training soldiers and $52 million for new barracks.

We are also currently working to support Fort Jackson's efforts to relocate Gate 4 which is the main entrance for all commercial deliveries and visitors. If successful, the relocation of Gate 4 would enhance highway safety for all parties involved. Projects like these help show our support and also send a strong message to our Congressional delegation that we are focused on growing the Fort and that we are continuously looking for opportunities to expand the mission of Fort Jackson.

We must remain vigilant in our effort to build a strong defense for growing our military components while managing the government funds in a conservative manner. While President Trump's administration is calling for an end to Sequestration and full funding

for the military, elected officials have advised the business community to continue our work to protect the mission of our military base in the Greater Midlands which contributes over $4 Billion to our local economy and almost 40,000 jobs.

We pride ourselves on being the "most military friendly community in America" – a thought shared by many military leaders who serve and have served at Fort Jackson and members of the military community in the greater Midlands (16,114 service members, 81,086 veterans, 15,469 retirees and 3,431 Department of Defense Civilians) many of whom live in Lexington County.

Our mission is critical and simple, we need the continued financial backing of Lexington County to support the ongoing pro-base support. Contributions will be used specifically for the BRAC Defense Program to provide consulting expertise in Washington, DC and South Carolina to develop and implement a local strategy to protect Fort Jackson and grow our military interests in the greater Midlands region.

If you would like additional information, please let me know. Thank you for your ongoing support.

Sincerely,

Carl Blackstone
President and CEO

COLUMBIACHAMBER
PARTNERS FOR A GREATER COLUMBIA

January 31, 2018

Columbia Chamber BRAC Defense Program

2017/2018 Supporting Organizations:

City of Columbia	$ 53,000 Requested
Richland County	$ 53,000 Requested
SC Military Base Task Force	$ 35,000 Requested
Lexington County	$ 25,000 Requested

Columbia Chamber BRAC Defense Program Major Expenses

2018 Cassidy & Associates Fee	$ 135,000
2018 Washington DC Military Installation And Defense Related Activities	$ 10,000
2018 Development of Greater Midlands Defense Contractors Association	$ 10,000

Carl Blackstone, SVM/1.31.18

537000

USC/COLUMBIA TECHNOLOGY INCUBATOR

CHAD HARDAWAY
EXECUTIVE DIRECTOR
USC/COLUMBIA TECHNOLOGY INCUBATOR
1225 LAUREL STREET
COLUMBIA, SC 29201
HARDAWAY@MAILBOX.SC.EDU

February 7, 2018

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 FY2018-2019

Dear Mike,

Thank you 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

2017 was another outstanding year for the Incubator as we celebrated many successes with our 48 member companies. Last year, these members generated nearly $30 million in gross revenue and employed over 500 people. We estimate that over 30% of these employees reside in Lexington County.

Lexington based Healthy Hands Cooking (HHC) is entering its third 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. HHC now has over 400 certified instructors in almost every state. These certified instructors license the 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 allows it to scale its business to over 1,000 certified instructors. 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 larger audience. By leveraging their experience in the Fired Up Accelerator, HHC has also recently been accepted into the SC Launch program, which could provide additional funding. Healthy

USC/COLUMBIA TECHNOLOGY INCUBATOR

Hands Cooking opened their first home office and training space in September 2017 and is currently being remodeled. In addition, HHC is now licensing a full year afterschool wellness program to schools as a way for schools to create healthier habits in kids and to help generate extra revenue for the school.

In 2017, Lexington County based Incubator graduate Bridge to Life saw continued revenue growth. Bridge to Life was founded with the mission of improving organ transplants through developing and licensing preservation solutions and technologies.

Lexington based 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 every client achieve continuous success.

Mike, 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 host approximately 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.

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 2018-2019 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,

Chad Hardaway
Executive Director
USC/Columbia Technology Incubator

Cc: Caroline Crowder, Program Director, USC/Columbia Technology Incubator
Joe Mergo, III, Lexington County Administrator

USC/COLUMBIA TECHNOLOGY INCUBATOR

Estimated Funding Sources and Utilization of Funding Calendar Year 2018

Estimated Revenue Support	
Private Contributions/Donations	$15,000
University of South Carolina	$165,000
Local Government Support	$75,000
Rental Income	$275,000
Program Revenue	$98,000
Total Revenue	**$560,000**

Estimated Expenses	
Salaries	$225,000
Building Operations Expesnses	$205,000
Program Expenses	$85,000
Marketing	$10,000
Office & Computer Expenses	$10,000
Other Operation Expenses	$25,000
Total Revenue	**$560,000**

537190

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February 2, 2018

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 2018-19 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. We provide unique project management resources to the region focused on collaborative community-building. Our goal is to make the Midlands 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 2018-19 fiscal year funding sources. These projections draw from current year funded amounts.

- Local Government: $171,600
- Education: $673,300
- Private Sector: $166,416

Funded Programs
We are requesting funding to be applied to the following EngenuitySC projects that we manage for the benefit of Lexington County citizens.

Midlands Regional Competitiveness Report &
MBLG Competitiveness Initiative - $15,000
EngenuitySC produces the Midlands Regional Competitiveness Report (MRCR), an annual economic competitiveness study that 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 2017, we worked with you to address the needs of Lexington County in the 4th edition of MRCR, published in January. With your help, we also featured Lexington County businesses in the report.

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, is using the report as a road map to catalyze action and seek improvements.

For over a year, MBLG has been leading a collaborative effort focused on enhancing regional competitiveness, prosperity and growth in the Midlands through seven ongoing initiatives: (1) establish a formal collaboration with property owners to address the design, funding, development and operation of a regional waterfront amenity along the Congaree River, (2) design and implement a solution for regional branding that includes funding, ownership, coordination, collaboration, and regional buy-in, (3) evaluate and accelerate the mission, structure, role, and funding model for economic development in Lexington and Richland Counties, (4) convene a new coordinating council for regional collaboration that will lead the charge to integrate more diverse, young people into positions of leadership, (5) support the Chambers of Commerce' efforts to ensure greater collaboration between public entities and the business community, (6) support the creation of a one-stop shop for resources available to entrepreneurs, and (7) identify an appropriate entity to take ownership of, and design a plan for, pedestrian connections along Assembly Street. As the official project management team for this effort, we are very proud that we secured leadership positions in the MBLG Competitiveness Initiative for senior Lexington County government and business officials.

iTs|SC - $10,000

iTs|SC is a regional insurance technology industry cluster group. It is focused on establishing purposeful partnerships, creating regional competitive advantage, and leveraging regional expertise for the purpose of serving and growing the insurance technology industry in the region. We want to make the Midlands region the place you *want* to be and *have* to be for insurance and technology services in the next ten years. And iTs|SC includes Lexington County businesses.

Given our region's concentration of insurance technology companies, there is perhaps no greater opportunity for rapidly growing high-wage jobs and spawning the creation of new entrepreneurial companies than in this sector. EngenuitySC began managing iTs|SC this year and is leading the organization through a renewed visioning process focused on giving existing businesses resources to grow here and promoting our region as a destination for insurance technology companies outside the region.

Lexington County K-12 STEM Programs - $10,000

EngenuitySC manages two dynamic K-12 programs: Richland School District One STEM Program and the Richland School District Two "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 companies in the region. Students, parents and teachers in the STEM Program also benefit from exposure to a wide variety of career development resources and opportunities outside the classroom.

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This year, with your support, we are working extensively to develop a similar innovative, yet customized program for Lexington County School District Two. Our current plan is to implement this customized program, tailored to the needs of the school district, in Lexington Two in the 2018-19 school year. The program will provide workforce development benefits by showing students opportunities to pursue highly skilled careers locally and by connecting Lexington County companies with students who are interested in pursuing careers in their areas of need.

Regional Mayors Forum - $5,000

The Regional Mayors Forum is a collaborative of all mayors in Lexington and Richland Counties. Started seven years ago, the Forum is a coordinating point for mayors to get to know each other and exchange information important to our region, with an emphasis on economic development. The Forum gives mayors a platform to speak with a united voice on regional economic development issues and other important regional matters.

Service Level Indicators

All of the above projects serve economic development needs and goals in Lexington County, 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 Midlands Regional Competitiveness Report is, in itself, a measurement of progress in the Midlands region. The 2018 report will show annual progress in the five key areas measured across the region, including Lexington County. The MBLC Competitiveness Initiative will be measured by tracking two-year benchmarks in the region. The project will also track deeper metrics for the region and determine whether identified priority projects have been completed.

The Lexington County K-12 STEM Program will have specific student, parent, and teacher participation numbers that will be reported, once implemented. iTs|SC will be measured in terms of participation by Lexington County insurance technology businesses, as well as overall growth of the sector. The Regional Mayors Forum will be measured by participation of the mayors, resources provided to the mayors, and the legislative/public engagement of the mayors.

Finally, in addition to preserving elected positions on the EngenuitySC Board for business leaders and elected 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,

Meghan Hickman
Executive Director
EngenuitySC

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 **$1,201,000***

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 + $10,000 design fee = $685,000
- Chapin Business & Technology Park at Brighton
  - Parcel 10 (to include two (2) building pads)
    - 9.4 acres @ $35,000/acre + $20,000 design fee = $350,000
- Batesburg-Leesville Industrial Park
  - Parcel 8 & 9
    - 5.2 acres @ $30,000/acre + $10,000 design fee = $166,000

*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.

SPEC BUILDINGS **$15,000,000**

Cost to cover SPEC buildings at each of the County's Industrial Parks:

- Saxe Gotha Industrial Park Phase II: = $5,000,000
- Chapin Business & Technology Park at Brighton: = $5,000,000
- Batesburg-Leesville Industrial Park: = $5,000,000

ROAD CONSTRUCTION (Saxe Gotha Industrial Park) **$4,250,000**

Cost to cover:

- Preliminary engineering and design of 12th Street Extension to Exit 119: = $4,000,000
- Realignment and paving of Old Pine Plain Road to provide access to parcels six (6) and seven (7): = $250,000

PROPERTY ACQUISITION **$325,000**

Cost to cover the acquisition of two (2) out-parcels of a combined 5.36 acres in the Chapin Business and Technology Park at Brighton fronting Interstate 26 (I-26):

- 5.36 acres x $60,000/acre = $321,600

COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
FY 2018-19 Estimated Revenues

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Rural Development Act 2001:**							
	Revenues:							
461000	Investment Interest	18,833	7,933	5,000	5,000	0		
470100	Electric Coop Infrastructure Pmts	424,750	434,333	400,000	400,000	0		
	**** Total Revenue**	443,583	442,266	405,000	405,000	0	0	0
	***** Total Appropriation**				2,143,011	0	0	0
	Contingency:							
	Unused				400,000			
	Carryforward							
	FUND BALANCE							
	Beginning of Year				1,192,222	(145,789)	(145,789)	(145,789)
	FUND BALANCE - Projected							
	End of Year				(145,789)	(145,789)	(145,789)	(145,789)

COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
Fiscal Year - 2018-19

Fund 2001
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
529903	Contingency	0	0	400,000	0		
	*** Total Operating**	**0**	**0**	**400,000**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**400,000**	**0**	**0**	**0**
	Capital						
549904	Capital Contingency	0	0	572,026	0		
5A9499	B/L Industrial Park - Roadway Imp	104,315	24,500	29,582	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	5,090	0		
5AC610	Mitigation Construction Plans	6,000	0	10,950	0		
5AC611	Mitigation	0	0	200	0		
5AC612	Permitting	20,651	0	7,500	0		
5AD680	Lighting	0	0	6,010	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	0	0	5,000	0		
5AF363	Final Mitigation Plan	12,500	0	0	0		
5AF364	Construction	21,800	0	98,200	0		
5AF365	Construction Oversight	10,000	0	0	0		
5AF366	Post Construction Monitoring	0	10,000	120,000	0		
5AF367	Project Management	10,000	0	0	0		
5AF368	Annual Maintenance Activities	18,625	5,000	31,375	0		
5AF369	Long Term Monitoring	0	0	65,000	0		
5AH647	Revised Master Plan & Final Plat	0	38,500	40,000	0		
	****Total Capital**	**203,891**	**78,000**	**1,014,365**	**0**	**0**	**0**
	Other Financing Uses						
814506	Op Trn to Saxe Gotha Industrial Park	708,247	76,759	706,146	0		
814516	Op Trn to Chapin Technology Park	196,805	0	22,500	0		
	****Total Other Financing Uses**	**905,052**	**76,759**	**728,646**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,108,943**	**154,759**	**2,143,011**	**0**	**0**	**0**

COUNTY OF LEXINGTON
FARMERS MARKET PROJECT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Farmers Market Project 2002:**							
	Revenues:							
417100	Fee in Lieu of Taxes	225,476	25,247	0	0	0		
417120	FILOT - Prior Year	22,291	0	0	0	0		
461000	Investment Interest	0	0	0	0	0		
490800	Loan Repayments	0	0	0	0	0		
	**** Total Revenue**	247,767	25,247	0	0	0	0	0
	***** Total Appropriation**				0	0	0	0
	FUND BALANCE Beginning of Year				(572,198)	(572,198)	(572,198)	(572,198)
	FUND BALANCE - Projected End of Year				(572,198)	(572,198)	(572,198)	(572,198)

Fund 2002
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	***BUDGET*** 2018-19 Requested	2018-19 Recommend	2018-19 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 - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Economic Development CCED Grants 2003:**							
	Revenues:							
452253	CCED # C152505 - Akebono	200,000	0	0	0	0		
452254	CCED # C162756 - Electro-Spec	0	100,000	100,000	100,000	0		
	**** Total Revenue**	200,000	100,000	100,000	100,000	0	0	0
	***** Total Appropriation**				100,000	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	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	***BUDGET*** 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Non-Operating Expenses						
537026	CCED # C152505 - Akebono	200,000	0	0	0		
537247	CCED # C162756 - Electro-Spec	0	100,000	100,000	0		
	*** Total Non-Operating**	**200,000**	**100,000**	**100,000**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	Other Financing Uses						
814506	Op Trn to Saxe Gotha Industrial Park	0	0	0	0		
	****Total Other Financing Uses**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**200,000**	**100,000**	**100,000**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT MULTI-PARK 1%
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Economic Development Multi-Park 1% 2005:**							
	Revenues:							
417100	Fee in Lieu of Taxes	9,179	0	0	0	0		
417102	Newberry County FILOT Received	24,772	0	0	0	0		
417103	Calhoun County FILOT Received	40,382	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	7,269	4,785	0	0	0		
	**** Total Revenue**	81,602	4,785	0	0	0	0	0
	***** Total Appropriation**				576,115	0	0	0
	FUND BALANCE Beginning of Year				853,629	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	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
529903	Contingency	0	0	576,115	0		
	*** Total Operating**	**0**	**0**	**576,115**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**576,115**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**576,115**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT PROJECT COMMERCE
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Economic Development Project Commerce 2010:**							
	Revenues:							
458000	State Grant Income	350,000	0	0	0	0		
461000	Investment Interest	0	0	0	0	0		
469926	Project Refund	350,000	0	0	0	0		
	**** Total Revenue**	700,000	0	0	0	0	0	0
	***** Total Appropriation**				0	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	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520300	Professional Services	350,000	0	0	0		
529903	Contingency	0	0	0	0		
539550	Other Disbursements	350,000	0	0	0		
	*** Total Operating**	**700,000**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**700,000**	**0**	**0**	**0**	**0**	**0**
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**700,000**	**0**	**0**	**0**	**0**	**0**

COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Accommodations Tax 2120:**							
	Revenues:							
420800	Accommodations Tax	374,701	205,974	354,655	354,655	372,388	372,388	
461000	Investment Interest	724	715	225	225	725	725	
	**** Total Revenue**	375,425	206,689	354,880	354,880	373,113	373,113	0
	***** Total Appropriation**				413,840	492,127	456,120	0
	FUND BALANCE Beginning of Year				170,603	111,643	111,643	111,643
	FUND BALANCE - Projected End of Year				111,643	(7,371)	28,636	111,643

	Estimated Total Accommodations Tax Funds:	416,987
	--- Minus General Fund Portion ----	25,000
	Sub-Total	391,987
	--- Minus General Fund 5% Portion ----	19,599
	*** Total Estimated Revenue	372,388
	Appropriation	372,388
**	Additional Appropriations (One Time - Fund Bal.)	83,732
	*** Total Appropriations	456,120
	--- Minus 30% Fund Portion ----	117,596
	Available for Appropriation (65% Funding)	338,524

COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
Fiscal Year - 2018-19

Fund 2120
Division: General Administrative
Organization: 101100 - County Council

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
	Advertising and Promotion (30% Fund)						
534212	Capital City Lake Murray Country	118,327	24,359	111,996	118,327	117,596	
	Tourism Related Exp. (65% Fund)						
534201	Columbia Metro Convention/Visitor Bureau	30,000	0	35,000	50,000	35,000	
534204	West Metro Chamber of Commerce	13,000	3,750	15,000	15,000	20,000	
534205	Lexington Chamber of Commerce	10,140	3,750	15,000	15,000	20,000	
534206	Batesburg/Leesville Cham. of Comm.	7,280	3,750	15,000	15,000	20,000	
534209	Lex. Cty. Recreation Softball Tournament	30,000	0	35,000	30,000	35,000	
534220	Riverbanks Zoo	47,500	14,211	56,844	80,000	50,000	
534223	EdVenture Children's Museum	2,500	0	4,500	10,000	7,500	
534228	Lexington County Museum	6,154	6,375	25,500	13,000	15,000	
534231	Chapin Chamber of Commerce	8,190	3,750	15,000	12,000	20,000	
534233	Columbia Regional Sports Council	10,000	0	10,000	20,000	21,024	
534242	Irmo/Chapin Recreation Commission	10,000	0	20,000	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	9,100	3,750	15,000	20,800	20,000	
534254	LCAA/Village Square Theatre	0	0	0	0	0	
534279	Lexington Dixie Baseball - Youth World Series	0	0	0	0	0	
534282	Harbison Theatre at Midlands Tech	1,000	5,000	20,000	25,000	20,000	
	City of West Columbia - Kinetic Derby Day	0	0	0	18,000	10,000	
	*** Total Operating**	**323,191**	**68,695**	**413,840**	**492,127**	**456,120**	**0**
	**** Total Personnel & Operating**	**323,191**	**68,695**	**413,840**	**492,127**	**456,120**	**0**

*** Recommendations are made from the Accommodations Tax Board.**

***** Total Budget Appropriation**	**323,191**	**68,695**	**413,840**	**492,127**	**456,120**	**0**



County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

1. Name of Project/Event: CCLMC Leisure Marketing Promotion/LMC Visitor Center

2. Sponsoring Organization: Capital City/Lake Murray Country Regional Tourism Board

   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

   Email miriam@lakemurraycountry.com SCJewel.com

4. Event Website: LakeMurrayCountry.com

5. Event/Project Category (*Check One*):
   - ☑ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☐ Tourism Related Expenditures:

6. Project Timeline: Beginning date 07/01/2018 End date 06/30/2019

7. Location of Project/Event: 4 County Region – Lexington Cty

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 391,125
    - ☑ Brochures - # distributed 715,000
    - ☑ Posters - # distributed 75
    - ☑ Magazine Ads - # ads 41 (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 8 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 920 (list stations and viewing range on separate sheet)
    - ☑ Radios Ads - # ads 645 (list stations and listener range on separate sheet)
    - ☑ Billboards - # ads 24 (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 218 (list on separate sheet with target audience)
    - ☑ Other than listed above: Facebook 80,807 Followers, Twitter 1,842 followers, Instagram 760 followers, Pintrest 483 followers. 445 (list on separate sheet with target audience)

11. How many people do you expect to attend? 385.225

12. Of this number, how many are tourists? 126,823 (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 29,778
- ☑ Phone call inquiries - estimated phone calls per month 48,300
- ☑ Brochure mailings - estimated brochures mailed per month 80,553
- ☑ Event ticket sales - estimated tickets sold per event 7,980
- ☑ Event registration - estimated registrants per event 1280
- ☑ Hotel sales - estimated sales per event/per month 38,400
- ☑ License plates - estimated count per event 1870
- ☑ Surveys - estimated number of responses per survey 920
- ☑ Other than listed: CCLMC tracks on-line bookings through ARES

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 by Hilton (1,980) Holiday Inn Express (98), Wingate Inn (421), Hampton Inn (134) Ramada Limited, Comfort Suites (21), Quality Inn & Suites (119) Vacation Home rentals (1,218) Special Event/fishing tournaments in Lexington hotels (2989).

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: $ 621,462.00
b. Amount of Accommodations Funds requested for this Project: $ 118,327
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. Marketing/Promotion 100% - **NO PAYROLL – PAYROLL PAID THROUGH STATE FUNDING**

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No
a. If yes, state year 2017-2018, amount $ 118,327, source 4- county wide, and purpose: Marketing – repair siding on building/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: Regional Tourism Organization

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: The marketing and promotion to the Solar Eclipse was done by our organization donating our state media buy of 12 billboards over a four-month period across three states. CCLMC saw a 4% increase also of electronic views of our Visitors Guide on-line. This publication is viewable through our website as well as the SC PRT website. The on-line viewable publication helps us to have an additional audience and one that is at the fingertips of visitors looking up quick information over the web. Our printed publication is utilized at statewide shows, welcome centers, area chambers, relocation purposes and heavily requested at Ft Jackson. Through out M2M (Mountains to Midlands) Golf Program, our region continues to be number #1 over the other 3 regions of SC. The program resulted in a $461,831 economic impact from Golf Bookings – four Lexington County hotels and 3 Lexington County golf courses were utilized during the past year.

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 6, 2017
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name:

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
City of Columbia	334,862.00	335,180.00	290,000.00
Lexington County	118,327.00	118,327.00	104,262.00
Richland County	100,000.00	100,000.00	100,000.00
Newberry County	7,739.00	7,800.00	7,800.00
Saluda County	2,000.00	2,000.00	2,000.00
Town of Lexington	5,000.00	5,000.00	5,000.00
Town of Irmo	14,561.00	15,000.00	15,000.00
SC PRT	107,634.00	90,543.00	97,400.00
TOTAL	690,123.00	673,850.00	621,462.00

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name:

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Ad Production (Creation of new 4- county TV Ad)	5,000.00	10,000.00	35,000.00
Brochures	28,000.00	44,000.00	45,000.00
Fishing National Events	275,000.00	360,000.00	122,000.00
Television	68,000.00	20,000.00	50,000.00
Radio	12,000.00	8,000.00	16,086.00
Web Marketing	80,000.00	54,000.00	65,000.00
Welcome Centers/Digital Boards	20,000.00	4,000.00	20,000.00
Golf Promotion	35,000.00	12,000.00	30,000.00
Print Media Ads	54,500.00	20,000.00	54,500.00
Visitors Center	60,000.00	80,000.00	31,822.00
SCATR Promotion/History Tours	.00	5,000.00	10,000.00
Special Events	.00	10,000.00	20,000.00
Motorcoach – Group Tour	9,500.00	6.750.00	22,000.00
Marketing expenses in transit carryover			44,754.00
STAYcation Week			55,300.00
TOTAL	647,000.00	633,750.00	621,462.00

Updated

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Capital City/Lake Murray Country Regional Tourism Board

Project/Event Name: CCLMC Leisure Marketing Promotion/LMC Visitor's Center

Contact Name: Miriam Atria Phone: 803-781-2105

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.):
Produced 195 Million media impressions for the region. Unveiled new Visitors Map, Anglers & Appetites Show featuring Lexington restaurants aired 48 times on Fox Sports and Fox Sun – Lured a TV show into region filmed in June to air March 2018 on Outdoor Channel #1 Nielsen rated show with Community filming of Lexington County Museum and other attractions including Lake Murray.

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	707,468	520,476
Amount Funded by the Lexington County Accommodations Tax Fund	118,327***	111,996
Amount Funded by all other Accommodations Tax Funds from all Sources	582,489	517,815
Total Attendance	521,225	493,684
Total Tourists*	166,890	236,722

**Tourists are generally defined as those who travel 50 miles or more to attend.*

V. METHODS:

****** Numbers updated to reflect YE dollars received in new year. Initial report sent 7-17-17**

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):
Zip Codes, Special Event blocked rooms, tournament survey's, Ares hotel bookings on web-site.

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

8-7-17 — Date

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 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 the tourism revenues across all tax bases. This is the basis of our project. We are advertising your products, encouraging them to visit your attractions/businesses, tracking them through the visitor's center as we are the destination organization for this region.

B. **Benefit to promoting tourism and the Lexington County Community: As a destination marketing organization**, CCLMC is promoting Lexington County and region throughout our web-site, special events calendar, tourism related businesses, media writers, group tour and trade show and across all leisure visitor mediums. (Golf, Boating, Fishing, Vacationing families, retirement, relocation, etc). CCLMC is able to provide matching dollars in our marketing plan and encourage local regional attractions to work together to market the region. We work with area chambers and other attractions to provide daily updates on all areas of the town from historic cultural venues, recreational facilities posting all on LakeMurrayCountry.com. Throughout the year we also share out to travel media writers specific story ideas to attract visitors. Quarterly RAC Committee meetings are held for hotels/attractions to share package information for publication through our marketing plan and visitors center.

C. **Total attendance to the event/project versus the number of total tourists in attendance:** 521,225 total attendance with 166,890 total tourists.

D. **Economic Impact generated by tourism to the event/project:** Capital City/Lake Murray Country RTB's 2016-2017 budget of over $1.3 million, dedicated over $670,000 dollars to promote tourism in Lexington, Richland Newberry & Saluda counties. The economic impact generated through CCLMC's marketing efforts and events amounted to $19,889,776 included in this number is the $461,831 impact from our golf marketing program. Not included in this number, the Forrest Wood Cup held after the fiscal year had an additional economic impact of $30, 288,529. We continue to see that the

VERY large fishing net for tourism through our marketing efforts has resulted in bringing world class events, thousands of visitors and increased tourism revenues to the region!

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 goal**. CCLMC's national and regional TV ad campaigns during the year are used to generate more ATAX funds and other tourism revenues. One key marketing component, our web-site resulted in an increase of 53.7% and visitation into the NEW LakeMurrayCountry.com along with significant media impressions across all social media will continue to influence visitors to come our way. The region continues to be marketed through Radio, Print Media, Digital online ads, billboards as well. 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.

By the Numbers:

80,553 Packets Mailed or Distributed – Down 4%

Walk-In visitors assisted at Visitor Center – Up 18.5%

48,300+ Phone Calls answered – Up 6%

1,110,162 Million Facebook Impressions

82,807 Facebook followers

$461,831 Economic Impact from Golf Marketing & Booking Program - Up 15.9%

127,785 Views of Electronic Brochure – Up 4%

195 Million Media Impressions made through marketing program.

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 on staff consisting of Social Media Technician, Hotel/Group Tour Marketplace Manager with 21+ years of experience, a Public Relations/Marketing Manager with 26+ years of experience, a special events coordination and a President/CEO with 34 years of tourism/marketing expertise. The organization and President/CEO have won 7 major tourism related awards and honors from across South Carolina.

Project Marketing Plan: CCLMC's marketing plan will also include the return of the FLW Collegiate Event in April 2019. Colleges and universities across the U.S. now have competing fishing teams. Advertising of this event will come into this fiscal year to build up to April 2019. Other tournaments booked include the Big Bass Tour in September (600+ anglers). We are in discussions with two other tournament organizations as of the date of this application.

Television Advertising

Big Bass Tour – January 2018 through December 2019- Regional Tourism TV ad to appear on 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 - continuing to air on FLW Outdoors

36 weeks of airings on Major League's Fishing show on the Outdoor Channel starting mid-March 2018. This is the top reality fishing show with the highest Nielsen ratings on the Outdoor Channel.

WIS TV has signed on as a sponsor of the STAYcation Week along with Palmetto Weekend. CCLMC will utilize these two outlets in the promotional efforts of the Staycation Week in our region. Both digital and TV spots will run across SC from January till June 2018.

Magazine Advertising

Parent, Better Homes & Garden & Women's Day Campaign – *The Best Family Destination* – Feb/Mar 2018 – 630,500 HH – we are running a special full page insert in these publications giving away a 3 night vacation stay to this region.

2018 USA Today Travel, Digital copy 1. 9 million, 5 million circulations, 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 circulations, Full Page, Fall/Winter 2018 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 TBD publications.

Carolina Field Trips –(partnership on full page ads and advertorial) with areas 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

M2M Golf – ads in various Publications/Newspapers, Virginia Golfer, Lets Golf, Carolina Golf Magazine, TriState, Pennsylvania, USA Today, London Free Press, Toronto Sun, Ottawa Sun, Golf AGP and Flagstick Golf.

MORE TO COME BASED ON APPROVED FINAL BUDGET

Digital Advertising

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)
MORE TO COME

Radio Advertising

640 Sports – WTCB/B106 FM, WJMJ/TheLake, WARQ/93.5, WOMG 98.5, February – June 2018. Taste of Lake Murray, July 4th at Lake Murray. TURNING 30 this Year

IHeart Radio Digital and Radio Campaign for the STAYcation Week June 2018. Campaign will run from January 2019 to June 2019. In Charlotte, Asheville, Charleston, Florence, Myrtle Beach, Aiken, Beaufort, Greenville, and Atlanta, Ga as well as in four county region.

Billboard Advertising

2 digital boards running for Taste of Lake Murray and July 4th Fireworks on Lake Murray on I-26 from January till July 2018.
Digital Board Campaign for STAYcation Week - In Charlotte, Asheville, Charleston, Florence, Myrtle Beach, Aiken, Beaufort, Greenville, and Atlanta, Ga as well as in four county region.

Motorcoach Marketplace Advertising

Travel South, March
National Tour Association - February 2018
American Bus Association, - January 2018
South Central Show, (Ga, Ala, Louisiana, Mississippi, Texas) Texas, TBD 2018
Ga/Ala Central Show, August/September, Virginia

Special Event Advertising

- ✓ Big Bass Tour – September 2018
- ✓ Black Bass Anglers (IFBBA) – September 2018
- ✓ South Carolina State Bass Fishing Championship - April 2018
- ✓ National Collegiate Championship – April 2018
- ✓ STAYcation Week – June 2018 – a new project of the organization with statewide promotion to drive people to VACATION HERE! Vacation Packages to lure several targeted audiences with specifically designed packages that encompass the entire four-county region's attractions/ venues and unique BBQ & Satisfy Your Thirst Trails. A special domain has been created for this promotion Staycation WeekSC.com

  Millennials (interests in travel and adventure)
  Families (Kid-friendly)
  Retirees, history and backroads
  Outdoor Enthusiasts, hiking biking
  Lake Enthusiasts – fishing kayaking, etc.

- ✓ Lake Murray's July 4th Celebration – June 30th, 2018

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 (dba Experience Columbia SC)

   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@experiencecolumbiasc.com

4. Event Website: www.experiencecolumbiasc.com

5. Event/Project Category (*Check One*):
   *Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*

   ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date 7/1/2018 End date 6/30/2019

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 125,000 Visitors Guides
    - ☐ Posters - # distributed _____
    - ☐ Magazine Ads - # ads 30 (list ads and distribution range on separate sheet)
    - ☐ Newspaper Ads - # ads 80 (list newspapers and distribution range on separate sheet)
    - ☐ Television Ads - # ads Three :30 TV spots running nationally (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☐ Billboards - # ads 8 rotating billboards year round yielding 81 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? 14.7 million tourists

12. Of this number, how many are tourists? 5.5 million of the above 14.7 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 (1.1 million web visits in FY 16-17)
    - ❑ 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 303 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 Northwest: 100 rooms
Best Western Executive Inn & Suites: 270 rooms
Country Inn & Suites Columbia Harbison: 210 rooms
Doubletree by Hilton: 3,056
TOTAL: 3,636 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 $5,314,168
    b. Amount of Accommodations Funds requested for this Project: $50,000
    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; $10,000 television advertising

17. Has your project or organization previously received Accommodations Tax Funds?
*Yes ❑No

    a. If yes, state year FY 17-18, amount $35,000, 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: Please see attached for responses to question #1980
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

1/5/18 — Date

County of Lexington
Accommodations Tax Fund
FY 2017/18

FUNDING SOURCES

Organization Name: Columbia Metropolitan Convention & Visitors Bureau

List of Funding Sources	Actual 2016/17	Current 2017/18	Estimated 2018/19
City of Columbia A-Tax (902)	1,706,000	1,880,000	2,000,000
Richland County A-Tax (902)	166,000	190,000	200,000
City of Cayce A-Tax (902)	1000.00	2,560	2,560
Lexington County A-Tax (902)	30,000	35,000	50,000
Richland County H-Tax (902)	104,091	116,091	104,091
Town of Lexington A-Tax (902)	6000.00	7,000	6000.00
West Columbia A-Tax (902)	5000.00	5,000	5000.00
Visitors Center Merchandise Sales (902)	3000.00	3000	3000.00
Interest (902 + 905)	2000	2000	2000
Destination Marketing Fee (Private hotel contributions) (905)	1,400,000	1,500,000	1,500,000
Co-op Marketing Revenue (905)	75,000	75,000	75,000
Visitors Guide Ad Sales (905)	115,000	115,000	115,000
aRes Commission and Ticket Sales (905)	10,000	10,000	10,000
SCPRT Destination Specific Grant (905)	750,000	750,000	750,000
SCPRT Governor's Carolighting (905)	13,000	13,000	13,000
Unappropriated Net Position (905)	87,466	0	0
Grant – City of Columbia – Solar Eclipse Marketing (905)	50,000**	0	0
PY Unassigned Net Position (902)	642,853	659,492	0
TOTAL	5,166,410	5,363,143	4,835,651
**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 2016/17	Current (Projected) 2017/18	Estimated 2018/19
Salaries, Benefits, Labor (902)	765,198.00	725,889	725,889
Operating (902)	107,195.00	107,573	107,573
Media/PR (902)	0*	0*	0*
Midlands Authority Support (902)	426,612.00	445,043	445,043
Collateral (902)	34,100	96,641	96,641
Tradeshows (902)	99,455.00	119,375	119,375
Travel (902)	30,000	36,000	36,000
Promotional Materials (902)	15,000	15,000	15,000
Postage (902)	40,593	40,000	40,000
Marketing and Advertising (902)	785,588	902,000	902,000
Printing (902)	9,350.00	13,750	13,750
Partner/Community Relations (902)	40,000	40,000	40,000
Visitors Center Merchandise (902)	5000.00	15,000	5000.00
Employee Training (902)	7,340.00	5770.00	5770.00
Website Enhancements (902)	138,713.00	177,688	138,713.00
Sports Marketing (905)	90,378	150,000	150,000
Marketing & Advertising (905)	2,008,749	2,100,000	2,100,000
Salaries & Benefits (905)	353,139.00	373,414	373,414
Solar Eclipse Marketing	50,000**		0
TOTALS	5,006,410	5,363,143	5,314,168
*Media/PR is included in Midlands Authority Support			
**Granted after initial budget published			

County of Lexington
Accommodations Tax Fund
FY 2017/18 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.):

Experience Columbia SC successfully implemented a brand refresh and advertising campaign with print, digital and billboard advertising, including revamping three :30 television commercials in spring of 2017.

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.

	FY2017/18 Current Year	**2016-17 Previous Year**
Total Amount Funded by A-Tax	5,363,143	4,523,557.00**
Amount Funded by the Lexington County Accommodations Tax Fund	35,000	30,000
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	35,000	30,000
Total Attendance	14.7 million	14.5 million
Total Tourists*	14.7 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	VP of Sales + Marketing
Print Name	Title
Kelly Barbrey	1/5/18
Signature	Date

Lexington County
Accommodations Tax Fund Grant Application
FY 2018-2019
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 (dba Experience Columbia SC) 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, a total of 14.7 million out-of-town travelers visited the Columbia region (which includes Lexington County, Richland County and the City of Columbia) in 2016, and 5.5 million of those visitors stayed overnight. These numbers are up significantly from roughly 4.1 million overnight visitors (5.4 million overnight) in 2014.

Our big news this year? We changed our look and a whole lot more with our brand refresh that rolled out in March of 2017. With the entire Columbia SC region on the grown, we couldn't help but want to row with it. We think our fresh look and impactful ad campaign will turn heads and drive interest in our region.

A bold print campaign, three new TV commercials airing nation-wide, intensified media outreach and a host of "influencers" buzzing about our region in publications like Garden & Gun and The Local Palate is just a part of the excitement of the brand roll out. But we've kept the thing that are working, such as the CoolPass, the region's family-focused multi-attraction discount ticket and the CulturePass, a multi-attractions ticket focused on arts and history.

We also continue traditional advertorial and advertising methods, such as securing an episode featuring Columbia in the spring 2017 season of Family Travel with Colleen Kelly on PBS, and working with Delta Sky, the premiere in-flight magazine, with a 16-page profile on our region appearing on every Delta flight in February 2018.

Our 2018 Official Visitors Guide will be available in March 2018. The 125,000 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 generated nearly one million unique visitors last year.

It has been a banner year for positive editorial coverage of our region resulting from CVB pitches. The CVB hosted 15 press visits, garnered 97 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

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 3,636 hotel rooms in Lexington County representing 5,454 conventioneers in FY 16-17, roughly flat from 3,653 hotel rooms and 5,480 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.

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, 14.7 million visitors came to the Columbia region in 2016. Of those, 5.5 million stayed overnight. These numbers are up from 14.1 million tourists in 2014, with 5.4 million of those staying overnight. In addition to pumping leisure tourism and general overnight visitation to the region, the CVB booked 23,044 convention room nights from 107 different conventions, which will bring 81,604 total convention tourists as a direct result of the CVB. Of those room nights, 3,636 were booked into Lexington County hotels.

d. Economic impact generated by tourism to the event/project

Economic impact from tourism in 2016 was approximately $2.1 billion. The CVB generated over $20 million from conventions alone. $1.6 million in convention impact was seen in Lexington County specifically from the 3,636 room nights and 5,454 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 $35,000 grant provided for FY 17-18 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 18-19, it will be used to further enhance our print, television, digital and billboard marketing presence. We look forward to promoting Lexington County in FY 2018-2019 and for years to come.

f. Please review our FY 16-17 Annual Report and additional information on our website, www.ExperienceColumbiaSC.com.

Experience Columbia SC Print Advertising Schedule

Gray – Meeting Magazine, Blue- Leisure Newspaper, Green- Leisure Magazine

*Advertising in each of these publications is multi-page and/or special section/insert

Publication	Number of Insertions FY17-18	Details	Distribution Range
RCMA "Aspire"	3	Fall, Winter, and Tradeshow Special Issue	National
Atlanta Magazine (Meeting section)	1	August 2017	
Associations Now	2 inserts	December and March	National
Successful Meetings	1 insert		National
PCMA Convene	2 inserts	September, January	National
SCSAE	1	Annual Directory	Statewide
M&C (Meetings & Conventions)	1 insert		
The Meeting Professional (MPI)	2	October, December	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	20	Annual Agreement	Charleston, SC
Augusta Metro Spirit	20	Annual Agreement	Augusta, GA
Creative Loafing Charlotte	20	Annual Agreement	Charlotte, NC
Asheville Mountain Express	20	Annual Agreement	Asheville, NC
Local Palate	3*	Dec/Jan, spring/summer	National
Southern Living	4*	April, May, June	National and Regional (SC, NC, GA)
Garden & Gun	3*	Oct. Nov,Feb/March, April/May	National
SCPRT Vacation Guide	1*	Annual Guide	National
Palmetto Magazine	2	Fall and Spring	Regional
Good Grit	3	Winter, Spring, Sumer	Regional

Experience Columbia SC Television Advertising Schedule

Flight Dates -9/04/17 - 9/17/17 (2 weeks), 2/26/18 - 3/11/18 (2 weeks)

Networks Included -Cooking Channel, Food Network, Hallmark Channel, OWN Network, Travel Channel

Flight Dates -4/30/18 - 5/13/18

Networks Included -Travel Channel (during National Tourism & Travel Week)

Three commercials, City Meets Nature, Manageable Urban, and Real Southern, will rotate on each network.

EXPERIENCE COLUMBIA SC

Monthly Financial Managers Report

FINANCIAL STATEMENTS PERIOD ENDING: October 31, 2017

CONTENTS

- Statement of Revenues and Expenditures
  - Combined Statement
  - Departmental Statement
- Balance Sheet
- Accounts Receivables
  - Aged Receivables –October 31, 2017 (Month-End)
  - Aged Receivables –November 30, 2017 (Current)

ADDITIONAL REPORTS INCLUDED

	Food Service Revenue
July 31-2017	(42,735.39)
August 31-2017	54,708.65
September 30-2017	39,749.42
October 31-2017	276,245.42
Net Profit	**327,968.10**

Total Event Revenue	Year-To-Date Actual	Budget	Actual vs. Budget Variance
July –October 2017	775,891.13	2,482,000.00	(1,706,108.87)

* The above figures reflect the total year- to-date Convention Center event revenue actualized for rental, parking, food service, equipment rental, utilities, labor and audio visual.

Experience Columbia SC
Statement of Revenues and Expenditures
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remains
	Revenue						
	Grant Revenue						
4000	City of Columbia - Accom Tax	705,772.69	705,772.69	626,666.64	1,880,000.00	(1,174,227.31)	(62.46)%
4001	Richland County - Accom Tax	53,750.00	53,750.00	71,666.72	215,000.00	(161,250.00)	(75.00)%
4002	City of West Columbia - Accom Tax	0.00	5,000.00	1,666.64	5,000.00	0.00	0.00%
4004	Cayce - Accom Tax	0.00	2,262.00	333.36	1,000.00	1,262.00	126.20%
4005	Town of Lexington - Accom Tax	0.00	0.00	3,333.36	10,000.00	(10,000.00)	(100.00)%
4006	Lexington County - Accom Tax	0.00	0.00	18,333.32	55,000.00	(55,000.00)	(100.00)%
4020	City of Columbia - Hospitality Tax	19,500.00	19,500.00	48,333.36	145,000.00	(125,500.00)	(86.55)%
4021	Richland County - Hospitality Tax	40,772.75	40,772.75	53,030.36	159,091.00	(118,318.25)	(74.37)%
	Total Grant Revenue	819,795.44	827,057.44	823,363.76	2,470,091.00	(1,643,033.56)	(66.52)%
	Reserve Revenue						
4050	City of Columbia - Marketing Reserve	135,416.67	541,666.68	541,666.64	1,625,000.00	(1,083,333.32)	(66.67)%
4060	Working Capital	84,252.08	337,008.32	337,008.32	1,011,025.00	(674,016.68)	(66.67)%
4350	Technology Reserve	0.00	28,712.91	314,002.36	942,007.00	(913,294.09)	(96.95)%
4355	Furniture Fixtures & Equipment Reserve	0.00	71,142.08	162,691.68	488,075.00	(416,932.92)	(85.42)%
4360	Major Capital Reserve	0.00	208,363.10	297,333.32	892,000.00	(683,636.90)	(76.64)%
4361	Construction Fund	3,524.30	3,524.30	0.00	0.00	3,524.30	0.00%
	Total Reserve Revenue	223,193.05	1,190,417.39	1,652,702.32	4,958,107.00	(3,767,689.61)	(75.99)%
	Program Revenue						
4100	Desination Marketing Fee - (Hotel Rooms)	154,026.35	516,995.39	500,000.00	1,500,000.00	(983,004.61)	(65.53)%
4101	Miss SC Pageant	0.00	0.00	8,333.32	25,000.00	(25,000.00)	(100.00)%
4103	SC Parks, Recreation, & Tourism	0.00	750,000.00	250,000.00	750,000.00	0.00	0.00%
4104	Co-op Special Project	6,800.00	17,268.80	25,000.00	75,000.00	(57,731.20)	(76.97)%
4105	Governor's Carol Lighting	0.00	0.00	4,333.32	13,000.00	(13,000.00)	(100.00)%
4106	Solar Eclipse Project	7,480.00	22,480.00	0.00	0.00	22,480.00	0.00%
4220	Ares Commission	553.12	1,085.84	666.68	2,000.00	(914.16)	(45.71)%
4221	Ares Marketing	247.11	3,339.30	2,000.00	6,000.00	(2,660.70)	(44.34)%
	Total Program Revenue	169,106.58	1,311,169.33	790,333.32	2,371,000.00	(1,059,830.67)	(44.70)%
	Investment Income						
4207	Interest Earned	787.74	2,147.05	666.64	2,000.00	147.05	7.35%
	Total Investment Income	787.74	2,147.05	666.64	2,000.00	147.05	7.35%
	Event Revenue						
4300	Rental	91,514.55	248,941.05	216,666.68	650,000.00	(401,058.95)	(61.70)%
4304	Parking	380.00	898.00	2,333.36	7,000.00	(6,102.00)	(87.17)%
4305	Food Service	276,245.42	327,968.10	446,666.68	1,340,000.00	(1,012,031.90)	(75.52)%
4306	Equipment Rental	27,744.72	86,167.73	70,000.00	210,000.00	(123,832.27)	(58.97)%
4307	Utilities Revenue	14,905.00	86,384.00	68,333.36	205,000.00	(118,616.00)	(57.86)%
4308	Labor Revenue	1,891.25	10,395.75	6,666.68	20,000.00	(9,604.25)	(48.02)%
4309	Audio Visual Revenue	15,136.50	15,136.50	16,666.68	50,000.00	(34,863.50)	(69.73)%
	Total Event Revenue	427,817.44	775,891.13	827,333.44	2,482,000.00	(1,706,108.87)	(68.74)%
	Other Income						
4055	Meeting and Visitors Guide	0.00	0.00	38,333.32	115,000.00	(115,000.00)	(100.00)%
4200	Miscellaneous Revenue	280.00	2,422.80	333.36	1,000.00	1,422.80	142.28%
4205	Visitor Center Merchandise	91.99	5,922.23	500.00	1,500.00	4,422.23	294.82%
4400	Appropriation PY Unassigned Net Position	0.00	0.00	223,830.68	671,492.00	(671,492.00)	(100.00)%
	Total Other Income	371.99	8,345.03	262,997.36	788,992.00	(780,646.97)	(98.94)%
	Total Revenue	1,641,072.24	4,115,027.37	4,357,396.84	13,072,190.00	(8,957,162.63)	(68.52)%
	Total Revenue	1,641,072.24	4,115,027.37	4,357,396.84	13,072,190.00	(8,957,162.63)	(68.52)%
	Transfers In						
4600	Transferred in from CVB	34,392.35	150,923.55	148,347.64	445,043.00	(294,119.45)	(66.09)%
4601	Transferred in from CMCC	80,248.81	352,154.94	346,144.36	1,038,433.00	(686,278.06)	(66.09)%
4602	Transferred in from DM	16,666.66	49,999.98	33,333.32	100,000.00	(50,000.02)	(50.00)%
	Total Transfers In	131,307.82	553,078.47	527,825.32	1,583,476.00	(1,030,397.53)	(65.07)%
	Expenditures						
	Personnel Expenses						
5001	Salaries - FT Administration	42,485.80	163,802.80	172,056.00	516,168.00	352,365.20	68.27%

Experience Columbia SC
Statement of Revenues and Expenditures
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remains
5002	Salaries - FT Sales & Marketing	97,329.74	382,999.07	422,059.00	1,266,177.00	883,177.93	69.75%
5003	Salaries - FT Operations	55,355.83	206,487.64	230,840.00	692,520.00	486,032.36	70.18%
5004	Salaries - FT Engineering	16,444.89	52,915.61	72,327.00	216,981.00	164,065.39	75.61%
5020	Salaries - PT Administration	2,526.04	9,855.45	19,393.00	58,179.00	48,323.55	83.06%
5021	Salaries - PT Sales & Marketing	0.00	0.00	12,064.00	36,192.00	36,192.00	100.00%
5022	Salaries - PT Operations	1,561.09	6,945.34	12,732.68	38,198.00	31,252.66	81.82%
5040	Personnel Contingency	0.00	0.00	28,244.28	84,733.00	84,733.00	100.00%
5050	Payroll Tax Expense	21,142.02	64,669.86	77,577.32	232,732.00	168,062.14	72.21%
5055	Retirement - 401k	9,142.79	27,379.46	36,968.08	110,904.00	83,524.54	75.31%
5060	Health Insurance	28,027.83	133,914.58	140,521.64	421,565.00	287,650.42	68.23%
5061	Dental Insurance	1,836.99	8,972.67	9,218.04	27,654.00	18,681.33	67.55%
5062	Life & Disability Insurance	2,741.18	12,268.73	12,715.92	38,148.00	25,879.27	67.84%
5063	Vision Insurance	31.90	127.60	137.36	412.00	284.40	69.03%
5070	Workers Compensation	2,057.25	8,229.00	11,900.00	35,700.00	27,471.00	76.95%
5071	Unemployment Insurance	7.82	31.95	1,600.00	4,800.00	4,768.05	99.33%
5075	Incentives	78,500.42	78,500.42	127,460.04	382,380.00	303,879.58	79.47%
5076	Auto Allowance	3,092.36	12,369.45	15,000.00	45,000.00	32,630.55	72.51%
	Total Personnel Expenses	362,283.95	1,169,469.63	1,402,814.36	4,208,443.00	3,038,973.37	72.21%
	Contract Labor						
5080	Contract Labor	30,240.13	95,895.92	92,135.00	276,405.00	180,509.08	65.31%
	Total Contract Labor	30,240.13	95,895.92	92,135.00	276,405.00	180,509.08	65.31%
	Professional Fees						
5085	Professional Legal Fees	2,284.00	13,857.50	8,333.36	25,000.00	11,142.50	44.57%
5086	Professional Service Fees	(293.60)	2,229.93	4,414.36	13,243.00	11,013.07	83.16%
5087	Employee Recruitment	0.00	6,019.98	2,806.00	8,418.00	2,398.02	28.49%
5090	Audit Fees	0.00	14,500.00	4,833.36	14,500.00	0.00	0.00%
	Total Professional Fees	1,990.40	36,607.41	20,387.08	61,161.00	24,553.59	40.15%
	Event Expense						
5118	Decorating	2,144.85	2,226.78	1,666.68	5,000.00	2,773.22	55.46%
5120	Equipment Rental	0.00	0.00	666.68	2,000.00	2,000.00	100.00%
5130	Event Expense	1,246.32	2,591.48	2,200.00	6,600.00	4,008.52	60.74%
	Total Event Expense	3,391.17	4,818.26	4,533.36	13,600.00	8,781.74	64.57%
	Program Expenses						
5100	Client Recruitment & Entertainment	1,811.98	16,247.83	26,000.04	78,000.00	61,752.17	79.17%
5111	Convention Recruitment Fund	0.00	69,297.54	92,000.04	276,000.00	206,702.46	74.89%
5112	Partner & Community Relations	4,789.93	23,358.35	26,426.68	79,280.00	55,921.65	70.54%
	Total Program Expenses	6,601.91	108,903.72	144,426.76	433,280.00	324,376.28	74.87%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	79,720.36	680,191.58	651,760.32	1,955,281.00	1,275,089.42	65.21%
5210	Public Relations	580.92	57,329.14	21,666.64	65,000.00	7,670.86	11.80%
5211	Ares Marketing	253.90	3,881.32	10,333.36	31,000.00	27,118.68	87.48%
5212	Governor's Carol Lighting	1,027.79	1,027.79	4,333.32	13,000.00	11,972.21	92.09%
5213	Solar Eclipse Project	0.00	15,000.00	0.00	0.00	(15,000.00)	0.00%
5214	Cooperative Advertising	0.00	46,596.95	33,333.32	100,000.00	53,403.05	53.40%
5215	Hotel DMF Partner Ads	9,953.57	68,530.66	200,000.00	600,000.00	531,469.34	88.58%
5216	Special Events	2,000.87	16,882.13	13,333.32	40,000.00	23,117.87	57.79%
5218	Market Research	29.00	12,581.00	40,000.00	120,000.00	107,419.00	89.52%
5221	SCPRT Co-op Campaign	0.00	0.00	6,666.68	20,000.00	20,000.00	100.00%
5225	Unappropriated Marketing Projects	26,960.00	39,110.00	0.00	0.00	(39,110.00)	0.00%
	Total Marketing, Advertising & Publications	120,526.41	941,130.57	981,426.96	2,944,281.00	2,003,150.43	68.04%
	Occupancy Expense						
5300	Office Space Rental	4,418.75	17,675.00	19,454.00	58,362.00	40,687.00	69.71%
5305	Warehouse/Additional Storage	2,462.49	12,001.19	11,733.32	35,200.00	23,198.81	65.91%
	Total Occupancy Expense	6,881.24	29,676.19	31,187.32	93,562.00	63,885.81	68.28%
	Operating Expenses						
5310	Utilities	39,158.80	142,760.10	163,099.96	489,300.00	346,539.90	70.82%
5313	Telephone	3,295.59	12,817.73	12,573.36	37,720.00	24,902.27	66.02%
5315	General Insurance	6,527.37	27,309.48	27,325.68	81,977.00	55,867.52	68.15%
5320	Repairs & Maintenance	145.80	8,586.70	8,166.72	24,500.00	15,913.30	64.95%
5321	Maintenance Supplies	5,959.82	26,085.99	30,180.32	90,541.00	64,455.01	71.19%

Experience Columbia SC
Statement of Revenues and Expenditures
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remains
5322	Office Equipment Lease	1,435.75	6,860.51	8,579.32	25,738.00	18,877.49	73.34%
5325	Computer Expense & Maintenance	2,055.83	60,253.42	43,980.00	131,940.00	71,686.58	54.33%
5326	Technology	8,364.58	57,008.33	314,002.32	942,007.00	884,998.67	93.95%
5327	Website Enhancements	41,156.47	111,722.70	94,769.32	284,308.00	172,585.30	60.70%
5334	Tradeshows	(3,984.00)	56,479.59	44,373.00	133,119.00	76,639.41	57.57%
5335	Tradeshow/Event Sponsorship	0.00	45,996.11	23,333.32	70,000.00	24,003.89	34.29%
5340	Postage	1,303.01	9,176.43	15,833.40	47,500.00	38,323.57	80.68%
5341	Printing	2,316.69	8,759.41	50,233.32	150,700.00	141,940.59	94.19%
5342	Office Supplies	1,066.92	6,261.26	7,418.68	22,256.00	15,994.74	71.87%
	Total Operating Expenses	108,802.63	578,877.76	843,868.72	2,531,606.00	1,952,728.24	77.13%
	Other Operating Expenses						
5400	Contract Building Service	8,045.52	76,398.25	96,905.32	290,716.00	214,317.75	73.72%
5405	Depreciation	29,385.44	118,175.22	82,699.96	248,100.00	129,924.78	52.37%
5412	Furniture Fixtures & Equipment	55,552.41	160,632.36	162,691.68	488,075.00	327,442.64	67.09%
5413	Major Capital	0.00	208,363.10	297,333.32	892,000.00	683,636.90	76.64%
5415	Parking	750.00	3,024.00	3,725.04	11,175.00	8,151.00	72.94%
5416	Dues & Subscriptions	1,329.00	35,845.29	17,885.60	53,657.00	17,811.71	33.20%
5420	Sales & Use Tax	2,485.45	3,644.99	3,000.04	9,000.00	5,355.01	59.50%
5421	Sales & Use Tax-Events	0.00	811.60	0.00	0.00	(811.60)	0.00%
5424	Visitors Center Merchandise	0.00	1,885.74	1,000.00	3,000.00	1,114.26	37.14%
5425	Promotional Materials	3,600.96	14,215.96	17,666.68	53,000.00	38,784.04	73.18%
5426	Collateral Materials	1,729.39	3,479.39	34,790.00	104,370.00	100,890.61	96.67%
5427	Employee Travel, Meals & Accomodations	14,377.35	55,273.26	55,633.72	166,901.00	111,627.74	66.88%
5428	Employee Relations	429.67	7,911.20	7,428.64	22,286.00	14,374.80	64.50%
5429	Uniforms	1,631.40	8,053.58	7,066.68	21,200.00	13,146.42	62.01%
5430	Employee Training	2,070.00	26,358.18	30,882.32	92,647.00	66,288.82	71.55%
5435	Payroll Processing Fees	1,274.43	4,746.86	5,241.64	15,725.00	10,978.14	69.81%
5436	Banking & Merchant Fees	1,864.09	7,929.72	8,000.00	24,000.00	16,070.28	66.96%
5438	Vehicle Maintenance	2,783.10	3,342.83	4,666.68	14,000.00	10,657.17	76.12%
5461	Construction Fund	156.00	4,495.12	0.00	0.00	(4,495.12)	0.00%
5465	Visitors Center Relocation/Construction	0.00	399.00	0.00	0.00	(399.00)	0.00%
	Total Other Operating Expenses	127,464.21	744,985.65	836,617.32	2,509,852.00	1,764,866.35	70.32%
	Total Expenditures	768,182.05	3,710,365.11	4,357,396.88	13,072,190.00	9,361,824.89	71.62%
	Total Expenditures	768,182.05	3,710,365.11	4,357,396.88	13,072,190.00	9,361,824.89	71.62%
	Net Revenue Over Expenditures	872,890.19	404,662.26	(0.04)	0.00	404,662.26	0.00%
	Transfers Out						
5700	Transferred out to Authority	114,641.16	503,078.49	527,825.28	1,583,476.00	1,080,397.51	68.23%
5701	Transferred out Sports	16,666.66	49,999.98	0.00	0.00	(49,999.98)	0.00%
	Total Transfers Out	131,307.82	553,078.47	527,825.28	1,583,476.00	1,030,397.53	65.07%
	Net Revenue Over Expeditures (After Transfers)	872,890.19	404,662.26	0.00	0.00	404,662.26	0.00%

Experience Columbia SC
Statement of Revenues and Expenditures
901 - Midlands Authority
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
	Transfers In						
4600	Transferred in from CVB	34,392.35	150,923.55	148,347.64	445,043.00	(294,119.45)	(66.09)%
4601	Transferred in from CMCC	80,248.81	352,154.94	346,144.36	1,038,433.00	(686,278.06)	(66.09)%
	Total Transfers In	114,641.16	503,078.49	494,492.00	1,483,476.00	(980,397.51)	(66.09)%
	Expenditures						
	Personnel Expenses						
5001	Salaries - FT Administration	42,485.80	163,802.80	172,056.00	516,168.00	352,365.20	68.27%
5002	Salaries - FT Sales & Marketing	12,492.71	49,078.47	53,848.36	161,545.00	112,466.53	69.62%
5020	Salaries - PT Administration	393.00	1,815.00	6,032.00	18,096.00	16,281.00	89.97%
5040	Personnel Contingency	0.00	0.00	6,958.00	20,874.00	20,874.00	100.00%
5050	Payroll Tax Expense	5,522.29	17,993.59	19,111.64	57,335.00	39,341.41	68.62%
5055	Retirement - 401k	2,752.03	8,613.39	9,307.36	27,922.00	19,308.61	69.15%
5060	Health Insurance	7,443.21	37,557.98	27,553.64	82,661.00	45,103.02	54.56%
5061	Dental Insurance	416.40	2,101.86	1,595.36	4,786.00	2,684.14	56.08%
5062	Life & Disability Insurance	880.10	3,880.25	2,949.64	8,849.00	4,968.75	56.15%
5063	Vision Insurance	31.90	127.60	137.36	412.00	284.40	69.03%
5070	Workers Compensation	505.29	2,021.16	2,880.00	8,640.00	6,618.84	76.61%
5071	Unemployment Insurance	2.05	7.33	433.36	1,300.00	1,292.67	99.44%
5075	Incentives	14,940.21	14,940.21	28,370.00	85,110.00	70,169.79	82.45%
5076	Auto Allowance	1,615.42	6,461.68	6,200.00	18,600.00	12,138.32	65.26%
	Total Personnel Expenses	89,480.41	308,401.32	337,432.72	1,012,298.00	703,896.68	69.53%
	Professional Fees						
5085	Professional Legal Fees	0.00	963.00	3,333.36	10,000.00	9,037.00	90.37%
5086	Professional Service Fees	(293.60)	2,049.50	3,688.36	11,065.00	9,015.50	81.48%
5087	Employee Recruitment	0.00	6,019.98	2,806.00	8,418.00	2,398.02	28.49%
5090	Audit Fees	0.00	14,500.00	4,833.36	14,500.00	0.00	0.00%
	Total Professional Fees	(293.60)	23,532.48	14,661.08	43,983.00	20,450.52	46.50%
	Program						
5100	Client Recruitment & Entertainment	794.79	1,826.04	3,333.36	10,000.00	8,173.96	81.74%
5112	Partner & Community Relations	3,149.21	14,705.30	10,166.64	30,500.00	15,794.70	51.79%
	Total Program Expenses	3,944.00	16,531.34	13,500.00	40,500.00	23,968.66	59.18%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	1,578.11	2,413.12	9,333.36	28,000.00	25,586.88	91.38%
5210	Public Relations	580.92	57,329.14	21,666.64	65,000.00	7,670.86	11.80%
	Total Marketing, Advertising & Publications	2,159.03	59,742.26	31,000.00	93,000.00	33,257.74	35.76%
	Occupancy Expense						
5300	Office Space Rental	2,187.50	8,750.00	8,744.00	26,232.00	17,482.00	66.64%
	Total Occupancy Expense	2,187.50	8,750.00	8,744.00	26,232.00	17,482.00	66.64%
	Operating						
5310	Utilities	356.26	1,462.57	2,166.64	6,500.00	5,037.43	77.50%
5313	Telephone	1,933.29	7,490.53	8,600.00	25,800.00	18,309.47	70.97%
5315	General Insurance	359.00	1,436.00	1,460.00	4,380.00	2,944.00	67.21%
5322	Office Equipment Lease	239.29	4,186.39	2,054.00	6,162.00	1,975.61	32.06%
5325	Computer Expense & Maintenance	99.98	11,385.48	9,070.00	27,210.00	15,824.52	58.16%
5327	Website Enhancements	0.00	2,400.00	3,666.64	11,000.00	8,600.00	78.18%
5340	Postage	150.75	664.99	1,333.36	4,000.00	3,335.01	83.38%
5341	Printing	201.51	1,263.06	1,766.64	5,300.00	4,036.94	76.17%
5342	Office Supplies	167.10	2,671.68	3,000.00	9,000.00	6,328.32	70.31%
	Total Operating	3,507.18	32,960.70	33,117.28	99,352.00	66,391.30	66.82%
	Other Operating Expenses						
5400	Contract Building Service	193.62	774.48	974.64	2,924.00	2,149.52	73.51%
5415	Parking	250.00	1,024.00	1,058.36	3,175.00	2,151.00	67.75%
5416	Dues & Subscriptions	954.00	4,699.79	3,902.64	11,708.00	7,008.21	59.86%
5425	Promotional Materials	45.78	98.66	1,166.64	3,500.00	3,401.34	97.18%
5427	Employee Travel, Meals & Accomodations	9,844.14	19,245.57	19,300.36	57,901.00	38,655.43	66.76%
5428	Employee Relations	429.67	11.20	7,428.64	22,286.00	14,374.80	64.50%
5429	Uniforms	0.00	91.08	833.36	2,500.00	2,408.92	96.36%
5430	Employee Training	650.00	14,487.84	15,630.64	46,892.00	32,404.16	69.10%

Experience Columbia SC
Statement of Revenues and Expenditures
901 - Midlands Authority
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
5435	Payroll Processing Fees	1,274.43	4,746.86	5,241.64	15,725.00	10,978.14	69.81%
5436	Banking & Merchant Fees	15.00	80.91	500.00	1,500.00	1,419.09	94.61%
	Total Other Operating Expenses	13,656.64	53,160.39	56,036.92	168,111.00	114,950.61	68.38%
	Total Expenditures	114,641.16	503,078.49	494,492.00	1,483,476.00	980,397.51	66.09%
	Total Expenditures	114,641.16	503,078.49	494,492.00	1,483,476.00	980,397.51	66.09%
	Net Revenue Over Expenditures	(114,641.16)	(503,078.49)	(494,492.00)	(1,483,476.00)	980,397.51	(66.09)%
	Net Revenue Over Expeditures (After Transfers)	0.00	0.00	0.00	0.00	0.00	0.00%

Experience Columbia SC
Statement of Revenues and Expenditures
902 - Experience Columbia SC (CVB)
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
	Revenue						
	Grant Revenue						
4000	City of Columbia - Accom Tax	705,772.69	705,772.69	626,666.64	1,880,000.00	(1,174,227.31)	(62.46)%
4001	Richland County - Accom Tax	47,500.00	47,500.00	63,333.36	190,000.00	(142,500.00)	(75.00)%
4002	City of West Columbia - Accom Tax	0.00	5,000.00	1,666.64	5,000.00	0.00	0.00%
4004	Cayce - Accom Tax	0.00	2,262.00	333.36	1,000.00	1,262.00	126.20%
4005	Town of Lexington - Accom Tax	0.00	0.00	2,333.36	7,000.00	(7,000.00)	(100.00)%
4006	Lexington County - Accom Tax	0.00	0.00	11,666.64	35,000.00	(35,000.00)	(100.00)%
4021	Richland County - Hospitality Tax	29,022.75	29,022.75	34,697.00	104,091.00	(75,068.25)	(72.12)%
	Total Grant Revenue	782,295.44	789,557.44	740,697.00	2,222,091.00	(1,432,533.56)	(64.47)%
	Program Revenue						
4106	Solar Eclipse Project	7,480.00	22,480.00	0.00	0.00	22,480.00	0.00%
	Total Program Revenue	7,480.00	22,480.00	0.00	0.00	22,480.00	0.00%
	Investment Income						
4207	Interest Earned	4.70	18.63	66.64	200.00	(181.37)	(90.69)%
	Total Investment Income	4.70	18.63	66.64	200.00	(181.37)	(90.69)%
	Other Income						
4205	Visitor Center Merchandise	91.99	5,922.23	500.00	1,500.00	4,422.23	294.82%
4400	Appropriation PY Unassigned Net Position	0.00	0.00	223,830.68	671,492.00	(671,492.00)	(100.00)%
	Total Other Income	91.99	5,922.23	224,330.68	672,992.00	(667,069.77)	(99.12)%
	Total Revenue	789,872.13	817,978.30	965,094.32	2,895,283.00	(2,077,304.70)	(71.75)%
	Total Revenue	789,872.13	817,978.30	965,094.32	2,895,283.00	(2,077,304.70)	(71.75)%
	Expenditures						
	Personnel Expenses						
5002	Salaries - FT Sales & Marketing	33,440.48	131,939.06	151,053.64	453,161.00	321,221.94	70.88%
5021	Salaries - PT Sales & Marketing	0.00	0.00	12,064.00	36,192.00	36,192.00	100.00%
5040	Personnel Contingency	0.00	0.00	4,893.64	14,681.00	14,681.00	100.00%
5050	Payroll Tax Expense	3,756.67	11,168.39	13,441.00	40,323.00	29,154.61	72.30%
5055	Retirement - 401k	1,559.84	4,643.17	6,223.36	18,670.00	14,026.83	75.13%
5060	Health Insurance	4,985.60	24,750.80	22,449.36	67,348.00	42,597.20	63.25%
5061	Dental Insurance	333.12	1,649.76	1,595.36	4,786.00	3,136.24	65.53%
5062	Life & Disability Insurance	511.62	2,302.29	2,182.64	6,548.00	4,245.71	64.84%
5070	Workers Compensation	288.74	1,154.96	1,800.00	5,400.00	4,245.04	78.61%
5071	Unemployment Insurance	0.00	0.00	200.00	600.00	600.00	100.00%
5075	Incentives	16,100.00	16,100.00	24,360.00	73,080.00	56,980.00	77.97%
5076	Auto Allowance	369.24	1,292.34	1,600.00	4,800.00	3,507.66	73.08%
	Total Personnel Expenses	61,345.31	195,000.77	241,863.00	725,589.00	530,588.23	73.13%
	Contract Labor						
5080	Contract Labor	0.00	0.00	100.00	300.00	300.00	100.00%
	Total Contract Labor	0.00	0.00	100.00	300.00	300.00	100.00%
	Program Expenses						
5100	Client Recruitment & Entertainment	431.67	4,191.98	10,000.00	30,000.00	25,808.02	86.03%
5111	Convention Recruitment Fund	0.00	35,522.54	33,333.36	100,000.00	64,477.46	64.48%
5112	Partner & Community Relations	1,580.72	5,292.60	13,333.36	40,000.00	34,707.40	86.77%
	Total Program Expenses	2,012.39	45,007.12	56,666.72	170,000.00	124,992.88	73.53%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	36,266.69	340,949.42	300,666.64	902,000.00	561,050.58	62.20%
5211	Ares Marketing	0.00	450.00	8,333.36	25,000.00	24,550.00	98.20%
5213	Solar Eclipse Project	0.00	15,000.00	0.00	0.00	(15,000.00)	0.00%
	Total Marketing, Advertising & Publications	36,266.69	356,399.42	309,000.00	927,000.00	570,600.58	61.55%
	Occupancy Expense						
5300	Office Space Rental	1,673.43	6,693.72	8,568.00	25,704.00	19,010.28	73.96%
	Total Occupancy Expense	1,673.43	6,693.72	8,568.00	25,704.00	19,010.28	73.96%
	Operating Expenses						
5310	Utilities	379.05	1,203.85	2,566.64	7,700.00	6,496.15	84.37%
5313	Telephone	173.76	853.52	1,000.00	3,000.00	2,146.48	71.55%
5315	General Insurance	399.00	1,596.00	1,633.36	4,900.00	3,304.00	67.43%

Experience Columbia SC
Statement of Revenues and Expenditures
902 - Experience Columbia SC (CVB)
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
5320	Repairs & Maintenance	0.00	7,071.06	3,333.36	10,000.00	2,928.94	29.29%
5321	Maintenance Supplies	0.00	470.85	1,000.00	3,000.00	2,529.15	84.31%
5322	Office Equipment Lease	478.58	1,531.37	2,458.64	7,376.00	5,844.63	79.24%
5325	Computer Expense & Maintenance	0.00	1,546.88	1,760.00	5,280.00	3,733.12	70.70%
5327	Website Enhancements	32,682.47	64,208.77	59,229.32	177,688.00	113,479.23	63.86%
5334	Tradeshows	(1,234.50)	29,489.59	23,125.00	69,375.00	39,885.41	57.49%
5335	Tradeshow/Event Sponsorship	0.00	33,496.11	16,666.64	50,000.00	16,503.89	33.01%
5340	Postage	959.74	7,166.92	13,333.36	40,000.00	32,833.08	82.08%
5341	Printing	524.48	3,505.10	4,583.36	13,750.00	10,244.90	74.51%
5342	Office Supplies	566.18	1,908.53	1,500.00	4,500.00	2,591.47	57.59%
	Total Operating Expenses	34,928.76	154,048.55	132,189.68	396,569.00	242,520.45	61.15%
	Other Operating Expenses						
5400	Contract Building Service	459.25	1,291.87	976.00	2,928.00	1,636.13	55.88%
5405	Depreciation	820.09	3,280.36	1,666.64	5,000.00	1,719.64	34.39%
5415	Parking	400.00	1,600.00	1,600.00	4,800.00	3,200.00	66.67%
5416	Dues & Subscriptions	250.00	23,322.50	10,646.28	31,939.00	8,616.50	26.98%
5420	Sales & Use Tax	0.00	0.00	333.36	1,000.00	1,000.00	100.00%
5424	Visitors Center Merchandise	0.00	1,885.74	1,000.00	3,000.00	1,114.26	37.14%
5425	Promotional Materials	2,804.79	5,826.96	5,000.00	15,000.00	9,173.04	61.15%
5426	Collateral Materials	1,650.00	3,300.00	32,213.64	96,641.00	93,341.00	96.59%
5427	Employee Travel, Meals & Accomodations	543.85	11,918.57	12,000.00	36,000.00	24,081.43	66.89%
5429	Uniforms	0.00	109.26	1,000.00	3,000.00	2,890.74	96.36%
5430	Employee Training	895.00	2,435.00	1,923.36	5,770.00	3,335.00	57.80%
5465	Visitors Center Relocation/Construction	0.00	399.00	0.00	0.00	(399.00)	0.00%
	Total Other Operating Expenses	7,822.98	55,369.26	68,359.28	205,078.00	149,708.74	73.00%
	Total Expenditures	144,049.56	812,518.84	816,746.68	2,450,240.00	1,637,721.16	66.84%
	Total Expenditures	144,049.56	812,518.84	816,746.68	2,450,240.00	1,637,721.16	66.84%
	Net Revenue Over Expenditures	645,822.57	5,459.46	148,347.64	445,043.00	(439,583.54)	(98.77)%
	Transfers Out						
5700	Transferred out to Authority	34,392.35	150,923.55	148,347.64	445,043.00	294,119.45	66.09%
	Total Transfers Out	34,392.35	150,923.55	148,347.64	445,043.00	294,119.45	66.09%
	Net Revenue Over Expeditures (After Transfers)	611,430.22	(145,464.09)	0.00	0.00	(145,464.09)	0.00%

Experience Columbia SC
Statement of Revenues and Expenditures
903 - Experience Columbia SC (Sports)
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
	Revenue						
	Grant Revenue						
4001	Richland County - Accom Tax	6,250.00	6,250.00	8,333.36	25,000.00	(18,750.00)	(75.00)%
4005	Town of Lexington - Accom Tax	0.00	0.00	1,000.00	3,000.00	(3,000.00)	(100.00)%
4006	Lexington County - Accom Tax	0.00	0.00	6,666.68	20,000.00	(20,000.00)	(100.00)%
4020	City of Columbia - Hospitality Tax	19,500.00	19,500.00	48,333.36	145,000.00	(125,500.00)	(86.55)%
4021	Richland County - Hospitality Tax	11,750.00	11,750.00	18,333.36	55,000.00	(43,250.00)	(78.64)%
	Total Grant Revenue	37,500.00	37,500.00	82,666.76	248,000.00	(210,500.00)	(84.88)%
	Program Revenue						
4101	Miss SC Pageant	0.00	0.00	8,333.32	25,000.00	(25,000.00)	(100.00)%
	Total Program Revenue	0.00	0.00	8,333.32	25,000.00	(25,000.00)	(100.00)%
	Total Revenue	37,500.00	37,500.00	91,000.08	273,000.00	(235,500.00)	(86.26)%
	Total Revenue	37,500.00	37,500.00	91,000.08	273,000.00	(235,500.00)	(86.26)%
	Transfers In						
4602	Transferred in from DM	16,666.66	49,999.98	33,333.32	100,000.00	(50,000.02)	(50.00)%
	Total Transfers In	16,666.66	49,999.98	33,333.32	100,000.00	(50,000.02)	(50.00)%
	Expenditures						
	Personnel Expenses						
5002	Salaries - FT Sales & Marketing	9,057.12	35,646.67	38,383.64	115,151.00	79,504.33	69.04%
5040	Personnel Contingency	0.00	0.00	1,151.64	3,455.00	3,455.00	100.00%
5050	Payroll Tax Expense	1,049.40	3,143.26	3,162.68	9,488.00	6,344.74	66.87%
5055	Retirement - 401k	539.44	1,603.05	1,581.36	4,744.00	3,140.95	66.21%
5060	Health Insurance	1,246.40	6,187.70	4,988.64	14,966.00	8,778.30	58.65%
5061	Dental Insurance	83.28	412.44	354.68	1,064.00	651.56	61.24%
5062	Life & Disability Insurance	138.60	623.70	554.64	1,664.00	1,040.30	62.52%
5070	Workers Compensation	72.18	288.72	380.00	1,140.00	851.28	74.67%
5071	Unemployment Insurance	0.00	0.00	66.64	200.00	200.00	100.00%
5075	Incentives	4,400.00	4,400.00	5,866.68	17,600.00	13,200.00	75.00%
5076	Auto Allowance	369.24	1,476.96	1,600.00	4,800.00	3,323.04	69.23%
	Total Personnel Expenses	16,955.66	53,782.50	58,090.60	174,272.00	120,489.50	69.14%
	Professional Fees						
5086	Professional Service Fees	0.00	0.00	226.00	678.00	678.00	100.00%
	Total Professional Fees	0.00	0.00	226.00	678.00	678.00	100.00%
	Program Expenses						
5100	Client Recruitment & Entertainment	357.90	3,778.21	6,666.68	20,000.00	16,221.79	81.11%
5111	Convention Recruitment Fund	0.00	0.00	12,000.00	36,000.00	36,000.00	100.00%
5112	Partner & Community Relations	10.00	642.79	1,666.68	5,000.00	4,357.21	87.14%
	Total Program Expenses	367.90	4,421.00	20,333.36	61,000.00	56,579.00	92.75%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	8,054.02	41,347.93	21,565.00	64,695.00	23,347.07	36.09%
	Total Marketing, Advertising & Publications	8,054.02	41,347.93	21,565.00	64,695.00	23,347.07	36.09%
	Occupancy Expense						
5300	Office Space Rental	557.82	2,231.28	2,142.00	6,426.00	4,194.72	65.28%
	Total Occupancy Expense	557.82	2,231.28	2,142.00	6,426.00	4,194.72	65.28%
	Operating Expenses						
5313	Telephone	98.00	330.19	306.68	920.00	589.81	64.11%
5327	Website Enhancements	170.00	6,792.50	2,800.00	8,400.00	1,607.50	19.14%
5334	Tradeshows	3,750.00	11,145.00	5,674.68	17,024.00	5,879.00	34.53%
5340	Postage	0.00	699.00	0.00	0.00	(699.00)	0.00%
5342	Office Supplies	0.00	21.15	418.68	1,256.00	1,234.85	98.32%
	Total Operating Expenses	4,018.00	18,987.84	9,200.04	27,600.00	8,612.16	31.20%
	Other Operating Expenses						
5415	Parking	100.00	400.00	400.00	1,200.00	800.00	66.67%
5416	Dues & Subscriptions	0.00	1,625.00	1,000.00	3,000.00	1,375.00	45.83%
5425	Promotional Materials	428.18	2,280.83	3,333.36	10,000.00	7,719.17	77.19%
5426	Collateral Materials	0.00	0.00	909.68	2,729.00	2,729.00	100.00%

Experience Columbia SC
Statement of Revenues and Expenditures
903 - Experience Columbia SC (Sports)
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
5427	Employee Travel, Meals & Accomodations	1,987.13	6,499.97	6,333.36	19,000.00	12,500.03	65.79%
5430	Employee Training	0.00	1,099.00	800.00	2,400.00	1,301.00	54.21%
	Total Other Operating Expenses	2,515.31	11,904.80	12,776.40	38,329.00	26,424.20	68.94%
	Total Expenditures	32,468.71	132,675.35	124,333.40	373,000.00	240,324.65	64.43%
	Total Expenditures	32,468.71	132,675.35	124,333.40	373,000.00	240,324.65	64.43%
	Net Revenue Over Expenditures	5,031.29	(95,175.35)	(33,333.32)	(100,000.00)	4,824.65	(4.82)%
	Net Revenue Over Expeditures (After Transfers)	21,697.95	(45,175.37)	0.00	0.00	(45,175.37)	0.00%

Experience Columbia SC
Statement of Revenues and Expenditures
904 - Columbia Metropolitan Convention Center
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
	Revenue						
	Reserve Revenue						
4050	City of Columbia - Marketing Reserve	135,416.67	541,666.68	541,666.64	1,625,000.00	(1,083,333.32)	(66.67)%
4060	Working Capital	84,252.08	337,008.32	337,008.32	1,011,025.00	(674,016.68)	(66.67)%
4350	Technology Reserve	0.00	28,712.91	314,002.36	942,007.00	(913,294.09)	(96.95)%
4355	Furniture Fixtures & Equipment Reserve	0.00	71,142.08	162,691.68	488,075.00	(416,932.92)	(85.42)%
4360	Major Capital Reserve	0.00	208,363.10	297,333.32	892,000.00	(683,636.90)	(76.64)%
4361	Construction Fund	3,524.30	3,524.30	0.00	0.00	3,524.30	0.00%
	Total Reserve Revenue	223,193.05	1,190,417.39	1,652,702.32	4,958,107.00	(3,767,689.61)	(75.99)%
	Investment Income						
4207	Interest Earned	176.66	769.08	0.00	0.00	769.08	0.00%
	Total Investment Income	176.66	769.08	0.00	0.00	769.08	0.00%
	Event Revenue						
4300	Rental	91,514.55	248,941.05	216,666.68	650,000.00	(401,058.95)	(61.70)%
4304	Parking	380.00	898.00	2,333.36	7,000.00	(6,102.00)	(87.17)%
4305	Food Service	276,245.42	327,968.10	446,666.68	1,340,000.00	(1,012,031.90)	(75.52)%
4306	Equipment Rental	27,744.72	86,167.73	70,000.00	210,000.00	(123,832.27)	(58.97)%
4307	Utilities Revenue	14,905.00	86,384.00	68,333.36	205,000.00	(118,616.00)	(57.86)%
4308	Labor Revenue	1,891.25	10,395.75	6,666.68	20,000.00	(9,604.25)	(48.02)%
4309	Audio Visual Revenue	15,136.50	15,136.50	16,666.68	50,000.00	(34,863.50)	(69.73)%
	Total Event Revenue	427,817.44	775,891.13	827,333.44	2,482,000.00	(1,706,108.87)	(68.74)%
	Other Income						
4200	Miscellaneous Revenue	280.00	2,422.80	333.36	1,000.00	1,422.80	142.28%
	Total Other Income	280.00	2,422.80	333.36	1,000.00	1,422.80	142.28%
	Total Revenue	651,467.15	1,969,500.40	2,480,369.12	7,441,107.00	(5,471,606.60)	(73.53)%
	Total Revenue	651,467.15	1,969,500.40	2,480,369.12	7,441,107.00	(5,471,606.60)	(73.53)%
	Expenditures						
	Personnel Expenses						
5002	Salaries - FT Sales & Marketing	22,583.32	88,842.58	95,707.68	287,123.00	198,280.42	69.06%
5003	Salaries - FT Operations	55,355.83	206,487.64	230,840.00	692,520.00	486,032.36	70.18%
5004	Salaries - FT Engineering	16,444.89	52,915.61	72,327.00	216,981.00	164,065.39	75.61%
5020	Salaries - PT Administration	2,133.04	8,040.45	13,361.00	40,083.00	32,042.55	79.94%
5022	Salaries - PT Operations	1,561.09	6,945.34	12,732.68	38,198.00	31,252.66	81.82%
5040	Personnel Contingency	0.00	0.00	12,749.00	38,247.00	38,247.00	100.00%
5050	Payroll Tax Expense	10,027.71	30,046.75	35,017.32	105,052.00	75,005.25	71.40%
5055	Retirement - 401k	3,903.45	11,367.24	16,433.68	49,301.00	37,933.76	76.94%
5060	Health Insurance	13,729.42	62,324.25	73,058.32	219,175.00	156,850.75	71.56%
5061	Dental Insurance	962.55	4,602.39	4,786.32	14,359.00	9,756.61	67.95%
5062	Life & Disability Insurance	1,105.10	4,986.57	5,763.68	17,291.00	12,304.43	71.16%
5070	Workers Compensation	1,118.86	4,475.44	6,480.00	19,440.00	14,964.56	76.98%
5071	Unemployment Insurance	5.77	24.62	833.32	2,500.00	2,475.38	99.02%
5075	Incentives	34,200.00	34,200.00	56,066.68	168,200.00	134,000.00	79.67%
5076	Auto Allowance	738.46	2,953.85	4,800.00	14,400.00	11,446.15	79.49%
	Total Personnel Expenses	163,869.49	518,212.73	640,956.68	1,922,870.00	1,404,657.27	73.05%
	Contract Labor						
5080	Contract Labor	30,240.13	95,895.92	92,035.00	276,105.00	180,209.08	65.27%
	Total Contract Labor	30,240.13	95,895.92	92,035.00	276,105.00	180,209.08	65.27%
	Professional Fees						
5085	Professional Legal Fees	2,284.00	12,894.50	5,000.00	15,000.00	2,105.50	14.04%
5086	Professional Service Fees	0.00	180.43	500.00	1,500.00	1,319.57	87.97%
	Total Professional Fees	2,284.00	13,074.93	5,500.00	16,500.00	3,425.07	20.76%
5118	Decorating	2,144.85	2,226.78	1,666.68	5,000.00	2,773.22	55.46%
5120	Equipment Rental	0.00	0.00	666.68	2,000.00	2,000.00	100.00%
5130	Event Expense	1,246.32	2,591.48	2,200.00	6,600.00	4,008.52	60.74%
	Total Event Expense	3,391.17	4,818.26	4,533.36	13,600.00	8,781.74	64.57%
	Program Expenses						

Experience Columbia SC
Statement of Revenues and Expenditures
904 - Columbia Metropolitan Convention Center
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
5100	Client Recruitment & Entertainment	227.62	6,451.60	6,000.00	18,000.00	11,548.40	64.16%
5111	Convention Recruitment Fund	0.00	0.00	10,000.00	30,000.00	30,000.00	100.00%
5112	Partner & Community Relations	50.00	2,717.66	1,260.00	3,780.00	1,062.34	28.10%
	Total Program Expenses	277.62	9,169.26	17,260.00	51,780.00	42,610.74	82.29%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	22,941.44	73,311.44	48,400.00	145,200.00	71,888.56	49.51%
	Total Marketing, Advertising & Publications	22,941.44	73,311.44	48,400.00	145,200.00	71,888.56	49.51%
	Occupancy Expense						
5305	Warehouse/Additional Storage	2,462.49	12,001.19	11,733.32	35,200.00	23,198.81	65.91%
	Total Occupancy Expense	2,462.49	12,001.19	11,733.32	35,200.00	23,198.81	65.91%
	Operating Expenses						
5310	Utilities	38,423.49	140,093.68	158,366.68	475,100.00	335,006.32	70.51%
5313	Telephone	1,090.54	4,143.49	2,666.68	8,000.00	3,856.51	48.21%
5315	General Insurance	5,769.37	23,077.48	24,232.32	72,697.00	49,619.52	68.26%
5320	Repairs & Maintenance	145.80	1,515.64	4,833.36	14,500.00	12,984.36	89.55%
5321	Maintenance Supplies	5,959.82	25,615.14	29,180.32	87,541.00	61,925.86	70.74%
5322	Office Equipment Lease	717.88	1,142.75	4,066.68	12,200.00	11,057.25	90.63%
5325	Computer Expense & Maintenance	1,955.85	47,321.06	33,150.00	99,450.00	52,128.94	52.42%
5326	Technology	8,364.58	57,008.33	314,002.32	942,007.00	884,998.67	93.95%
5327	Website Enhancements	180.00	19,783.99	12,406.68	37,220.00	17,436.01	46.85%
5334	Tradeshows	(6,499.50)	15,845.00	15,573.32	46,720.00	30,875.00	66.09%
5335	Tradeshow/Event Sponsorship	0.00	12,500.00	6,666.68	20,000.00	7,500.00	37.50%
5340	Postage	192.52	645.52	1,166.68	3,500.00	2,854.48	81.56%
5341	Printing	1,590.70	3,991.25	5,550.00	16,650.00	12,658.75	76.03%
5342	Office Supplies	333.64	1,659.90	2,500.00	7,500.00	5,840.10	77.87%
	Total Operating Expenses	58,224.69	354,343.23	614,361.72	1,843,085.00	1,488,741.77	80.77%
	Other Operating Expenses						
5400	Contract Building Service	7,392.65	74,331.90	94,954.68	284,864.00	210,532.10	73.91%
5405	Depreciation	28,565.35	114,894.86	81,033.32	243,100.00	128,205.14	52.74%
5412	Furniture Fixtures & Equipment	55,552.41	160,632.36	162,691.68	488,075.00	327,442.64	67.09%
5413	Major Capital	0.00	208,363.10	297,333.32	892,000.00	683,636.90	76.64%
5415	Parking	0.00	0.00	666.68	2,000.00	2,000.00	100.00%
5416	Dues & Subscriptions	125.00	6,198.00	2,336.68	7,010.00	812.00	11.58%
5420	Sales & Use Tax	2,485.45	3,644.99	2,666.68	8,000.00	4,355.01	54.44%
5421	Sales & Use Tax-Events	0.00	811.60	0.00	0.00	(811.60)	0.00%
5425	Promotional Materials	322.21	6,009.51	8,166.68	24,500.00	18,490.49	75.47%
5426	Collateral Materials	79.39	179.39	1,666.68	5,000.00	4,820.61	96.41%
5427	Employee Travel, Meals & Accomodations	2,002.23	17,609.15	18,000.00	54,000.00	36,390.85	67.39%
5429	Uniforms	1,631.40	7,853.24	5,233.32	15,700.00	7,846.76	49.98%
5430	Employee Training	525.00	8,336.34	12,528.32	37,585.00	29,248.66	77.82%
5436	Banking & Merchant Fees	1,849.09	7,848.81	7,500.00	22,500.00	14,651.19	65.12%
5438	Vehicle Maintenance	2,783.10	3,342.83	4,666.68	14,000.00	10,657.17	76.12%
5461	Construction Fund	156.00	4,495.12	0.00	0.00	(4,495.12)	0.00%
	Total Other Operating Expenses	103,469.28	624,551.20	699,444.72	2,098,334.00	1,473,782.80	70.24%
	Total Expenditures	387,160.31	1,705,378.16	2,134,224.80	6,402,674.00	4,697,295.84	73.36%
	Total Expenditures	387,160.31	1,705,378.16	2,134,224.80	6,402,674.00	4,697,295.84	73.36%
	Net Revenue Over Expenditures	264,306.84	264,122.24	346,144.32	1,038,433.00	(774,310.76)	(74.57)%
	Transfers Out						
5700	Transferred out to Authority	80,248.81	352,154.94	346,144.32	1,038,433.00	686,278.06	66.09%
	Total Transfers Out	80,248.81	352,154.94	346,144.32	1,038,433.00	686,278.06	66.09%
	Net Revenue Over Expeditures (After Transfers)	184,058.03	(88,032.70)	0.00	0.00	(88,032.70)	0.00%

Experience Columbia SC
Statement of Revenues and Expenditures
905 - Destination Marketing
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
	Revenue						
	Program Revenue						
4100	Desination Marketing Fee - (Hotel Rooms)	154,026.35	516,995.39	500,000.00	1,500,000.00	(983,004.61)	(65.53)%
4103	SC Parks, Recreation, & Tourism	0.00	750,000.00	250,000.00	750,000.00	0.00	0.00%
4104	Co-op Special Project	6,800.00	17,268.80	25,000.00	75,000.00	(57,731.20)	(76.97)%
4105	Governor's Carol Lighting	0.00	0.00	4,333.32	13,000.00	(13,000.00)	(100.00)%
4220	Ares Commission	553.12	1,085.84	666.68	2,000.00	(914.16)	(45.71)%
4221	Ares Marketing	247.11	3,339.30	2,000.00	6,000.00	(2,660.70)	(44.34)%
	Total Program Revenue	161,626.58	1,288,689.33	782,000.00	2,346,000.00	(1,057,310.67)	(45.07)%
	Investment Income						
4207	Interest Earned	606.38	1,359.34	600.00	1,800.00	(440.66)	(24.48)%
	Total Investment Income	606.38	1,359.34	600.00	1,800.00	(440.66)	(24.48)%
	Other Income						
4055	Meeting and Visitors Guide	0.00	0.00	38,333.32	115,000.00	(115,000.00)	(100.00)%
	Total Other Income	0.00	0.00	38,333.32	115,000.00	(115,000.00)	(100.00)%
	Total Revenue	162,232.96	1,290,048.67	820,933.32	2,462,800.00	(1,172,751.33)	(47.62)%
	Total Revenue	162,232.96	1,290,048.67	820,933.32	2,462,800.00	(1,172,751.33)	(47.62)%
	Expenditures						
	Personnel Expenses						
5002	Salaries - FT Sales & Marketing	19,756.11	77,492.29	83,065.68	249,197.00	171,704.71	68.90%
5040	Personnel Contingency	0.00	0.00	2,492.00	7,476.00	7,476.00	100.00%
5050	Payroll Tax Expense	785.95	2,317.87	6,844.68	20,534.00	18,216.13	88.71%
5055	Retirement - 401k	388.03	1,152.61	3,422.32	10,267.00	9,114.39	88.77%
5060	Health Insurance	623.20	3,093.85	12,471.68	37,415.00	34,321.15	91.73%
5061	Dental Insurance	41.64	206.22	886.32	2,659.00	2,452.78	92.24%
5062	Life & Disability Insurance	105.76	475.92	1,265.32	3,796.00	3,320.08	87.46%
5070	Workers Compensation	72.18	288.72	360.00	1,080.00	791.28	73.27%
5071	Unemployment Insurance	0.00	0.00	66.68	200.00	200.00	100.00%
5075	Incentives	8,860.21	8,860.21	12,796.68	38,390.00	29,529.79	76.92%
5076	Auto Allowance	0.00	184.62	800.00	2,400.00	2,215.38	92.31%
	Total Personnel Expenses	30,633.08	94,072.31	124,471.36	373,414.00	279,341.69	74.81%
	Program Expenses						
5111	Convention Recruitment Fund	0.00	33,775.00	36,666.68	110,000.00	76,225.00	69.30%
	Total Program Expenses	0.00	33,775.00	36,666.68	110,000.00	76,225.00	69.30%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	10,880.10	222,169.67	271,795.32	815,386.00	593,216.33	72.75%
5211	Ares Marketing	253.90	3,431.32	2,000.00	6,000.00	2,568.68	42.81%
5212	Governor's Carol Lighting	1,027.79	1,027.79	4,333.32	13,000.00	11,972.21	92.09%
5214	Cooperative Advertising	0.00	46,596.95	33,333.32	100,000.00	53,403.05	53.40%
5215	Hotel DMF Partner Ads	9,953.57	68,530.66	200,000.00	600,000.00	531,469.34	88.58%
5216	Special Events	2,000.87	16,882.13	13,333.32	40,000.00	23,117.87	57.79%
5218	Market Research	29.00	12,581.00	40,000.00	120,000.00	107,419.00	89.52%
5221	SCPRT Co-op Campaign	0.00	0.00	6,666.68	20,000.00	20,000.00	100.00%
5225	Unappropriated Marketing Projects	26,960.00	39,110.00	0.00	0.00	(39,110.00)	0.00%
	Total Marketing, Advertising & Publications	51,105.23	410,329.52	571,461.96	1,714,386.00	1,304,056.48	76.07%
	Operating Expenses						
5327	Website Enhancements	8,124.00	18,537.44	16,666.68	50,000.00	31,462.56	62.93%
5341	Printing	0.00	0.00	38,333.32	115,000.00	115,000.00	100.00%
	Total Operating Expenses	8,124.00	18,537.44	55,000.00	165,000.00	146,462.56	88.77%
	Total Expenditures	89,862.31	556,714.27	787,600.00	2,362,800.00	1,806,085.73	76.44%
	Total Expenditures	89,862.31	556,714.27	787,600.00	2,362,800.00	1,806,085.73	76.44%
	Net Revenue Over Expenditures	72,370.65	733,334.40	33,333.32	100,000.00	633,334.40	633.33%
	Transfers Out						
5700	Transferred out to Authority	0.00	0.00	33,333.32	100,000.00	100,000.00	100.00%

Experience Columbia SC
Statement of Revenues and Expenditures
905 - Destination Marketing
From 10/1/2017 Through 10/31/2017

		Period Actual	YTD Actual	YTD Budget	Fiscal Budget	Budget Variance	% Remain
5701	Transferred out Sports	16,666.66	49,999.98	0.00	0.00	(49,999.98)	0.00%
	Total Transfers Out	16,666.66	49,999.98	33,333.32	100,000.00	50,000.02	50.00%
	Net Revenue Over Expeditures (After Transfers)	55,703.99	683,334.42	0.00	0.00	683,334.42	0.00%

Experience Columbia SC
Balance Sheet
As of 10/31/2017

		Current Year
	Assets	
1000	First Citizens Bank Checking	4,391,245.19
1001	NBSC Bank Checking - Events	3,923.46
1002	NBSC Bank Checking - Destination Marketing	1,735,920.74
1020	First Citizens Money Market	110,561.42
1050	Accounts Receivable	1,978,167.13
1052	Accounts Receivable - Events	149,453.06
1055	Accounts Receivable Misc	(1,502.79)
1060	Allowance for Doubtful Accounts	4,862.25
1065	Security Deposit Receivable	2,500.00
1215	Due from Employee	14,392.56
1400	Capital Assets	3,459,192.43
1415	Construction In Process (CIP)	824,793.66
1420	Leasehold Improvements	110,694.00
1425	Accumulated Depreciation	(1,541,157.58)
	Total Assets	11,243,045.53
	Prepaids	
1220	Prepaid Expenses	74,883.01
1225	Prepaid Insurance	81,177.98
	Total Prepaids	156,060.99
	Total Assets & Prepaids	11,399,106.52
	Liabilities	
2000	Accounts Payable	222,309.91
2002	Account Paybale Destination	47,634.00
2020	Health Insurance Premiums Withheld	162.58
2021	Dental Insurance Premiums Withheld	(389.78)
2022	Vision Insurance Premiums Withheld	13.64
2023	Other Post-Tax Premiums Withheld (Unum)	(19.68)
2025	Other Pre-Tax Premiums Withheld (AllState)	43.26
2030	FSA Withheld - Medical	(1,091.66)
2050	Retirement Withheld - 401k	(0.05)
2060	Company Phone Withheld	126.10
2080	Due To Third-Party Vendor	14,022.15
2085	Refund Due To Client	5,245.00
2090	Rebates-Credit Card	2,020.64
2110	Accrued Vacation	186,286.04
2115	Accrued Expenses	(1,700.00)
2150	Deferred Revenue - SCPRT TPM	187,990.10
2151	Deferred Revenue - CMCC	416,421.01
2152	Deferred Revenue - Visitors Center	300,260.64
2153	Deferred Revenue - Other	37,876.08
2154	Deferred Revenue-Spectra Investment	100,000.00
	Total Liabilities	1,517,209.98
	Total Liabilities	1,517,209.98
	Fund Balance	
3000	Unrestricted Fund Balance	9,101,254.09
3005	Restricted Fund Balance	375,980.19
	Total Fund Balance	9,477,234.28
	Net Increase / (Decrease)	404,662.26
	Total Net Increase / (Decrease)	404,662.26

Experience Columbia SC
Balance Sheet
As of 10/31/2017

	Current Year
Fund Balance Total	9,881,896.54
Total Liabilities & Fund Balance	11,399,106.52

Experience Columbia SC
Aged Receivables by Due Date
Aging Date - 10/31/2017
1050 - Accounts Receivable
From 10/1/2017 Through 10/31/2017

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
01AT18CITYCVB	City of Columbia	10/1/2017	CITY OF COLA-FY1718 AT...	449,750.00	0.00	0.00	0.00	0.00	449,750.00
01FY1718CF	City of Columbia	10/1/2017	CITY OF COLA 01FY1718CF	3,391.55	0.00	0.00	0.00	0.00	3,391.55
01FY1718F	City of Columbia	9/26/2017	CITY OF COLA-FF&E	0.00	71,142.08	0.00	0.00	0.00	71,142.08
01FY1718T	City of Columbia	9/26/2017	CITY OF COLA-TECHNOLO...	0.00	28,712.91	0.00	0.00	0.00	28,712.91
02FY1617CF	City of Columbia	10/1/2017	FUNDING REQUEST FY161...	4,781.47	0.00	0.00	0.00	0.00	4,781.47
08012017MR	City of Columbia	8/18/2017	CITY OF COLA MARKETIN...	0.00	0.00	135,416.67	0.00	0.00	135,416.67
08012017WC	City of Columbia	8/18/2017	CITY OF COLA-WORKING ...	0.00	0.00	84,252.08	0.00	0.00	84,252.08
09012017MR	City of Columbia	9/25/2017	CITY OF COLA-CMCC MAR...	0.00	135,416.67	0.00	0.00	0.00	135,416.67
09012017WC	City of Columbia	9/25/2017	CITY OF COLA-CMCC WOR...	0.00	84,252.08	0.00	0.00	0.00	84,252.08
10012017MR	City of Columbia	10/31/2017	CMCC MARKETING RESER...	135,416.67	0.00	0.00	0.00	0.00	135,416.67
10012017WC	City of Columbia	10/31/2017	CMCC WORKING CAPITAL ...	84,252.08	0.00	0.00	0.00	0.00	84,252.08
103117-OVA	Ovations	10/31/2017	OCTOBER COMMISSION	276,245.42	0.00	0.00	0.00	0.00	276,245.42
1734	Greater Irmo Chamber of Commerce ...	4/18/2017	CO-OOP ADV FY1617 SPRI...	0.00	0.00	0.00	0.00	1,625.00	1,625.00
1877	Columbia International Festival	4/1/2017	2017 COLUMBIA INTERN. ...	0.00	0.00	0.00	0.00	2,800.56	2,800.56
1FY1718MC	City of Columbia	9/26/2017	CITY OF COLA-MAJOR CAP...	0.00	208,363.10	0.00	0.00	0.00	208,363.10
2108	South Carolina State Fairgrounds	10/16/2017	SC STATE FAIR	3,250.00	0.00	0.00	0.00	0.00	3,250.00
2121	Courtyard by Marriott Cayce	9/30/2017	COURTYARD BY MARRIOT...	0.00	3,645.21	0.00	0.00	0.00	3,645.21
2128	Fairfield Inn & Suites Marriott Columbi...	9/30/2017	FAIRFIELD INN & SUITES	0.00	4,045.05	0.00	0.00	0.00	4,045.05
2133	Hyatt Place Columbia/Downtown/Vista	9/30/2017	HYATT PLACE COLA/DOW...	0.00	6,814.33	0.00	0.00	0.00	6,814.33
2134	Vista Guild	10/19/2017	VISTA LIGHTS 2017 CO-O...	500.00	0.00	0.00	0.00	0.00	500.00
2137	Courtyard by Marriott Columbia Downt...	10/31/2017	COURTYARD BY MARRIOTT	9,629.01	0.00	0.00	0.00	0.00	9,629.01
2138	Hilton Garden Inn Columbia/Harbison	10/31/2017	HILTON GARDEN INN COL...	8,960.61	0.00	0.00	0.00	0.00	8,960.61
2139	Homewood Suites by Hilton	10/31/2017	HOMEWOOD SUITES	5,180.51	0.00	0.00	0.00	0.00	5,180.51
2140	Courtyard by Marriott Cayce	10/31/2017	COURTYARD BY MARRIOT...	4,283.73	0.00	0.00	0.00	0.00	4,283.73
2141	Columbia Marriott Hotel	10/31/2017	COLUMBIA MARRIOTT HO...	15,011.00	0.00	0.00	0.00	0.00	15,011.00
2142	Aloft Columbia Downtown	10/31/2017	ALOFT COLA	6,573.46	0.00	0.00	0.00	0.00	6,573.46
2143	Wingate by Wyndham - Lexington/Col...	10/31/2017	WINGATE BY WYNDHAM	4,248.32	0.00	0.00	0.00	0.00	4,248.32
2144	Hilton Columbia Center	10/31/2017	HILTON COLA CTR	18,662.33	0.00	0.00	0.00	0.00	18,662.33
2145	Hampton Inn Downtown Historic District	10/31/2017	HAMPTON INN DOWNTOWN	9,107.16	0.00	0.00	0.00	0.00	9,107.16
2146	Fairfield Inn by Marriott-Columbia NW/...	10/31/2017	FAIRFIELD INN BY MARRI...	3,383.51	0.00	0.00	0.00	0.00	3,383.51
2147	Springhill Suites by Marriott - Columbia...	10/31/2017	SPRINGHOLL SUITES	9,629.01	0.00	0.00	0.00	0.00	9,629.01
2148	Fairfield Inn & Suites Marriott Columbi...	10/31/2017	FAIRFIELD INN & SUITES	4,061.42	0.00	0.00	0.00	0.00	4,061.42
2149	Hyatt Place Columbia/Harbison	10/31/2017	HYATT PLACE	4,719.90	0.00	0.00	0.00	0.00	4,719.90
2150	Holiday Inn & Suites Columbia - Airport	10/1/2017	HOLIDAY INN & SUITES 9/...	2,891.81	0.00	0.00	0.00	0.00	2,891.81
2151	Holiday Inn & Suites Columbia - Airport	10/31/2017	HOLIDAY IN & SUITES	3,639.03	0.00	0.00	0.00	0.00	3,639.03
2152	Embassy Suites Columbia - Greystone	10/31/2017	EMBASSY SUITES	15,133.97	0.00	0.00	0.00	0.00	15,133.97
2153	Inn at USC Wyndham Garden Columbia	10/31/2017	INN AT USC	5,461.00	0.00	0.00	0.00	0.00	5,461.00
2154	DoubleTree by Hilton	10/31/2017	DOUBLETREE	9,495.67	0.00	0.00	0.00	0.00	9,495.67
FY1718ATAX-1...	Richland County	10/20/2017	RICHLAND COUNTY-FY171...	47,500.00	0.00	0.00	0.00	0.00	47,500.00
FY1718ATAX-1...	Richland County	10/26/2017	RICHLAND COUNTY-FY171...	6,250.00	0.00	0.00	0.00	0.00	6,250.00
FY1718HTAX-1...	Richland County	10/20/2017	RICHLAND COUNTY-FY171...	29,022.75	0.00	0.00	0.00	0.00	29,022.75
FY1718HTAX-1...	Richland County	10/26/2017	RICHLAND COUNTY-FY171...	11,750.00	0.00	0.00	0.00	0.00	11,750.00

Experience Columbia SC

Aged Receivables by Due Date

Aging Date - 10/31/2017

1050 - Accounts Receivable

From 10/1/2017 Through 10/31/2017

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
FY1718HTAX-S...	City of Columbia	10/30/2017	CITY OF COLA-FY1718 HT...	19,500.00	0.00	0.00	0.00	0.00	19,500.00
			Total 1050 - Accounts Receivable	1,211,681.39	542,391.43	219,668.75	0.00	4,425.56	1,978,167.13

Experience Columbia SC
Aged Receivables by Due Date
Aging Date - 10/31/2017
1052 - Accounts Receivable - Events
From 10/1/2017 Through 10/31/201

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
859	Love Beyond Bars	7/31/2017	LOVE BEYOND BARS	0.00	0.00	0.00	72.00	0.00	72.00
862	Structural Engineers Assoc. of SC	7/31/2017	STRUCTUAL ENGINEERS A...	0.00	0.00	0.00	670.00	0.00	670.00
866	Sharper Image Customs	8/24/2017	SHARPER IMAGE CUSTOMS	0.00	0.00	1,148.50	0.00	0.00	1,148.50
870	USC Department of Student Life	8/24/2017	USC DEPT OF STUDENT LIFE	0.00	0.00	1,388.50	0.00	0.00	1,388.50
882	Alpha Delta PI-USC	8/29/2017	ALPHA DELTA PI-USC	0.00	0.00	514.10	0.00	0.00	514.10
887	Palmetto Capital City Classic	8/31/2017	PALMETTO CAPITAL CITY ...	0.00	0.00	1,300.00	0.00	0.00	1,300.00
888	Myer's Birthday Celebration	8/31/2017	MYER'S BIRTHDAY CELEB...	0.00	0.00	750.00	0.00	0.00	750.00
890	Capital City/Lake Murray Country Regi...	8/31/2017	CAPITAL CITY LAKE MURR...	0.00	0.00	32,722.43	0.00	0.00	32,722.43
897	SC Department of Commerce	8/31/2017	SC DEPT OF COMMERCE	0.00	0.00	575.00	0.00	0.00	575.00
899	Forward City Church	8/31/2017	FORWARD CHURCH	0.00	0.00	8,578.65	0.00	0.00	8,578.65
902	USC Department of Student Life	9/14/2017	USC DEP OF STUDENT LIFE	0.00	3,965.00	0.00	0.00	0.00	3,965.00
906	Washington/Price Wedding Reception	9/14/2017	WASHINGTON/PRICE WED...	0.00	397.70	0.00	0.00	0.00	397.70
908	East Coast Consumer Shows	9/15/2017	EAST COAST CONSUMER S...	0.00	1,764.25	0.00	0.00	0.00	1,764.25
915	City of Columbia	9/27/2017	CITY OF COLUMBIA	0.00	45.00	0.00	0.00	0.00	45.00
916	Columbia Fire Department	9/27/2017	COLUMBIA FIRE DEPT	0.00	50.00	0.00	0.00	0.00	50.00
920	Apollo Education Group, Inc. dba Univ...	9/28/2017	APOLLO EDUCATION GRO...	0.00	778.10	0.00	0.00	0.00	778.10
925	Richland County	9/30/2017	RICHLAND COUNTY	0.00	3,391.80	0.00	0.00	0.00	3,391.80
928	Greenville County Schools	9/30/2017	GREENVILLE CNTY SCHOO...	0.00	15,181.95	0.00	0.00	0.00	15,181.95
933	USC Office of the Provost	10/16/2017	USC OFFICE OF THE PROV...	3,920.00	0.00	0.00	0.00	0.00	3,920.00
935	Apostolic Assembly of the Faith in Jesu...	9/30/2017	APOSTOLIC ASSEMBLY	0.00	3,058.00	0.00	0.00	0.00	3,058.00
937	Christopher Conner Foundation	10/19/2017	CHRISTOPHER CONNER FDN	129.50	0.00	0.00	0.00	0.00	129.50
938	SC Society of Accountants	10/19/2017	SC SOCIETY OF ACCOUNT...	480.20	0.00	0.00	0.00	0.00	480.20
939	Kevin Thompson and Rebirth	10/19/2017	KEVIN THOMPSON AND R...	624.00	0.00	0.00	0.00	0.00	624.00
940	Brick Universe LLC	10/19/2017	BRICKUNIVERSE LLC	958.00	0.00	0.00	0.00	0.00	958.00
941	Southeastern Grocers (Bi-Lo)	10/19/2017	SOUTHEASTERN GROCERS	519.90	0.00	0.00	0.00	0.00	519.90
942	Kappa Gamma Chapter of Alpha Xi Delta	10/19/2017	KAPPA GAMMA CHAPTER ...	255.00	0.00	0.00	0.00	0.00	255.00
943	National Fluid Power Institute	10/19/2017	NATIONAL FLUID POWER ...	120.00	0.00	0.00	0.00	0.00	120.00
946	3rd Rock Ultrasound	10/19/2017	3RD ROCK ULTRASOUND	1,798.10	0.00	0.00	0.00	0.00	1,798.10
948	Special Olympics South Carolina	10/19/2017	SPECIAL OLYMPICS SC	4,624.40	0.00	0.00	0.00	0.00	4,624.40
952	SC Automobile Dealers Association	10/26/2017	SC AUTOMOBILE DEALERS	1,748.70	0.00	0.00	0.00	0.00	1,748.70
954	SC Technical College System	10/26/2017	SC TECH COLLEGE SYSTE...	5,938.73	0.00	0.00	0.00	0.00	5,938.73
955	Carolina Panorama Newspaper	10/26/2017	CAROLINA PANORAMA NE...	1,847.30	0.00	0.00	0.00	0.00	1,847.30
956	Clemson College of Engineering, Comp...	10/26/2017	CLEMSON COLLEGE OF EN...	600.40	0.00	0.00	0.00	0.00	600.40
957	Pawmetto Lifeline	10/27/2017	PAWMETTO LIFELINE	1,946.50	0.00	0.00	0.00	0.00	1,946.50
958	Sharp Business Systems	10/31/2017	SHARP BUSINESS SYSTEMS	155.00	0.00	0.00	0.00	0.00	155.00
959	SC Department of Health and Environ...	10/31/2017	SC DEPT OF HEALTH AND ...	521.00	0.00	0.00	0.00	0.00	521.00
961	USC Career Center	10/31/2017	USC CAREER CENTER	24,947.50	0.00	0.00	0.00	0.00	24,947.50
962	Platinum National Dance	10/31/2017	PLATINUM NATIONAL DA...	838.00	0.00	0.00	0.00	0.00	838.00
963	NEWBREED Promotions, Inc.	10/31/2017	NEWBREED	833.00	0.00	0.00	0.00	0.00	833.00
965	Richland County	10/31/2017	RICHLAND COUNTY	778.00	0.00	0.00	0.00	0.00	778.00
966	SC Society of Accountants	10/31/2017	SC SOCIETY OF ACCOUN...	1,120.20	0.00	0.00	0.00	0.00	1,120.20
967	GLEAMNS Human Resources Commissi...	10/31/2017	GLEAMNS HR COMMISSION	927.70	0.00	0.00	0.00	0.00	927.70

Experience Columbia SC

Aged Receivables by Due Date

Aging Date - 10/31/2017

1052 - Accounts Receivable - Events

From 10/1/2017 Through 10/31/2017

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
969	SC Connections Academy	10/31/2017	SC CONNECTIONS ACADEMY	6,729.80	0.00	0.00	0.00	0.00	6,729.80
970	SC Healthcare Information Manageme...	10/31/2017	SC HIMSS	1,472.40	0.00	0.00	0.00	0.00	1,472.40
971	Financial Planning Association of SC	10/31/2017	FINANCIAL PLANNING ASS...	1,035.40	0.00	0.00	0.00	0.00	1,035.40
973	USC College of Nursing	10/31/2017	USC COLLEGE OF NURSING	873.50	0.00	0.00	0.00	0.00	873.50
982	Lexington Medical Center	10/31/2017	LEXINGTON MEDICAL CEN...	7,359.85	0.00	0.00	0.00	0.00	7,359.85
			Total 1052 - Accounts Receivable - Events	73,102.08	28,631.80	46,977.18	742.00	0.00	149,453.06
Report Total				1,284,783.47	571,023.23	266,645.93	742.00	4,425.56	2,127,620.19

Experience Columbia SC

Aged Receivables by Due Date

Aging Date - 11/30/2017

1050 - Accounts Receivable

From 11/1/2017 Through 11/30/2017

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
10012017MR	City of Columbia	10/31/2017	CMCC MARKETING RESER...	135,416.67	0.00	0.00	0.00	0.00	135,416.67
10012017WC	City of Columbia	10/31/2017	CMCC WORKING CAPITAL ...	84,252.08	0.00	0.00	0.00	0.00	84,252.08
11012017MR	City of Columbia	11/30/2017	CMCC MARKETING RESER...	135,416.67	0.00	0.00	0.00	0.00	135,416.67
11012017WC	City of Columbia	11/30/2017	CMCC WORKING CAPITAL ...	84,252.08	0.00	0.00	0.00	0.00	84,252.08
1877	Columbia International Festival	4/1/2017	2017 COLUMBIA INTERN. ...	0.00	0.00	0.00	0.00	2,800.56	2,800.56
2128	Fairfield Inn & Suites Marriott Columbi...	9/30/2017	FAIRFIELD INN & SUITES	0.00	0.00	4,045.05	0.00	0.00	4,045.05
2134	Vista Guild	10/19/2017	VISTA LIGHTS 2017 CO-O...	0.00	500.00	0.00	0.00	0.00	500.00
2148	Fairfield Inn & Suites Marriott Columbi...	10/31/2017	FAIRFIELD INN & SUITES	4,061.42	0.00	0.00	0.00	0.00	4,061.42
2150	Holiday Inn & Suites Columbia - Airport	10/1/2017	HOLIDAY INN & SUITES 9/...	0.00	2,891.81	0.00	0.00	0.00	2,891.81
2151	Holiday Inn & Suites Columbia - Airport	10/31/2017	HOLIDAY IN & SUITES	3,639.03	0.00	0.00	0.00	0.00	3,639.03
2153	Inn at USC Wyndham Garden Columbia	10/31/2017	INN AT USC	5,461.00	0.00	0.00	0.00	0.00	5,461.00
2154	DoubleTree by Hilton	10/31/2017	DOUBLETREE	9,495.67	0.00	0.00	0.00	0.00	9,495.67
FY1718ATAX-1...	Richland County	10/20/2017	RICHLAND COUNTY-FY171...	0.00	47,500.00	0.00	0.00	0.00	47,500.00
FY1718ATAX-1...	Richland County	10/26/2017	RICHLAND COUNTY-FY171...	0.00	6,250.00	0.00	0.00	0.00	6,250.00
FY1718HTAX-1...	Richland County	10/20/2017	RICHLAND COUNTY-FY171...	0.00	29,022.75	0.00	0.00	0.00	29,022.75
FY1718HTAX-1...	Richland County	10/26/2017	RICHLAND COUNTY-FY171...	0.00	11,750.00	0.00	0.00	0.00	11,750.00
			Total 1050 - Accounts Receivable	461,994.62	97,914.56	4,045.05	0.00	2,800.56	566,754.79

Experience Columbia SC

Aged Receivables by Due Date

Aging Date - 11/30/2017

1052 - Accounts Receivable - Events

From 11/1/2017 Through 11/30/2017

Invoice/Credit ...	Customer Name	Date	Invoice/Credit Description	Current	1 - 30 Days...	31 - 60 Day...	61 - 90 Day...	Over 90 Da...	Total
859	Love Beyond Bars	7/31/2017	LOVE BEYOND BARS	0.00	0.00	0.00	0.00	72.00	72.00
866	Sharper Image Customs	8/24/2017	SHARPER IMAGE CUSTOMS	0.00	0.00	0.00	1,148.50	0.00	1,148.50
887	Palmetto Capital City Classic	8/31/2017	PALMETTO CAPITAL CITY ...	0.00	0.00	0.00	1,300.00	0.00	1,300.00
888	Myer's Birthday Celebration	8/31/2017	MYER'S BIRTHDAY CELEB...	0.00	0.00	0.00	750.00	0.00	750.00
920	Apollo Education Group, Inc. dba Univ...	9/28/2017	APOLLO EDUCATION GRO...	0.00	0.00	778.10	0.00	0.00	778.10
925	Richland County	9/30/2017	RICHLAND COUNTY	0.00	0.00	1,695.90	0.00	0.00	1,695.90
935	Apostolic Assembly of the Faith in Jesu...	9/30/2017	APOSTOLIC ASSEMBLY	0.00	0.00	3,058.00	0.00	0.00	3,058.00
939	Kevin Thompson and Rebirth	10/19/2017	KEVIN THOMPSON AND R...	0.00	624.00	0.00	0.00	0.00	624.00
940	Brick Universe LLC	10/19/2017	BRICKUNIVERSE LLC	0.00	958.00	0.00	0.00	0.00	958.00
941	Southeastern Grocers (Bi-Lo)	10/19/2017	SOUTHEASTERN GROCERS	0.00	519.90	0.00	0.00	0.00	519.90
948	Special Olympics South Carolina	10/19/2017	SPECIAL OLYMPICS SC	0.00	4,624.40	0.00	0.00	0.00	4,624.40
955	Carolina Panorama Newspaper	10/26/2017	CAROLINA PANORAMA NE...	0.00	1,847.30	0.00	0.00	0.00	1,847.30
957	Pawmetto Lifeline	10/27/2017	PAWMETTO LIFELINE	0.00	1,946.50	0.00	0.00	0.00	1,946.50
958	Sharp Business Systems	10/31/2017	SHARP BUSINESS SYSTEMS	155.00	0.00	0.00	0.00	0.00	155.00
959	SC Department of Health and Environ...	10/31/2017	SC DEPT OF HEALTH AND ...	521.00	0.00	0.00	0.00	0.00	521.00
962	Platinum National Dance	10/31/2017	PLATINUM NATIONAL DA...	838.00	0.00	0.00	0.00	0.00	838.00
963	NEWBREED Promotions, Inc.	10/31/2017	NEWBREED	833.00	0.00	0.00	0.00	0.00	833.00
966	SC Society of Accountants	10/31/2017	SC SOCIEITY OF ACCOUN...	1,120.20	0.00	0.00	0.00	0.00	1,120.20
967	GLEAMNS Human Resources Commissi...	10/31/2017	GLEAMNS HR COMMISSION	927.70	0.00	0.00	0.00	0.00	927.70
969	SC Connections Academy	10/31/2017	SC CONNECTIONS ACADEMY	6,729.80	0.00	0.00	0.00	0.00	6,729.80
974	Continental American Insurance Comp...	11/9/2017	CONTINENTAL AMER INS ...	826.25	0.00	0.00	0.00	0.00	826.25
975	American Concrete Institute	11/9/2017	AMERICAN CONCRETE	224.00	0.00	0.00	0.00	0.00	224.00
976	Zurixx	11/9/2017	ZURIXX	781.00	0.00	0.00	0.00	0.00	781.00
978	Compass Municipal Advisors	11/9/2017	COMPASS MUNICIPAL ADV	(322.00)	0.00	0.00	0.00	0.00	(322.00)
980	Elliott Davis Decosimo	11/15/2017	ELLIOTT DAVIS	579.00	0.00	0.00	0.00	0.00	579.00
981	Signature Productions	11/15/2017	SIGNATURE PROD	2,496.10	0.00	0.00	0.00	0.00	2,496.10
982	Lexington Medical Center	10/31/2017	LEXINGTON MEDICAL CEN...	7,359.85	0.00	0.00	0.00	0.00	7,359.85
993	SC Science Council	11/17/2017	SC SCIENCE COUNCIL	5,292.25	0.00	0.00	0.00	0.00	5,292.25
			Total 1052 - Accounts Receivable - Events	28,361.15	10,520.10	5,532.00	3,198.50	72.00	47,683.75
Report Total				490,355.77	108,434.66	9,577.05	3,198.50	2,872.56	614,438.54

489

County of Lexington
Accommodations Tax Fund
FY 2018/2019

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 7/1/2018 End date 6/30/2019

7. Location of Project/Event: GCWC Visitor Center 1006 12th Street Cayce, SC 29033

8. Number of employees: #Full-time _____ #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 2,600
    - ☑ Brochures - # distributed 4,020
    - ☐ Posters - # distributed _____
    - ☑ 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 _____ (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 # Multiple (list on separate sheet with target audience)
    - ☑ Other than listed above: Long Form TV Special (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_____5,020_____
- ☑ Phone call inquiries - estimated phone calls per month_____50_____
- ☑ Brochure mailings - estimated brochures mailed per month_40 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 at Tartan Day South_____

_____

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 $___**81,000**_____
b. Amount of Accommodations Funds requested for this Project: $____**15,000**_____
c. This request equals what percent of the total Project/Event Budget?___**18.5**_____%
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. **Web, Print, Operations of Visitor's 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

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: _____

Answers to all of 19 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:

John R. Banks	Director of Tourism
Print Name	Title
John R. Banks	January 4, 2018
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Greater Cayce West Columbia Visitor Center

List of Funding Sources	Actual 2016/17	Current 2017/18	Estimated 2018/19
City of Cayce	18,000	25,915	30,000
City of West Columbia	20,336	21,000	26,000
Lexington County	13,300	7,000	15,000
Prior Year Carryover	9,207	10,261	10,000
	60,843	64,176	81,000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Greater Cayce West Columbia Visitor's Center

List of Expenditures	Actual 2016/17	Current 2017/18	Estimated 2018/19
Web Advertising	9,728	12,000	20,000
Print Advertising	4,200	2,369	9,000
Printing			5,000
Web Hosting and Maintenance	820		1,000
TV Advertisement			
Office Supplies	27	461	
Rent	600	600	600
Payroll Director and Admin Assistant	31,130	18,580	31,300
Taxes and Administrative Fees	3,757	1,676	4,000
Postage and Misc	124		100
Carry Over	10,261		10,000
Sign Replacement	195		
TV Advertising		22,000	
	60,842	57,706	81,000

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: Greater Cayce West Columbia Visitor's Center

Project/Event Name: Same

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.

	FY2017/18 Current Year	**2016/17 Previous Year**
Total Budget of Event/Project	60,842	66,063
Amount Funded by the Lexington County Accommodations Tax Fund	13,300	13,000
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 Banks
Print Name

Director of Tourism
Title

John R. Banks
Signature

January 4, 2018
Date

Question 10 Distribution Information:

Newspaper Ads: 2

Charlotte Observer 2 Ads Supporting the Bluegrass Festival

Sunday September 24, 2017 and Thursday September 28, 2017

The Charlotte Observer quotes 275,000 readers per day

Magazine Ads: 3

Charlotte Observer Living Here Annual Magazine ¼ page Ad July 2017

Supporting "Got to get out of this town, Pack light and Enjoy"

400,000 Magazines Produced 150,00 distributed to subscribers (1 Year Shelf Life)

Celtic Life Magazine Full Page ad on Center Page month of March 2017

In support of Tartan Day South Festival 470,000 North American Subscribers

Sports Destination Magazine 3/4 page Ad November/December 2017

Supporting Cayce and Lexington Tennis Centers

30,000 Magazines Produced and Distributed to 30,000 Tournament Organizers all over the United States

Television Half Hour Special:

The Southern Weekend Television Broadcast

Half Hour Special aired on 43 TV Markets on August 5th 2017 and August 19th 2017

Ran in Over 15 Million Households across the Southern and Eastern United States

Alabama, Idaho, Texas, Louisiana, Mississippi, Georgia, North Carolina, Tennessee, Missouri, Arkansas, Kentucky, Ohio, Florida, Virginia, South Carolina, Indiana, Oklahoma, Iowa, Kansas

(Full Map Attached)

Raycom TV Markets

43 TV Markets



Website Ads: 6 (Multiple)

Extensive Raycom Package included:

Thesouthernweekend.com

Featured Travel Destination on front Page 5 Video Segments from the Half Hour Special.

on front page for ten days and had over 4.232 views. August 5th- August 15th 2017

480,000 Visitors Per Month

Charlotteobserver.com 125,000 Impressions run of site (Bluegrass Festival)

One Week 9/24/2017 – 10/1/2017

540,000 page views per day

Targeted Digital Ad Campaigns:

Targeted Video Impressions in Support of the The Southern Weekend

Memphis, TN, Cincinnati, OH, Toledo, OH, Montgomery AL

400,055 Targeted Impressions at Travelers ages 25-64

2,119,104 Targeted Display and Video Impressions on Facebook in Same Markets

Targeted Display Campaign

From Nature to Nightlife

Targeted Markets Birmingham, AL, Columbus, GA, Knoxville, TN

Ages 25-54 Active

May 31st through September 30th 2017

865,328 Display Impressions across multiple platforms

421,653 Video Impressions across multiple platforms

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) 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 25 states. We as did most of the area took full advantage of the Total Eclipse Weekend with over 8,000 attendees at two of our major sites drawing over 8,000 people with almost 90% of those coming from out of state.

Much of our advertising is for a complete visit to our area. We have added a few new products in 2017 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 9 % 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. Our unique visitors to our site represented a growth of 24 5 over 2016 in unique web visitors.

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.

2017 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 5,000 Unique Visitors per month. We had our largest increase in Unique Visitors over the year before in 2017. Our most visited page this year was our Riverwalk page followed by restaurants and river sports. Our accommodations page is our main portal to service our hotels. 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 2017 working with "The Southern Weekend" and Raycom communications. We produced a 30 minute Television Segment as a part of the "The South Weekend Travel Series". The hour long show was split with 5 segments from our area and another then another 5 from Myrtle Beach. The Show ran in 43 television markets twice during the month of August. The program was available in over 15 million households in Alabama, Idaho, Texas, Louisiana, Mississippi, Georgia, North Carolina, Tennessee, Missouri, Arkansas, Kentucky, Ohio, Florida, Virginia, South Carolina, Indiana, Oklahoma, Iowa and Kansas. The complete show is now available on our web site. All the segments were then run separately as a highlighted destination featured for ten days on the front page of thesouthernweekend.com. Those cut video segments had over 4,000 views during the month of August. We received over 11,660 web hits from that page in August. We also targeted Travelers in four selected markets, Memphis, TN, Cincinnati, OH, Toledo, OH, and Montgomery, AL with over 1.4 million targeted impressions on their site and Facebook ads and other mobile aps.

We also continued work with Raycom by running a targeted digital campaign "From Nature to Nightlife" in three major drive time markets within hours of Lexington County. From June through September we targeted the active 25 – 54 age group in Columbus, GA, Knoxville, TN, and Birmingham, AL with over 1.5 million mobile and Facebook display ads and video impressions. This produced over 3,300 unique visitor web views.

We continued an area of success in 2017 by helping in promote local festivals outside our area. We provide out of state newspaper advertising (Charlotte Observer) for Cayce's Blue Grass Festival. We also ran a full page ad in Celtic Life Magazine in March of 2017 with nearly half a million North American subscribers. We worked this year with Tartan Day South that drew visitors from 25 states and an estimated 3,640 from outside 50 miles. The Visitor's Center volunteers man the main gate and collect Zip Codes at the main event.

We just completed a two month ad run in the Sports Destination Magazine in a special section focused on tournament Tennis. This magazine goes out to Tournament Organizers and League Directors. We hope to entice them to locate their events at our centers in Cayce and Lexington. We highlight the idea of a mini vacation with your tournament stay.

We continued 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 2017. 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 2016-2017 Final Accounting

Expenses

	Expenses
Advertising Print	
Print Advertising	$ 4,200.50
Advertising Web	
Web Advertising	$ 9,728.00
Website	
Internet Amount (Website)	$ 820.98
Postage	
Postage	$ 123.74
Aministration	
Directors Pay	$ 28,050.00
Taxes and Fees	$ 2,446.07
Assistants Pay	$ 3,080.00
Taxes - Payroll	
taxes Payroll	$ 602.37
Personel Cost	
401 K personel cost	$ 709.50
Office Supplies	
Office Supplies	26.96
Rent	
Rent	$ 600.00
Miscellaneous	
Sign upgrades	$ 194.04
Totals	$ 50,582.16
Carryover to 2017-2018	$ 10,261.03

Revenues Committed		
Lexington Cty		$ 13,000.00
City of Cayce		$ 18,000.00
City of West Columbia		$ 20,000.00
Carry Over		$ 9,207.19
		$ 60,207.19

Actual Revenues		
Carry Over		$ 9,207.19
City of West Columbia		
Lexington Cty	18-Aug	$3,550.00
City of Cayce	14-Sep	$ 18,000.00
City of West Columbia	30-Sep	$ 8,336.00
Lexington Cty	23-Nov	$ 3,250.00
Lexington Cty	9-Feb	$ 3,250.00
Lexington Cty	24-May	$ 3,250.00
West Columbia	25-Apr	$12,000.00
		$ 60,843.19



County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

1. Name of Project/Event: Lexington Visitors Center Operations

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 ext 105 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 Operations

6. Project Timeline: Beginning date July 2018 End date June 2019

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 3 (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: _____ (list on separate sheet with target audience)

11. How many people do you expect to attend? Not an event - 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
- ☐ 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:

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 - Not an event - 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: $ 110,226.50
b. Amount of Accommodations Funds requested for this Project: $ 15,000
c. This request equals what percent of the total Project/Event Budget: 14 %
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 2017-2018 amount $ 15,000, source Lexington County, and purpose: Lexington Visitors Center Operations & Website Expense

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 (c) 6 Chamber of Commerce & Visitors Center

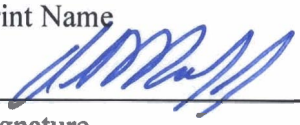
Note: For-profit organizations are not eligible for Accommodations Tax Funds

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
	12/19/2017
Signature	Date

Lexington Visitors Center Operations

19 (a) General Description of Project

The Greater Lexington Chamber and Visitors Center (GLC&VC) 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.

To better acclimate new residents and visitors to the Lexington area, the GLC&VC staff updated the Visitors Center with a touch screen kiosk where staff can introduce newcomers to *lexingtonsc.org* and other community resources. Television screens and modern furniture were also placed in the Visitors Center to provide a more welcoming atmosphere.

The Visitors Center Coordinator consistently reflected the upcoming events in the area this year, making the community events calendar the second-most viewed page on lexingtonsc.org. Other tactics that increased the trust of users in the website included the releasing of new businesses in Lexington, media relations and the coverage of local issues.

In addition, the staff also produced a new county map and a welcome magnet that includes the Visitors Center's contact information.

19 (b) Benefit to Tourism and Community and (c) Number of Visitors

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, attractions, restaurants, maps and up-to-date details about festivals, parades and sporting events.
- This year, over 100 relocation packages have been mailed covering the U.S. including Missouri, Connecticut, New York, California, and Colorado to highlight a few. 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.
- Walk-in visitors are helped with directions to local places of interest. More than 320 visitor bags were provided to walk in guests in 2017.
- Telephone calls and email inquiries come from people across the United States looking for information on Lexington County. This year we received a large number of inquiries about the solar eclipse. People need information about where to stay and what to do.

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 350 bags contain maps, brochures, coupons, and promotional items from local businesses.

The Greater Lexington Chamber and Visitors Center's website, *www.lexingtonsc.org*, continues to increase its influence as a major resource for the community and its visitors with nearly 175,000 page views this year. 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. The Visitors Center calendar of events included on the website provides current information on festivals and community events that will attract local residents and visitors outside of Lexington.

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 business 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.

19 (e) Use of Accommodations Tax Funds

This year the Greater Lexington Chamber and Visitors Center is respectfully requesting $15,000 to support operating costs of our Visitors Center including the 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.

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: GLC&VC

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Membership	297,084	326,000	326,000
Non Dues Revenue	12,669	31,000	16,000
Accomodations Tax - County	10,405	15,000	15,000
Accomodations Tax - Town	63,502	55,000	55,000
Monthly Events	54,767	57,000	57,000
Special Events	203,897	204,380	204,000
Membership Services	47,053	34,000	34,000
Miscellaneous	718	800	800
TOTAL	690,095	723,180	707,800

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: GLC&VC

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Personnel	418,247	424,471	430,000
Facilities	66,123	62,168	63,000
Promotions/Advertising	5,610	10,000	10,000
Monthly Events	20,557	21,000	21,000
Special Events	77,608	90,248	90,000
Membership Services	6,666	13,000	13,000
Operational Expense	47,900	49,752	49,000
TOTAL	642,711	670,639	676,000

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

I. PROJECT INFORMATION:

Organization Name: Greater Lexington Chamber & Visitors Center

Project/Event Name: Lexington Visitors Center Operations

Contact Name: Otis Rawl Phone: 803-359-6113 ext 105

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.):

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	105,191	96,250
Amount Funded by the Lexington County Accommodations Tax Fund	15,000	10,140
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	16,000	20,000
Total Attendance	N/A	N/A
Total Tourists*	N/A	N/A

**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

12/19/2017 — Date

VI. Project Budget Report

Lexington County Accommodations Tax
FY 2017-2018

Greater Lexington Chamber and Visitors Center

Expenditures:

Personnel	$64,031.50
Building Debt	$11,907.00
Facilities	$16,250.00
Telephone	$3,960.00
County Map	$3,253.00
Postage/Printing/Supplies	$2,625.00
Office Equipment/Lease	$2,950.00
Taxes/Insurance	$2,250.00
Website Dues	$3,000.00
Total	$110,226.50

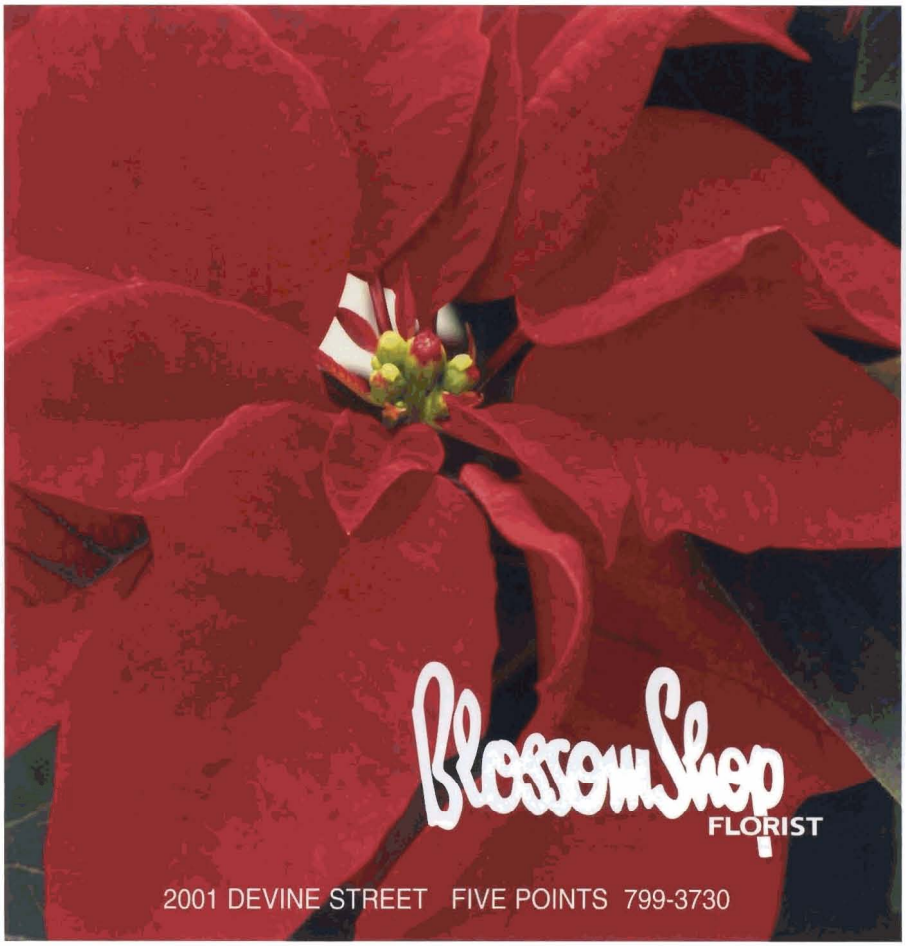
Less Accommodations Tax received:

Lexington County FY 17/18	$15,000.00
Town of Lexington FY 17/18	$15,000.00

Balance of Operation Expenses

$80,226.50

(These numbers are based on percentages of our total budget and are actual expenses related to the operation of the Greater Lexington Visitors Center.)







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WALES GARDEN-Charming and immaculate custom-built all brick home in desirable in-town location! Hardwood floors and 9-foot ceilings down and heavy molding throughout. Formal rooms with built-ins and plantation shutters. Cozy greatroom with fireplace and wet bar. Attached carport and lovely fenced yard. $379,000



MELROSE HEIGHTS-Adorable bungalow with renovated, wonderful kitchen! with fireplace, formal dining room, screened porch. 3 bedrooms, 2 baths plus a large paneled den across the back of the house. Fenced yard, patio and detached storage garage. Great in-town location! $315,000



SANDWOOD HILLS-Great potential in this 5-bedroom, 3 bath brick traditional! Formal rooms, family room with fireplace, large eat-in kitchen. Hardwood floors throughout. 2 master suites! Nice screened porch and patio overlook pool. $179,500

Business Monthly
Columbia
May 2017 Volume 28, Number 5

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POSITION YOURSELF

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INTEGRATED MEDIA PUBLISHING IS SHAPNG SOUTH CAROLINA'S B2B COMMUNITY THROUGH PRINT, DIGITAL MEDIA AND EVENTS

Integrated Media Publishing engages influential business leaders in every industry throughout the state. In South Carolina's three key business hubs, Greenville Business Magazine, C[redacted]nbia Bu[redacted]ess Monthly and Charleston Business Magazine focus on a unique vision of business today and in the future. Our mission is to inspire businesses to be forward thinking, innovative and creative. With engaging stories and commentaries that are informative, as well as ,entertaining. We influence readers through print, web, events and video to be change advocates, problem solvers and thought leaders within the community.

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As the only glossy business magazines across all three markets, these publications offer high-quality production for advertising. In addition to the engaging editorial, readers appreciate great photography and a contemporary, accessible graphic style.

SUBSCRIBER PROFILE

On a monthly basis (and bimonthly in Charleston), these publications reach and engage a powerful audience of community leaders and business professionals. From C-level executives to small business owners, task force leaders to entrepreneurs, these decision makers are focused on tracking issues, progress, and opportunities in their community, and in finding ways to learn, connect, collaborate, and make an impact.

CIRCULATION

Greenville Business Magazine	Printed	8,500	Digital Requested	7,000
Columbia Business Monthly	Printed	8,000	Digital Requested	2,500
Charleston Business Magazine	Printed	6,000	Digital Requested	1,000

Integrated Media PUBLISHING

January

Features:50 Most Influential, Real Estate & Construction, Health Care

Statewide: Immigration

Listings: Commercial Real Estate

February

Feature: Bank & Finance, Law, Security

March

Feature: Manufacturing, Technology & Innovation, Education, Agriculture

Listings: Luxury Real Estate, Made in SC

Special Edition: State of the LowCountry

April

Feature: Real Estate & Construction, Health Care, Minority Business

Listings: Luxury Real Estate, Commercial Real Estate, Golf, Grown in SC

May

Feature: Top Workplaces, Human Resources, Workforce Development, Bank & Finance, Law, Hospitality & Events

Listings: Luxury Real Estate, Meetings & Conventions Guide

June

Feature: Manufacturing, Transportation, Logistics, Education, Recycle

Listings: Green Listings (GBM & CBM)

July

Feature: Site Selection, Real Estate & Construction, Health Care

Listings: Commercial Real Estate

Green Listings (Charleston)

Special Edition: State of the Upstate

August

Feature: Legal Elite, Law, Bank & Finance, Technology & Innovation

September

Feature: Best & Brightest 35 and Under, Education, Workforce Development

Listings: Higher Education

October

Feature: Real Estate & Construction, Health Care, Manufacturing, Energy, Cyber Security

Special Edition: Greenville Business 25th Anniversary

Special Edition: State of the Midlands

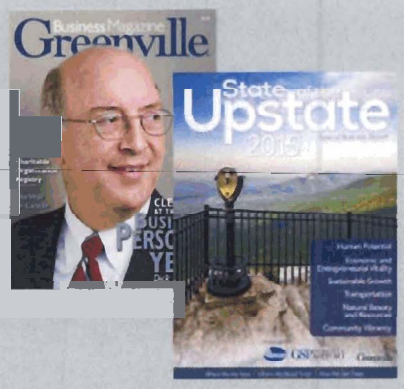
November

Feature: SC 25 Fastest Growing Companies- South Carolina's hottest companies offer insights on their success, Bank & Finance, Law

December

Feature: Charitable Giving Edition, Anniversaries

Listings: Giving Guide







Greater Columbia Business Monthly Zip codes		Total
	29033	50
29169-72		500
	29072	600
	29016	100
	29045	75
29061-63		350
	29071	150
	29201	650
	29202	550
	29203	200
	29204	275
	29205	275
	29206	200
	29208	190
	29209	280
	29210	350
	29211	180
	29212	260
	29221	100
	29223	340
	29224	200
	29229	150
	29230	50
	29250	100
	29260	75
	29290	100
29240-44		50
29218-20		20
Greenville zips and out of state		75
Drop ship		500
Grand Total		**6995**

Columbia Regional Business Report (March 2017)



LEXINGTON, SC





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Mail delivery of 3/27/17 **Columbia Regional Business Report**

Sorted by ZIP code

Source: SC Biz News circulation statistics

Zip code	Active
02210	1
07014	1
14224	2
18103	1
19103	1
20878	1
21029	1
23111	1
23185	1
23226	1
23237	1
23462	1
23510	1
27103	1
27106	1
27107	1
27114	1
27402	1
27407	1
27511	1
27513	1
27517	1
27524	1
27587	1
27601	1
27606	0
27607	0
27608	1
27609	3
27612	1
27613	1
27617	1
28012	1
28036	1
28078	2
28104	0
28164	1
28173	1
28202	4
28203	3
28204	1
28209	1
28210	1
28211	1
28217	4

Zip code	Active
28241	2
28262	1
28269	1
28273	2
28277	2
28278	1
28403	1
28412	1
28625	1
28658	1
28731	2
28803	1
28806	1
29001	1
29002	6
29006	32
29009	5
29010	1
29016	47
29018	7
29020	121
29021	23
29030	1
29032	4
29033	73
29036	68
29037	1
29038	2
29039	3
29040	13
29044	11
29045	59
29047	8
29048	4
29051	1
29052	4
29053	23
29054	27
29055	1
29058	0
29059	16
29061	25
29063	142
29065	1
29067	5

Zip code	Active
29070	53
29071	48
29072	292
29073	113
29075	6
29078	48
29080	2
29102	2
29104	3
29107	4
29108	123
29112	11
29113	3
29115	148
29116	43
29117	1
29118	74
29122	3
29123	16
29125	5
29126	4
29127	24
29128	3
29129	1
29130	5
29133	1
29135	10
29138	1
29142	22
29146	3
29148	1
29150	302
29151	38
29152	4
29153	43
29154	67
29160	24

519

Zip code	Active
29161	1
29162	1
29163	2
29164	4
29166	1
29168	3
29169	214
29170	97
29171	33
29172	43
29175	1
29177	5
29178	7
29180	14
29201	538
29202	136
29203	163
29204	129
29205	146
29206	119
29207	9
29208	32
29209	145
29210	237
29211	37
29212	111
29219	5
29220	1
29221	16
29223	226
29224	19
29229	77
29230	11
29240	8
29250	28
29260	11
29290	22
29301	3
29302	1
29303	2
29304	5
29306	5
29307	1
29323	1

Zip code	Active	Zip code	Active	Zip code	Active	Zip code	Active
29330	1	29484	1	29630	1	29926	1
29332	1	29485	9	29631	2	29927	0
29334	3	29486	5	29633	1	29928	1
29340	1	29488	2	29641	4	30062	1
29355	1	29492	15	29642	2	30066	1
29360	1	29501	11	29645	1	30076	1
29376	1	29502	6	29648	2	30144	1
29388	2	29505	1	29650	11	30303	1
29401	30	29512	0	29651	2	30305	5
29402	4	29520	3	29652	3	30309	1
29403	14	29526	1	29662	2	30318	1
29404	1	29528	2	29669	1	30326	1
29405	24	29536	1	29670	2	30339	1
29406	12	29540	1	29671	1	30345	0
29407	13	29550	0	29673	2	30361	1
29410	4	29554	0	29678	2	30519	1
29412	19	29555	0	29680	4	30721	0
29413	3	29556	2	29681	8	30809	2
29414	12	29560	1	29685	1	30901	1
29415	1	29568	1	29687	2	31146	0
29417	2	29571	0	29690	2	31322	1
29418	16	29572	1	29706	1	31403	1
29419	2	29574	1	29707	1	31405	2
29420	2	29575	1	29708	4	31406	1
29422	1	29576	1	29709	1	32256	0
29423	3	29577	3	29710	1	32309	1
29424	2	29585	0	29715	3	32563	1
29425	2	29587	1	29716	1	32789	1
29432	5	29597	1	29721	2	33069	1
29435	1	29601	38	29729	3	33311	1
29436	1	29602	4	29730	3	33860	1
29438	1	29605	5	29731	1	34119	1
29440	2	29606	5	29732	4	34232	1
29445	8	29607	32	29745	1	34608	1
29451	1	29609	4	29801	2	34668	0
29455	6	29611	1	29802	3	35904	1
29456	1	29615	18	29803	4	37215	1
29457	2	29616	3	29808	1	37230	1
29461	2	29617	2	29812	1	40245	1
29464	31	29621	3	29824	1	44131	1
29465	5	29622	2	29831	0	44135	1
29466	17	29624	1	29851	1	44237	1
29477	1	29625	2	29860	1	44333	1
29483	8	29627	1	29901	1	45067	1

Zip code	Active
45402	1
48044	1
48126	1
48154	1
60611	0
60657	0
66210	0
66211	0
67101	0
70005	1
70809	1
76501	1
76682	0
80525	1
90248	1
92037	1
92129	1
92614	1
93721	1
98004	1
98117	1
98401	1
Total	**5,646**
Grand total	**5,646**

County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

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, 350 E. Columbia Ave., 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 01/01/2018 End date 01/01/2019

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 490
    - ☒ Brochures - # distributed 297
    - ☒ Posters - # distributed 475
    - ☒ 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 # 1 (list on separate sheet with target audience)
    - ☒ Other than listed above: Facebook 522 (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 10,711 Visits, 152,995 Hits
- ☒ Phone call inquiries - estimated phone calls per month 64
- ☒ Brochure mailings - estimated brochures mailed per month 16
- ☐ 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 routes

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 23

Spinner's Resort 15

Hampton Inn, Lexington 12

Leesville Lodge 4

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: $ 104,700.00
b. Amount of Accommodations Funds requested for this Project: $ 15,000.00
c. This request equals what percent of the total Project/Event Budget: 14 %
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, postage, Visitor's Center

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year 2017/2018, amount $ 15,000.00, 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:

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	01/04/2018
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Batesburg-Leesville Chamber of Commerce & Visitor's Center

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
MEMBERSHIP	25,596	27,265	29,000
MEMBERSHIP OPPORTUNITIES	2,819	1,175	3,000
MEMBERSHIP MEETING SPONSOR	875	648	700
COUNTY ACCOMMODATION TAX	7,820	9,780	15,000
SPECIAL EVENTS	45,093	30,051	33,000
AFFINITY PROGRAMS	6,457	8,592	8,500
MISCELLANIOUS	479	521	600
112 E. COLUMBIA AVE. SALE	0	13,845	7,900
DREAM CATCHERS	0	7,355	3,000
ARTS ON THE RIDGE		3,132	4,000
TOTAL	89,139	102,364	104,700

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: BATESBURG-LEESVILLE CHAMBER OF COMMERCE & VISITOR'S CENTER

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
PERSONNEL	33,200	36,500	37,500
FACILITIES	5,053	6,010	6,500
DUES	250	140	250
POSTAGE, PRINTING, OFFICE SUPPLIES, ADVERTISING	7,770	7,652	8,000
TELEPHONE	2,199	1,848	2,200
SPECIAL EVENTS	14,545	12,813	11,746
MONTHLY MEMBERSHIP MEETINGS	4,618	4,461	4,900
MEMBERSHIP SERVICES	412	888	1,000
TAXES/INSURANCE	9,243	9,714	10,000
RENT EXPENSE	7,625	7,200	7,200
ARTS ON THE RIDGE	5,182	3,701	3,480
DREAM CATCHERS	0	6,413	4,000
112 E. COLUMBIA AVE.		7,063	7,924
TOTAL	90,097	104,403	104,700

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

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.):
Arts on the Ridge continues to grow with the help of Accommodation Tax Funds. Our Facebook usage continues to increase while our web site has leveled off, but still has high numbers.

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	104,403	88,360
Amount Funded by the Lexington County Accommodations Tax Fund	9,780	7,820
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	9,780	7,820
Total Attendance	106,500	105,000
Total Tourists*	87,000	86,500

**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.): SC Poultry Festival Committee, SCDOT, Sheriffs' Dept., B-L Police Dept., Parade routes, ticket sales, 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

01/04/2018
Date

Batesburg-Leesville Chamber of Commerce
Profit & Loss
January through December 2017

	Jan - Dec 17
Income	
112 E Columbia Ave.	13,844.75
Accomodation Tax	9,780.00
Annual Auction	16,172.50
Annual Banquet	3,690.00
Annual Christmas Parade	70.00
Annual Fashion Show	200.00
Arts on the Ridge	3,132.00
Blue Cross Blue Shield	8,591.90
Community Christmas Tree Light	265.00
Dancing with the Stars of Hope	949.00
Directory Sponsorship	1,175.00
Dream Catchers Income	7,355.14
Dues	27,265.05
Fall Fashion Show	950.00
Golf Tournament	7,154.00
Interest Income	9.36
Master Plan Grant Funds	508.08
Membership Meeting Income	97.50
Membership Meeting Sponsorship	550.00
Miscellaneous Income	5.00
Website	600.00
Total Income	102,364.28
Expense	
Advertising	1,260.89
Ambassador	200.00
Annual Auction Expense	3,280.29
Annual Banquet Expense	2,413.06
Arts on the Ridge Expense	3,219.76
Bank Charges	808.65
Bank Transfer	10,763.88
Christmas Parade	282.54
Christmas Tree Lighting	280.48
Contributions Expense	584.50
Dancing with the Stars of Hope2	1,815.84
Directory Expenses	1,524.03
Dream Catchers	6,412.80
Fashion Show Expense	1,093.59
Gas & Electric	2,012.55
Golf Tournament Expense	2,788.42
Industry Appreciation	405.37
Insurance	1,165.38
License	25.00
Marketing	550.00
Meals	198.15
Membership Decals	419.44
Membership Meeting Expenses	3,962.90
Misc Expense/Monthly Printing	1,156.25
Office & Yard Maintenance	155.00
Office Supplies	1,143.00
Organizational Dues	115.00
P.O. Box Rental	88.00
Payroll Expenses	30,499.56
Postage	447.34
Rent Expense	7,200.00
Repairs and Maintenance	112.50
Ribbon Cuttings	150.49
Salary - Other	10.70
Salary Benefits	6,000.00
Taste of the Town Expense	151.89
Tax Expense	
Unemployment Tax Expense	8.40
Tax Expense - Other	8,540.33
Total Tax Expense	8,548.73

Batesburg-Leesville Chamber of Commerce
Profit & Loss
January through December 2017

	Jan - Dec 17
Teacher Reception	77.47
Telephone Expenses	1,847.67
Water	343.80
Web Site	888.00
Total Expense	104,402.92
Net Income	-2,038.64

County of Lexington

Accommodations Tax Fund

FY 2018/2019

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 is and has been "Information Central" for Batesburg-Leesville and its surrounding area. The center is the first stop for visitors to this area 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 opportunity 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 businesses in the surrounding area. Our web page promotes our community in a professional manner and provides more information on events, businesses, and weekly news. A monthly calendar for the year with chamber events as well as community events is listed. Each member has a page to promote their business and can be updated at their 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 request 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 in 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 creates 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 $7,600. 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

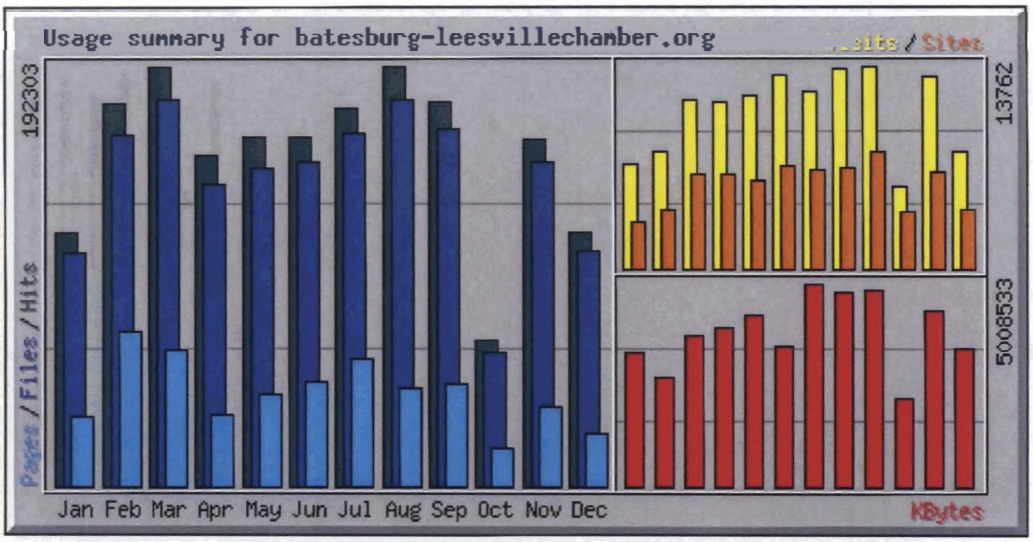
FY 2016 Final Report

Expenses Paid by Accommodations Tax Funds

Total Cost for Printing, Postage, Advertising, and Visitor packets $7,900.00

Usage Statistics for batesburg-leesvillechamber.org

Summary by Month
Generated 31-Dec-2017 07:12 EST



Summary by Month

Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
Dec 2017	3729	3480	768	256	4012	3394796	7964	23828	107889	115608
Nov 2017	5286	4930	1208	433	6588	4340087	12994	36262	147911	158602
Oct 2017	2159	1975	579	178	3835	2174070	5548	17979	61236	66940
Sep 2017	5846	5455	1564	458	7952	4813712	13762	46937	163677	175386
Aug 2017	6186	5693	1464	435	6768	4788131	13507	45391	176503	191787
Jul 2017	5587	5207	1878	389	6689	5008533	12068	58236	161447	173224
Jun 2017	5317	4947	1601	437	6914	3468585	13136	48045	148410	159535
May 2017	5154	4704	1356	376	6009	4203305	11685	42048	145834	159792
Apr 2017	5050	4594	1076	377	6351	3928909	11310	32285	137849	151520
Mar 2017	6203	5706	2007	371	6425	3706929	11508	62246	176894	192303
Feb 2017	6241	5748	2525	281	4048	2687248	7888	70708	160946	174754
Jan 2017	3757	3442	1030	230	3145	3294719	7159	31935	106730	116487
Totals						**45809024**	**128529**	**515900**	**1695326**	**1835938**



County of Lexington
Accommodations Tax Fund
FY 2018/2019

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: see funding page

6. Project Timeline: Beginning date 07/01/2018 End date 06/30/2019

7. Location of Project/Event: 701 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? 30,550

12. Of this number, how many are tourists? 24,440 (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: $ 126,800.00
b. Amount of Accommodations Funds requested for this Project: $ 30,000.00
c. This request equals what percent of the total Project/Event Budget: 23.66 %
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 2018, amount $ 30,000, 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
Print Name

Exec Dir
Title

Signature

01-05-18
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 8,200 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	460
Hampton-West Columbia	274

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	$126,400.00	$ 135,800.00
Amount Funded by the Lexington County Accommodations Tax Fund	$30,000.00	$30,000.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance	30,100	31,100
Total Tourists*	24,080	24,880

**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.

DAVID VELDMAN — Print Name

FINANCE DIRECTOR — Title

Signature

1/5/18 — Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Lexington County Recreation and Aging Commission

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Accommodations Tax Request			$30,000.00
Gates and T-shirt Sales			$68,500.00
Concessions - Other Revenue			$28,200.00
TOTAL			$126,800.00

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Lexington County Recreation and Aging Commission

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Torunament Bids & Registrations			$30,000.00
Labor			$26,800.00
Materials & Supplies			$15,600.00
Utilities			$25,300.00
Advertising & Promotion			$15,100.00
T-shirts			$14,000.00
TOTAL			$126,800.00

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 2018 softball season is expected to be another exceptional year, as we have secured several major tournaments. These tournaments include: USSSA Baseball State Directors Challenge, 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), USSSA Fastpitch State Championship, USSSA Fastpitch Spring Into Summer Classic, USSSA Ultimate Fastpitch Experience, NSA 40 & Over/Coed World Series, ISA State Championship (All Divisions), USSSA Baseball Jay Criscione Super 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 2017.

TOURNAMENT	# of Teams	# of States	# of Participants
USSSA Baseball Spring Super NIT	90	5	1,350
USSSA Fastpitch State Championships	44	2	660
NSA Slowpitch Super State Tournament	65	2	975
USSSA Baseball State Director Challenge	45	4	675
USSSA Fastpitch Mid Atlantic Championship	38	3	570
USSSA Slowpitch State Tournament	47	1	705
USSSA Summer Series Fastpitch Championship	45	3	675
USSSA Fastpitch Spring Into Summer Classic	40	4	600
USSSA Baseball Jay Criscione Fall Super NIT	88	5	1,320

D. Economic Impact:

Players, their families, and supporters spend an average of three days participating in tournaments. We had almost 30,000 participants with a direct economic impact of $4,467,565 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 $13,402,695.

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 its home in Lexington County.

County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

JAN 2018
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

1. Name of Project/Event: Riverbanks Zoo and Garden FY2019 Advertising

2. Sponsoring Organization: Riverbanks Zoo and Garden

   Mailing Address: 500 Wildlife Parkway, Columbia, SC 29210

3. Event/Project Director:

   Name Lochlan Wooten Title Chief Marketing Officer

   Telephone 803-602-0837 Alternate Telephone _____

   Fax Number 803-771-8722

   Email lwooten@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 7/01/2018 End date 6/30/2019

7. Location of Project/Event: Riverbanks Zoo and Garden

8. Number of employees: #Full-time 145 #Part-time 225

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 20 (list newspapers and distribution range on separate sheet)
    - ☒ Television Ads - # ads 4800 (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☒ Billboards - # ads 70 (list number and location of billboards on separate sheet)
    - ☒ Websites - # web pages other than primary website # 10,000 (list on separate sheet with target audience)
    - ☒ Other than listed above: 6 Magazine issues (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? 900,000 (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 450,000
- ☐ Phone call inquiries - estimated phone calls per month 3000
- ☐ Brochure mailings - estimated brochures mailed per month 5000
- ☐ 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 Survey kiosk collect data all day, every day.
- ■ Other than listed: zip codes are collected with every gate and online purchase.

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 FY17-17 more than 400 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: $ 540,000
b. Amount of Accommodations Funds requested for this Project: $ 80,000
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. television and outdoor ads

17. Has your project or organization previously received Accommodations Tax Funds?
■Yes ☐No

a. If yes, state year 2017, amount $ 56,844 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. on the heels of the recently completed expansion, Destination Riverbanks, the Zoo and Garden experinced a record breaking year in FY17 and is looking forward to another year of record attendance and increased economic impact. as a result of the expansion the number of tourists traveling from outside the Columbia area increased from 53% to an incredible 80%.

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 Weston	Chief Marketing Offcier
Print Name	Title
[signature]	1/5/2018
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name:_____

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Lexington County A-Tax	47,500	56,844	80,000
Richland County A Tax	59,000	67,500	80,000
West Columbia A Tax	15,400	10,000	15,000
City of Columbia H Tax	55,000	43,000	60,000
SC PTR TAG	19,280	19,240	20,000
Riverbanks Park Commission	283,820	313,416	285,000
TOTAL	480,000	520,000	540,000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Riverbanks Zoo and Garden

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Television	262,000	250,000	250,000
Outdoor	120,000	140,000	140,000
Digital	75,000	100,000	120,000
print	17,000	20000	20000
radio	2000	10000	10000
TOTAL	476,000	520,000	540,000

RIVERBANKS ZOO & GARDEN
columbia south carolina

LEXINGTON COUNTY ACCOMMODATIONS TAX FUND REQUEST

PROJECT DESCRIPTION

2018-2019

Riverbanks Park Commission
500 Wildlife Parkway
Columbia, SC 29210
Federal Tax ID: 56-0946437

Contact:
Lochlan Wooten
Chief Marketing Officer
Phone: 803.602.0837
Fax: 803.771.8722
Email: lwooten@riverbanks.org

Funding request: $80,000

January 5, 2018

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. A key feature of this expansion, Waterfall Junction at Riverbanks Botanical Garden, opened in Lexington County and has increased visitation to the Botanical Garden nearly 300%.

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 2018-19 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 the Zoo as well as 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.

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 2017, Riverbanks welcomed 1,389,654 visitors. Based on expert studies,

visitor surveys and zip codes tracked at the gate, greater than 900,000 (or 70%) of those visitors were tourists from outside a 50-mile radius. Nearly 200,000 visitors entered through the Lexington County turnstiles, and of those more than 100,000 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 – Tourism and Employment

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. More than 70% of Riverbanks' visitors originate from outside a 50-mile radius, and more than 35% come from outside of the state. The average spending per day per Zoo visitor is $73, pumping greater than $30 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 2018-19, with the completion of the Destination Riverbanks expansion.
- Seventy percent—or approximately 900,000—of Riverbanks visitors will be tourists from outside a 50-mile radius.
- Studies indicate that 22%—or 198,000—of those 900,000 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 56,574 paid room nights.

Riverbanks partnered with 10 hotels in Lexington County to offer discount ticket packages in 2016. These packages alone generated over 400 room nights and $44,000 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.

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

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.

E. HOW ADVERTISING WILL ATTRACT AND PROMOTE TOURISTS TO THE AREA

Waterfall Junction will be the primary focus of the 2018-19 advertising campaign and, in particular, we will target potential markets outside of the Midlands.

GOAL/OBJECTIVES

The goal of the 2018-19 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 and new zoo exhibits. Promoting these new attractions 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 2018 include Coke, Mast General Store, McDonald's, Aflac, WIS, WACH, WLTX and SSA.

Creative work and placement of the campaign ads will be finalized in April 2018, 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.

RICHLAND-LEXINGTON RIVERBANKS PARK DISTRICT

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

FOR THE YEAR ENDED JUNE 30, 2017

	Major Funds			
	General Fund	Debt Service	Capital Projects	Total Governmental Funds
REVENUES				
Property taxes	$ 3,386,403	$ 2,840,918	$ -	$ 6,227,321
Sales taxes	-	-	873,090	873,090
Accommodations and hospitality taxes	195,276	-	-	195,276
General admission fees	6,440,327	-	-	6,440,327
Concession and retail commissions	1,957,118	-	-	1,957,118
Riverbanks Society contributions	1,883,705	-	1,781,143	3,664,848
Classes and program fees	493,715	-	-	493,715
Rides, shows and promotions,	2,667,274	-	-	2,667,274
Facility rental and group admission fees	229,584	-	-	229,584
Sponsorships	171,339	-	-	171,339
Non-federal grants and contributions	13,632	-	142,302	155,934
Interest revenue	18,575	11,569	10,305	40,449
Miscellaneous revenues	23,631	-	-	23,631
Total revenues	17,480,579	2,852,487	2,806,840	23,139,906
EXPENDITURES				
Administrative	2,225,392	538		2,225,930
Animal care	3,768,449	-		3,768,449
Education	247,584		-	247,584
Botanical	1,067,835		23,305	1,091,140
Facility management	2,118,945		-	2,118,945
Utilities	1,555,497	-		1,555,497
Marketing and public relations	952,602	-		952,602
Guest services	2,740,889			2,740,889
Rides, shows, promotions, and rentals	1,031,406			1,031,406
Classes and programs	449,918			449,918
Debt service				
Principal	171,550	1,455,000		1,626,550
Interest	61,269	1,464,221		1,525,490
Capital outlay				
Land, building, equipment, & improvements	-	-	2,325,671	2,325,671
Rides, Shows, and Promotions	-	-	72,865	72,865
Total expenditures	16,391,336	2,919,759	2,421,841	21,732,936
Excess of revenues over (under) expenditures	1,089,243	(67,272)	384,999	1,406,970
OTHER FINANCING SOURCES (USES)				
Loan proceeds from refinancing	1,680,000	-	-	1,680,000
Repayment of debt	(1,643,175)			(1,643,175)
Transfers in	-	-	971,167	971,167
Transfers out	(971,167)	-	-	(971,167)
Total other financing (uses) sources	(934,342)	-	971,167	36,825
Net change in fund balances	154,901	(67,272)	1,356,166	1,443,795
Fund balance, beginning of year	2,728,769	1,457,856	(178,788)	4,007,837
Fund balance, end of year	$ 2,883,670	$ 1,390,584	$ 1,177,378	$ 5,451,632

The accompanying notes are an integral part of these financial statements.

County of Lexington
Accommodations Tax Fund
FY 2018/2019



APPLICATION

1. Name of Project/Event: EdVenture Tourism Marketing FY2018-19

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 7/1/18 End date 6/30/19

7. Location of Project/Event: EdVenture Children's Museum

8. Number of employees: #Full-time 38 #Part-time 83

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 10,000
    - ☐ Brochures - # distributed _____
    - ☑ Posters - # distributed 25-50 Events
    - ☐ 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 250-500 (list stations and viewing range on separate sheet)
    - ☐ Radios Ads - # ads _____ (list stations and listener range on separate sheet)
    - ☑ Billboards - # ads 10 + _____ (list number and location of billboards on separate sheet)
    - ☑ Websites - # web pages other than primary website # 10 (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? 200,000

12. Of this number, how many are tourists? 180,000 (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 40,000
- ☐ Phone call inquiries - estimated phone calls per month 100
- ☐ 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: 200,000 - Museum ticket software. All visitors are asked their zip codes

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 Lexington and Richland Counties. It is estimated that EdVenture will generate at least 11,250 in FY2019.

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: $ 84,000
b. Amount of Accommodations Funds requested for this Project: $ 10,000
c. This request equals what percent of the total Project/Event Budget: 12 %
d. List specifically what the funds will be used for and the estimated amount i.e. brochures - $1,500, etc. Billboards $2,500, TV $5,000, Digital/Web $2,500

17. Has your project or organization previously received Accommodations Tax Funds?
☑Yes ☐No

a. If yes, state year 2017-18, amount $4,500, source Accommodations Tax, and purpose: out of market marketing expenses.

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: Thank you for supporting EdVenture's marketing efforts.

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	1/4/18
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: EdVenture, Inc.

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Lexington County ATax	$2,500	$4,500	$10,000
City of West Columbia ATax	$4,000	$2,000	$4,000
Richland County ATax	$20,000	$20,000	$20,000
SCPRT	$20,000	$19,500	$20,000
City of Columbia HTax	$18,500	$19,000	$20,000
Richland County HTax	$10,000	$10,000	$10,000
TOTAL	$75,000	$75,000	$84,000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: EdVenture, Inc.

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Billboards			$2,500
Digital/Web	$1,000		$2,500
TV/Cable	$1,500	$4,500	$5,000
Printing			
Newspaper and Magazine ads			
TOTAL	$2,500	$4,500	$10,000

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 200,000 visitors annually, through effective marketing and advertising, collaborations and strategic partnerships.

EdVenture requests $10,000 to assist with FY2018-2019 out of market tourism marketing promoting EdVenture's 15th birthday and a new and improved *Snowville* exhibit which will be displayed in January 2019. The objectives for EdVenture's 2018-19 tourism advertising:

1. Promoting EdVenture's 15th Birthday Events and Programs across South Carolina
2. Market a new and improved *Snowville* exhibit to out of market visitors through various marketing and advertising vehicles including billboards, print ads, TV, radio and digital/web.
3. Build awareness with out-of-market audiences that EdVenture 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. EdVenture will also cross promote all EdVenture locations including the Children's Museum of South Carolina (Myrtle Beach) and EdVenture Hartsville (opening in 2018).

November 2019 marks EdVenture's 15th birthday, but the celebration will run throughout FY2018-19 with monthly programs and events. Included in the celebration are:

- *2018 Summertime Saturdays (July)*
- *Countdown to Kindergarten (August)*
- *Farmville (September)*
- *Halloween Hoopla (October)*
- *Diced! – Children's Cooking Contest (November)*
- *Gingerbread Jamboree (Decemebr)*
- *Snowville (January)*
- *Take Heart and Smile Month (February)*
- *Storybook Ball (March)*
- *Eggstravaganza (April)*
- *Maker Faire (May)*
- *2019 Summertime Saturdays (June)*

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 2018-19 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.

C. Total Attendance vs Total Tourists (projected)

Edventure anticipates total attendance to be over 210,000 with 63,000 tourists in FY19 that travel 50 miles and more to visit the Museum.

When analyzing audience numbers for FY2017, EdVenture's 200,327 visitors included 60,098 30% tourists travelling 50 miles or more and 140,229 (70%) residents within a 50-mile radius of Columbia. Visitors from Lexington County totaled 24,640 and 49,681 were from Richland County. Over 62% of EdVenture's audience lives outside of Lexington and Richland Counties.

D. Economic Impact of Tourism

EdVenture serves as a catalyst for economic vitality and growth, with a projected overall economic impact of over $14.8 million. Quality of life indicators for growing cities continually reveal that children's museums are an important factor in attracting intellectual capital development. Since 2003, EdVenture Children's Museum has been a vital resource for residents of Lexington County and throughout South Carolina with museum exhibits and programs. We are also an important part of many children's lives through school field trips, after school programs, and/or family visits.

EdVenture's annual 11,250 hotel/motel room nights will be added as a result of this project. EdVenture is able to configure our Economic Impact Analysis from data collected through our reservation and admissions software program that allows us to track the origin of all visitors. This system is fully integrated and we use it to input each visitor's zip code as well as how they learned about EdVenture.

television, digital, billboard and radio placements. Use of social media, blogs, www.edventure.org and cross promotions at the Children's Museum of South Carolina and EdVenture Hartsville will also be included in our marketing plan.

Accommodations Tax Funds will be used to market EdVenture 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 its 15th birthday, *Snowville* and EdVenture as a whole to tourists outside the 50 mile radius from EdVenture.

EdVenture Tourism Marketing Plan 2018-19

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:
Spectrum - 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

EdVenture
EDUCATION. EVERYONE.

FY17-18 County of Lexington Accommodations Tax
Expenses Report

WISTV ads– (Buonasera – Nov/Dec 2017)	$2,000
Out of Market Cable Ads (Buonasera – December 2017)	$2,500
	$4,500

211 Gervais Street | Columbia, South Carolina 29201 | 803-779-3100 | www.edventure.org

County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

JAN 2018
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

1. Name of Project/Event: Museum Advertising and Restoration

2. Sponsoring Organization: Lexington County Museum

   Mailing Address: PO Box 637 Lexington, SC 29071

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 8/6/2018 End date 6/28/2018

7. Location of Project/Event: Lexington County Museum

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 60
    - ☒ 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 # 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? 19,000

12. Of this number, how many are tourists? 4,000 (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 150
- ☒ Brochure mailings - estimated brochures mailed per month
- ☐ Event ticket sales - estimated tickets sold per event
- ☒ Event registration - estimated registrants per event 350
- ☐ Hotel sales - estimated sales per event/per month
- ☒ License plates - estimated count per event 200
- ☒ Surveys - estimated number of responses per survey 12
- ☒ Other than listed: visitor logs

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 has no way of tracking this information unfortunately.

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: $ 26,000
b. Amount of Accommodations Funds requested for this Project: $ 13,000
c. This request equals what percent of the total Project/Event Budget: 50 %
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 17-18, amount $ 25,500, source county, and purpose: driving tour brochure, restoration, open houses

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
Print Name

Museum Director
Title

J. R. Fennell
Signature

1/3/2018
Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Lexington County Museum

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
County of Lexington General Fund	404,201	342,376	240,000
Friends of the Lex. County Museum	9,4960	25,000	12,000
Lexington County Accommodations Tax	6,154	25,500	12,000
Town of Lexington Accommodations Tax	8,000	8,000	8,000
TOTAL	423,355	400,876	272,000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Lexington County Museum

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Personnel	187,311	206,824	206,824
Education	2,100	3,000	3,000
Restoration/Repair	201,311	141,300	15,000
Exhibits/Events/Video	8,000	8,000	11,000
Museum Management	28,579	40,752	35,000
Advertising	1,000	1,000	2,000
TOTAL	428,301	400,876	272,824

Lexington County Museum Accommodations Tax Application

10. Magazine – Free Times Guide to Lexington

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, Midlands 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 2018-2019

Item	Cost
Museum Brochure Printing	$2,000.00
Museum Promotion	$3,000.00
Christmas and Spring Open House Expenses (Supplies, Advertising)	$3,000.00
Lorick House Restoration	$5,000.00

19.

A.This fiscal year, the Lexington County Museum would again like to request $13,000 from the Lexington County's accommodation tax fund to help pay for several different projects. 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 2017 Open House was another successful event with more than 500 people visiting the museum that day, including visitors from Augusta, Georgia, Raleigh, 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 again 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 more cell phone walking tour brochures for the museum. The museum is currently running low on the number of brochures it has in stock. These brochures are another way for visitors to interact with the

historic structures at the museum, especially those who do not want a guided tour or come before or after the museum is closed.

Funds are also needed to help with repairs to the Lorick Cabin. This cabin, built in 1775, is instrumental in helping the museum interpret life in the 18th century in Lexington County and 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.

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 2016-17, the Lexington County Museum saw more than 17,000 visitors. Over the past fiscal year, the museum was visited by tourists from forty-five states (not including Washington, DC and Puerto Rico) and twenty foreign countries. The number of visitors not affiliated with a school group continues to be high as the museum hosts more events and advertises more. 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 9,000 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.



January 4, 2018

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 2018-2019. Thank you for the opportunity to submit this application. We are focusing our request of $12,000.00 to support the ongoing refurbishment and upkeep 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, as well as the publication of a new Chapin street map.

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 a copy of our 2017 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 2018-2019 request.

Sincerely,

Christina B Chappell

Christina Chappell
Executive Director
Greater Chapin Chamber of Commerce & Visitor's Center

County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

1. Name of Project/Event: The Greater Chapin Chamber of Commerce & Visitor's Center

2. Sponsoring Organization: The Greater Chapin Chamber of Commerce & Visitor's Center

   Mailing Address: P.O. Box 577 Chapin, SC 29036

3. Event/Project Director:

   Name Christina Chappell Title Executive 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, 2018 End date June 30, 2019

7. Location of Project/Event: 302 Columbia Avenue, Chapin, SC 29036

8. Number of employees: #Full-time 2 #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 3,000
    - ☒ Brochures - # distributed 4,000
    - ☐ 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 several see attached (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: _____ (list on separate sheet with target audience)

11. How many people do you expect to attend? 40,000

12. Of this number, how many are tourists? 20,000 (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 45-50
    - Phone call inquiries - estimated phone calls per month 275-325
    - Brochure mailings - estimated brochures mailed per month 30-35
    - Event ticket sales - estimated tickets sold per event 175-225
    - ☐ 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, SCE&G/SCANA, Ellett Brothers, Lexington Medical Center, Palmetto Health, and Fiserv. It is approximated that over 12,000 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: $ 26,000
    b. Amount of Accommodations Funds requested for this Project: $12,000
    c. This request equals what percent of the total Project/Event Budget: 46%
    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 2017/2018, amount $ 15,000, source Lexington County Accommodations Tax Fund, and purpose: Upkeep and Repairs of Visitor's Center, Advertising for Special Events, and Directory Production and Mailings

    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	1/3/2018
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Greater Chapin Chamber of Commerce & Visitor's Center

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Events (Comedy, Gala, Golf and Silent Auction)	$31,870	$26,380	$27,455
House Rental	$1,030	$880	$80
Lexington County Accommodations Tax Grant	$8,393	$13,298	$11,548
Membership Dues & Premier Sponsorships	$82,316	$78,420	$80,000
Membership Meetings	$1,610	$1,510	$0
Sign Rental	$10,590	$8,925	$8,925
TOTAL	$135,809	$129,413	$128,008

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Greater Chapin Chamber of Commerce & Visitor's Center

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Accountant	$950	$1,190	$950
Advertising & Marketing	$57	$206	$300
Annie Epting Scholarship	$4,000	$2,000	$2,000
Conferences & Meetings	$22	$103	$150
Credit Card Processing Fees	$2,578	$2,181	$2,181
Dues & Subscriptions	$3,220	$3,602	$3,602
Events (Comedy, Gala, Golf & Silent Auction)	$17,557	$20,303	$20,303
Insurance	$1,602	$1,592	$1,592
Member Services Expenses	$2,990	$4,008	$4,008
Office Equipment	$801	$513	$513
Payroll Expenses	$63,333	$67,272	$70,468
Postage	$713	$1,096	$1,096
Repairs/Building Maintenance	$4,768	$4,378	$5,365
Staff Expenses	$114	$94	$94
Telephone Internet	$3,081	$2,846	$2,846
Utilities	$6,637	$6,056	$6,178
TOTAL	$113,930	$119,731	$123,937

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

I. PROJECT INFORMATION:

Organization Name: Greater Chapin Chamber 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? Yes we anticipate we should be able to complete our goals as requested.

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.):

See attached.

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	$23,000	$14,040
Amount Funded by the Lexington County Accommodations Tax Fund	$15,000	$8,190
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	$15,000	$8,190
Total Attendance	35,000	33,000
Total Tourists*	17,500	16,500

**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.): 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

1/3/2018
Date

Organization: Greater Chapin Chamber of Commerce & Visitor's Center

County of Lexington Accommodations Tax Fund
FY2018/2019
APPLICATION ATTACHMENT

#10 – Advertising Sources Outside Lexington County

- Radio Ads - 94.3 The Dude
  - We have partnered with 94.3 The Dude to promote our events throughout the year. We will use approximately $1,000 in advertising with The Dude and ColaDaily to reach an audience outside of Chapin to attend our events, primarily our Night of Comedy.
- Website - 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, New Jersey, Virginia, Michigan, Connecticut, Florida and even California.
- Social Media Websites/pages - 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, and mail them to anyone inquiring vie email, website or over the phone.
- SCE&G Payment Center Location
  - The Chamber is an SCE&G payment processing center for the convenience of South Carolina Electric & Gas customers, significantly increasing 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 (Plumbing Insulation is priority)	$10,000.00	$5,000.00
Advertising and production of special events	$7,000.00	$2,000.00
Directory Map Production & Mailings	$9,000.00	$5,000.00

19 – Project Description

Our 2018-2019 project description is 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.
  Being able to implement these updates, will allow us to continue to stay operational and safe, regardless of temperature, providing key services to those visiting or inquiring about the area. Additionally the esthetic updates, will allow us 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 – back porch needs repair/refurbishment
    - Additional display case for informational brochures, maps, etc., to be available to visitors during holidays and weekends when the office is closed
  - INSIDE
    - Wood Floor Refurbishment
      Insulation of pipes, walls, windows etc.

- 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, 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. 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. 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.

- To facilitate the procurement and distribution of our relocation packages to include a newly produced street map of Chapin. These relocation packages provide information on area attractions, activities, restaurants, schools, healthcare facilities and accommodations. 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 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.

III. PROJECT SUCCESS

Most of the visitor's we see 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 functionality of a historic building is an ongoing task. Because the historic home doesn't offer much in the way of insulation, when temps dip below freezing, our plumbing often freezes, and we have to close the office, as we don't have working restroom facilities available. Additionally, the shutdown of the construction at VC Summer, impacted our Night of Comedy in 2017, in a way we couldn't have prepared for. Many of the attendees in prior years, were VC Summer employees, much of whom relocated with the shutdown to seek permanent employment, so it is our goal in 2018 to grow this event exponentially beyond our local demographic.

Organization: Greater Chapin Chamber of Commerce & Visitor's Center

VI. PROJECT BUDGET

Final Report on Project Expenses paid using Lexington County Accommodations Tax Funds FY 2017-18

	Budgeted	Spent
Ongoing Building Refurbishment & Upkeep	**$3,500.00**	**$3,500.00**

We repaired the electrical issues in the front room and purchased new ceiling fans, as well as repaired and painted the banisters, and front porch swings

Advertising and production of special events	**$5,000.00**	**$5,000.00**

We successfully held our Annual Night of Comedy in Aug. 2017 and our Annual Awards Gala in Dec. 2017

Directory/Relocation Guide Production & Mailings	**$1,000.00**	**$1,000.00**

We mailed several directories and relocation packets from July 1 2017 to date

The remaining $5,500 of the $15,000 2017-18 Tax Funds granted will be spent on updated furniture for the front porch, advertising and production of our upcoming Golf Tournament, and production and mailings of our 2018 Directory/Relocation Guide.

Totals: $9,500.00

County of Lexington
Accommodations Tax Fund
FY 2018/2019



APPLICATION

1. Name of Project/Event: 2018-2019 Regional Sports Marketing Campaign

2. Sponsoring Organization: Experience Columbia SC Sports

   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@experiencecolumbiasc.com

4. Event Website: www.columbiascsports.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, 2018 End date June 30, 2019

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 4 (list stations and viewing range on separate sheet)
    - ☒ Radios Ads - # ads 8 (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: Social media, Google Adwords, Trade Show sponsorships (list on separate sheet with target audience)

11. How many people do you expect to attend? 140,000 in FY18-19

12. Of this number, how many are tourists? 56,000 (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 80 sales calls to clients per month
- ☐ Brochure mailings - estimated brochures mailed per month
- ☒ Event ticket sales - estimated tickets sold per event 6,500 sold per ticketed event (13 events)
- ☒ Event registration - estimated registrants per event 171 registrants per event (42 events)
- ☒ Hotel sales - estimated sales per event/per month 333 contracted rooms per event (42 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. We estimate another 55,500 in non-ticketed event attendance.

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 FY16-17, 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 900 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 $ 349,000
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 FY17-18, amount $10,000, source Lexington County, and purpose: 2017-18 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 — Print Name

Executive Director — Title

S. Scott Powers — Signature

1/4/18 — Date

EXPERIENCE COLUMBIA SC SPORTS 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 and five (5) in Rowing Magazine. Fourteen (14) total ads. All magazines are nationally distributed in the sports travel community except for Rowing magazine, which is the leading rowing publication in the nation and is distributed to all US Rowing members.
- **Websites** – In addition to our main website (www.columbiascsports.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 – We purchase TV commercials during the high school football and basketball state championship which are played in Columbia. Those ads reach a statewide audience on Sinclair Broadcasting stations. We purchase a weekly sports radio segment on WGCV that is broadcast live on the Internet. We also selectively sponsor sports travel industry trades shows such as the NASC Symposium, SPORTS: The Relationship Conference, the AAU Convention, US Rowing National Convention, US Sports Congress 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:

Experience Columbia SC Sports 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 Experience Columbia SC Sports 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 2018-2019 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 Experience Columbia SC Sports 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 and 2018 South Carolina Shootout Lacrosse Championships at the Fields at Saluda Shoals Complex or winning bids to host events like the 2016 US Quidditch National Cup. We are also looking to host a Flag Football Tournament at the Swansea Sports Complex and a new International Slow Pitch Softball tournament at 3-4 LCRAC complexes in the fall of 2018.

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:
Experience Columbia SC Sports tracks the number of hotel room nights for each of our events. Our goal is to book or assist with booking 14,000 contracted hotel room nights to the region during FY 2018-19 from sporting events. 14,000 room nights / 2.0 nights x 3.0 tourists per room = 21,000 overnight tourists in FY2018-19. Based on research (ticket sales, event owner surveys, event registrations) with our events, an additional estimated 40,000 out-of-town tourists drive in and do not stay in hotels rooms. We are projecting 140,000 total attendance for FY2018-2019, of which 61,000 are tourists.

D. ECONOMIC IMPACT GENERATED BY TOURISM TO THE EVENT/PROJECT:
Due to the NCAA Men's Basketball Tournament in March 2019, we have increased our goals to 14,000 contracted room nights. Along with our projection of 40,000 non-overnight tourists, we estimate we will generate an estimated economic impact of **$16,000,000** in 2018-19. Our direct economic impact in FY16-17 was $9,932,380 and in FY15-16 it was $11,179,636.

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 **FY2016-17**, we estimate our sales efforts booked or assisted sports events in unincorporated Lexington County that contracted **912 hotel room nights**, attracting **5,444 tourists** and generating an estimated economic impact of **$1,191,885**. A great return on Lexington County's investment!

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Experience Columbia SC Sports

List of Funding Sources	Actual 2016/17	Current 2017/18	Estimated 2018/19
Lexington County Accommodations Tax	$10,000	$10,000	$20,000
City of Columbia Hospitality Tax	$177,000	$104,000	$105,000
Richland County Accommodations Tax	$24,000	$24,000	$24,000
Richland County Hospitality Tax	$57,000	$47,000	$47,000
Town of Lexington Accommodations Tax	$3,000	$3,000	$3,000
Destination Marketing Fund	$109,651	$150,000	$150,000
	$380,651	**$338,000**	**$349,000**

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Experience Columbia SC Sports

List of Expenditures	Actual 2016/17	Current 2017/18	Estimated 2018/19
Administrative (Personnel, telephone, office supplies, etc)	$176,687	$190,152	$193,500
Trade Show registration, travel costs & client recruitment	$80,614	$78,595	$80,000
Marketing & Advertising (print, website, online, etc)	$115,722	$61,795	$68,000
Promotional/Collateral Materials	$9,391	$7,458	$7,500
	$382,414	**$338,000**	**$349,000**

Experience Columbia SC
Statement of Revenues and Expenditures
903 - Experience Columbia SC (Sports)
From 12/1/2017 Through 12/31/2017

		Period Actual	YTD Actual	YTD Budget	Budget	Budget Variance	% Remain
	Revenue						
	Grant Revenue						
4001	Richland County - Accom Tax	0.00	6,250.00	12,500.02	25,000.00	(18,750.00)	(75.00)%
4005	Town of Lexington - Accom Tax	3,000.00	3,000.00	1,500.00	3,000.00	0.00	0.00%
4006	Lexington County - Accom Tax	0.00	0.00	10,000.00	20,000.00	(20,000.00)	(100.00)%
4020	City of Columbia - Hospitality Tax	0.00	19,500.00	72,500.02	145,000.00	(125,500.00)	(86.55)%
4021	Richland County - Hospitality Tax	0.00	11,750.00	27,500.02	55,000.00	(43,250.00)	(78.64)%
	Total Grant Revenue	3,000.00	40,500.00	124,000.06	248,000.00	(207,500.00)	(83.67)%
	Program Revenue						
4101	Miss SC Pageant	0.00	0.00	12,499.98	25,000.00	(25,000.00)	(100.00)%
	Total Program Revenue	0.00	0.00	12,499.98	25,000.00	(25,000.00)	(100.00)%
	Total Revenue	3,000.00	40,500.00	136,500.04	273,000.00	(232,500.00)	(85.16)%
	Total Revenue	3,000.00	40,500.00	136,500.04	273,000.00	(232,500.00)	(85.16)%
	Transfers In						
4602	Transferred in from DM	0.00	49,999.98	49,999.98	100,000.00	(50,000.02)	(50.00)%
	Total Transfers In	0.00	49,999.98	49,999.98	100,000.00	(50,000.02)	(50.00)%
	Expenditures						
	Personnel Expenses						
5002	Salaries - FT Sales & Marketing	9,123.50	53,893.67	57,575.48	115,151.00	61,257.33	53.20%
5040	Personnel Contingency	0.00	0.00	1,727.48	3,455.00	3,455.00	100.00%
5050	Payroll Tax Expense	717.88	4,579.02	4,744.02	9,488.00	4,908.98	51.74%
5055	Retirement - 401k	182.47	1,967.99	2,372.02	4,744.00	2,776.01	58.52%
5060	Health Insurance	1,246.40	8,680.50	7,482.98	14,966.00	6,285.50	42.00%
5061	Dental Insurance	83.28	579.00	532.02	1,064.00	485.00	45.58%
5062	Life & Disability Insurance	138.60	900.90	831.98	1,664.00	763.10	45.86%
5070	Workers Compensation	72.18	433.08	570.00	1,140.00	706.92	62.01%
5071	Unemployment Insurance	0.00	0.00	99.98	200.00	200.00	100.00%
5075	Incentives	0.00	4,400.00	8,800.00	17,600.00	13,200.00	75.00%
5076	Auto Allowance	369.24	2,215.44	2,400.00	4,800.00	2,584.56	53.84%
	Total Personnel Expenses	11,933.55	77,649.60	87,135.96	174,272.00	96,622.40	55.44%
	Professional Fees						
5086	Professional Service Fees	0.00	0.00	339.00	678.00	678.00	100.00%
	Total Professional Fees	0.00	0.00	339.00	678.00	678.00	100.00%
	Program Expenses						
5100	Client Recruitment & Entertainment	17.44	4,963.83	10,000.02	20,000.00	15,036.17	75.18%
5111	Convention Recruitment Fund	0.00	0.00	18,000.00	36,000.00	36,000.00	100.00%
5112	Partner & Community Relations	92.77	829.34	2,500.00	5,000.00	4,170.66	83.41%
	Total Program Expenses	110.21	5,793.17	30,500.02	61,000.00	55,206.83	90.50%
	Marketing, Advertising & Publications						
5200	Marketing & Advertising	7,900.00	67,231.60	32,347.50	64,695.00	(2,536.60)	(3.92)%
	Total Marketing, Advertising & Publications	7,900.00	67,231.60	32,347.50	64,695.00	(2,536.60)	(3.92)%
	Occupancy Expense						
5300	Office Space Rental	557.82	3,346.92	3,213.00	6,426.00	3,079.08	47.92%
	Total Occupancy Expense	557.82	3,346.92	3,213.00	6,426.00	3,079.08	47.92%
	Operating Expenses						
5313	Telephone	98.00	526.19	460.00	920.00	393.81	42.81%
5327	Website Enhancements	185.17	7,147.67	4,200.00	8,400.00	1,252.33	14.91%
5334	Tradeshows	123.97	12,728.97	8,512.00	17,024.00	4,295.03	25.23%
5340	Postage	0.00	699.00	0.00	0.00	(699.00)	0.00%
5342	Office Supplies	0.00	210.41	628.00	1,256.00	1,045.59	83.25%
	Total Operating Expenses	407.14	21,312.24	13,800.00	27,600.00	6,287.76	22.78%
	Other Operating Expenses						
5415	Parking	100.00	600.00	600.00	1,200.00	600.00	50.00%
5416	Dues & Subscriptions	795.00	2,420.00	1,500.00	3,000.00	580.00	19.33%
5425	Promotional Materials	85.86	2,366.69	5,000.02	10,000.00	7,633.31	76.33%
5426	Collateral Materials	0.00	0.00	1,364.50	2,729.00	2,729.00	100.00%

Experience Columbia SC
Statement of Revenues and Expenditures
903 - Experience Columbia SC (Sports)
From 12/1/2017 Through 12/31/2017

		Period Actual	YTD Actual	YTD Budget	Budget	Budget Variance	% Remain
5427	Employee Travel, Meals & Accomodations	5,631.82	15,372.14	9,500.02	19,000.00	3,627.86	19.09%
5430	Employee Training	0.00	1,899.00	1,200.00	2,400.00	501.00	20.88%
5436	Banking & Merchant Fees	14.99	14.99	0.00	0.00	(14.99)	0.00%
	Total Other Operating Expenses	6,627.67	22,672.82	19,164.54	38,329.00	15,656.18	40.85%
	Total Expenditures	27,536.39	198,006.35	186,500.02	373,000.00	174,993.65	46.92%
	Total Expenditures	27,536.39	198,006.35	186,500.02	373,000.00	174,993.65	46.92%
	Net Revenue Over Expenditures	(24,536.39)	(157,506.35)	(49,999.98)	(100,000.00)	(57,506.35)	57.51%
	Net Revenue Over Expeditures (After Transfers)	(24,536.39)	(107,506.37)	0.00	0.00	(107,506.37)	0.00%

IRMO CHAPIN RECREATION COMMISSION



Commissioners
John A. Sowards, Chairman
William H. Harmon, Vice Chairman
Timothy W. Stewart, Secretary
Bruce P. Loveless
Gary A. Boyd

Executive Director
Mark A. Smyers

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

Melvin Park
370A Eptings Camp Rd
Chapin, SC 29036

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, 2018

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 2018-2019 Accommodations Tax Fund. 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 your consideration of this request. Please contact me at (803) 213-2006 or msmyers@icrc.net if you have any questions or need additional information.

Sincerely,

Mark A. Smyers
Executive Director

County of Lexington
Accommodations Tax Fund
FY 2018/2019

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 Mark A. Smyers Title Executive Director

   Telephone 803-772-1228 Alternate Telephone 803-213-2006

   Fax Number 803-772-6865

   Email msmyers@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: Marketing, Advertising, and Tournament Packages

6. Project Timeline: Beginning date 07/01/2018 End date 06/30/2019

7. Location of Project/Event: Crooked Creek Park, Melvin Park, Saluda Shoals Park, Seven Oaks Park

8. Number of employees: #Full-time 65 #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 1,000
    - ☐ Posters - # distributed _____
    - ■ Magazine Ads - # ads 4 (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: Trade Shows (3) for sports tournament organizations (list on separate sheet with target audience) **593**

11. How many people do you expect to attend? 152,900

12. Of this number, how many are tourists? 32,100 (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
- ☐ 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 reports from hotels for tournaments. ICRC estimates 1,800 bookings for the 2018-2019 fiscal year. Unincorporated hotels in proximity to facilities include: Baymont Inn, DoubleTree by Hilton, Wingate by Windham, and Country 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: $ 224,855
b. Amount of Accommodations Funds requested for this Project: $ 30,000
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. Tournament Rights Fees $15,000, Print Advertising - $7500, Digital Advertising - $6,000 Trade Show Advertising $1,500

17. Has your project or organization previously received Accommodations Tax Funds?
☒Yes ☐No

a. If yes, state year 2017-18, amount $ 20,000 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:

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Irmo Chapin Recreation Commission

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Accommadations Tax	$10,000	$20,000	$30,000
Admissions	$46,545	$34,016	$45,000
Facility Rental/Registration	$47,957	$18,350	$47,855
Concessions**	$45,605	$26,043	$71,000
Special Events	$28,295	$10,560	$31,000
**Concession revenue increase due to ICRC			
reinstating internal concession operations			
February 2016**			
TOTAL	$178,402	$108,969	$224,855

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Irmo Chapin Recreation Commission

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Part Time Expense**	$19,416	$13,301	$45,800
Concessions	$26,290	$14,164	$30,530
Marketing/Travel	$17,643	$9,186	$30,500
Maintenance/Utilities	$40,680	$14,760	$42,000
Tournament Rights Fee	$5,000	$0	$15,000
**Part time expense increase due to Melvin			
Park operating for a full year.**			
TOTAL	$109,029	$51,411	$163,830

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:

Mark A. Smyers
Print Name

Executive Director
Title

Signature

1-5-18
Date

#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
- Sports Destination Management 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)
- Sports Destination Management - www.sportsdestinations.com (national audience)
- Discover SC/ SC Sports Alliance – www.discoversouthcarolina.com/sports-alliance (national audience)

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

ICRC Sports Tourism Narrative Report

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 55 sporting events and/or tournaments in the 2018-19 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), Melvin Park (Chapin), Saluda Shoals Park (St. Andrews area), and Seven Oaks Park (St. Andrews area). ICRC will be able to host a minimum of 55 sporting events in the 2018-19 year. Tournaments and events include:

- Travel Baseball/Softball Tournaments (35 tournaments)
- 20 additional sporting events (races, runs, lacrosse, rugby, soccer, Quidditch)

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.

Melvin Park

The new Melvin Park is located less than one mile from Crooked Creek Park and features six baseball diamonds, two multi-use fields, and eight tennis courts. Guests can explore the 70-acre park, which includes a refreshing splash pad.

Seven Oaks Park

Seven Oaks is one of the Midlands' premier baseball venues. The park features six baseball diamonds, three multi-use fields and two gymnasiums, which allows 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, Saluda Splash and more at this 480-acre riverfront park.

b. State the benefit that this project will serve toward promoting tourism and the Lexington County Community.

"34.9 million people travelled with an overnight stay to participate or watch an amateur sports event." - Sports Marketing Surveys USA

In 2018-2019, ICRC plans to host a minimum of 55 sporting events at ICRC facilities in Lexington County. These tournaments will bring an estimated 152,900 people to Lexington County from throughout SC and the United States. Tennis facilities will offer 24 courts, of which six (6) are clay courts. Senior tournament players prefer the use of clay courts. These facilities create partnership opportunities with Lexington County Recreation & Aging Commission tennis facilities. Additional events including runs, walks, and non-traditional sporting events to be hosted throughout the year.

Since July of 2014, ICRC has facilitated 76 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 2019 with LCRAC.

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 wider 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:	152,900
Overnight Tourist:	19,877 (13%)
Day Tourist:	12,232 (8%)

(Based on 21% from outside the 50 miles radius 29,693.)

d. Economic impact generated by tourism to the event/project

Total Economic Impact:	$5,334,926
Overnight & Day Tourist Economic Impact:	$1,120,334

(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 packages including Rights Fees 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 at trade shows. Tournament 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.

IRMO CHAPIN RECREATION COMMISSION
Finance

Commission Brief
September 2017 Preliminary Financial Report

GENERAL FUND

	YTD 09/17	Budget	% of Budget	YTD 09/16
Revenue	$269,074	$6,323,943	4.25%	$254,061
Expenditures	1,415,002	6,323,943	22.38	1,403,864

Please be aware that property tax collections for September are not included in YTD as of 09/30/2017. They will be reflected in the next report.

SPECIAL REVENUE FUND

	YTD 09/17	Budget	% of Budget	YTD 09/16
Revenue	$1,322,984	$4,765,934	27.76%	$1,214,688
Expenditures	811,273	4,765,934	17.02%	817,741

As of September 30, 2017 the cash balance of operating and special funds totaled $348,343
Total invested in certificates of deposit or money market accounts was $722,605.

Grants Project	Amount Budgeted	Agency Match	Amount Received
Accommodations Tax	20,000	0	0
Saluda Shoals Foundation	60,000	0	0
PARD	136,000	163,2000	0
CDBG	362,000	0	0
DOT	45,000	10,000	0
Older Americans Act	170,000	0	0
Totals	793,000	173,200	0

Submitted by:

Jim Wellman
Finance Director
October 31, 2017

County of Lexington

Accommodations Tax Fund
FY 2018/2019

JAN 2018
RECEIVED
LEXINGTON COUNT
COUNCIL
LEXINGTON, S.C.

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: see funding page
6. Project Timeline: Beginning date 07/01/2018 End date 06/30/2019
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? 14,500

12. Of this number, how many are tourists? 7,800 (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: $ 89,700.00
b. Amount of Accommodations Funds requested for this Project: $ 20,000.00
c. This request equals what percent of the total Project/Event Budget: 22.30 %
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 2018, amount $ 20,000, source Lexington County, and purpose: Host regional and national tennis 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.
- ☐ 3
- ☑ 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	Exec Dir
Print Name	Title
Randy H. Gibson	01-05-18
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 8,200 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	310

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	$83,200.00	$ 94,400.00
Amount Funded by the Lexington County Accommodations Tax Fund	$20,000.00	$20,000.00
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources		
Total Attendance	13,000	16,750
Total Tourists*	7,000	9,040

**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

Signature

1/5/18 — Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: Lexington County Recreation and Aging Commission

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Accommodations Tax Request			$20,000.00
Corporate Sponsors			$18,000.00
Merchandise & Concession			$6,100.00
Entry Fee			$45,600.00
TOTAL			$89,700.00

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Lexington County Recreation and Aging Commission

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Participation Meals & Budget			$15,900.00
Participant Housing			$24,700.00
Officials			$25,600.00
Tennis Supplies			$4,900.00
Utilities			$4,300.00
Supplies, Concessions, Awards			$5,600.00
Advertising & Promotions			$3,300.00
Labor			$5,400.00
TOTAL			$89,700.00

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 29 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 2018 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, South Atlantic Championships, the 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, the new South Atlantic 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 new South Atlantic Conference Championships will have 8 men and 8 women teams, each team has 10 to 12 players plus coaches and trainers. These teams are from the South East and have a good following. We are expecting close to 200 players plus a following of more than 300 spectators.

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 2017 with 110 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 2018 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 six 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 3,700-4,000

participants and spectators requiring over 2,200 room nights will provide a direct economic impact to Lexington County of $481,250. 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 $1,443,750.

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.

GREATER IRMO
CHAMBER OF COMMERCE

1235 Columbia Avenue, Irmo, South Carolina 29063 | T: (803) 749 9355 | CEO@GreaterIrmoChamber.com

JAN 2018
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

January 3, 2018

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 2018-2019. 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 launched a brand new website, 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 have a prosperous New Year!

Sincerely,

Kerry Powers
President & CEO
Greater Irmo Chamber of Commerce

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
410 GRESSETTE BUILDING
COLUMBIA, SC 29202
TELEPHONE (803) 212-6240
FAX (803) 212-6299
EMAIL: RONNIECROMER@SCSENATE.GOV

December 20, 2017

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 2018-2019. 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,

Ronnie Cromer

Ronnie Cromer

Chip Huggins
District No. 85 - Lexington County
308 Wayworth Court
Columbia, SC 29212

Committees:
Regulations and Administrative Procedures
Ways and Means

Subcommittees:
Business, Commerce and Administrative
Economic Development and Natural Resources

House of Representatives

State of South Carolina

323-B Blatt Building
Columbia, SC 29201

Tel. (803) 734-2971
Fax (803) 734-0103

December 20, 2017

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Council Members:

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 2018-2019. 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 your consideration & all you do!

CH/jhm/December/20/17/16

e-mail: chiphuggins@schouse.gov

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 20, 2017

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Council Members:

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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 be of assistance, please call me.

Sincerely,

Nathan Ballentine

NB/jhm/December/20/17/17

County of Lexington
Accommodations Tax Fund
FY 2018/2019

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 Ave., 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, 2018 End date June 30, 2019

7. Location of Project/Event: 1235 Columbia Ave., 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) 617

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/event
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.cbcarolinascolumbia.com/agent/links.asp?CEQ_AgentCode=nnelson
Irmo Okra Strut	Visitors and Residents	http://www.irmookrastrut.com/contact.html
Joan Lucius on Twitter	Personal Followers	https://twitter.com/#!/JoanLucius/status/91360105452203123
Joseph Strenk on Linkedin	Regional Business Owners	http://www.linkedin.com/in/josephstrenk
Lake Murray Times	Visitors and Residents	http://www.lakemurraytimes.com/lm-businesses/local-organizations
Lexington County Chronicle	Visitors and Residents	http://lexingtonchronicle.com/clients/lexingtonchronicle/10062011PageA8.pdf
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/sc-chamber-partners.htm
Miss Greater Irmo Scholarship Pageant on Facebook	Regional Business Owners and Residents	http://www.facebook.com/pages/Miss-Greater-Irmo-Scholarship-Pageant/247131671973907
The State	Visitors and Residents	http://www.thestate.com/2011/11/11/2042302/giving-help-getting-help-nov-11.html
Welcome to Lake Murray	Visitors	http://www.lakemurray.com/en-US/SKN/7270/Templates/EventTemplate.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 8500
- ☒ 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:

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: $ 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 17/18, amount $ 15,000, source Lex County, 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 2017, 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: 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:

Kerry Powers	President/CEO
Print Name	Title
Signature	010318
	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 2018 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 8500 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 2018/19

FUNDING SOURCES

Organization Name: Greater Irmo Chamber of Commerce

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Grants: Lexington County	11750	3750	15000
Membership Dues	118990	48738	119000
Project Income	95706	41458	100000
Other Income	16010	26886	40000
Grants: Town of Irmo	10000	0	0
TOTAL	252456	120832	274000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: Greater Irmo Chamber of Commerce

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Accounting Fees	7282	4190	8380
Advertising	10508	754	15754
Bank Charges and CC	2990	1601	3202
Compensation	126972	59613	119226
Chamber Dues	977	508	508
Copier	6757	4060	8120
Donations	260	250	250
IT	1351	2898	5796
Janitorial	2600	685	1370
Maintenance/Repairs	4361	1296	2592
Meetings Expense	971	875	1750
Monthly Luncheons	5265	1882	3764
Mortgage Payment	6919	7036	14072
Office Supplies	2345	755	1510
Postage	733	385	770
Utilities	7808	3674	7348
Lex Cty Prop Tax	4654	4682	4682
Project Expenses	38279	11931	23862
TOTAL	231032	107075	222956

County of Lexington
Accommodations Tax Fund
FY 2017/18 FINAL REPORT
(SUBMIT BY END OF FISCAL YEAR WITH FINAL INVOICE)

I. PROJECT INFORMATION:

Organization Name: Greater Irmo Chamber of Commerce

Project/Event Name: Greater Irmo Chamber of Commerce-Shop Loacl 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.):

The visitors to the Irmo area have been pleased with the Visitor's Guide and the information provided in our 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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Event/Project	32800	32000
Amount Funded by the Lexington County Accommodations Tax Fund	15000	11750
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	15000	11750
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

Kerry Powers
Signature

President/CEO
Title

010318
Date

Project Budget Report

Lexington County Accommodations Tax

FY 2017-2018

- $15000 Receiving

Greater Irmo Chamber of Commerce Visitor's Center

Expenditures:

$32,800 to staff and maintain Welcome Center and online presence

Less Accommodations Tax Received:

- Lexington County: $15000

Balance of Expenses: $17,800

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.

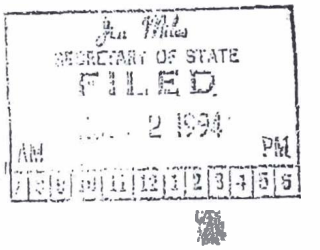
Return to: Secretary of State
P.O. Box 11350
Columbia, SC 29211

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



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
94

(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

FEB 1 2 2004

Mark Hammond
SECRETARY OF STATE OF SOUTH CAROLINA

DECLARATION AND PETITION FOR CORPORATION

APPLICATION MUST BE TYPEWRITTEN
DO NOT FILE IN DUPLICATE

FILED
SEP - 2 1988
AM PM

BJO 01/02 4972
88-413691/88-413691 15 00 00 000
87-3C-28 INC: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
(Proper 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 $1.00

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
A.R. Whetsell
Stanley S. Sessler III

Sworn to before this _____

day of _____, 19____

_____

Notary Public for South Carolina

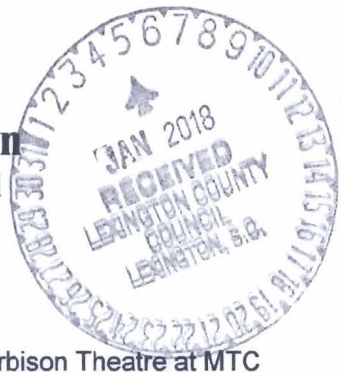
My commission expires _____

NOTICE: IF IT IS FOUND THAT THE CORPORATION IS OPERATED FOR PROFIT, THIS MAY BE GROUNDS FOR REVOCATION OF CHARTER.

Danny G. Bird 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



County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

1. Name of Project/Event: Mktg Support for 18-19 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 Kristin Cobb Title Executive Director

   Telephone 803-407-5003 Alternate Telephone 803-427-0345

   Fax Number 803-407-5004

   Email cobbk@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 7/1/18 End date 6/30/19

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 69854
    - ☑ Posters - # distributed 225
    - ☐ Magazine Ads - # ads _____ (list ads and distribution range on separate sheet)
    - ☑ Newspaper Ads - # ads 12 (list newspapers and distribution range on separate sheet)
    - ☑ Television Ads - # ads 902 (list stations and viewing range on separate sheet)
    - ☑ Radios Ads - # ads 450 (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 # _____ (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? 29000

12. Of this number, how many are tourists? 16095 (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 20 inquiries per month / 3000 site visits per month
- ☑ **Phone call inquiries - estimated phone calls per month** 50
- ☐ 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 200
- ☑ 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: $ 495000
b. Amount of Accommodations Funds requested for this Project: $ 25000
c. This request equals what percent of the total Project/Event Budget: 5.05 %
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 2017-2018, amount $ 20,000, source Lexington County, and purpose: Marketing support for 17-18 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:

Kristin Cobb	Executive Director
Print Name	Title
Kristin Cobb	1/5/2018
Signature	Date

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: MTC Foundation on behalf of Harbison Theatre at MTC

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Richland County H-Tax	25500	20500	22500
State, Federal, Local Grants	19808	34484	33800
Sponsorships	18650	10000	25000
Rental Income	41509	26067	52500
Ticket Revenue	108403	47996	131000
MTC Operations Fund	217806	226327	230200
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.			
TOTAL	431676	365374	495000

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: MTC Foundation on behalf of Harbison Theatre at MTC

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Brochure Printing	19775	20222	21000
Window Clings	3752	3753	5000
Per Show Advertising	33844	11115	49000
Season Marketing	37605	8498	45400
Artist Fees	186700	171786	224600
Salaries	150000	150000	150000
TOTAL	431676	365374	495000

2018-19 Lexington Accommodations Tax Advertising Source Information for Harbison Theatre at Midlands Technical College

Newspaper Ads (combined circulation 490,000):

- Free Times
- Carolina Panorama
- The State

Television Ads (1,700,000 impressions)*:

- WLTX
- Spectrum Reach (Cable)
- WOLO
- WACH
- WISTV

Digital (480,000 impressions):

- Target: Central SC residents
    - Facebook Ads
    - Digital Display Ads

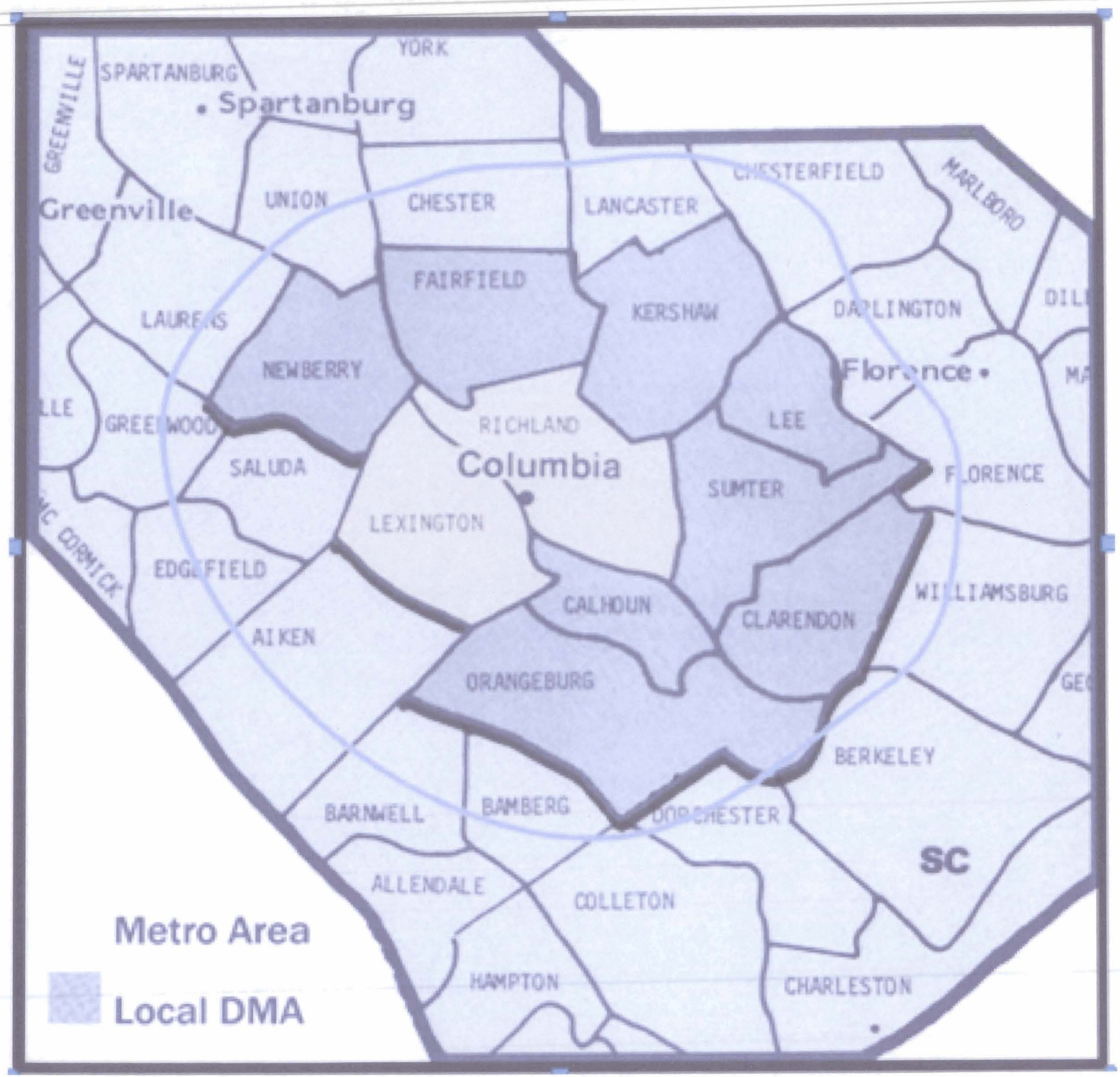
Billboards (383,343 impressions):

- Lamar
    - 10240 Two Notch Rd
    - N/S HWY 378 E/O I-26

  Grace
    - 1012 Gervais St

Radio Ads (950,000 impressions)*:

- WWDM
- WARQ
- WTCB
- WLXC
- WFMV
- WOMG
- WCOS
- WWNU
- Pandora


YORK
SPARTANBURG
Spartanburg
GREENVILLE
Greenville
UNION
CHESTER
LANCASTER
CHESTERFIELD
MARLBORO
FAIRFIELD
KERSHAW
DARLINGTON
LAURENS
NEWBERRY
Florence
RICHLAND
LEE
Columbia
SALUDA
SUMTER
FLORENCE
LEXINGTON
EDGEFIELD
CALHOUN
CLARENDON
WILLIAMSBURG
AIKEN
ORANGEBURG
BERKELEY
BARNWELL
BAMBERG
DORCHESTER
SC
ALLENDALE
COLLETON
HAMPTON
CHARLESTON
Metro Area
Local DMA

2018-19 Lexington Accommodations Tax Project Description for Harbison Theatre at Midlands Technical College

A. General description:

Harbison Theatre at Midlands Technical College (HT@MTC) offers programs and productions that provide entertainment, education, and opportunity to community members, professionals, and learners in all stages of life. The theatre encourages reflection, examination, and discovery; to further build on the power of the arts to connect us all. 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 Signature Series with over 20 shows featuring performing artists and groups from across the country, offering residents and visitors the best in theatre, dance, music, and film. Performing legends such as The Blind Boys of Alabama, GENTRI, Irma Thomas, and dance troupe Pilobolus have graced our stage this past season; as well as a Canadian circus act Flip FabriQue, and a sketch comedy act The BreakWomb featuring comedy veterans from popular TV series like *The Office* and *Parks and Recreation*. Previous years HT@MTC has hosted The Texas Tenors, Scott Bradlee's Postmodern Jukebox, and Lucky Chops, as well as family events like The Singalong Muppet Movie. HT@MTC also annually presents the sold-out Pops Series featuring the South Carolina Philharmonic, offering additional performance opportunities to the professional musicians in the Midlands. The upcoming 2018-19 season promises to bring more local talent to the theatre with several local concert series featuring standout musicians, as well as a partnership with a professional children's theatre company. Harbison 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 regional dance schools. Between HT@MTC'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 2018-19 Season promises to be even bigger and better as we continue to expand our 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:

Harbison Theatre at Midlands Technical College is a wonderful entity for attracting tourists. The Irmo area is a growing region, and the theatre provides a cultural hub for the community, as well as a tourism engine to excite visitors about a stay in Irmo. With the large choices of restaurants and hotels, and the friendly faces to greet you, we know that we can continue to foster a solid tourism initiative for many years to come. 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 approximately 55.5% of the season's audience visited from beyond Lexington County. Harbison Theatre at Midlands Technical College increases the draw of an evening/dinner and overnight audience to Irmo.

In addition to featuring nationally recognized companies and performers, HT@MTC 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 performances by performing arts students in District Five of Richland and Lexington Counties. Visiting artists regularly lead masterclasses and Harbison Theatre is becoming home to many other organizations and arts groups looking to perform and hold events at such a first-class theatre.

C. Total attendance to project vs. number of tourists:

Total attendance to our 2016-17 Season was 20,006 and 11,003 of those attendees were tourists. We anticipate increased attendance during both our 2017-18 and 2018-19 seasons.

D. Economic impact generated by tourism to the project:

Based on information gathered in our ticketing system, during our 2016-17 Season tourists comprised about 55% of our audience (11,003).

- If half of our tourists eat in restaurants that would equal 5,501 meals.
- In the 2016-17 Season, 5% of our audience traveled two hours or more to attend shows = 1,000; if 1/3 of those audience members stay in hotels, and we add the number of hotel rooms that the theatre books for visiting performers that equals 466 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:**

Spring 2018 - Season performances finalized; graphic design for print and digital pieces created; season and performance sponsorships finalized
Early Summer 2018 - Season brochure and postcard mailed to 99,000 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 2018 - Television and radio advertising for individual shows begins; tickets go on sale for individual purchasers (non-subscribers)
Per-show advertising throughout the season (September 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 2018-19 Season. We greatly appreciate the committee's support for this past season.

County of Lexington
Accommodations Tax Fund
FY 2016/17 FINAL REPORT

I. PROJECT INFORMATION:

Organization Name: MTC Foundation on behalf of Harbison Theatre at MTC

Project/Event Name: Mktg Support for 16-17 Season of Harbison Theatre at MTC

Contact Name: Katie Fox Phone: 803-407-5003

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.):

One problem that was encountered this season was that one of our shows had to be cancelled due to the weather. We are excited to be having that event as a part of our 17-18 Season.

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	481000	
Amount Funded by the Lexington County Accommodations Tax Fund	1000	
Amount Funded by the Lexington County Accommodations Tax Funds from all Sources	0	
Total Attendance	19500	
Total Tourists*	10725	

**Tourists are generally defined as those who travel 50 miles or more to attend.*

** These totals are projections. Our season runs from July 2016 - June 2017.

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.):

Our ticketing system collects attendee zip code data and we request our renters to provide us with zip code data as well.

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.

Katie Fox — Print Name

Executive Director — Title

Katie Fox — Signature

1/5/17 — Date

MIDLANDS TECHNICAL COLLEGE FOUNDATION

AUDITED FINANCIAL STATEMENTS

Year Ended June 30, 2017

With Independent Auditors' Report

Midlands Technical College Foundation, Inc.

Audited Financial Statements
And Other Financial Information

Year Ended June 30, 2017

with

Independent Auditors' Report

Midlands Technical College Foundation, Inc.

Audited Financial Statements
And Other Financial Information

Year Ended June 30, 2017

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Statement of Activities 4
Statement of Functional Expenses 5
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Notes to Financial Statements 7

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THE BRITTINGHAM GROUP, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS
501 STATE STREET
POST OFFICE BOX 5949
WEST COLUMBIA, SOUTH CAROLINA 29171

PHONE: (803) 739-3090
FAX: (803) 791-0834

INDEPENDENT AUDITORS' REPORT

Board of Directors
Midlands Technical College Foundation, Inc.
7300 College Street
Irmo, South Carolina 29063

We have audited the accompanying financial statements of Midlands Technical College Foundation, Inc. (the "Foundation"), a not-for-profit component unit of Midlands Technical College, which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Midlands Technical College Foundation, Inc. as of June 30, 2017, and the changes in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Financial Information:

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Combining Schedule of Permanently Restricted, Temporarily Restricted and Unrestricted-Designated Funds on pages 17-20 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

The Brittingham Group LLP

West Columbia, South Carolina
September 13, 2017

AUDITED FINANCIAL STATEMENTS

MIDLANDS
TECHNICAL COLLEGE
FOUNDATION

Midlands Technical College Foundation, Inc.

Statement of Financial Position

June 30, 2017

(With comparative amounts for June 30, 2016)

	June 30, 2017	June 30, 2016
Assets		
Cash and cash equivalents	$ 543,069	$ 318,450
Contributions receivable, net	2,043,380	2,721,657
Other receivable	18,463	18,168
Investments	8,809,720	8,028,917
Total assets	$ 11,414,632	$ 11,087,192
Liabilities and Net Assets		
Accounts payable	$ 34,404	$ 52,892
Total liabilities	34,404	52,892
Net assets:		
Unrestricted - undesignated	1,191,398	1,432,829
Unrestricted - designated	634,038	613,554
Temporarily restricted	2,704,966	2,427,301
Permanently restricted	6,849,826	6,560,616
Total net assets	11,380,228	11,034,300
Total liabilities and net assets	$ 11,414,632	$ 11,087,192

See accompanying notes.

Midlands Technical College Foundation, Inc.
Statement of Activities

For Fiscal Year Ended June 30, 2017

(With comparative totals for June 30, 2016)

	Unrestricted Undesignated	Unrestricted Designated	Temporarily Restricted	Permanently Restricted	Total 2017	Total 2016
Revenues, gains, and other support:						
Contributions, net	$ 134,691	$ -	$ 350,710	$ 289,210	$ 774,611	$ 2,428,719
Grant revenue	-	-	26,500	-	26,500	15,000
Income on long-term investments	76,582	16,767	77,016	-	170,365	208,558
Other investment income	644	-	-	-	644	706
Net unrealized and realized gains on long-term investments	219,746	26,104	119,898	-	365,748	277,355
Net assets released from restrictions:						
Satisfaction of program restrictions	307,853	(22,387)	(285,466)	-	-	-
Expiration of time restrictions	10,993	-	(10,993)	-	-	-
Total revenues, gains, and other support	750,509	20,484	277,665	289,210	1,337,868	2,930,338
Expenses:						
Management and general	122,703	-	-	-	122,703	62,768
College support	471,501	-	-	-	471,501	513,532
Student support	230,527	-	-	-	230,527	331,791
Fundraising support	167,209	-	-	-	167,209	260,610
Total expenses	991,940	-	-	-	991,940	1,168,701
Change in net assets	(241,431)	20,484	277,665	289,210	345,928	1,761,637
Net assets at beginning of year	1,432,829	613,554	2,427,301	6,560,616	11,034,300	9,272,663
Net assets at end of year	$ 1,191,398	$ 634,038	$ 2,704,966	$ 6,849,826	$ 11,380,228	$ 11,034,300

See accompanying notes.

Midlands Technical College Foundation, Inc.
Statement of Functional Expenses
For Fiscal Year Ended June 30, 2017
(With comparative totals for June 30, 2016)

Account Description	Management and General	College Support	Student Support	Fundraising Support	Total 2017	Total 2016
Administrative services	$ 3,000	$ -	$ -	$ -	$ 3,000	$ 3,000
Alumni relations	17,288	-	-	-	17,288	1,474
Curriculum development	-	4,236	-	-	4,236	-
Dues and membership fees	6,163	-	-	-	6,163	173
Emergency support	-	-	11,440	-	11,440	13,811
Employee grants and scholarships	-	7,478	-	-	7,478	17,044
Foundation board meetings	6,887	-	-	-	6,887	3,212
In-kind gifts	-	13,261	-	-	13,261	151,433
Investment management	55,015	-	-	-	55,015	34,009
Legislative services	-	40,208	-	-	40,208	40,520
Liability insurance	2,138	-	-	-	2,138	2,138
Office and other supplies	6,000	64,032	-	2,540	72,572	62,129
Other	6,711	-	-	-	6,711	5,294
Other contractual services	13,127	99,003	-	162,826	274,956	279,349
Personnel services	-	136,222	-	-	136,222	121,031
Professional development	-	80,577	-	-	80,577	102,998
Promotional	-	9,557	-	1,843	11,400	7,052
Scholarships and grants	-	-	219,087	-	219,087	317,980
Service Excellence Awards	-	3,400	-	-	3,400	2,700
Social activities	-	3,304	-	-	3,304	2,370
Travel/training	6,374	10,223	-	-	16,597	984
Total functional expenses	$ 122,703	$ 471,501	$ 230,527	$ 167,209	$ 991,940	$ 1,168,701

See accompanying notes.

Midlands Technical College Foundation, Inc.

Statement of Cash Flows

For Fiscal Year Ended June 30, 2017

(With comparative totals for June 30, 2016)

	June 30, 2017	June 30, 2016
Cash flows from operating activities:		
Change in net assets	$ 345,928	$ 1,761,637
Adjustments to reconcile change in net assets to net cash from operating activities:		
Net (gains) losses on investments	(365,748)	(277,355)
Contributions permanently restricted	(289,210)	(1,256,142)
Changes in operating assets and liabilities:		
Other receivable	(295)	(5,894)
Contributions receivable	678,277	(946,734)
Accounts payable	(18,488)	(41,920)
Net cash from operating activities	350,464	(766,408)
Cash flows from investing activities:		
Proceeds from sale and maturity of investments	5,236,538	2,250,722
Purchase of investments	(5,651,593)	(3,142,751)
Net cash from investing activities	(415,055)	(892,029)
Cash flows from financing activities:		
Proceeds from contributions restricted for:		
Investment in endowment	289,210	1,256,142
Net cash from financing activities	289,210	1,256,142
Net increase (decrease) in cash and cash equivalents	224,619	(402,295)
Cash and cash equivalents at beginning of year	318,450	720,745
Cash and cash equivalents at end of year	$ 543,069	$ 318,450
Supplemental disclosure of non-cash operating activities:		
In-kind contributions	$ 13,261	$ 151,433

See accompanying notes.

1. General

Midlands Technical College Foundation, Inc. (the "Foundation") is a nonprofit organization that was formed August 12, 1970, to benefit and support education at Midlands Technical College (the "College").

The Foundation is a legally separate, tax-exempt component unit of the College. The Foundation acts primarily as a fund-raising organization to supplement the resources that are available to the College in support of its programs. The Board of the Foundation is self-perpetuating and consists of graduates and friends of the College. Although the College does not control the timing or amount of receipts from the Foundation, the majority of resources, or income thereon, that the Foundation holds and invests, is restricted to the activities of the College by the donors. Because these restricted resources held by the Foundation can only be used by, or for the benefit of the College, the Foundation is considered a component unit of the College.

2. Summary of Significant Accounting Policies

Basis of Presentation

The financial statement presentation by the Foundation is in accordance with the accounting principles generally accepted in the United States of America for not-for-profit organizations as issued by the Financial Accounting Standards Board (FASB) through its Accounting Standards Codification (ASC). The guidance from FASB requires organizations like the Foundation to report information regarding its financial position and activities according to four classes of net assets as follows:

Unrestricted Undesignated - Unrestricted Undesignated Net Assets are not subject to donor-imposed restrictions or Foundation Board imposed stipulations.

Unrestricted Designated - Unrestricted Designated Net Assets are not subject to donor-imposed restrictions, but are subject to Foundation Board imposed stipulations.

Temporarily Restricted - Temporarily Restricted Net Assets are subject to donor-imposed stipulations that will be met by actions of the Foundation and/or passage of time.

Permanently Restricted - Permanently Restricted Net Assets are subject to donor-imposed stipulations that require them to be maintained permanently by the Foundation. Generally, the donors of these assets permit the Foundation to use all or part of the income earned on related investments for general or specific purposes.

2. Summary of Significant Accounting Policies (Continued)

Investments - Investments in marketable securities with readily determinable fair market values and all investments in debt securities are valued at their fair values in the statement of financial position. Investment in real estate is reported at the lower of cost or market. Investment income or loss (including gains and losses on investments, interest, and dividends) is included in the statement of activities as increases or decreases in unrestricted net assets unless the income or loss is restricted by donor or law. Securities or other investments donated are recorded at their market value at the date of the gift.

Investment Objectives

The Foundation's investment objectives are to achieve adequate growth in financial assets and income to meet its spending policy without exposure to undue risk:

A. Estimating anticipated financial needs of the Foundation;
B. Articulate the Finance Committee members' views of the Foundation's investment objectives and tolerance for risk;
C. Formulate policies to assist the Finance Committee with, first, developing a suitable asset allocation; second, selecting appropriate investment managers within the framework of that asset allocation; and third, prudently monitoring and evaluating the performance of such managers;
D. Documenting and communicating standards and expectations as identified by the Finance Committee to the investment manager;
E. Investment Allocation: the Foundation uses the following guidelines for asset allocations:

Asset Allocation Guidelines	Minimum %	Maximum %
Cash and Cash Equivalents	1%	5%
Fixed Income	25%	40%
Equities	55%	75%

2. Summary of Significant Accounting Policies (Continued)

Endowments - In receiving gifts qualifying for the Foundation's definition of endowment funds, the Board of Trustees of Midlands Technical College Foundation interprets the South Carolina Uniform Prudent Management of Institutional Funds Acts ("SCUPMIFA" or "state law") as requiring the Foundation to preserve the original fair value amount donated, in the absence of donor spending or preservation intentions. As a result of this interpretation, the Foundation classifies as permanently restricted net assets the value of the original and subsequent donor gifts qualifying as endowments.

If the gift instruments requires all or a portion of the endowment related earnings accumulations to be preserved rather than spent, they are classified as permanently restricted. Earnings accumulations without such donor-imposed restrictions are classified as temporarily restricted until appropriated for expenditure.

The Foundation, in accordance with SCUPMIFA, considers the following factors in deciding whether to accumulate or spend donor endowment funds earnings accumulations:

1. The duration and preservation of the endowment fund.
2. The purposes of the Foundation and donor-restricted endowment fund.
3. General economic conditions.
4. The possible effect of inflation and deflation.
5. The expected total return from income and the appreciation of investments.
6. Other resources of the organization.
7. The investment policy of Midlands Technical College Foundation.

The Foundation’s spending policy is divided into the following areas:

1. Annual Operating Funds: The Foundation adopts an annual operating budget in accordance with policy. The operating budget will generally include expenditures that support the Foundation and college activities. Also included in the annual operating budget are revenue sources such as investment income, donations and specialized fund-raising activities. Additionally, should the Foundation decide to expend investment appreciation or investment corpus, it will be included in the budget.
2. Annual Designated Funds: Annual designated funds have expenditures that are generally restricted, such as scholarships. These expenditures are included in the annual budget and are identified as restricted funds.
3. Annual Undesignated Funds: Undesignated funds are those unplanned donations acquired by the Foundation.

2. Summary of Significant Accounting Policies (Continued)

Revenue, Gains and Other Support and Expenses and Losses - Revenues are reported as increases in the unrestricted net assets classification unless use of the related assets is limited by donor-imposed restrictions. Contributions, including unconditional promises to give, are recognized as revenue in the period received. Conditional promises to give are not recognized as revenue until the conditions on which they depend are substantially met. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as unrestricted support. Increases in the allowance for uncollectible pledges are netted against contribution income.

Expenses are reported as decreases in unrestricted undesignated or unrestricted designated net assets as appropriate. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted undesignated or unrestricted designated net assets unless their use is restricted by explicit donor stipulation or by law.

Donated Services, Goods, and Facilities - A substantial number of volunteers have donated an undetermined number of hours to the Foundation's program services and fund-raising campaigns during the year; however, these donated services are not reflected in the financial statements since the services do not require specialized skills.

During the year ended June 30, 2017, the Foundation received in-kind contributions valued at approximately $13,261. Substantially, all contributions of equipment to the Foundation become property of the College upon receipt of the property from the donor. Accordingly, the Foundation records the contributions at their fair value with an offset to college support in these financial statements.

Use of Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents - Cash and cash equivalents consist of cash held in checking and money market accounts with maturities of less than 90 days. Management believes the Foundation is not exposed to any significant credit risk on cash or cash equivalents.

2. Summary of Significant Accounting Policies (Continued)

Concentrations of Credit and Market Risk - Financial instruments that potentially expose the Foundation to concentrations of credit and market risk consist primarily of cash equivalents and investments. Cash equivalents are maintained at high-quality financial institutions and credit exposure is not limited to any one institution. The Foundation has not experienced any losses on its cash equivalents. Management believes that the Foundation's investment portfolio is adequately diversified among issuers. In addition, management believes that the Foundation has the ability to hold its investment portfolio during periods of temporary market declines.

Income Taxes

Midlands Technical College Foundation, Inc. has received a determination letter from the Internal Revenue Service that it is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code (the "IRC"). However, it would be subject to tax on income unrelated to its exempt purposes (unless that income is otherwise excluded by the IRC). The tax years ending June 30, 2017, 2016, 2015, and 2014 are still open to audit for both federal and state purposes. The Foundation is not classified as a private foundation.

Prior-year Comparative Totals – The financial statements include certain prior-year summarized comparative information to facilitate financial analysis. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Foundation's financial statements for the year ended June 30, 2016, from which the summarized information was derived.

3. Investments

The following summarizes the cost and fair values of investments at June 30, 2017:

	Cost	Fair Value
Marketable Securities		
Invested - Money Market Funds	$ 950,960	$ 950,960
Fixed Income	2,764,799	2,753,294
Equities	4,526,726	4,926,826
Mutual Funds	160,598	173,640
Total Marketable Securities	8,403,083	8,804,720
Real Estate	5,000	5,000
Total Investments	$ 8,408,083	$ 8,809,720

4. Fair Value

Information about the fair value of financial instruments for which it is practical to estimate that value, whether or not recognized in the Statement of Financial Position, is required to be disclosed. Fair value is determined using various methods and assumptions.

The following methods and assumptions were used to estimate the fair value for the classification within the financial statements:

- *Investments in marketable securities* – fair value is approximated by the balance reported by the custodian based on market values of the investment assets.
- *Contributions receivable* - The fair value of promises to give that are due in one year or more is estimated by discounting the estimated future cash flows using an estimate of the Foundation's earnings rate.

When quoted market prices are not available, fair values are based on estimates using present value or other valuation techniques. Those techniques are significantly affected by the assumptions used, including the discount rate and estimates of future cash flows. In that regard, the derived fair value estimates cannot be substantiated by comparison to independent markets and, in many cases could not be realized in immediate settlement of the instrument.

4. Fair Value (Continued)

The following levels of input for measurement of fair value have been defined to assist the user in evaluating the fair value disclosure information:

Level 1	Quoted prices in an active market for identical assets or liabilities.
Level 2	Other quoted prices in active markets for similar assets or liabilities, quoted prices for identical assets or liabilities in markets that are not active for transactions or availability of information, other observable sources of information, and information derived principally from or corroborated from observable sources of information.
Level 3	Unobservable sources of information, primarily management's assumptions about potential market participants.

The estimated fair values of the Foundation's financial instruments are as follows and are included in the statement of financial position under similar descriptions:

	Level	Carrying Value	Fair Value
Investments in Marketable Securities	1	$ 8,804,720	$ 8,804,720
Contributions Receivable	3	$ 2,043,380	$ 2,043,380

The Foundation recognized a decrease in the amount of $678,277 in level 3 due to the decrease in contributions receivable during the year.

Certain financial instruments and all nonfinancial instruments are excluded from the fair value disclosure requirements. Accordingly, the aggregate fair value amounts presented do not necessarily represent the value of the Foundation.

The Foundation recognized $100,982 in unrealized gains resulting from changes in fair value during the period.

5. Contributions Receivable

Unconditional promises to give as of June 30, 2017 are due as follows:

Within one year	$ 946,084
One to five years	1,252,676
Total	2,198,760
Allowance for uncollectible pledges	(10,993)
Present value discount	(144,387)
Contributions receivable, net	$ 2,043,380

The discount to net present value was calculated using the estimated earnings rate of 3.94% as of June 30, 2017.

6. Temporarily Restricted Net Assets

At June 30, 2017, temporarily restricted net assets are available for the following specific program services:

Periods after June 30, 2017	$ 43,394
Specific programs	2,661,572
	$ 2,704,966

During the year, temporarily restricted net assets were released for satisfaction of the following restrictions:

Total program restrictions released	$ 285,466
Time restrictions released	$ 10,993

7. Related Party Transactions

The Foundation exists to provide support of educational programs at Midlands Technical College. All of the Foundation's expenditures are for the operation of the Foundation, scholarships for Midlands Technical College students, or other support of Midlands Technical College. Midlands Technical College provides office space and support services to the Foundation at no cost. Total payments to the College for items such as salary supplements, legislative support, travel and other costs totaled $471,501 during the 2017 fiscal year. Total payments to the College for items such as scholarships and grants, and other support for the students totaled $230,527 during the 2017 fiscal year. Additionally, the Foundation paid the College a total of $3,000 for administrative services during the year.

8. Classification of Endowment Funds

The Foundation's endowment funds consist of the following at June 30, 2017:

	Unrestricted Endowments	Temporary Endowments	Permanent Endowments	Total Endowments	Funds Not Meeting The Definition	Total Reported Net Assets
Donor Restricted	$ -	$ 1,151,887	$ 6,849,826	$ 8,001,713	$ 2,744,477	$ 10,746,190
Board Designated	634,038	-	-	634,038	-	634,038
Total	$ 634,038	$ 1,151,887	$ 6,849,826	$ 8,635,751	$ 2,744,477	$ 11,380,228

From time to time, fair market value assets associated with individual donor-restricted endowment funds may fall below the level stipulated by the donor or required by state law to be retained as a fund of perpetual duration.

8. Classification of Endowment Funds (Continued)

The following table presents changes to the Foundation's endowment funds for the year ended June 30, 2017:

	Unrestricted Endowments	Temporary Endowments	Permanent Endowments	Total Endowments
Endowments at June 30, 2016	$ 613,554	$ 1,033,607	$ 6,553,779	$ 8,200,940
Reclassification by management	-	-	6,837	6,837
Investment Returns	16,767	77,016	-	93,783
Market Gains	26,104	119,898	-	146,002
Net Earnings	42,871	196,914	6,837	246,622
Contributions	-	-	289,210	289,210
Appropriated for expenditures	(22,387)	(78,634)	-	(101,021)
Endowments at June 30, 2017	$ 634,038	$ 1,151,887	$ 6,849,826	$ 8,635,751

During the year ended June 30, 2017, management reclassified certain net assets for UPMIFA reporting purposes only. These reclassifications resulted in a net increase in UPMIFA net assets of $6,837 as noted above.

9. Subsequent events

Subsequent events were evaluated through September 13, 2017, which is the date the financial statements were available for issue.

OTHER FINANCIAL INFORMATION

MIDLANDS
TECHNICAL COLLEGE
FOUNDATION

Midlands Technical College Foundation, Inc.

Combining Schedule of Permanently Restricted, Temporarily Restricted and Unrestricted Designated Funds

as of June 30, 2017

(with comparative amounts at June 30, 2016)

	Permanently Restricted	Temporarily Restricted	Unrestricted Designated	2017 Total	2016 Total
Accounting Program Support	$ -	$ 684	$ -	$ 684	$ 205
ADN Alumni Scholarship	-	95	-	95	95
ADN Program Support	-	4,655	-	4,655	4,524
African American Male Leadership Institute	-	12,560	-	12,560	12,389
AITP Scholarship Endowment	10,322	2,504	-	12,826	12,772
Albin Johnson Memorial Endowment	126,857	53,587	-	180,444	173,637
Allied Dental Program	-	25	-	25	25
Alumni Association Endowment	30,555	1,420	-	31,975	30,173
Alvin J. & Shanita T. D'Angelo Grant Fund	-	5,000	-	5,000	-
Ambassador Assembly Support Fund	-	1,218	-	1,218	1,342
Area Hospitals Endowment	814,193	469,669	-	1,283,862	1,247,576
Arts & Sciences Endowment	9,844	1,899	-	11,743	11,715
Auto Equipment	-	25,807	-	25,807	23,736
Bank of America QuickJobs	-	13,105	-	13,105	-
Bank of America Veterans QuickJobs Fund	-	60,356	-	60,356	-
Barbara & Lester Reed Development Endowment	13,659	10,041	-	23,700	22,967
Beatrice Lindau Endowment	30,803	9,941	-	40,744	39,653
BFS Automotive Support	-	15,625	-	15,625	15,625
Bill Hayes Memorial Endowment	10,960	2,898	-	13,858	13,769
Bill Lind Memorial	-	3,626	-	3,626	3,626
Bill Lind Scholarship Endowment	28,555	8,754	-	37,309	34,770
Blair Park Rivers QuickJobs Scholarship	-	1,267	-	1,267	1,172
BN Life Skills Center Endowment Fund	712,500	50,704	-	763,204	747,910
BN QuickJobs Endowment Fund	712,500	40,554	-	753,054	747,910
Bridging the Gap Endowed Grant Fund	111,269	-	-	111,269	-
Bridging the Gap Scholarship Fund	-	18,693	-	18,693	27,299
Burkett Burkett & Burkett, CPA, P.A. Endowed Scholarship	26,250	6,019	-	32,269	31,437
Burroughs-Wyman Endowment	12,633	2,745	-	15,378	15,300
Burt Friday Scholarship	-	10	-	10	10
Call Me Mister Program Support Endowment	11,698	5,142	-	16,840	16,212
Carl Hammond Memorial Scholarship	-	950	-	950	-
Carpentry Framing	-	19,752	-	19,752	18,745
Carr Family Scholarship Endowment	8,333	1,944	-	10,277	8,297
Cayce-West Columbia Rotary Club Don H. Morris Scholarship	-	540	-	540	255
Charles Palmer Communities in Schools Endowment	44,685	25,656	-	70,341	67,943
Christine Hipp Endowment	14,105	3,509	-	17,614	17,657
Christopher Conner QuickJob Scholarship Fund	-	1,928	-	1,928	1,928
Clinical Board Program	-	30,280	-	30,280	30,462
Col. Pete Sercer Irmo High School AFJROTC Scholarship	-	3,914	-	3,914	3,485
Colonial Life IT QuickJobs Program Fund	-	3,982	-	3,982	-
Commercial Graphics Department	-	22,247	-	22,247	18,769
Continuing Education Support Program	-	23,857	-	23,857	23,857
Corrine P. Rogers Scholarship Fund	-	1,754	-	1,754	-
Coursepower (Applied Computing Minor/Certificate) Scholarship	-	1,425	-	1,425	1,425
D.L. Scurry Foundation Endowment	90,318	19,111	-	109,429	108,386
Darcel & Candacy Sanders Scholarship	-	1,967	-	1,967	1,967
Dental Support	-	42,862	-	42,862	41,734
Dental Support - Nitros	-	3,847	-	3,847	-
Derrick Family Endowment Scholarship	10,275	3,991	-	14,266	13,715
Developmental Studies Loan	-	4,936	-	4,936	5,018
Division Support	-	-	-	-	9
Division Support - Library	-	4,371	-	4,371	-
Division Support - Math Meet	-	993	-	993	-
Dixon Durham & Julia Durham Miller	-	9,518	-	9,518	9,518
Dogs Offering Military Support Fund (DOMS)	-	41,499	-	41,499	31,600
Dorothy Smith Endowment Scholarship	30,664	5,478	-	36,142	35,899

Midlands Technical College Foundation, Inc.

Combining Schedule of Permanently Restricted, Temporarily Restricted and Unrestricted Designated Funds

as of June 30, 2017

(with comparative amounts at June 30, 2016)

	Permanently Restricted	Temporarily Restricted	Unrestricted Designated	2017 Total	2016 Total
Dr. James R. Morris, Jr. Leadership Development Endowment Fund	23,750	-	-	23,750	-
Dunbar-Tompkins Distinguished Lecturer Endowment	15,728	4,514	-	20,242	19,898
Early Childhood Development	-	12	-	12	12
Engineering Equipment	-	1,659	-	1,659	1,659
Engineering Technology Endowment	19,559	5,745	-	25,304	24,254
English Department Bonner Endowment Fund	18,709	3,589	-	22,298	21,116
Equipment	-	3,168	-	3,168	3,111
Ernest F. Hollings Endowment Scholarship	64,926	-	19,013	83,939	82,955
Ernie Dennison Memorial Scholarship Endowed Fund	28,778	12,205	-	40,983	41,189
Eunice Primus-Robinson Endowment Scholarship	16,475	2,671	-	19,146	13,288
Excellence in Technology Endowment	309,014	-	167,656	476,670	460,087
Faculty and Staff Development Endowment Fund	28,482	22,662	-	51,144	50,023
Faculty and Staff Endowment Scholarship	37,488	3,557	-	41,045	26,790
Faculty Council	-	2,682	-	2,682	2,682
Fairfield Electric Cooperative Scholarship	-	1,900	-	1,900	1,500
Ford Addison Weeks Memorial Nursing Endowment	141,606	38,471	-	180,077	179,178
Friends of the College Dinner Endowment	48,317	-	18,396	66,713	75,106
Fund the Gap Endowment Fund	475	-	-	475	-
Gene Haas QuickJobs Scholarship	-	40,670	-	40,670	30,000
General Scholarship Endowment	95,493	14,638	-	110,131	101,896
George Wooldridge Scholarship Endowment	15,100	3,305	-	18,405	18,243
Greater Columbia Dental Association Endowment	24,107	6,797	-	30,904	30,902
Harbison Theatre Endowment Program Fund	3,562	-	-	3,562	-
Harbison Theatre Support	-	84,003	-	84,003	59,569
Harriet Gardin Fields Fund for Needy Students	-	1,663	-	1,663	2,335
Health Information Technology Program Support	-	50	-	50	50
Henry A. & Pauline H. Goodall Scholarship Endowment	27,849	7,104	-	34,953	34,258
Human Services Support	-	1,395	-	1,395	1,395
Humanities Department Studio Arts Scholarship	-	574	-	574	455
HVAC Endowment	16,350	6,337	-	22,687	21,787
HVAC High School Program	-	2,561	-	2,561	2,561
HVAC Program Support	-	11,700	-	11,700	11,700
Industrial Division Student Needs	-	3,132	-	3,132	3,132
Industrial Technology Equipment	-	1,109	-	1,109	2,913
Infiltration Anesthesia	-	940	-	940	940
International Paper QuickJobs Funds	-	5,036	-	5,036	-
IST Endowed Program Fund	26,600	-	-	26,600	-
IST Program Support	-	25	-	25	25
Jake Salley Endowment	8,707	3,391	-	12,098	12,131
James L. Hudgins Scholarship Endowment	35,004	7,129	-	42,133	41,515
Janice and Bob Broom Success Scholarship	-	-	-	-	95
Jimmy Jones Scholarship	-	33,424	-	33,424	25,996
John Courson Endowment	12,818	2,991	-	15,809	15,821
Joseph Mallini Paralegal Program Endowment	12,085	3,199	-	15,284	15,336
Judith Litman Lindau Scholarship Endowment	53,366	14,603	-	67,969	67,605
Jules W. Lindau Memorial Engineering Endowment	36,366	10,853	-	47,219	46,768
Kirby Able Scholarship Endowment	17,561	4,519	-	22,080	22,137
Lasenta Lewis-Ellis Scholarship Fund	-	5,700	-	5,700	-
Lloyd A. Harris Endowment	10,431	3,461	-	13,892	13,333
Louise Frye Memorial Health Science Scholarship	-	475	-	475	475
Machine Tool Technician	-	6,535	-	6,535	6,535
Management & Marketing Program Support	-	609	-	609	609
Margaret Kelly Cubbon Endowed Scholarship Fund	25,682	5,012	-	30,694	29,316
Maria Marchant Endowment	10,200	2,717	-	12,917	12,869
Marion & Rachel Knox Endowment	72,591	13,622	-	86,213	85,587
Mark Wildermuth T-Com Memorial Scholarship Endowment	16,293	3,986	-	20,279	20,093

Midlands Technical College Foundation, Inc.

Combining Schedule of Permanently Restricted, Temporarily Restricted and Unrestricted Designated Funds

as of June 30, 2017

(with comparative amounts at June 30, 2016)

	Permanently Restricted	Temporarily Restricted	Unrestricted Designated	2017 Total	2016 Total
Marshall (Sonny) White Endowed Fund for Excellence	52,608	10,473	-	63,081	55,742
Mary Leitner Memorial Endowed Scholarship	8,352	3,432	-	11,784	11,336
Maxie S. Gordon, Sr. Memorial Endowment Scholarship	11,974	3,501	-	15,475	15,332
Michael Parks Airs Scholarship Fund	-	3,606	-	3,606	5,106
Midlands Human Resource Association Scholarship	-	1,012	-	1,012	1,512
Mot & Malcolm Little Scholarship	-	23,605	-	23,605	15,927
MTC Cares Faculty Service-Learning Award	-	5,348	-	5,348	5,348
MTC Center for Entrepreneurial Success Program Fund	-	190	-	190	-
MTC Emergency Fund for Youth in Transition	-	13,450	-	13,450	12,500
MTC Life Skills Center Fund	-	31,002	-	31,002	30,603
MTC Retiree Scholarship	-	988	-	988	966
MTC Student Veterans Operating Fund	-	-	-	-	11,130
Nicole Goin Service Learning Scholarship	-	210	-	210	210
Nursing & Health Science Endowment	59,200	54,531	-	113,731	115,144
Office Systems Technology Scholarship	-	443	-	443	295
Operation Santa Claus Support	-	-	-	-	1,931
Palmer College Corporation	-	141,176	-	141,176	141,176
Palmetto PC Club Scholarship	-	6,550	-	6,550	7,550
Patricia Mogel Coogler Dental Sciences Endowed Scholarship	55,123	2,550	-	57,673	47,828
Paul B. Vann Memorial Nursing Endowment Scholarship	13,157	2,685	-	15,842	15,886
Paul J. Boan Art Education Scholarship	-	168	-	168	418
Permanently Restricted	54,372	1,759	-	56,131	30,753
Physical Therapist Assistant Program	-	2,908	-	2,908	2,953
President's Excellence Endowment	39,549	1,983	-	41,532	37,349
QuickJobs Scholarship	-	147,976	-	147,976	245,463
Radiologic Technician Mentorship Program	-	8,247	-	8,247	8,747
Ralph D. Levine Scholarship Endowment	14,366	4,958	-	19,324	18,553
Respiratory Care - Camp Catch Your Breath	-	770	-	770	367
Respiratory Care Support	-	1,868	-	1,868	2,264
Respiratory Therapy Loan	-	2,350	-	2,350	2,350
Restricted	-	4,495	-	4,495	7,049
Richard Craig Pitts Memorial Scholarship	-	660	-	660	232
Richard T. Boan Endowment for Excellence in Health Sciences	10,661	871	-	11,532	4,487
Richard W. Riley Endowment	79,741	-	20,421	100,162	99,433
River's Kids (Art, Clark, Blair & Grier) Scholarship	-	4,650	-	4,650	900
Robert C. Hughes Endowment Scholarship	14,593	5,108	-	19,701	18,383
Robert E. McNair Development Endowment	122,999	-	37,744	160,743	156,142
Ronnie Scott Memorial Endowment	24,985	7,455	-	32,440	32,140
Rosi Mary McLeod Human Services Scholarship Endowment	17,213	3,708	-	20,921	20,183
Sarah Rhames Book Fund for Business Students Endowment	47,532	7,414	-	54,946	46,263
SC Physician's Care Charity Fund	-	320	-	320	320
SC Society of Medical Assistants	-	1,150	-	1,150	184
SC State Fair Endowment	13,906	3,772	-	17,678	16,932
SCE&G Nuclear Systems Technology	-	472,851	-	472,851	417,851
Schneider Electric/Square D Endowment	59,321	23,361	-	82,682	79,499
SCT Professional Development	-	5,837	-	5,837	5,837
Semih Ulgen Scholarship Endowment	10,406	2,657	-	13,063	13,104
Senior Nursing Student Assistance	-	1,058	-	1,058	1,058
Shirley M. Knox Endowment	63,190	15,165	-	78,355	78,564
Shirley Weeks Development	-	-	-	-	3,514
Sisters of Charity	-	212	-	212	212
Solomon Jackson, Jr. QuickJobs & Technical Ed. Endowment Fund	1,187,500	15,932	-	1,203,432	1,187,500
Spencer T. Jones Memorial Scholarship Fund	-	1,550	-	1,550	2,000
Steven L. Ball Memorial Scholarship Endowment	16,415	3,706	-	20,121	20,041
Strom Thurmond Endowment	76,931	-	22,321	99,252	98,124
Student Success Endowment	71,156	-	34,984	106,140	102,075

Midlands Technical College Foundation, Inc.

Combining Schedule of Permanently Restricted, Temporarily Restricted and Unrestricted Designated Funds

as of June 30, 2017

(with comparative amounts at June 30, 2016)

	Permanently Restricted	Temporarily Restricted	Unrestricted Designated	2017 Total	2016 Total
Surgical Technician Program	-	3,215	-	3,215	2,987
Teaching Excellence Endowment	26,538	-	14,020	40,558	39,134
Temporary Restricted	-	37,140	-	37,140	9,655
Unrestricted Endowment	-	-	299,483	299,483	299,384
Virgil C. and Vera B. Summer Endowment Scholarship	17,024	3,159	-	20,183	20,168
Water Environment Association of SC Legacy of Learning	-	1,575	-	1,575	2,075
Welding Program Support Fund	-	10,749	-	10,749	6,434
Wells Fargo QuickJobs	-	23,377	-	23,377	-
Wells Fargo Scholarship Endowment	10,298	2,402	-	12,700	12,645
Wilkins Family Endowed Scholarship	52,250	1,275	-	53,525	23,750
William C. Goodwin IV Memorial Endowment	9,016	3,586	-	12,602	12,119
William Jerry Wood Life Skills Center Endowment	475,000	33,803	-	508,803	498,606
Total	**$ 6,849,826**	**$ 2,704,966**	**$ 634,038**	**$ 10,188,830**	**$ 9,601,471**

County of Lexington
Accommodations Tax Fund
FY 2018/2019

APPLICATION

Name of Project/Event: **Kinetic Derby Day**

2. Sponsoring Organization: **City of West Columbia**

   Mailing Address: **PO Box 4044, West Columbia, SC 29171**

3. Event/Project Director:

   Name **Kelli Ricard** Title **Events Manager**

   Telephone **803-939-8623** Alternate Telephone **803-521-7765**

   Fax Number **803-939-8607**

   Email **kricard@westcolumbiasc.gov**

4. Event Website: **kineticderbyday.com** **https://www.facebook.com/kineticderbyday/**

5. Event/Project Category (*Check One*):
   - ☒ Tourism, Advertising/Promotion - *see #10 for advertising/promotion sources*
   - ☐ Tourism Related Expenditures: _____

6. Project Timeline: Beginning date **4/21/19** End date **4/21/19**

7. Location of Project/Event: **Meeting Street and State Street in West Columbia, SC**

8. Number of employees: #Full-time **3** #Part-time **We will have over 100 volunteers - not including a planning committee**

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 **30,000**
    - ☒ Brochures - # distributed **20,000**
    - ☐ Posters - # distributed _____
    - ☒ Magazine Ads - # ads **1** (list ads and distribution range on separate sheet)
    - ☒ Newspaper Ads - # ads **3** (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 **3** (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: **672** (list on separate sheet with target audience)

10. Advertising Sources outside of Lexington County

Magazine - I-South Carolina Living - 573,000 subscribers

Billboards - 3 Digital Billboards Charlotte and Augusta

Newspapers - The State Newspaper - 4-1/4 page ads with 140,000 in distribution

The Lexington Chronicle - 4-1/4 page ads with 22,000 in distribution

The Charlotte Observer -2-1/4 page ads with 1.1 million in distribution

Websites-
City of West Columbia
ColaDaily.com
WestMetroNews.com
Greater Cayce West- Columbia Chamber

11. How many people do you expect to attend? 2000 - 3000

12. Of this number, how many are tourists? 1000 - 1500 (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 1000-2000
- ☐ Phone call inquiries - estimated phone calls per month
- ☒ Brochure mailings - estimated brochures mailed per month 20,000
- ☐ Event ticket sales - estimated tickets sold per event
- ☒ Event registration - estimated registrants per event 150
- ☐ Hotel sales - estimated sales per event/per month
- ☐ License plates - estimated count per event
- ☒ Surveys - estimated number of responses per survey 1500
- ☒ Other than listed: Social Media hits - 15,000

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 - 108 Saluda Point Court
Days Inn Lexington - 1015 South Lake Drive
Woodspring Suites Columbia/Lexington - 4920 Augusta Road
We will link these hotels to the sites for accommodations.

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: $67,620.00
b. Amount of Accommodations Funds requested for this Project: $ $18,000.00
c. This request equals what percent of the total Project/Event Budget: 26.6 %
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 $ $11,000, source City of West Columbia, and purpose: to promote Solar eclipse event and provide upgrades to amphitheater

b. For each award year, did you expend 100% of the Accommodations Tax Funds you received?
☒Yes ☐No

c. If no, please explain: 674

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:

Kelli Ricard	Events Manager
Print Name	Title
Kelli Ricard	1/5/18
Signature	Date

BOBBY E. HORTON
Mayor

BRIAN E. CARTER, ICMA-CM, AICP
City Administrator

MICHELLE M. DICKERSON, Esq.
Deputy City Administrator

JUSTIN BLACK, CPA
City Treasurer/Asst. City Admin.

CRYSTAL BOUKNIGHT
City Clerk

City of West Columbia
Bridging Past, Present and Future

TEMUS C. "TEM" MILES
Mayor Pro-Tem

R. TREVOR BEDELL
JIMMY BROOKS
MIKE GREEN
CASEY JORDAN HALLMAN
BOYD J. JONES
ERIN PARNELL PORTER
TEDDY WINGARD
Council Members

January 5, 2018

FY 2018/2019 Accommodations Tax Fund
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Honorable City Council:

The City of West Columbia is delighted to host an event unlike any other in the region on April 21, 2019. The "Kinetic Derby Day" will be a signature event for the city, and for Lexington County. This event will be a unique celebration - a tribute to gears, wheels, sculptures, and gravity. A parade featuring kinetic sculptures (human-powered, handmade floats) and an afternoon of adult and kid soapbox derby racing. Everyone is invited to express their creativity and be a part of the festivities.

The event goers and participants are invited to build a float, create a costume, or just come by to cheer on participants as they careen down Meeting Street into a giant, messy grits finish line. All attendees will be able to browse the booths featuring local artists and vendors selling and displaying arts and crafts. Live music, food trucks, face painting, a kids' area with hands-on demonstrations to teach children about the science behind derby car racing, and art will be part of the Kinetic Derby Day experience. The city strives to provide an engaging, creative, family friendly event that is free to attend, and will draw people from all over the region to participate in this very unique event.

The city will compile demographic information with zip codes from attendees, and registration entries. We anticipate a large draw from surrounding states since the closest similar events are in Pennsylvania and Florida. The city is requesting $18,000 in Lexington County Accommodation Tax Funds to help market the event regionally, and purchase supplies for the artists and kids' areas.

The City of West Columbia is situated along eight miles of the beautiful lower Saluda and Congaree Rivers. Known for being friendly, welcoming and affordable, the city also has top-level schools and a myriad of dining and shopping options, as well as exemplary health care options that are within a three-mile radius. The area is ideal for commerce, thanks to its business-friendly attitude, low taxes and utility rates. The City is concentrating on economic development and is eager to attract business start-ups and/or relocations. Additionally, major interstates, highways, the airport, and Columbia are just minutes away.

When it comes to recreation, West Columbia offers kayaking, canoeing, tubing, parks, waterfront concerts, 8.5 miles of walking and biking trails, and much more, including access to the renowned Riverbanks Zoo, Botanical Gardens, and Waterfall Junction.

Thank you for your consideration.

Sincerely,

Kelli Ricard

Kelli Ricard
Events Manager

kricard@westcolumbiasc.gov
803-939-8623
803-521-7765

County of Lexington
Accommodations Tax Fund
FY 2018/19

FUNDING SOURCES

Organization Name: City of West Columbia

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
City of West Columbia - Hospitality Funds			$25,000.00
Sponsors			$20,320.00
Registrations			$4,300.00
Lexington County Accommodations Tax			$18,000.00
TOTAL			$67,620.00

County of Lexington
Accommodations Tax Fund
FY 2018/19

EXPENDITURES

Organization Name: City of West Columbia

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Production & Marketing Service			$25,000.00
Artisan Consultant			$5,000.00
Marketing			$16,890.00
BBQ Logistics			$1000.00
Kinetic Derby Logistics			$2300.00
Construction Workshops			$2000.00
Derby Day Logistics			$8800.00
Artist Area on State Street			$4330.00
Kids Area			$2,300.00
**Please see attached sheet for breakdown			
TOTAL			$67,620.00

Production & Marketir (GoCo Events)	$25,000
Artisan Consultant	$5,000
	$30,000
Marketing	
Flyers	800
Website Registration	400
Social Media Ads	500
Image purchases	150
Promo Cards	1800
Billboards	2820
Display Cars	2000
TV ads	
Regional Ads	5620
Holiday Light Parade	1500
window decals	300
brochures	1000
	16890
BBQ Logistics	
Volunteer Meals	600
Tables & Chair rentals	400
	1000
Kinetic Derby Logistics	
Signage	1500
Registration kits	200
Check in station	200
Trophies	400
	2300
Contruction Workshops	
Supplies	500
Ads	1500
	2000
Derby Day Logisitcs	
Bleachers	0
Trash	0
Security	0
Finish Line Software	1000
Race Tower	500
Start Ramp	600
Racing video & Software	1200
Awards	400
Restrooms	750
Signage	600
Logo chalk/stencils	300
Finish line tent/chairs	100
Audio system	2000
Volunteer shirts	600
flags/whistles	200
radios	250
Pit crew staging area	300
	8800
Artist Area on State	
tents & chairs	800
stage	0
bands	1200
audio	500
signage	700
restrooms	900
trash cans	200
voting buckets	30
	4330
Kids Area	
Soapbox cars	1000
inflatables	750
arts & science	350
signage	200
	2300
	$67,620

Breakdown of Funding Projections

Sponsors	20,320
Registration	4,300
City Event Fund	25000
Lexington County A-Tax	18,000
Total	67,620

BIDDER/VENDOR APPLICATION

LEXINGTON COUNTY PROCUREMENT SERVICES
212 S. LAKE DRIVE, SUITE 503
LEXINGTON, SC 29072
PHONE (803) 785-8107 FAX (803) 785-2240

ALL BIDS ARE POSTED ON OUR WEBSITE AT WWW.LEX-CO.COM

NOTE: All Answers Should Be Typed Or Printed. Incomplete Applications May be Rejected.

Vendor #: _____ **Date/By:** _____

FOR COUNTY USE ONLY

City of West Columbia

Company Name (As Registered With IRS) D/B/A (i.e. John C. Smith, D/B/A Smith Business Forms)

PO Box 4044, West Columbia, SC 29171 803-969-8623

Mailing Address for Orders and/or Bids City, State Zip Code Area Code and Phone #

PO Box 4044, West Columbia, SC 29171 803-969-8623

Remittance Address for Mailing Payment City, State Zip Code Area Code and Fax #

200 N. 12th Street, West Columbia, SC 29169

Street Address for Tax Reporting City, State Zip Code Toll Free Telephone #

kricard@westcolumbiasc.gov

Email Address

0 5 7 – 6 0 0 1 1 2 1 ☐☐☐–☐☐–☐☐☐☐

Federal Tax ID Number (FEIN) (REQUIRED) or If Tax ID Number (TIN) is Social Security Number, enter here
NOTE: A Completed W-9 Form must be attached and returned with vendor application.

3 2 8 4 4 3 1 – 6

South Carolina Sales Tax Registration # (If SC Sales Tax # not supplied, please state reason)
NOTE: Any business with a location in South Carolina location and sells tangible goods must have a SC Sales Tax #

Category for Services Offered (Check All That Apply):

Auditing	☐	Architecture/Engineering	☐	Minor Construction	☐
Major Construction	☐	Consultant/Professional	☐	Environmental Remediation	☐
Equipment	☐	Information Technology	☐	Maintenance Repair	☐
Printing	☐	Services	☐	Supplies	☐
Medical Supplies	☐	Medical Services	☐	Other: _____	☐

_____
(If applicable, provide commodity description)

Organization Contact Name and Title: Brian Carter - City Administrator

Type of Organization (Individual/Sole Proprietor, Partnership, etc...) : Government

Certification: Under the penalties of perjury, I certify that the information provided in this form is true, correct and complete and that neither the applicant nor any person (or concern) in any connection with the applicant as principal or officer, so far as is known, is not debarred or otherwise declared ineligible from bidding with Lexington County.

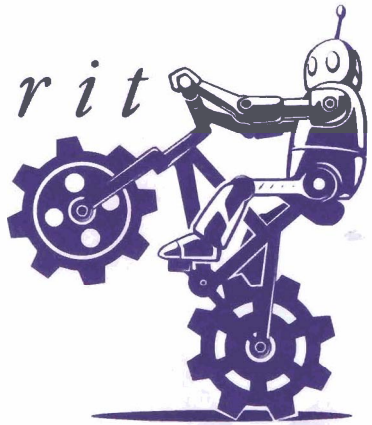
Authorized Signature	Printed Name	Title	Date
[signature]	BRIAN E. CARTER	CITY ADMINISTRATOR	1/5/18

CITY OF WEST COLUMBIA

PRESENTS

Kinetic Derby Day

Show Us Your Grit



Always wanted to be in a parade?

Have a quirky, creative side just fighting to get out?

Boy, do we have the festival for you!

21, 2018



April



City of West Columbia
Bridging Past, Present and Future

Join us for the City of West Columbia's Kinetic Derby Day on Saturday, **APRIL 21, 2018**. This unique celebration is a tribute to gears, wheels, sculptures, and gravity. A parade featuring kinetic sculptures (human-powered, handmade floats) and an afternoon of adult and kid soapbox derby racing. EVERYONE is invited to express their creativity and be a part of the festivities.



Join us to build a float, create a costume, or just come by to cheer on participants as they careen down Meeting Street into a giant, messy **GRITS** finish line. Then, browse the booths featuring local artists and vendors selling and displaying arts and crafts. We hope to see you there!

KineticDerbyDay.com

COUNTY OF LEXINGTON
TOURISM DEVELOPMENT FEE
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Tourism Development Fee 2130:**							
	Revenues:							
435300	Tourism Development Fees	1,371,102	743,000	1,300,000	1,300,000	1,400,000		
435302	TDF - Discount Travel Websites	118,117	56,321	100,000	100,000	100,000		
	Other Revenue:							
461000	Investment Interest	585	564	400	400	1,000		
	**** Total Revenue**	1,489,804	799,885	1,400,400	1,400,400	1,501,000	0	0
	*****Appropriation Total**				1,400,400	1,501,000	0	0
	FUND BALANCE Beginning of Year				128,427	128,427	128,427	128,427
	FUND BALANCE - Projected End of Year				128,427	128,427	128,427	128,427

Fund 2130
Division: General Administrative
Organization: 101100 - County Council

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520500	Legal Services	0	0	25	0		
521000	Office Supplies	0	0	25	0		
521100	Duplicating	0	0	25	0		
525100	Postage	0	0	25	0		
534400	Convention Center Facility	1,484,038	673,140	1,400,300	1,501,000		
	*** Total Operating**	**1,484,038**	**673,140**	**1,400,400**	**1,501,000**	**0**	**0**
	**** Total Personnel & Operating**	**1,484,038**	**673,140**	**1,400,400**	**1,501,000**	**0**	**0**
	***** Total Budget Appropriation**	**1,484,038**	**673,140**	**1,400,400**	**1,501,000**	**0**	**0**

COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
Annual Budget
Fiscal Year 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Temporary Alcohol Beverage License Fee 2140:**							
	Revenues:							
435400	Temp. Alcohol Beverage Permit Fee	260	12,180	80,000	80,000	80,000		
461000	Investment Interest	1,578	970	600	600	1,000		
	**** Total Revenue**	1,838	13,150	80,600	80,600	81,000	0	0
	*****Appropriation Total**				122,912	~~29,000~~ 71,000	0	0
	FUND BALANCE Beginning of Year				178,557	136,245	136,245	136,245
	FUND BALANCE - Projected End of Year				136,245	~~107,245~~ 146,245	136,245	136,245

Fund 2140
Division: Non-departmental
Organization: 999900 Non-departmental

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
529903	Contingency	0	0	0			
534070	Gaston Collard Festival	2,500	2,500	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	Pelion Peanut Festival	2,500	0	2,500	2,500		
534074	Chapin Labor Day Festival	2,500	2,500	2,500	2,500		
534075	Irmo Okra Strut	2,500	2,500	2,500	2,500		
534081	Pine Ridge Festival: Fun on the Run 60th Anniversary				2,500		
534098	Tartan Day South - The River Alliance	2,500	0	2,500	4,000		
534313	Saluda Shoals - Nature Theater Series	2,500	0	0	0		
New	Fall Back Fest: City of West Columbia				5,000		
	*** Total Operating**	**20,000**	**10,000**	**17,500**	**29,000**	**0**	**0**
	**** Total Personnel & Operating**	**20,000**	**10,000**	**17,500**	**29,000**	**0**	**0**
	Other Financing Uses						
812501	Op Trn to Community Juvenile Arbitration	105,412	26,353	105,412	42,000		
	****Total Other Financing Uses**	**105,412**	**26,353**	**105,412**	~~42,000~~	**0**	**0**
	***** Total Budget Appropriation**	**125,412**	**36,353**	**122,912**	~~29,000~~ 71,000	**0**	**0**

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2017/18

NOV 2017
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

APPLICATION

1. Name of Festival: Gaston Collard & 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 803-796-7725 Alternate Telephone
   Fax Number 803-739-5793
   Email jghoyt7085@gmail.com
4. Festival Website: gastonsc.org
5. Event Category (*Check One*):
   ☑ Festival: Gaston Collard & Barbeque Festival
   ☐ Other – Pursuant to State Statute Section 61-6-2010:
6. Festival Timeline *(Actual Dates of Festival)*: 10/6/17 - 10/7/17
7. Location of Festival: 131 N. Carlisle Street, Gaston, SC 29053
8. How many people do you expect to attend? 2,500
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
   b. Amount of funds requested for this project: $ 2,500
   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 2016/2017, amount $ 2,500, 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 attachment)

Signature of Festival Director:

Jennifer Hoyt	Town Clerk
Name	Title
Jennifer Hoyt	10/31/17
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

12a. The Gaston Collard & Barbeque Festival is held every year in the early to late Fall. This year it was held October 6 & 7, 2017. Next year it will be held on October 5 & 6, 2018. 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 License Fee	2500	2500	2500
Sponsors & Vendors	2870	3980	3500
Gaston Pageant	2410	2049	2200
Barbeque Plates	3822	3558	3600
Collards Contest	160	50	75
Barbeque Contest	2400	2120	2200
	14,162.00	14,257.00	14,075.00

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 Float	350.00	350.00	350.00
Entertainment - Band	500.00	1200.00	1200.00
Karaoke	350.00	350.00	350.00
Ad / Banners / Picket Signs	997.03	571.27	625.00
Trophy Shop / The Village Engravers	129.86	139.13	140.00
IGA	395.44	336.00	350.00
Air Fun Rentals	3890.00	3,990.00	3990.00
Crowns for Pageant / Supplies	0	61.25	60.00
Tony's Trophies / Wholesale Crowns	223.35	418.00	375.00
ASCAP	100.00	100.00	100.00
USPS - Mail Flyers / Stamps	908.23	801.28	900.00
Corbitts Meat Market	1385.10	1540.06	1550.00
Lizards Thicket	802.37	695.39	725.00
Pageant Director, Judges, Auditor, Emcee	250.00	175.00	175.00
Barbeque Contest Winners	1800.00	1500.00	1500.00
K & K Printing	0	895.59	900.00
Magic Show - Ray Hardee	0	175.00	175.00
	12,081.38	13,297.97	13,465.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2016/17

I. FESTIVAL INFORMATION:
Organization Name: Gaston Collard & Barbeque Festival
Festival Name: Town of Gaston
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.):
Learning what to do to make the festival run more 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	10,000
Amount Funded by the Temporary Alcohol Beverage License Fee	2500	2500
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources	2500	2500
Total Attendance	2350	1600
Total Tourists*	1850	1450

*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

Town Clerk
Title

Jennifer Hoyt
Signature

10/31/17
Date

Statement of Cash & Debts

Account	YTD Actual as of 09/30/17
BB&T General Fund	364,794
BB&T Sewer Fund	107,869
BB&T Collard Festival	4,482
BB&T Police Dept Acct	6,997
BB&T Municipal Court Acct	24,513
Petty Cash	431
Total Checking / Savings	$ 509,085

	General Fund	Police Fund	Municipal Court
Money in Bank at 06/30/2017	557,386.68	14,904.16	15,783.71
2018 Budget Expenses	(255,668.00)	(273,837.00)	
Adjustments for A/P, Defered Reveue, Etc	(40,347.75)		(10,398.11)
Balance Remaining	261,370.93	(258,932.84)	5,385.60

Total leftover money available $ 7,823.69

	Sewer Fund	Collard Festival
Money in Bank at 06/30/2017	103,754.44	10,332.67
2018 Budget Expenses	(25,660.00)	(15,205.00)
Adjustments for A/P, Defered Reveue, Etc		4,872.33
Balance Remaining	78,094.44	-

Town of Gaston
Budget-to-Actual Comparison 2014-2015

General Fund
Budget vs Actual 2016-2017

	2018 Budget	Actual as of 09/30/17	YTD Actual 30-Sep-17	
Income				
Business License Income	115,000	4,525	11,187	
Building Permits & Inspections Income	6,000	354	509	
Franchise Fees	88,000	-	303	
Distributions from the State	35,487	-	9,300	
Income Distributions from MASC	201,000	560	5,121	
Tower Lease	9,125	-	-	
Other Income (Rentals, Faxes/Copies, I	3,000	102	620	
Total Income	457,612	5,541	27,039	
Expenses				
Salaries and Wages	62,664	4,919	15,466	
Employees Fringe Benefits	15,567	1,023	3,271	
Health Insurance	7,300	557	1,794	
Employee Training	2,000	-	1,670	
Travel Exp for Training	2,000	-	338	
Employee & Council Mileage Reimburs	1,000	43	468	
Office Supplies	4,000	515	1,153	
Postage, Delivery & Public Notices	2,000	-	536	
Dues and Subscription	800	-	39	
Telephone	4,200	430	1,357	
Internet Services	1,600	191	581	
Cell Phone	1,000	-	-	
Electricity	8,200	521	1,602	
Electricity-Street Lights	15,500	1,231	3,693	
Water	400	256	353	
Audit	8,500	-	-	
Accounting Service	13,000	788	2,338	
Legal Fees	5,800	-	-	
Legal Fees - Ordaniance	-	-	-	
Building Inspector	6,600	550	1,650	
Building Inspector Supplies & Training	630	-	588	
Building Repairs & Maintenance	15,000	1,591	5,367	
DHEC - MS4 Permit	10,000	-	-	
Lawn Care & Trash Removal	20,628	1,719	5,157	
Cleaning Services	5,600	420	1,260	
Equipment Repairs	1,000	-	-	
Computer System Repairs & Maint	650	-	397	
Property & General Liability Insurance	7,300	-	-	
Insurance - Bonding	3,000	-	-	
Community Events	1,500	-	-	
Community Development	-	-	-	
Planning & Zoning	15,000	-	7,500	
Miscellaneous Adjustments	13,029	142	227	
Bank Service Charges	200	63	143	
Total Expenses	255,668	(14,959)	(56,950)	10,717 Under Budget
Income/Loss for General Fund	$ 201,944	(9,418)	(29,910)	

For Management Purposes Only

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Sewer Fund
Budget vs Actual 2016-2017

	2018 Budget	Actual as of 09/30/17	YTD Actual 30-Sep-17	
Income				
Sewer Sales Income	45,000	4,230	13,112.52	
Total Sewer Fund Income	$ 45,000	$ 4,230	$ 13,113	$ 1,863
Expense				Over Budget
Electricity-Pump Station	1,300	108	328	
Supplies & Tools	50	-	0	
Sewage Volume Charges	17,000	1,650	4,767	
Lift Station & Pump Repair	7,000	-	971	
Property & General Liability Insurance	260	-	0	
Bank Service Charges	50	4	12	Under Spent
Total Expenses	$ 25,660	$ (1,763)	(6,078)	(337)
TOTAL Income or Loss for the Sewer Fu	$ 19,340	$ 2,467	7,034	$ 2,199
				Under Budget

Collard Festival
Budget vs Actual 2016-2017

	2018 Budget	Actual as 09/30/17	YTD Actual 30-Sep-17
Collard Festival Income			
Beauty Pageant	2500	780	780
Contest - Anything with Collards	80	-	225
Contest - BBQ	2625	150	1,625
Sponsors	2000	-	150
Kitchen Plates	5000	-	-
Vendors-Food/Crafts/Etc	500	120	610
Trf from Community Events	0	-	-
Other Income		-	-
Grant	2500	-	-
Total Income	15205	1,050	3,390
Collard Festival Expense			
Sales, Use & Other Tax	300	-	-
BBQ - Contest	3500	-	739
Beauty Pageant	700	58	711
Kitchen - Food for Plates	1900	336	706
Parade	430	-	-
Other Festival Expenses	8375	4,649	8,636
Total Expenses	15205	5,042	(10,793)
TOTAL Income or Loss for Collard Festiv	0	(3,992)	(7,403)

For Management Purposes Only

Town of Gaston
Budget-to-Actual Comparison 2014-2015

Police Department
Budget vs Actual 2016-2017

	2018 Budget	Actual as of 09/30/17	YTD Actual 30-Sep-17	
Income				
Police Fines and Penalties	230,000	12,481	43,009	
Less Police Fines and Penalties to Stat	(160,728)	(8,412)	(30,270)	
Less Police Fines and Penalties to Vitc	(17,720)	(983)	(3,315)	
Police Seizure Income	-	-	-	
Donations & Other Income	1,000	15	2,615	
Grant Money Rec'd		-	-	
Interest Income		-	-	
Total Income	$ 52,553	3,100	12,039	(1,099)
Expenses				Under
Police Salaries	137,596	8,640	28,379	
Magistrate Judge	4,800	400	1,200	
Police Fridge Benefits (FICA, SUTA, PC	33,616	1,863	7,479	
Health Insurance	11,690	911	2,976	
Mileage Reimb	200	-	-	
Office Supplies	1,700	145	703	
Postage and Delivery	500	197	335	
Dues & Subscriptions	825	-	50	
Telephone	3,000	252	755	
Electricity	3,650	259	821	
Water	190	18	47	
Legal Fees	12,000	-	-	
Building Repairs & Maint	5,000	570	570	
Landscaping & Trash Removal	4,320	360	1,080	
Equipment & Computer Repairs	200	-	-	
Lawtrak & Computer Exp	3,800	-	2,992	
IT Work	1,700	-	-	
Magistrate & Admin Fees from County	1,600	-	368	
Juror Pay for Court Cases	450	-	200	
Police Building & Liab Insurance	4,000	-	-	
Police Uniforms	700	167	167	
Radio - Handheld	3,150	260	774	
Supplies, Tools & Equipment	4,000	-	57	
Vehicles - total equip & supplies	5,000	152	457	
Vehicle Purchase	-	-	-	
Vehicle Insurance	4,900	(737)	(737)	
Vehicle Repairs	5,000	1,630	1,869	
Vehicle Maintenance	3,700	91	162	
Vehicle Gas	13,700	1,007	3,061	
Police Training	450	-	345	
Travel Expense for Training	1,300	-	-	
Security	400	32	95	
Police Misc Adj	500	-	19	
Bank Service Charge	200	0	105	
Spending Grant Money		-	-	
Spending Donations/Other Income		-	310	
Debt Service · Contingent Liabilities	-	-	-	
Total Expenses	$ 273,837	(16,218)	(54,639)	13,820
TOTAL Income or Loss for Police Depart	$ (221,284)	(13,118)	(42,600)	12,721
				Under Budget

Summary of Income/Loss	2018 Budget	Actual as of 09/30/17	YTD Actual 30-Sep-17
Income/Loss for General Fund	$ 201,944	$ (9,418)	(29,910)
Sewer Fund	19,340	$ 2,467	7,034
Collard Festival	-	(3,992)	(7,403)
Police Department	(221,284)	(13,118)	(42,600)
TOTAL Income or Loss	$ (0)	$ (24,061)	(72,879)

For Management Purposes Only

COUNTY OF LEXINGTON

FAXED _____

PROCUREMENT SERVICES
212 South Lake Drive, Lexington, SC 29072-3493
(803) 785-8107 FAX (803) 785-2240

PURCHASE ORDER NO. ▶ P1800490 Page 1
P.O. DATE 07/01/17

Delivery instructions must be followed. Do not allow pickups or change of delivery instructions without authorization from the procurement office. Please deliver/ship all items to:

ENDOR 14614

GASTON COLLARD FESTIVAL
186 NORTH CARLISLE ST
GASTON SC 29053

Not Applicable
NOT APPLICABLE

TRANS DATE:07/01/17
ISSUE DATE 07/01/17

stions concerning this order, contact:
DONNA HARRINGTON

DESCRIPTION	QUANTITY	UNIT PRICE	EXTENSION
NON-DEPT TABL, M CALDWELL, REQ CC18-15 2140-999900-534070 7/1/17 DKH			
INTERNAL NOTE: GREEN AND PINK TO FINANCE			
NOTE: PAY AFTER RECEIPT OF ALLOCATIONS			
GASTON COLLARD FESTIVAL ANNUAL FUNDING PAYMENT MUST BE REQUESTED IN WRITING IN ADVANCE AND INCLUDE ACCOUNTING OF HOW ALLOCATION WAS USED FOR REIMBURSEMENT UP TO THE AMOUNT AWARDED BY LEXINGTON COUNTY COUNCIL **NOTE: ATAX & FESTIVALS MUST INCLUDE COPIES OF PAID INVOICES/RECEIPTS WITH FINAL REPORT	1.00 EA	2,500.0000	2,500.00

DISCOUNT: .00
ADDL CHARGES: .00
TOTAL TAXES: .00

$ 2,500.00
TOTAL

TIONS TO VENDOR - READ ADDITIONAL CONDITIONS ON REVERSE:
inal invoice must be submitted for payment. Copies are not acceptable. Failure to comply could unnecessarily delay your payment.
ake S.C. sales tax is to be invoiced and collected by the vendor. Freight is taxable in S.C.
include Federal excise tax in price of items.
ments to be FOB-Destination, freight prepaid unless otherwise stated.
se order number must appear on all invoices, packages, or correspondence.
ent will be made within 30 days from date of receipt of goods or from date of receipt of invoice, whichever is later. Discount date for payment will be computed the same as above.
ent will be made upon completion of total order. No partial payments will be made without prior authorization.

I, THE UNDERSIGNED, CERTIFY THAT THIS PURCHASE ORDER IS IN CONFORMITY WITH ALL PERTINENT STATUTES AND IS SUPPORTED BY A VALID REQUISITION IN THIS OFFICE.

KIRBY PARADE FLOATS LLC

www.KirbyParadeFloats.com



783 Muddy Springs Road
Lexington, SC 29073

Telephone: 803.359.3134 *A. D. Kirby, Owner* *Fax: 803.520.6130*

Rental Agreement

Kirby Parade Floats LLC cannot be held responsible for accidents and/or injuries caused by the negligence of others.

Date: 05-24-2017 (Floats are reserved upon receipt of rental fee, and this signed agreement.)
This Rental agreement is void unless rental fee is paid with-in 15 days of date on agreement.

Rental Fee: $[redacted] (UNIT # 6)

(Jennifer Hoyt)

This is a rental agreement between Kirby Parade Floats, LLC and Gaston Collard Festival for 1 float, on (Date) 10-07-2017 for (Parade) Festival, in (Location) Gaston, S.C.

The following information also applies: Parade Time: 10:00 A.M. Line-up Number: ____
Location for Float Set-up: _____

Float Rules: PLEASE READ FLOAT RULES (listed for your safety and comfort)

1. Food, drink, gum, or liquids of any kind are not allowed on the float. (No Bubble Soap)
2. Live animals are not allowed on the float.
3. All children (under 18), or handicapped persons must be attended by a responsible adult.
4. The maximum weight allowed on the float is 3,000 pounds. (NEVER MORE THAN 15 PEOPLE, includes responsible adults)
5. The renter is responsible for damage to the float, and ensuring that passengers act appropriately and comply with float rules. (Kirby Parade Floats, LLC reserves the right of decision of compliance.)
   (Passengers that do not comply, to float rules, will not be allowed to ride the float.)
6. Tape can not be used to apply signs, banners, decorations, etc. (Driver will bring a staple gun.)
7. Riders will be allowed on the float 15 minutes prior to parade start time and must exit the float once reaching the parade "end" site. (Riders are not returned to parade start Site.)
8. Please do not use tobacco products on the float.
9. Once the parade has started, riders are not allowed on or off of the float until the end of the parade.
   (Please do not extend body parts over the sides of the float, before, during, or after the parade.)

Please note, float colors and props are subject to change and special orders are non-refundable.
All special orders must be paid in full 3 months before parade date.

Upon receipt of the rental fee and this signed agreement, Kirby Parade Floats LLC will reserve the agreed upon float(s) for requested parade.

There will be a $ 35.00 fee charged for all returned checks.

Should any unforeseen circumstance prevent Kirby Parade Floats, LLC from providing the requested float(s) at the designated parade, a refund will be sent to you. If you cancel a parade float rental after rental fee has been paid, you will not be reimbursed, unless the parade has been canceled, (Parade must be canceled 24 hours before parade start time) in a case such as this, you will receive a 75% reimbursement. Special Orders are not reimbursed. Floats pictured on the web site: www.kirbyparadefloats.com are subject to color and prop changes.

Signature of Renter	5-24-17 Date	Signature of Kirby Floats Representative	Date
Jennifer Hoyt		A.D. Kirby	
Printed Name of Renter		Printed Name of Representative	

TOWN OF GASTON

758

Kirby Parade Floats, LLC

6/15/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
7/1/2017	Bill		350.00	350.00		350.00
					Check Amount	350.00

869

Collard Festival - BB& October 7, 2017 Gaston Parade 350.0

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

Invoice

Bill To: The Town of Gaston
131 North Carlisle Street
Gaston, SC 29053

Date: October 7, 2017

Re: Entertainment from David Cooler

Description

Entertainment at 2017 Gaston Collard & Barbeque Festival	$1200.00

Thank you,

David Cooler
PO Box 234
Bamberg, SC 29003

700

TOWN OF GASTON

767

David Cooler

9/30/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/30/2017	Bill		1,200.00	1,200.00		1,200.00
					Check Amount	1,200.00

Collard Festival - BB&

1,200.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com

Order # 095917

Invoice

Bill To: The Town of Gaston
131 North Carlisle Street
Gaston, SC 29053

Date: October 7, 2017

Re: 2017 Festival Karaoke

Description

Karaoke for 2017 Gaston Collard & Barbeque Festival	$350.00

Thank you,

Nancy Simoneau

TOWN OF GASTON

770

Nancy Simoneau

9/30/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/30/2017	Bill		350.00	350.00		350.00
					Check Amount	350.00

702

Collard Festival - BB& 2017 Festival - Karaoke 350.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

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 #: 1710TOG
INVOICE DATE: 10/12/17

To:
Town of Gaston
Gaston, SC 29053

For: Advertising

DESCRIPTION	
Advertising - Display	
GPS Triangle News Collard Festival 1/8 page September 28 @ $62 each	$62.00
INVOICE TOTAL	[redacted]

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

PETTY CASH

AMOUNT $ 62.00

NO.

DATE 10/20/17

ACCOUNT NO.

APPROVED BY

RECEIVED BY Hayes

FOR Ad - Collard test for Linc GPS Newspaper

12-12
A-1156
T-4109

Swansea High Freshman Academy

1195 W Hutto Road, Swansea, SC 29160 (803) 490-5006 Fax: 803-399-7966

Town of Gaston
131 N. Carlisle `Street
Gaston, SC 29053

August 8, 2017

Dear Supporter of Swansea High Freshman Academy,

Swansea High Freshman Academy has many great traditions. We would like to include the ninth grade students receive a yearbook at the end of the school year as a record of their experiences.

We want to reward our students for their hard work with a quality memento, which is shared with family and friends.

We are offering local businesses the opportunity to advertise in the yearbook and to join our ninth grade families in celebration of the passage to High School. This is also a great way to target Gaston and Swansea surrounding area customers for your business!

- Full Page Advertisement- $175.00
- ½ Page Advertisement- $100.00
- ¼ Page Advertisement- $50.00
  1/8th Page Advertisement- $25.00

To reserve your space contact *S. Denise Myers* at *(803) 490-7006 ext. 37309* or via email at DMyers@Lexington4.net.

We know times are challenging and we do appreciate your support.

Sincerely,

Yearbook Committee
Swansea High Freshman Academy

Troy- which would you like to do? We do 180 for Swansea High School

TOWN OF GASTON

764

Swansea High School

9/18/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/18/2017	Bill		100.00	100.00		100.00
					Check Amount	100.00

706

Collard Festival - BB& 2018 Yearbook Ad - Town of Gaston 100.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708
Page 1 of 3

BB&T

Account Summary

Billing Cycle		07/21/2017
Days In Billing Cycle		29
Previous Balance	$	5,379.49
Purchases	+	2,791.73
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	5,379.49 CR
Other Charges	+	0.00
Finance Charges	+	0.00
NEW BALANCE	$	2,791.73

Credit Summary

Total Credit Line	$	10,000.00
Available Credit Line		$7,208.27
Available Cash		$0.00
Amount Over Credit Line		0.00
Amount Past Due		0.00
Disputed Amount		0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$2,791.73
MINIMUM PAYMENT	$2,791.73
PAYMENT DUE DATE	08/15/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/25	06/26	PPLN01	24270747176900015868043	TRI-ELECTRONICS 800-7226793 IN	$ 219.78 PD
06/27	06/28	PPLN01	24108477178900016700013	LASER PRINTER CHECKS CORP 845-7825837 NY	53.82 TH
06/28	06/29	PPLN01	24055227180200726400030	DANA SAFETY SUPPLY INC COLUMBIA SC	545.06 PD
06/28	06/30	PPLN01	24828247180017027909202	CABLE AND CONNECTIONS - L West Columbia SC	TH 1,337.50
07/07	07/10		05502330900	PAYMENT REC - THANK YOU	5,379.49 CR
07/10	07/12	PPLN01	24828247192030032890222	WHOLESALE CROWNS 205-622-3062 AL	418.00 CF
07/18	07/19	PPLN01	24431067199083758506799	BUILDASIGN.COM 800-330-9622 TX	CF 217.57

764.84 PD
1391.32 TH
635.57 CF
2791.73

FREE SHIPPING on all orders!*

entered

Order Number: 73796176

Placed: 7/18/2017
Payment: Complete
Status: On Hold
Estimated Delivery: 7/28/2017 (view shipping details below)

Billing Information

Name: Town of Gaston
Address Line 1: 186 North Carlisle Street
Address Line 2:
City: Gaston
State/Prov/Reg: SC
Zip: 29053
Country: United States

Shipping Information

Name: Town of Gaston
Address Line 1: 131 North Carlisle Street
Address Line 2:
City: Gaston
State/Prov/Reg: SC
Zip: 29053
Country: United States

Other Information

Email: jghoyt7085@gmail.com
Telephone: 803-796-7725
Shipping Method: Ground

Ordered Items:	Qty	Price	Item Total
Customized Sign Custom Sign ID: 848026697 18" x 24"; Corrugated Plastic Double-Sided Full Color View Proof	12	$19.34	$232.08
24"h x 10"w Wire Stake	12	$1.99	$23.88

Payment Information

Card Type: Visa
Card Number: XXXXXXXXXXX9708
Expiration: 12 / 2019
Payment Status: Complete

Subtotal:	$255.96
Promo:	($38.39)
Shipping:	$0.00
Tax:	$0.00
Total:	$217.57

Shipping Activity

Shipping Status: Pending

Submit

TOWN OF GASTON

759

BB&T Financial, FSB

8/1/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
6/25/2017	Bill		2,791.73	2,026.89		635.57
					Check Amount	635.57

709

Collard Festival - BB& 4046011191718936 635.57

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708
Page 1 of 3

BB&T

Account Summary

Billing Cycle		09/22/2017
Days In Billing Cycle		31
Previous Balance	$	2,219.55
Purchases	+	1,504.03
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,219.55 CR
Other Charges	+	35.00
Finance Charges	+	23.27
NEW BALANCE	$	1,562.30

Credit Summary

Total Credit Line	$ 10,000.00
Available Credit Line	$8,437.70
Available Cash	$0.00
Amount Over Credit Line	0.00
Amount Past Due	0.00
Disputed Amount	0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$1,562.30
MINIMUM PAYMENT	$1,562.30
PAYMENT DUE DATE	10/17/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/23	08/24	PPLN01	24492157235894507205785	PAYPAL *ARKBAY 402-935-7733 CA	$ [redacted] PD
08/23	08/24	PPLN01	24492157235894507173959	PAYPAL *WESELLTONER 402-935-7733 CA *	[redacted] PD
08/23	08/24	PPLN01	24692167235100194921941	Norton *AP1234242034 877-294-5265 CA	99.99 TH
08/23	08/24	PPLN01	24492157235894507174957	PAYPAL *BILLIONTREE 402-935-7733 CA *	[redacted] PD
08/26	08/27	PPLN01	24692167238100913310761	MAKESTICKERS.COM 708-532-8244 IL	[redacted] CF $99.37
08/25	08/27	PPLN01	24692167237100481850140	Norton *AP1234411361 877-294-5265 CA	96.29 PD
08/26	08/28	PPLN01	24060657239900010300240	SWANSEA HARDWARE INC SWANSEA SC	[redacted] TH
09/01	09/01	PPLN01	24692167244100358610875	Amazon.com AMZN.COM/BILL WA	[redacted] TH
09/14	09/15	PPLN01	24445007258000445531137	DOMINO'S 5696 770-867-2201 SC	[redacted] CF
09/15	09/17	PPLN01	24492157258894260631377	PAYPAL *MYOFFICEINN 402-935-7733 CA	[redacted] PD
09/15	09/17	PPLN01	24492157258894260616881	PAYPAL *SMBPP2 402-935-7733 CA	[redacted] PD
09/15	09/17	PPLN01	24445007259000479114825	USPS.COM EVERY DOOR DTML 800-344-7779 DC	[redacted] CF $801.28

208.30

PD 380.95 ; 150.03-TH ; 973.05 CF

MakeStickers

A service of Graphicsland

ORDER #11889355

Placed: 8/25/2017 2:42:11 PM

entered

Shipping Address

Gaston Town Hall
Town of Gaston
131 N. Carlisle st
gaston sc 29053
8037967725

Customer Information

Gaston Town Hall
townofgaston@gmail.com
Phone# 8037967725

Payment Method

Credit Card Online (Secure)
**********9708
Town of Gaston

7, 2017	**7.00" x 3.00" Bumper Sticker** Quantity:	$31.01 ($1.63 each)
7, 2017	**13.00" x 3.00" Bumper Sticker** Quantity: 3	$14.67 ($4.89 each)
7	**5.00" x 8.00" Rectangle Sticker** Quantity: 4	$16.97 ($4.24 each)
7,	**6.00" x 8.00" Rectangle Sticker** Quantity: 3	$15.62 ($5.21 each)
2017	**14.00" x 8.00" Rectangle Sticker** Quantity: 3	$21.10 ($7.03 each)

Subtotal:	$99.37
US Mail Shipping:	Free!
Grand Total:	$99.37

Credit card charges will appear on your statement as "GRAPHICSLAND, INC."

TOWN OF GASTON

774

BB&T Financial, FSB

10/11/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/30/2017	Bill		1,562.30	1,562.30		973.05
					Check Amount	973.05

712

Collard Festival - BB& 4046011191718936 973.05

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708

BB&T

Account Summary

Billing Cycle		08/22/2017
Days In Billing Cycle		32
Previous Balance		$ 2,791.73
Purchases	+	2,219.55
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,791.73 CR
Other Charges	+	0.00
Finance Charges	+	0.00
NEW BALANCE		$ 2,219.55

Credit Summary

Total Credit Line	$ 10,000.00
Available Credit Line	$7,780.45
Available Cash	$0.00
Amount Over Credit Line	0.00
Amount Past Due	0.00
Disputed Amount	0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$2,219.55
MINIMUM PAYMENT	$2,219.55
PAYMENT DUE DATE	09/18/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

855.83 TH 836.85 CF 526.87 PD

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/21	07/23	PPLN01	24692167202100164572640	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	$ 267.49 TH
07/21	07/24	PPLN01	24226387204370104897194	SAMSCLUB.COM 8887467726 AR	370.19 CF ✓
07/25	07/26	PPLN01	24492157206894590590478	PAYPAL *WISCOMM COM 402-935-7733 CA	56.98 PD
07/26	07/27	PPLN01	24692167207100283508041	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	267.49 PD
07/27	07/28	PPLN01	24110397209207997200222	RHINESTONE JEWELRY 718-336-6788 NY	173.95 CF ✓
07/28	07/28	PPLN01	24692167209100137454895	INT'L CODE COUNCIL INC 888-422-7233 IL	588.34 TH ✓
08/04	08/07		05760841710	PAYMENT REC - THANK YOU	2,791.73 CR
08/07	08/08	PPLN01	24071057219987146134985	ELITE K9 INC 2 270-5545515 KY	172.45 PD ✓
08/11	08/13	PPLN01	24071057223987135031832	ELITE K9 INC 2 270-5545515 KY	29.95 [redacted] PD ✓
08/14	08/15	PPLN01	24224437227102003487217	THE VILLAGE ENGRAV 248-714-9889 MI	139.13 CF ✓
08/15	08/17	PPLN01	24071057228627130858798	ALLENS CROWN AND TROPH 601-5831178 MS	61.25 CF ✓
08/18	08/20	PPLN01	24492157230894355361339	SIGN11 INC 888-789-1050 GA	92.33 CF ✓

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY 5705 5465

Gmail

Gaston TownHall <townofgaston@gmail.com>

Order No 0000630843 from sign11.com

1 message

sales@sign11.com <sales@sign11.com>
To: townofgaston@gmail.com

Fri, Aug 18, 2017 at 11:51 AM

Date: 2017-08-18 11:51:28
Message addressed to: townofgaston@gmail.com

THANK YOU FOR CHOOSING sign11.com
"This email is automatically generated to ensure that all designs of the order has been saved to our server"

>>>> CUSTOMERS WITH UNPAID ORDERS
If you have received this email, but have not made any payment, please visit our home page at sign11.com, and please request an invoice to be sent via paypal, or we will send out the paypal invoice the next following business day.

>>>> CUSTOMERS WITH PAID ORDERS
Your order will be shipped within 1-2 business days.
Tracking Number will be emailed when the package has been shipped.

==========

INVOICE # : 0000630843
INVOICE Date : 2017-08-18 11:51:28

==========

Ship To:
Gaston Town Hall
131 N. Carlisle St.
Gaston, SC 29053
8037967725
townofgaston@gmail.com
Special Instruction :
Need By : 8/25/2017

entered

==========

Product : Rectangle Stickers, Quantity : 4, Product Size : Ranged size, 5 X 8 in
Unit Price : 5.00, Sub Total : 20.00
Proof Link : http://designer.realtimedesigner.com/orders2/630000/630800/630843/1/design_1.jpg
Product : Rectangle Stickers, Quantity : 3, Product Size : Ranged size, 20 X 8 in
Unit Price : 12.78, Sub Total : 38.33
Proof Link : http://designer.realtimedesigner.com/orders2/630000/630800/630843/2/design_1.jpg
Product : Rectangle Stickers, Quantity : 19, Product Size : Ranged size, 7 X 3 in
Unit Price : 1.00, Sub Total : 19.00
Proof Link : http://designer.realtimedesigner.com/orders2/630000/630800/630843/3/design_1.jpg
Product : Rectangle Stickers, Quantity : 3, Product Size : Ranged size, 13 X 3 in
Unit Price : 5.00, Sub Total : 15.00
Proof Link : http://designer.realtimedesigner.com/orders2/630000/630800/630843/4/design_1.jpg

==========

Total : 92.33
Sales Tax (GA 6%) : 0
Shipping Mehod : UPS => Ground (for Bumper Stickers Only)
Shipping Charge : 0.00
ORDER TOTAL : 92.33

Thanks for your order!!

sign11.com
Email: sales@sign11.com

TOWN OF GASTON

763

9/7/2017

BB&T Financial, FSB

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
7/21/2017	Bill		2,219.55	836.85		836.85
					Check Amount	836.85

715

Collard Festival - BB& 4046011191718936 836.85

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

The Village Engravers

Invoice

400 North Main Street
Suite 203
Milford, MI 48381
248-714-9889
Email: thevillageengravers@comcast.net
Website: www.thevillageengravers.com

Invoice No.
Date: 8/14/2017
Order No:
Sales Rep

Tax Registration #: B 45-1600578

Bill To:
Town of Gaston
186 North Carlisle Street
Gaston SC 29053

Ship To:

Tracking No	Ship Via	Ship Date	FOB
<tracking number>	<shipvia>	8/14/2017	<shipping_fob>

Quantity	Description	Code	Unit Price	Amount
1.00	BBQ 650-45" BBQ TROPHY		$120.95	$120.95

Called for
Pd w/ C C

* Indicates non-taxable item

Subtotal	$120.95
Tax (0.00%)	$0.00
Shipping	$18.18
Total	$139.13
Deposit	$0.00
Balance Due	$139.13

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708

BB&T

Account Summary

Billing Cycle		08/22/2017
Days In Billing Cycle		32
Previous Balance	$	2,791.73
Purchases	+	2,219.55
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,791.73 CR
Other Charges	+	0.00
Finance Charges	+	0.00
NEW BALANCE	$	**2,219.55**

Credit Summary

Total Credit Line	$	10,000.00
Available Credit Line		$7,780.45
Available Cash		$0.00
Amount Over Credit Line		0.00
Amount Past Due		0.00
Disputed Amount		0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$2,219.55
MINIMUM PAYMENT	$2,219.55
PAYMENT DUE DATE	09/18/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

855.83 TH 836.85 CF 526.87 PD

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/21	07/23	PPLN01	24692167202100164572640	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	$ 267.49 TH
07/21	07/24	PPLN01	24226387204370104897194	SAMSCLUB.COM 8887467726 AR	370.19 CF ✓
07/25	07/26	PPLN01	24492157206894590590478	PAYPAL *WISCOMM COM 402-935-7733 CA	56.98 PD
07/26	07/27	PPLN01	24692167207100283508041	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	267.49 PD
07/27	07/28	PPLN01	24110397209207997200222	RHINESTONE JEWELRY 718-336-6788 NY	173.95 CF ✓
07/28	07/28	PPLN01	24692167209100137454895	INT'L CODE COUNCIL INC 888-422-7233 IL	588.34 TH ✓
08/04	08/07		05760841710	PAYMENT REC - THANK YOU	2,791.73 CR
08/07	08/08	PPLN01	24071057219987146134985	ELITE K9 INC 2 270-5545515 KY	172.45 PD ✓
08/11	08/13	PPLN01	24071057223987135031832	ELITE K9 INC 2 270-5545515 KY	29.95 [redacted] PD ✓
08/14	08/15	PPLN01	24224437227102003487217	THE VILLAGE ENGRAV 248-714-9889 MI	139.13 CF ✓
08/15	08/17	PPLN01	24071057228627130858798	ALLENS CROWN AND TROPH 601-5831178 MS	61.25 CF ✓
08/18	08/20	PPLN01	24492157230894355361339	SIGN11 INC 888-789-1050 GA	[redacted] CF ✓

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY 5705 5465

Gaston IGA Foodliner

Gaston IGA
P.O. Box 247
185 N. Main Street
Gaston, SC 29053

Hometown Proud

Phone: 803-794-3920
Fax: 803-939-9613

Town of Gaston:

Select Pound Cake 12-28oz. Cakes 48.00
X 7 cases

For a Total of $336.00

Please send Payment to
Gaston IGA #34
P.O. Box 247
Gaston SC, 29053

Thank You
Gaston IGA #34
(803) 794-3920

719

TOWN OF GASTON

766

Gaston IGA

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/20/2017	Bill		336.00	336.00	9/20/2017	336.00
					Check Amount	336.00

Collard Festival - BB& 2017 Gaston Collard & BBQ Festival 336.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

Invoice

Bill To: The Town of Gaston
131 North Carlisle Street
Gaston, SC 29053

Date: October 7, 2017

Re: 2017 Rides for Gaston Collard & Barbeque Festival

Description

Balance due for Rides at 2017 Gaston Collard & Barbeque Festival	$1995.00
	x 2
	$3,990

Thank you,

Fun For All
PO Box 2319
Lexington, SC 29071

Total = $3,990

11/14/2017

Fun For All **1,995.00

One Thousand Nine Hundred Ninety-Five and 00/100**********

Fun For All
PO Box 2319
Lexington, SC 29071

Fun For All 11/14/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/30/2017	Bill		1,995.00	1,995.00		1,995.00
					Check Amount	1,995.00

Collard Festival - BB& 1,995.00

Fun For All 11/14/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
9/30/2017	Bill		1,995.00	1,995.00		1,995.00
					Check Amount	1,995.00

Balance

Collard Festival - BB& 1,995.00

6/15/2017

Fun For All **1,995.00

One Thousand Nine Hundred Ninety-Five and 00/100**********

Fun For All
PO Box 2319
Lexington, SC 29071

Fun For All 6/15/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
6/16/2017	Bill		1,995.00	1,995.00		1,995.00
					Check Amount	1,995.00

Collard Festival - BB& 1,995.00

Fun For All

Date	Type	Reference	Original Amt.	Balance Due	6/1[redacted] Discount	Payment
6/16/2017	Bill		1,995.00	1,995.00		1,995.00
					Check Amount	1,995.00

1st payment

Collard Festival - BB& 1,995.00

Allens Crown & Trophy

220 Mobile Street
Hattiesburg, MS 39401-3492
www.acrowns.com

(888) 665-6300 Fax (888) 665-6301
info@acrowns.com

Date: 08/15/2017 **Order#:** **46607**

Bill To: (Customer ID#23318)

Town of Gaston
Troy Bivens
186 North Carlisle Street
Gaston, SC 29053
United States
803-796-7725
jghoyt7085@gmail.com

Ship To:

Town of Gaston
Troy Bivens
131 North Carlisle Street
Gaston, SC 29053
United States
803-796-7725

Payment Method:

Credit Card: Visa
Troy Bivens
**********9708

Shipping Method:

USPS Priority Mail 2-Day

Code	Description	Qty	Price	Total
S-CN	**Custom Contestant Numbers** [Number Sets:Set of 1 - 90] [Choose Font for Main Title:Times Roman Bold] [Choose Color For Main Title:Black] [Enter Title in Box:Miss Gaston Pageant]	1	$54.00	$54.00

Subtotal:	$54.00
Tax:	$0.00
:	$7.25
Grand Total:	**$61.25**

Pd w/ credit card

C.F.

Sashes

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708

BB&T

Account Summary

Billing Cycle		08/22/2017
Days In Billing Cycle		32
Previous Balance	$	2,791.73
Purchases	+	2,219.55
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,791.73 CR
Other Charges	+	0.00
Finance Charges	+	0.00
NEW BALANCE	$	2,219.55

Credit Summary

Total Credit Line	$	10,000.00
Available Credit Line		$7,780.45
Available Cash		$0.00
Amount Over Credit Line		0.00
Amount Past Due		0.00
Disputed Amount		0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$2,219.55
MINIMUM PAYMENT	$2,219.55
PAYMENT DUE DATE	09/18/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

855.83 TH 836.85 CF 526.87 PD

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/21	07/23	PPLN01	24692167202100164572640	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	$ 267.49 TH
07/21	07/24	PPLN01	24226387204370104897194	SAMSCLUB.COM 8887467726 AR	370.19 CF
07/25	07/26	PPLN01	24492157206894590590478	PAYPAL *WISCOMM COM 402-935-7733 CA	56.98 PD
07/26	07/27	PPLN01	24692167207100283508041	LOGMEIN*LOGMEININC.COM LOGMEIN.COM MA	267.49 PD
07/27	07/28	PPLN01	24110397209207997200222	RHINESTONE JEWELRY 718-336-6788 NY	173.95 CF
07/28	07/28	PPLN01	24692167209100137454895	INT'L CODE COUNCIL INC 888-422-7233 IL	588.34 TH
08/04	08/07		05760841710	PAYMENT REC - THANK YOU	2,791.73 CR
08/07	08/08	PPLN01	24071057219987146134985	ELITE K9 INC 2 270-5545515 KY	172.45 PD
08/11	08/13	PPLN01	24071057223987135031832	ELITE K9 INC 2 270-5545515 KY	29.95 PD
08/14	08/15	PPLN01	24224437227102003487217	THE VILLAGE ENGRAV 248-714-9889 MI	139.13 CF
08/15	08/17	PPLN01	24071057228627130858798	ALLENS CROWN AND TROPH 601-5831178 MS	61.25 CF
08/18	08/20	PPLN01	24492157230894355361339	SIGN11 INC 888-789-1050 GA	[illegible] CF

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY 5705 5465

Gmail

Gaston TownHall <townofgaston@gmail.com>

(no subject)
1 message

wholesalecrowns@aol.com <wholesalecrowns@aol.com> Tue, Aug 1, 2017 at 1:14 PM
To: townofgaston@gmail.com

Wholesale Crowns

Invoice# 0000017421

Invoice Date: 07/07/2017 06:52:33

Billing Information:
Troy Bivens
Town of Gaston
186 North Carlisle Street
Gaston, SC 29053
(803)796-7725
townofgaston@gmail.com

Shipping Information:
Troy Bivens
Town of Gaston
131 North Carlisle Street
Gaston, SC 29053
(803)796-7725

Payment Information:
Payment Method: Credit Card
Card Type: Visa
Name on Account: Troy Bivens
Credit Card #: xxxx-xxxx-xxxx-9708
Authorization Code:

Items

Qty	Item #	Description	Price Each	Total
2	Blowout Price #2 SPIKE CROWN 4"	Blowout Price #2 SPIKE CROWN 4"	$7.00	$14.00
16	Blowout #1 SPIKE CROWN	Blowout Price #1 SPIKE CROWN 6"	$12.00	$192.00
2	Embroidery Sash	Embroidery Banner No Shoulder Text • *Wording Down Banner:MISS GASTON* • *Standard Font:script* • *Size:Small 54-60 inches (varies)* • *Thread Color:Silver* • *Trim Color of Sash:Silver* • *Inside Color of Sash:Black*	$9.00	$18.00
6	Embroidery Sash	Embroidery Banner No Shoulder Text • *Wording Down Banner:MISS GASTON* • *Standard Font:script* • *Size:Large 66-70 inches (varies)*	$9.00	$54.00

- *Trim Color of Sash:Silver*
- *Inside Color of Sash:Black*

		Embroidery Banner No Shoulder Text • *Wording Down Banner:MISS GASTON* • *Standard Font:script* • *Size:Medium 60-64 inches (varies)* • *Thread Color:Silver* • *Trim Color of Sash:Silver* • *Inside Color of Sash:Black*		
6	Embroidery Sash		$9.00	$54.00
		Embroidery Banner No Shoulder Text • *Price Each:* $9.00 • *Wording Down Banner:MISS GASTON* • *Standard Font:script* • *Size:Extra Long 85-89 inches (varies)* +$7.00 • *Thread Color:Silver* • *Trim Color of Sash:Silver* • *Inside Color of Sash:Black*		
4	Embroidery Sash		$16.00	$64.00

Subtotal:	$396.00
Tax :	$0.00
Shipping (No Shipping):	$0.00
Shipping Subtotal Adjustment:	$22.00
Shipping Subtotal:	$22.00
Total:	$418.00
Balance Due:	$0.00

If you have any questions concerning this invoice, contact us immediately:
Phone: 205-622-3062
FAX:
E-mail: wholesalecrowns@aol.com
Website: shop.wholesalecrowns1.com

Thank you for your business!

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708
Page 1 of 3

BB&T

Account Summary

Billing Cycle		07/21/2017
Days In Billing Cycle		29
Previous Balance		$ 5,379.49
Purchases	+	2,791.73
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	5,379.49 CR
Other Charges	+	0.00
Finance Charges	+	0.00
NEW BALANCE		$ 2,791.73

Credit Summary

Total Credit Line	$ 10,000.00
Available Credit Line	$7,208.27
Available Cash	$0.00
Amount Over Credit Line	0.00
Amount Past Due	0.00
Disputed Amount	0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$2,791.73
MINIMUM PAYMENT	$2,791.73
PAYMENT DUE DATE	08/15/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/25	06/26	PPLN01	24270747176900015868043	TRI-ELECTRONICS 800-7226793 IN	$ 219.78 PD
06/27	06/28	PPLN01	24108477178900016700013	LASER PRINTER CHECKS CORP 845-7825837 NY	53.82 TH
06/28	06/29	PPLN01	24055227180200726400030	DANA SAFETY SUPPLY INC COLUMBIA SC	545.06 PD
06/28	06/30	PPLN01	24828247180017027909202	CABLE AND CONNECTIONS - L West Columbia SC	TH 1,337.50
07/07	07/10		05502330900	PAYMENT REC - THANK YOU	5,379.49 CR
07/10	07/12	PPLN01	24828247192030032890222	WHOLESALE CROWNS 205-622-3062 AL	418.00 CF
07/18	07/19	PPLN01	24431067199083758506799	BUILDASIGN.COM 800-330-9622 TX	CF [redacted]

764.84 PD
1391.32 TH
635.57 CF
2791.73

ascap
PO BOX 331608 Attn: Account Services
Nashville, TN 37203-7515
Attn: Account Services
Phone: 1-800-505-4052
Fax: 1-615-691-7795

AO67001013933010192400

G7AO67001013933 - 4

Accounts Payable Dept.
TOWN OF GASTON COLLARD FESTIVL
186 N Carlisle St
Gaston, SC 29053-9403

Re: GASTON COLLARD FESTIVAL/J.POOL
TOWN OF GASTON COLLARD FESTIVL
186 N Carlisle St
Gaston, SC 29053-9403

728

If You Have Already Made Payment, Please Disregard This Invoice.
In Case Of Error In Amount Of Bill Or Payment, Contract Terms Shall Govern.

ACCOUNT NO.	BILLING DATE	CURRENT	PAST DUE	BALANCE DUE
500596082	08/20/2017	$100.00	$0.00	**$100.00**

CONTRACT RATE
$100.00

Charges per applicable operating policy and rate schedule "copies available on request".

FESTIVALf

ASCAP REFERENCE NO.	TRANSACTION DATE	CHECK NO.	EXPLANATION OF CHARGES & CREDITS	FOR THE PERIOD	AMOUNT	REMAINING BALANCE
			PREVIOUS BALANCE			**$0.00**
100004757922	08/20/2017	-	License Fee	09/01/2017 to 09/30/2017	$100.00	**$100.00**

Thank you in advance for your timely payment.
Securely manage your account on line at www.ascap.com/mylicense

729

TOWN OF GASTON

760

ASCAP

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
8/20/2017	Bill		100.00	100.00		100.00

8/24/2017

Check Amount 100.00

Collard Festival - BB& 500596082 100.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com

Order # 095917

United States Postal Service

Every Door Direct Mail (EDDM) Retail®

Post Office: Note Mail Arrival Date & Time (Do Not Round Stamp)

Mailer

Name and Address of Individual or Organization for Which Mailing is Prepared	Telephone	Name and Address of Mailing Agent *(if other than mailer)*	Telephone
Town of Gaston 131 N CARLISLE ST GASTON, SC, 29053 Customer Registration I.D. (CRID) 7520198	(803) 796-7725	Customer Registration I.D. (CRID)_____	

Mailing

Post Office of Mailing	Processing Category	Mailer's Mailing Date	Total # of Bundles	Total # of Pieces per Bundle
GASTON	☑ EDDM Flats	09/18/2017		

Type of Postage	Delivery Type	Weight of a Single Piece	Every Door Direct Mail Barcode
☐ EDDM Retail Indicia ☐ Metered ☐ Meter Strip	Residential	__.__ ounces Max Weight 3.3 ounces	11000000000007520198000000495649904527 11
	Route Type(s) Rural	Incentive/Discount Claimed	

Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Incentive/Discount Amount	Total Postage	Status
DDU	Saturation	0.177	4,527	$801.28		$801.28	PAID ONLINE

Affix Meter Strip Here

Certification

The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.

Privacy Notice: For information regarding our Privacy policy visit www.usps.com

Signature of Mailer or Agent	Printed Name of Mailer or Agent Signing Form	Telephone

Acceptance USPS Use Only

Postmaster: Report Total Postage in AIC 207	Subtotal Postage	Incentive/Discount Amount
Weight of a Single Piece ____ . ____ ounces	Total Number of Pieces	Total Postage
USPS Acceptance Employee Signature		Round Date *(Required)* Payment Date
USPS Acceptance Employee Printed Name		

Verification USPS Use Only

Number of Bundles	Any postage figures adjusted from mailer's entries? If yes, reason: ☐ Yes ☐ No	
I CERTIFY that this mailing has been inspected for each item below if required: (1) eligibility for postage prices claimed; (2) proper preparation *(and presort where required)*; (3) proper completion of postage statement.	Date Mailer Notified / Contact	Round Date *(Required)* Verification Date
	By *(Initials)* / Time AM PM	
USPS Verification Employee Signature	Print USPS Verification Employee Printed Name	

TROY BIVENS
TOWN OF GASTON
Account Number: #### #### #### 9708
Page 1 of 3

BB&T

Account Summary

Billing Cycle		09/22/2017
Days In Billing Cycle		31
Previous Balance	$	2,219.55
Purchases	+	1,504.03
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,219.55 CR
Other Charges	+	35.00
Finance Charges	+	23.27
NEW BALANCE	$	**1,562.30**

Credit Summary

Total Credit Line	$	10,000.00
Available Credit Line		$8,437.70
Available Cash		$0.00
Amount Over Credit Line		0.00
Amount Past Due		0.00
Disputed Amount		0.00

Account Inquiries

Call us at: 1.800.397.1253

Go to www.BBT.com

Write us at PO BOX 698, WILSON, NC 27894-0698

Payment Summary

NEW BALANCE	$1,562.30
MINIMUM PAYMENT	$1,562.30
PAYMENT DUE DATE	10/17/2017

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/23	08/24	PPLN01	24492157235894507205785	PAYPAL *ARKBAY 402-935-7733 CA	$ [redacted] PD
08/23	08/24	PPLN01	24492157235894507173959	PAYPAL *WESELLTONER 402-935-7733 CA *	[redacted] PD
08/23	08/24	PPLN01	24692167235100194921941	Norton *AP1234242034 877-294-5265 CA	89.99 TH
08/23	08/24	PPLN01	24492157235894507174957	PAYPAL *BILLIONTREE 402-935-7733 CA *	[redacted] PD
08/26	08/27	PPLN01	24692167238100913310761	[redacted]	[redacted] 99.37
08/25	08/27	PPLN01	24692167237100481850140	Norton *AP1284411381 877-294-5265 CA	96.29 PD
08/26	08/28	PPLN01	24060657239900010300240	SWANSEA HARDWARE INC SWANSEA SC	[redacted] TH
09/01	09/01	PPLN01	24692167244100358610875	Amazon.com AMZN.COM/BILL WA	[redacted] TH
09/14	09/15	PPLN01	24445007258000445531137	DOMINO'S 5696 770-867-2201 SC	[redacted] CF
09/15	09/17	PPLN01	24492157258894260631377	PAYPAL *MYOFFICEINN 402-935-7733 CA	[redacted] PD
09/15	09/17	PPLN01	24492157258894260616881	PAYPAL *SMBPP2 402-935-7733 CA	[redacted] PD
09/15	09/17	PPLN01	24445007259000479114825	USPS.COM EVERY DOOR DTML 800-344-7779 DC	[redacted] CF $801.28

208.30

PD 380.95 ; 150.03-TH ; 973.05 CF

Brice Corbitt's Meat Market -794-0465 Brice

Invoice

Bill To: Gaston Collard and Barbeque Festival
131 North Carlisle Street
Gaston, SC 29053

Date: October 7, 2017

Purchase: 1034 **lbs. butts at $** 1.49 **per lb.**
(120 butts)

Total - $ 1,540.00

PAID IN FULL

733

TOWN OF GASTON

773

Corbitt's Brice Meat Market, Inc.

10/6/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/6/2017	Bill		1,540.06	1,540.06		1,540.06
					Check Amount	1,540.06

Collard Festival - BB& 2017 Festival butts for BBQ Comp.

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

Lizard's Thicket, Inc.

2240 Airport Blvd. West Columbia, SC 29170
(803) 796-7821 Fax: (866) 373-4841
Catering@LizardsThicket.com
Jason Wiggins, General Manager
Michelle Walker, Catering Sales Director

To: Gaston Town Hall Office
131 North Carlisle St.
Gaston, SC 29053
Contact: Jennifer Bellotti
Phone: 803-796-7725
Email: jennifer.bellotti@gmail.com

Date: 10/7/17
Time: 10:45 A.M.
Payment Method: Check

Quantity	Description	Cost	Extended Cost
10.0	Pans of Cornbread (Sheet Pans)	10.00	$100.00
1		54.99	$549.90

Lizard's Thicket®
Real Country Cooking

Lizard's Thicket
Real
Country Cooking

Check 10001
Cashier #1
Cashier: Cashier #1 Guests 1
SAT 10/07/17 5:50am

1 Open Food 649.90

Sub/Ttl 649.90
Tax 45.49
Total Due 695.39

Order Number 10001

Gaston Town Hall

Sub-Total		$649.90
		$45.49
Non-Taxable Other Charges (Credits)		
Total Price		$695.39

TOWN OF GASTON

769

Lizards Thicket

9/30/2017

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/1/2017	Bill		695.39	695.39		695.39
					Check Amount	695.39

735

Collard Festival - BB& 2017 Festival - Cornbread / Mac & Cheese 695.39

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com Order # 095917

RECEIPT DATE 9/30/17 No. 840549

PAID TO: ~~RECEIVED FROM~~ 2017 Pageant $125.00

$25 each DOLLARS

○ FOR RENT
○ FOR 2017 Auditor, (3) Judges, Emcee

ACCOUNT	125 00
PAYMENT	125 00
BAL. DUE	0

✓ CASH
○ CHECK
○ MONEY ORDER
○ CREDIT CARD

FROM TO

BY [signature] ✓

RECEIPT DATE 9/30/17 No. 840548

PAID TO: ~~RECEIVED FROM~~ Vicki Vidrine $-50.00

DOLLARS

○ FOR RENT
○ FOR 2017 Pagant Coordinator/Director

ACCOUNT	-5000
PAYMENT	-5000
BAL. DUE	0

✓ CASH
○ CHECK
○ MONEY ORDER
○ CREDIT CARD

FROM TO

BY [signature] ✓

RECEIPT

DATE 10/7/17 No. 840570

PAY TO
~~RECEIVED FROM~~ Barbeque Festival Contest Winners $ 1500.00 DOLLARS

○ FOR RENT
○ FOR 1st place $900 2nd place $400 3rd place $200

ACCOUNT	1500 00
PAYMENT	1500 00
BAL. DUE	0

~~✓~~ CASH
○ CHECK
○ MONEY ORDER
○ CREDIT CARD

FROM _____ TO _____

BY [signature]

Invoice

K&K Printing Co., Inc.
2562 FISH HATCHERY ROAD
WEST COLUMBIA, SC 29172

DATE	INVOICE #
8/30/2017	45060

BILL TO

TOWN OF GASTON
PO BOX 429
GASTON, SC 29053

SHIP TO

P.O. NUMBER	TERMS	REP	SHIP	VIA	VENDOR #	PROJECT
JENNIFER	NET 20	WRK	8/30/2017	OUR VAN		

QUANTITY	ITEM CODE	DESCRIPTION	AMOUNT
5,000	FLY	FLYER: 35TH ANNUAL COLLARD FESTIVAL	837.00
		Sales Tax	58.59
		Total	$895.59

A FINANCE CHARGE OF 1 1/2% PER MONTH WILL BE ADDED TO BALANCES AFTER 30 DAYS
The buyer promises to pay all cost or expenses incurred in the collection of the account including reasonable attorney fees and any cost incurred for collection

Phone #
8037394850

762

739

TOWN OF GASTON

8/30/2017

K & K Printing Company, Inc.

Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
8/30/2017	Bill		895.59	895.59		895.59
					Check Amount	895.59

Collard Festival - BB& Festival 2017 Flyers 895.59

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com **Order # 095917**

711143

Invoice

SOLD TO Collard Festival	~~SHIP TO~~ Ray Hardee
ADDRESS 131 N Carlisle St	ADDRESS 785 Blackville Rd.
CITY, STATE, ZIP GASTON SC 29053	CITY, STATE, ZIP GASTON SC 29053

CUSTOMER ORDER NO.	SOLD BY	TERMS	F.O.B.	DATE

ORDERED	SHIPPED	DESCRIPTION	PRICE	UNIT	AMOUNT
		Magic Shows			175.00
		1:00 PM Magic Show			
		3:00 PM Magic Show			
					$ 175.00

140 T-46706/46721 01-11

Thank-You Ray

TOWN OF GASTON

771

Ray Hardee

Date	Type	Reference	Original Amt.	Balance Due		9/30/2017 Discount	Payment
9/30/2017	Bill		175.00	175.00			175.00
					Check Amount		175.00

741

Collard Festival - BB&

175.00

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com

Order # 095917

Gilbert Community Club

Lexington County Peach Festival • Gilbert Community Park

JAN 2018
RECEIVED
LEXINGTON COUNTY
COUNCIL
LEXINGTON, S.C.

January 5, 2018

Ms. Judy Busbee
Lexington County Council
212 South Lake Drive, Suite 601
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, 2018. 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 $10,789. 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. Should you need additional information or clarification on the enclosed documents, please contact me at (803) 920-9904. Also, notices for re-applications should be sent to me and Jennifer Stalvey (Board of Directors, Chairman) at shelba_howard@yahoo.com and biff1263@yahoo.com.

Sincerely,

Shelba D. Howard

Shelba D. Howard, CFO

SDH

Enclosures

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

APPLICATION

1. Name of Festival: Lexington County Peach festival
2. Sponsoring Organization: Gilbert Community Club
   Mailing Address: PO Box 103 Gilbert SC 29054
3. Festival Director:
   Name Shelba D. Howard Title Coordinator / 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, 2018
7. Location of Festival: Gilbert Community Pavil 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: $ 84,600
   b. Amount of funds requested for this project: $ 5,000
   c. This request equals what percent of the total Festival Budget? 5.9 %
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 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	Coordinator / Treasurer
Name	Title
Shelba D Howard	1/5/18
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: Lexington County Peach Festival

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
See Attached	132,397.30	71,620.00	76,993.00
TOTAL	132,397.30	71,620.00	76,993.00

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: Lexington County Peach Festival

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
See Attached	73,604.71	74,870.00	85,650.00
TOTAL	73604.71	74,870.00	85,650.00

GILBERT COMMUNITY CLUB for LEXINGTON COUNTY PEACH FESTIVAL - 2018

A. Description of Festival and History

The Festival is a one-day event consisting of a parade, a local aviation business that provides an 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 ends. 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 the festival if they refuse to cooperate.

The Festival began in 1958 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 1958 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 1958, 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 addition of a web page seven 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 previously stated, 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 inquiries from 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 59 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 $10,788 that was submitted to the County of Lexington for 2017 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 59 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 59 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!

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Budget for Gilbert Community Club
Fiscal Year January 1, 20

	Administration	Programs	Fireworks	Art Contest	Arts & Crafts	Pageant	Parade	Pro
2014 Anticipated Expenditures	6,000.00	13,500.00	6,550.00	1,500.00	1,200.00	5,500.00	800.00	
2014 Actual Expenditures	6,107.85	12,586.68	6,520.00	1,380.00	905.11	4,399.43	256.80	
2015 Anticipated Expenditures	6,100.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	300.00	
2015 Actual Expenditures	5,269.28	12,954.59	6,529.60	1,250.00	1,188.77	4,658.63	118.00	
2016 Anticipated Expenditures	6,230.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	550.00	
2016 Actual Expenditures	8,065.91	11,426.53	6,530.64	1,640.00	560.00	6,014.93	348.20	
2017 Anticipated Expenditures	6,230.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	550.00	
2017 Actual Expenditures	3,330.00	10,788.81	6,613.41	1,700.54	421.22	3,716.45	348.20	
2018 Anticipated Expenditures	6,500.00	13,500.00	6,520.00	1,400.00	1,200.00	4,500.00	550.00	
2018 Actual Expenditures								
2019 Anticipated Expenditures	6,500.00	12,500.00	6,550.00	1,600.00	500.00	4,500.00	550.00	
2019 Actual Expenditures								

	Sponsors	Programs	Fireworks	Art Contest	Arts & Crafts	Pageant	Grants	R
2014 Anticipated Receipts	22,000.00	20,200.00	800.00	1,200.00	10,200.00	8,550.00	2,500.00	
2014 Actual Receipts	30,240.00	21,205.00	1,025.00	1,200.00	12,197.00	5,646.00	2,500.00	
2015 Anticipated Receipts	28,000.00	22,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00	
2015 Actual Receipts	29,005.00	17,094.00	975.00	1,250.00	13,079.00	4,865.50		
2016 Anticipated Receipts	25,000.00	21,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00	
2016 Actual Receipts	28,850.00	12,475.00	1,945.00	1,300.00	12,600.00	3,703.15	2,500.00	
2017 Anticipated Receipts	26,000.00	22,000.00	1,100.00	1,200.00	12,500.00	6,100.00	2,500.00	
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	
2018 Actual Receipts								
2019 Anticipated Receipts	27,000.00	24,000.00	5,000.00	1,300.00	12,040.00	5,033.00	2,500.00	
2019 Actual Receipts								

)'s Lexington County Peach Festival
17 - December 31, 2017

)motion	Entertainment	Banquets	Construction	Donations	Rentals	Labor	Recipe Contest	Concessions	Totals
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
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
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
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
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
1,669.70	11,100.00	13,145.91	0.00	0.00	3,307.28	740.00	338.86		64,887.96
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
	11,350.00	5,668.83	0.00	0.00	3,390.44	1,100.00	250.00	24,926.81	73,604.71
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
1,000.00	13,000.00	7,000.00	1,500.00	5,000.00	4,100.00	1,100.00	250.00	20,000.00	85,650.00

efunds	Bound Books (promotion)	Volleyball	Totals
		150.00	65,600.00
1,800.00		110.00	75,923.00
		120.00	73,520.00
5,012.17			71,280.67
		120.00	69,520.00
1,358.70			64,731.85
		120.00	71,520.00
		120.00	71,620.00
		120.00	76,993.00

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2017/18
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION:
Organization Name: 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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Festival	74,870.00	74,700.00
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		
Total Attendance	40,000	40,000
Total Tourists*	25,000	25,000

*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.): 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
Coordinator/Treasurer — Title
Shelba D. Howard — Signature
1/5/18 — Date

2018 Gilbert Community Club (GCC) Officers

President	Ed Crout 1210 Juniper Springs Road, Gilbert, SC 29054
VP	Lisa McIntosh 1120 Juniper Springs Road, Gilbert, SC 29054
Secretary	Lisa Smith 917 Misty Lane, Gilbert, SC 29054
Treasurer	Monica Motes 1445 Perry Taylor Road, Leesville, SC 29070

2018 Gilbert Community Club (GCC)
Lexington County Peach Festival Committee Members

Coordinator	Shelba D. Howard 325 Shady Branch Road, Leesville, SC 29070
President, GCC	Ed Crout 1210 Juniper Springs Road, Gilbert, SC 29054
VP, GCC	Lisa McIntosh 1120 Juniper Springs Road, Gilbert, SC 29054
Secretary, GCC	Lisa Smith 917 Misty Lane, Gilbert, SC 29054
Treasurer, GCC	Monica Motes 1445 Perry Taylor Road, Leesville, SC 29070
Past President, GCC	Tammy Harman 130 Cotton Branch Road, Leesville, SC 29070
	Mindy Smith 1204 Summerland Avenue, Leesville, SC 29070
	Jean Fallaw 1011 Peach Festival Road, Gilbert, SC 29054
	Craig Finley
	Blake Amick

2018 Gilbert Community Club (GCC) Board of Directors

Chairperson	Jennifer Stalvey (2 years) 1160 Windy Road, Gilbert, SC 29054
V-Chairperson	Fred Taylor (1 year) 111 Juniper Springs Road, PO Box 294, Gilbert, SC 29054
Secretary	Billy Crout (3 years) 141 Bridgewood Court, Gilbert, SC 29054
Officer	Tim Kyzer (4 years) 904 Goldie Road, Leesville, SC 29070
Officer	Kelli Frost (5 years) 105 Peachtree Street, Gilbert, SC 29054
Treasurer, GCC	Monica Motes 1445 Perry Taylor Road, Leesville, SC 29070

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

JAN 2018 RECEIVED LEXINGTON COUNTY COUNCIL LEXINGTON, S.C.

APPLICATION

1. Name of Festival: South Carolina Poultry Festival
2. Sponsoring Organization: Leesville Merchants Association
   Mailing Address: PO Box 4007, Batesburg-Leesville, SC 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: brent.shealy@economyfurniture.com
4. Festival Website: scpoultryfestival.com
5. Event Category (*Check One*):
   ☑ Festival: 100,000
   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: May 10-12, 2018
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: $_____
   b. Amount of funds requested for this project: $ 2500
   c. This request equals what percent of the total Festival Budget? 2 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☑ Yes ☐ No
    a. If yes, state year 2017, amount $ 2500, source Lex County, and purpose: Advertising, Publicity, & Festival Booklet
    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: Began festival in 1971 as way to promote our community & poultry industry. It now involves crafts, food, rides, parade, entertainment, & fireworks. This festival brings a large crowd to our community demonstrating pride & cooperation. The total attendance is estimated to be in excess of 80,000 w/ approx 15,000 out of county. The Economic Impact est. 200,000 - 300,000 E. radio + TV advertising.

Signature of Festival Director:

Brent Gentry — Co Chair

Name — Title

[signature] — 1/11/18

Signature — Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: Sc Poultry Festival

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Events	22,000	22800	23940
Vendors	54,000	52800	55440
Sponsorships	20,000	22000	23100
Advertising	9,000	8900	9345
Grants	2500	2500	2625
Totals			
TOTAL	107500	109000	114,450

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: SC Poultry Festival

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Advertising	7000	7125	9300
Events	65000	63000	60,000
Sponsorship	100	100	—
Bank	100	120	140
Misc	1500	1000	600
Contributions	6000	4000	4400
Equipment / Facilities	2670	11,530	14620
Maintenance	—		—
Insurance	3500	3100	2800
Licenses	150	150	150
Office / Printing	8500	8400	8400
Phone	120	100	100
Rentals	5500	5300	5200
Scholarships	2000	1900	1700
Utilities	800	775	740
Professional	1500	100	50
Souveniers	8500	8300	8500
TOTAL	112,940	115,000	116,700

JAN 2018
RECEIVED
LEXINGTON COUNTY COUNCIL
LEXINGTON, S.C.

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE FY 2018/19

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 Amy McDonald Title SC PPP Coordinator
   Telephone (803) 724-9631 Alternate Telephone (803) 894-9536
   Fax Number (803) 894-9538
   Email addisonkaden@yahoo.com
4. Festival Website: _____
5. Event Category (*Check One*):
   ☑ Festival: _____
   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: August 10th + 11th
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 2017, amount $ 2500.00, source LC TABLE 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:

Amy McDonald — Name

SCPPP Coordinator — Title

Amy McDonald — Signature

01-15-17 — Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 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 <u>financially</u> 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 <u>www.blackbottombiscuits.com</u>)

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.

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: South Carolina Pelion Peanut Party

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
LC TABLE Funds	$250	$250	$380
TOTAL	$250	$250	$380

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: _____

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Advertising: Used LC. TABLE Funds	3055.97	4863.23	3800.00
TOTAL	3055.97	4863.23	3800.00

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2017/18
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION:

Organization Name: South Carolina Pelion Peanut Party

Festival Name: South Carolina Pelion Peanut Party

Contact Name: Amy McDonald Phone: (803) 724-9631

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.): New genres of music, possibly change date, New food vendors, better weather

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Festival	$6423.23	17,584.06
Amount Funded by the Temporary Alcohol Beverage License Fee	$2500	$2500
Amount Funded by the Temporary Alcohol Beverage License Fee from all Sources	$2500	$2500
Total Attendance	10,000	8000
Total Tourists*	1500	1000

*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.): Exhibitors, Contests, brochures, amusement

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.

Amy McDonald — Name

SC PPP — Title

Signature

01/15/17 — Date

Budget 17/18 $ 6423.23

Crafty Things
* T-Shirts $ 1050.00
* Banners $ 250.00

Alexis Skipper
Brochure design $ 233.46
+ print $ 150.00

Corbett Electric $ 1000.00

Lucas Septic $ 444.00

Pelion Police Security $ 600.00

Parkers Trophys $ 11.77

Entertainment $ 2500.00

$ 74.00

Reception

$ 350.00

Kirby Rust

Year book $ 75.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

APPLICATION INSTRUCTIONS

1. PLEASE FILL IN ALL BLANKS. Incomplete applications will be deemed unresponsive and will be returned to the applicant.

2. Organizations applying for funding **must list any other funding they have requested or received from other municipalities or counties for the same funding year**.

3. Temporary Alcohol Beverage License Fee funds are for Lexington County festivals only.

4. In order to receive final funding, organizations must submit documentation for expenditures that are in alignment with their original request using the **FINAL REPORT** form enclosed.

5. Organizations must submit a **current financial statement** with their application.

6. Electronic copy may be found at the County website at www.lex-co.sc.gov.

7. Organizations must report any change such as contact person, mailing address, email address, telephone, etc., immediately to:

Contact Person: Judy Busbee, Executive Assistant
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072
803-785-8103 Fax: 803-785-8101
Email: jbusbee@lex-co.com

County of Lexington

County Council
212 South Lake Drive, Suite 601
Lexington, South Carolina 29072
TELEPHONE: (803) 785-8103 FAX: (803) 785-8101

~~TO:~~ From Festival Applicants for Temporary Alcohol Beverage License Fee Fund

~~FROM:~~ To Judy Busbee, Executive Assistant

RE: Applications for FY 2018/19 Funding Year -
Temporary Alcohol Beverage License Fee Fund

DATE: October 26, 2017

Enclosed find the FY 2018/19 Temporary Alcohol Beverage License Fee Fund application with instructions regarding the application process:

(1) Instructions for Applicants
(2) Application for Funding for FY 2018/19
(3) Funding Source Form
(4) Expenditures Form
(5) Final Report for Previous Funding for Temporary Alcohol Beverage License Fee Funding Year FY2017/18
(6) Form W-9 Request for Taxpayer Identification Number and Certification (***New applicants only***)
(7) Lexington County Bidder/Vendor Application (***New applicants only***)

Organizations are required to provide an audit of how funds were used during the preceding fiscal period of July 1 - June 30 prior to applying for subsequent funding. Disbursement of funds will be made after the festival and will require an accounting of all revenues and expenses with copies of supporting documentation. Please include the FINAL REPORT form with your supporting documents. Any funds not accounted for must be returned to Lexington County at the end of the fiscal year.

DO NOT CREATE YOUR OWN FORM - ELECTRONIC FORMS ARE AVAILABLE AT WWW.LEX-CO.SC.GOV.

Completed application with documentation must be received by
Friday, January 5, 2018 to:
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2017/18
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Festival	$14,700.53	$15,909.62
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	24,000	22,500
Total Tourists*	10,000	9,000

*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.): Observation, traffic and parking counts, number of vendors and pareade 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 of Communications — Title

Signature

Nov. 16, 2017 — Date

2018/19 Application Information

12. Chapin Labor Day Parade and Festival Overview and Description

a. The Chapin Labor Day Parade and Festival will enter its 39th year in 2018, 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 (Walk, Run or Ruck) coordinated by the Justin Pepper Foundation to benefit its youth volunteerism programs. 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.). An estimated 20,000+ 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 2017 were 24,000, 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 $168,000 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 24 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 2018.

2017-18 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 addition of the Saturday Farmer's Market was well-received and we had excellent weather throughout the weekend.

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 and the Tipsy Toad Tavern providing food, beer and wine to attendees. Chapin Liquor sponsored the Sunday night blues show, and Mid-Carolina Electric Cooperative sponsored the Monday concert, which featured local artist The Shelby Raye Band. Lexington Medical Center served as a presenting sponsor for the festival again in 2017.

Attendance was up for the parade. We honored Dr. Ronald "Doc" Crawford, original owner of Chapin pharmacy and longtime community supporter on the week before his 100th birthday, as our Grand Marshall. We had our usual bumper crop of politicians, beauty queens, businesses, civic groups and churches participate in the parade. 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 an additional electrical outlet equipment to a void some of the shortages we have experienced in the past. Publix and O'Leary Orthodontics sponsored the Children's play area, and Chapin Baptist's youth ministry helped set up four tents with activities and games that kids could play at no charge. The town paid for a face painting artist, and a new church provided free access to a jumpy house that was also free admission. Families continued to appreciate 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.

VI: **Festival Budget** - The money ($2500) received from Lexington County through its Temporary Alcohol Beverage License Fee funds for 2017-18 was used to support advertising and promotions as follows:

$1000	Radio advertising with Lake Murray Radio (Z 93 FM)
$ 750	of the $1906.65 for printing 1200 program books that were distributed in advance and at festival
$ 750	of the $873.95 for advertising with EC Publishing (Carolinas Festival Magazine), Irmo-Chapin Life Magazine, Where the Shows Are and Gardner Publications (Top 10 Things To Do eblast)
$2500	

157 NW Columbia Avenue • P.O. Box 183 • Chapin, SC 29036

November 16, 2017

Judy Busbee, Assistant Clerk to Council
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072



RE: FY18/19 Festival Application

Dear Judy,

The 2017 Labor Day Festival and Parade provided another awesome festival experience for locals and tourists visiting Chapin, and we look forward to continuing to build on that growth and momentum for the 2018 edition! Attached please find our application for FY 2018-19 with supplemental information and the final recap for the FY 2017/18 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
FY 2018/19

APPLICATION

1. Name of Festival: Chapin Labor Day Festival & Parade
2. Sponsoring Organization: Town of Chapin
   Mailing Address: PO Box 183, Chapin SC 29036
3. Festival Director:
   Name TBD Title _____
   Telephone 803-345-2444 Alternate Telephone _____
   Fax Number 803-345-0427
   Email _____
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)*: Sept 1- 3, 2018
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: $ 15,000
   b. Amount of funds requested for this project: $ 2500
   c. This request equals what percent of the total Festival Budget? 16.67 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?
    ☒Yes ☐No
    a. If yes, state year 2017, amount $ 2,500.00, source Temporary Alcohol Fund, and purpose: Marketing & Promotions
    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	Nov. 16, 2017
	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: Town of Chapin

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Sponsors/Advertisers	$6380.00	$8375.00	$9000.00
Lexington County Temporary Alcohol Grant	$2500.00	$2500.00	$2500.00
Vendors	$4295.00	$5195.00	$5500.00
Parade floats	$2875.00	$2910.00	$3500.00
T shirt sales	$910.00	$795.00	$1000.00
Car show	n/a	$230.00	$500.00
TOTAL	$16,960.00	$20,005.00	$22,000.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: Town of Chapin

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Advertising & Promotions	$4538.81	$4296.66	$4400.00
Custodial (clean up) & porta johns	$3180.00	$3080.00	$3100.00
Entertainment & Awards	$1341.94	$1874.55	$1900.00
Program Design & Printing	$1769.32	$2081.65	$2100.00
Parade & equipment rentals/purchases	$2587.57	$896.99	$1000.00
Miscellaneous supplies & expenses	$2491.98	$2470.68	$2500.00
TOTAL	$15,909.62	$14,700.53	$15,000.00



County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19



APPLICATION

1. Name of Festival: 45th 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
   Fax Number (803) 749-2743
   Email rbrown @ townofirmosc.com
4. Festival Website: www.okrastrut.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 28-29 2018
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: $ 78,831.00
   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 2017, amount $ 2,500.00, source, and purpose: 2017 Okra Strut 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:_____

Signature of Festival Director:

ROBERT BROWN
Name

TOWN ADMINISTRATOR
Title

Signature

12/29/17
Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 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 12,500. The Okra Strut Festival is going into its 45th 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 11:00pm at the main festival site includes an average of 110 arts & craft vendors, rides, a large number of food vendors, local musical and dancing shows throughout the day and ending with another big concert beginning around 9:00pm.

Attendance Estimates

The festival averages 10,000 -15,000 visitors (that includes the parade) and it is estimated that 65-80% are tourist. The numbers are derived through random question checks during the festival, collection of zip codes during the bus rides from the parking areas, the number of rooms being rented during the festival along with increases in food sales throughout the area.

ABC License Fees spent in 2017

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
FY2018/19

FUNDING SOURCES

Organization: TOWN of IRMO (OKRA STRUT FESTIVAL)

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Lexington County (ABC FUNDS)	2,500		2,500
RICHLAND COUNTY (Hospitality)	6,000		6,000
Corporate Sponsors	28,175		30,000
PARADE ENTRIES	1,100		1,500
BOOTH RENTALS	19,551		20,000
SALES	9,787		10,000
TOWN of IRMO (ACCOMMODATIONS)	34,338		35,000
TOTAL	101,451		105,000

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: TOWN of IRMO (ORRA STREET FESTIVAL)

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
STAFF (OVERTIME)	11,541		12,000
MISC.	9,249		10,000
MARKETING / MEDIA	8,997		9,000
ENTERTAINMENT	25,941		30,000
SCHOLARSHIPS	2,000		2,000
LEXINGTON COUNTY DEPUTY SUPPORT	4,600		4,600
TECHNICAL SUPPORT	5,800		6,000
BUSES / TROLLEYS	6,405		6,500
TOTAL	74,533		80,100

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

JAN 2018 RECEIVED LEXINGTON COUNTY COUNCIL LEXINGTON, S.C.

APPLICATION

1. Name of Festival: Fun on the Ridge: Pine Ridge 60th Anniversary Town of Pine Ridge, SC
2. Sponsoring Organization: _____
   Mailing Address: 2757 Fish Hatchery Road, W. Cola. SC 29172
3. Festival Director:
   Name Floyd Dinkins Title Chairperson, Parks and Recreation Comm
   Telephone 803-755-2500 Alternate Telephone 803-530-6708
   Fax Number 803-955-0605
   Email fdinkins@lex2.org
4. Festival Website: http://www.townofpineridgesc.com/
5. Event Category (*Check One*):
   ☒ X Festival: 60th Anniversary Festival
   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: October 13, 2018
7. Location of Festival: Lexington County Midland's Ballfield
8. How many people do you expect to attend? 500
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: $ 15,000.00
   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 2015, amount $2,500.00, source Temporary Alcohol Beverage License Fee, and purpose: to help fund 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
- ☒ X 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:

Floyd W. Dinkins III	Chairperson Parks and Recreation Committee
Name	Title
Floyd W. Dinkins, III	Jan 5 2018
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Pine Ridge 60th Anniversary Festival October

Item 12: Festival Description

a. **General description of the festival and brief history of the organization:**
The festival is a one day event that draws visitors from around the area. The festival will begin Saturday morning with a 1 mile parade that includes town members and students from our local middle and elementary schools.

b. State the benefit that this festival will serve toward promoting tourism and the Lexington County Community
Lexington County municipalities use festivals to "market" themselves to the public; and Pine Ridge has found a unique way of contributing to our community by paying for the amusement rides so parents can focus attention on quality family time. This is just one way that Pine Ridge promotes itself, in alignment with Lexington County, as a family oriented community. As our town's commercial/business sectors grows, we are finding them more willing to step up and assume ownership of our community as well. The festival provides the businesses with a tangible means of reaching out to the community; bringing public and private sector together.

C: Total attendance to the festival vs. the number of total tourists in attendance:
The last time we held a festival, there were nearly 4000 people in total attendance. Of those, nearly 30% of attendees were beyond the 50 mile range of Pine Ridge. Our increased outreach to state wide craft vendors was partly responsible for the percentage increase; however our advertisement also contributed to the increase in total attendance. Data tracking tools included: survey questionnaires responses (from attendees at large), conversations with attendees, and license plate surveys.

d. Economic impact generated by tourism to the festival
Pine Ridge is only beginning to grow in commercial/business traffic, however the festival provides a way for our fledgling businesses to react and interact with the public.

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.
The town pays for the amusement rides which allows parents to spend money on craft and food vendor wares. Last year, we advertised in the local papers, radio, brochures (many delivered to residents of our town), and signage along major roadways in the area. Alcohol Beverage License fee funds were used in all of these advertising scenarios.

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization:

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Town of Pine Ridge	5000.00	5000.00	5000.00
TOTAL			15,000.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization:

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Clear Channel Radio (advertisement)			760.00
Carolina Signs			500.00
Jenkins Signs			80.00
Columbia Flag and Banner			85.60
Website page updates			75.00
Town Brochure			400.25
Grafix Banners			1,968.00
Festival Rides			10,000.00
Security			800.00
TOTAL			14,669.95

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FINAL REPORT
CURRENT FY 2017/18
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION:

Organization Name: Town of Pine Ridge Parks and Recreation Committee

Festival Name: Fun on the Ridge: Town of Pine Ridge 60th Anniversary

Contact Name: Floyd Dinkins Phone: 803-530-6708

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.): _____

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Festival		
Amount Funded by the Temporary Alcohol Beverage License Fee		
Amount Funded by the Temporary Alcohol Beverage License Fee 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. 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.

Name _____ Title _____

Signature _____ Date _____

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

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 22nd – 25th 2017*
7. Location of Festival: Historic Columbia Speedway, Icehouse Amphitheater 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: $ 99,000.00

   b. Amount of funds requested for this project: $ 4,000.00

   c. This request equals what percent of the total Festival Budget? 4 %
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: _____

All answers for item 12 Attached

Signature of Festival Director:

John R. Banks	Event Coordinator
Name	Title
John R. Banks	January 4, 2018
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY18/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: The River Alliance

List of Funding Sources	Actual 2016/17	Current 2018/19	Estimated 2018/19
West Columbia A Tax	8,000	8,000	8,000
Cayce A Tax	5,000	5,000	5,000
Lex Beverage	2,500	2,500	4,000
Cayce H Tax	24,000	24,000	24,000
Sponsors	7,040	7,000	8,000
Vendor Fees	9,345		6,000
Beverage Sales and Car Club Entrys	4,722		4,000
Ticket Sales	44,747	27,000	34,000
Program Sales	900		1,000
Town of Lexington A-Tax	4,000	5,000	5,000
	110,255	78,500	99,000

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

EXPENDITURES

Organization: The River Alliance

List of Expenditures	Actual 2016/17	Current 2017/18	Estimated 2018/19
Event Insurance	1,690	2,000	2,000
Printed Marketing Materials	2,569	3,000	3,000
Entertainment Athletics and Sound The Celtic Force	22,153	22,000	22,000
Tents and Tent Rentals	13,290	13,000	13,000
Restroom Rentals and other Logistical Rentals	7,039	7,000	7,000
Advertising & Marketing	29,889	32,000	32,000
Facility Rentals	8,500	8,000	8,000
Misc Labor	10,599	3,000	6,000
SC Amusement Taxes	2,125	2,000	2,000
Lodging for Judges and Bands	2,308	2,500	2,000
Security and Fire	1,020	1,500	2,000
Contribution to TRA	6,948		
Awards			
	110,255	96,000	99,000

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 four 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:

Thursday night is the "Celtic Kickoff Party"

Friday's Celtic Commotion is a concert with three bands, bagpipe performances, Traditional Dancing, and other exhibits. This year the Friday night Concert will be hosted at the Lexington Icehouse Amphitheater.

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 196 Zip Codes from 25 states outside of South Carolina. cities and towns. We also captured zip codes from 73 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 attendance grew to 10,661 in 2017. The event celebrated the Seventh year in April of 2017. Through the data collected we estimate that over 1,300 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 $1.34 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.

Tartan Day South 2017 Finl Accounting

Field Signs	$ 414.25	Tent Rentals	$ 13,290.79				
Printing	$ 2,155.30	Vip Tent Expenses	$ 342.00	**Grants**			
Celtic Life	$ 458.04	Golf Carts	$ 802.50	West Columbia A-Tax	$ 8,000.00		
102.3 Fox	$ 2,220.00	Volunteer T-Shirts & Athlete	$ 1,146.51	Cayce A-Tax	$ 5,000.00		
98.5 Steve WVOC 560 AM	$ 7,000.00	Restroom Services	$ 1,583.40	Lexington Beverage Tax	$ 2,500.00		
97.5 WCOS FM 104.7 fm		Trash Services	$ 500.00	Cayce H-Tax	$ 24,000.00		
Genesis	$ 600.00	Athletic Equipment	$ 1,240.00	**Town of Lexington**	$ 4,000.00		
107.5 The Game	$ 1,500.00	Feeding Athletes	$ 550.00	**Sponsors Burns**	$ 200.00		
WIS TV Full Market	$ 8,080.00	Credit Card Fees	$ 500.00	Guiness	$ 1,500.00		
Peach Jar	$ 945.00	Electrical and Logistics Rentals	$ 4,654.00	Vital Chiropractic	$ 375.00		
Lamar Billboards	$ 900.00	Security and Fire	$ 1,020.00	Cox Wood Perserving	$ 1,000.00		
Billboard CVB	$ 900.00	**Music Artists**	**$ 18,200.00**	Floor Covering Int	$ 500.00		
Irmo News, CWC News	$ 600.00	**Pipe Bands**		Bath Fitters	$ 165.00		
Lexington Chronical	$ 1,000.00	**Herding & Falconry**		Paradise Home Improvements	$ 500.00		
The State	$ 856.00	**Dancers**		Maximize	$ 500.00		
Social Media Consultant	$ 500.00	**Athletics**		**McCray Meadows**	**$ 500.00**		
Free Times	$ 1,400.00	**Athletics**	**$ 567.24**	Biddie Murphy	$ 300.00		
Hometown radio	$ 1,000.00	**Kirkin**	$ 300.00	Nephron	$ 1,000.00		
Facebook Ads	$ 109.99	**Arrow Tag**	$ 625.00	mooneyhans auto	$ 500.00		
Grace Bill Boards	$ 1,200.00	Rooms for Bands & Judges	$ 2,308.80		$ 50,540.00		
Gardner Guide	$ 320.00	Event Insurance	$ 1,690.00				
Web Maintanance	$ 300.00	Facility Rental	$ 8,000.00	Vendor Income	$ 9,345.00		
Total Marketing	**$ 32,458.58**	Awards	$ 207.65	Car Club Fees and Income	$ 1,346.00		
Operating Expenses	**$ 70,848.58**	Miscelanous Labor	$ 4,815.00	Program Sales & Shirts	$ 900.00		
		Ammusement Taxes	$ 2,125.72	Ticket Sales	$ 44,747.97		
		Grant Writers Fees	$ 5,784.00	Beverage Income	$ 3,376.45		
Total Expenses	**$ 103,307.16**	Fairy	$ 250.00				
		MC	$ 200.00	**Total Income**	**$ 110,255.42**		
		Quidditch	**$145.97**				
				Total Expenses	**$ 103,307.16**		
		Operating Expenses	$ 70,848.58				
				Net Money Raised	**$ 6,948.26**		



Tartan Day South 2017 by the Numbers

10,661 Total Attendees over 5 Days

1,609 Zip Codes were collected only on Saturday April 1st, 2017

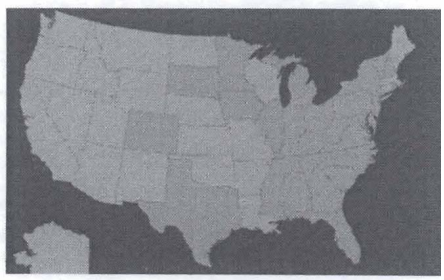
All Zip Codes were collected from Patrons of the event. (No vendors, artists, or exhibitors)

Attendees from 109 Cities and Towns outside of South Carolina

196 Zip Codes Collected from Outside of SC

Estimated 1,300 Patrons (Tourists) Outside SC

Tourists from 109 Cities in 25 States and the District of Columbia and 2 groups from Scotland



1,413 Zip Codes were collected from 101 different Cities in South Carolina

621 Zip Codes from 73 Cities in South Carolina outside of 50 Miles of Lexington County

Estimated 2,340 Patrons (Tourists) out side 50 Miles of Lexington County

Tartan Day South 2017 Economic Impact

$1.34 Million Dollars on the Local Economy

Tartan Day South 2017 Cities by State

New Hampshire

HOOKSETT NH
WINDHAM NH
LOUDEN NH
CLAREMONT NH

Rhode Island

PROVIDENCE RI
EAST PROVIDENCE RI

Vermont

SPRINGFIELD VT

New Jersey

CHERRY HILL NJ
HAMMONTON NJ

New York

QUEENS NY
SARATOGA SPRINGS NY
LIVERPOOL NY
BURT NY
MARION NY

Pennsylvania

NEW FREEDOM PA
LOVETTSVILLE VA

District of Columbia

WASHINGTON DC

Maryland

OCEAN CITY MD

Indiana

SPEEDWAY IN
MUNSTER IN

West Virginia

BECKLEY WV
CLARKSBURG WV

North Carolina

STOKESDALE NC
SUMMERFIELD NC
CHERRYVILLE NC
FOREST CITY NC
HUNTERSVILLE NC
MATTHEWS NC
MOORESVILLE NC
MOUNT PLEASANT NC
RUTHERFORDTON NC
WAXHAW NC
CHARLOTTE NC
SHALLOTTE NC
HARMONY NC
LENOIR NC
COLUMBUS NC
LEICESTER NC

Georgia

MARIETTA GA
KENNESAW GA
LOCUST GROVE GA
MOLENA GA
ATLANTA GA
DEWY ROSE GA
APPLING GA
EVANS GA
GROVETOWN GA
HARLEM GA
HEPHZIBAH GA
KEYSVILLE GA
WAYNESBORO GA
AUGUSTA GA
MARTINEZ GA
FORT STEWART GA
HINESVILLE GA
SAVANNAH GA
BAXLEY GA
MILLWOOD GA
QUITMAN GA

Florida

PALM COAST FL
JACKSONVILLE FL
ATLANTIC BEACH FL
PERRY FL
PANAMA CITY FL
GRACEVILLE FL
NAVARRE FL
BIG PINE KEY FL
DOVER FL
LAKELAND FL
PALM HARBOR FL
STUART FL

Alabama

OPELIKA AL

Tennessee

KINGSPORT TN
PINEY FLATS TN
GREENBACK TN
HARRIMAN TN
KINGSTON TN
LENOIR CITY TN
KNOXVILLE TN

Mississippi

BRANDON MS
FLOWOOD MS

Kentucky

CALVERT CITY KY

Virginia

VIENNA VA
MAIDENS VA
WILLIAMSBURG VA
VIRGINIA BEACH VA
FORT EUSTIS VA
CHRISTIANSBURG VA
SIMPSONS VA

Michigan

INDEPENDENCE MI
JONESVILLE MI
BELMONT MI
GRAND HAVEN MI
HUDSONVILLE MI
LAKE ANN MI

Iowa

LETTS IA
DAVENPORT IA

Minnesota

MINNEAPOLIS MN

South Dakota

PIERRE SD

Illinois

CHICAGO IL

Texas

CEDAR HILL TX
KILLEEN TX
GRUVER TX

Colorado

FORT COLLINS CO
GARDEN CITY CO

Ohio

CHERRY VALLEY OH
FAYETTEVILLE OH
LOVELAND OH

Tartan Day South 2017 Cities in South Carolina

BETHUNE SC
BISHOPVILLE SC
BLACKSTOCK SC
BLAIR SC
BLYTHEWOOD SC
CAMDEN SC
COLUMBIA SC
CASSATT SC
CAYCE SC
CHAPIN SC
CHAPPELLS SC
DALZELL SC
EASTOVER SC
ELGIN SC
GASTON SC
GILBERT SC
HEATH SPRINGS SC
HOPKINS SC
HORATIO SC
IRMO SC
KERSHAW SC
LAMAR SC
LEESVILLE SC
LITTLE MOUNTAIN SC
CHESTER SC
LUGOFF SC
MC BEE SC
MANNING SC
MONETTA SC
NEESES SC
NEWBERRY SC
NORTH SC
ORANGEBURG SC
DUTCH FORK SC
PEAK SC
PELION SC
POMARIA SC
RIDGEWAY SC
ROWESVILLE SC
SAINT MATTHEWS SC
SALUDA SC
SANTEE SC
SPRINGFIELD SC
SUMTER SC
SHAW AFB SC
SWANSEA SC
VANCE SC
WAGENER SC
WARD SC
WEST COLUMBIA SC
COLUMBIA SC
SPARTANBURG SC
BOILING SPRINGS SC
JOANNA SC
MOORE SC
UNION SC
NORTH CHARLESTON SC
CHARLESTON SC
DORCHESTER SC
GEORGETOWN SC
GOOSE CREEK SC
LADSON SC
MCCLELLANVLE SC
MOUNT PLEASANT SC
RAVENEL SC
RIDGEVILLE SC
SUMMERVILLE SC
WALTERBORO SC
FLORENCE SC
CONWAY SC
EFFINGHAM SC
HARTSVILLE SC
LAKE CITY SC
MYRTLE BEACH SC
SENECA SC
SIMPSONVILLE SC
WESTMINSTER SC
FORT MILL SC
TEGA CAY SC
LANCASTER SC
ROCK HILL SC
YORK SC
AIKEN SC
BLACKVILLE SC
GRANITEVILLE SC
MC CORMICK SC
NORTH AUGUSTA SC
BEECH ISLAND SC
VAUCLUSE SC
WILLISTON SC
BEAUFORT SC
PORT ROYAL SC
RIDGELAND SC
GREENVILLE SC
EASLEY SC
POWDERSVILLE SC
GREENWOOD SC
GREER SC
PROSPERITY SC
RIDGE SPRING SC
BATESBURG SC

BOBBY E. HORTON
Mayor

BRIAN E. CARTER, ICMA-CM, AICP
City Administrator

MICHELLE M. DICKERSON, Esq.
Deputy City Administrator

JUSTIN BLACK, CPA
City Treasurer/Asst. City Admin.

CRYSTAL BOUKNIGHT
City Clerk

City of West Columbia
Bridging Past, Present and Future

TEMUS C. "TEM" MILES
Mayor Pro-Tem

R. TREVOR BEDELL
JIMMY BROOKS
MIKE GREEN
CASEY JORDAN HALLMAN
BOYD J. JONES
ERIN PARNELL PORTER
TEDDY WINGARD
Council Members

January 5, 2018

Lexington County Council
FY 2018/2019 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Honorable City Council:

The City of West Columbia is delighted to host "Fall Back Fest", on Friday, November 2, 2018 from 6-9 p.m. There is something magical about the City of West Columbia's Fall Back Fest, a simple celebration of the time change, the entrance of fall, friends, Friday, and amazing local artists. It is an experience where attendees can come to relax, enjoy the music in the air, the food and beverages of local restaurants, and the live mural painting in the street by local artists. The people come to enjoy the beautiful view of the city skyline, dine, shop, stroll, and immerse themselves in art. The city installs café lights on State Street for the event which creates a unique ambiance and attracts local residents as well as tourists from surrounding cities and counties.

This will be the 3rd annual Fall Back Fest. The city strives to provide a creative, family and pet friendly event, that is free to attend. Our goal is to attract people from surrounding cities and counties, making the State Street area the place to come for delicious food, great shopping, and amazing art. The local restaurants and a food truck that were open for previous Fall Back Fests reported record sales, and created new customers in the process.

This year, the city will compile demographic information with zip codes from attendees and estimation. The 2016 Fall Back Fest brought in around 500 people, and the 2017 Fall Back Fest doubled in size.

The city is requesting $5000.00 in Temporary Alcohol Beverage License Fee funds. The funds will be used to increase the marketing opportunities for the event promoting tourism and our Lexington County Community, increase the options for musical entertainment, and create a kids' area where children can create their own art, play with bubbles, and get their face painted.

The City of West Columbia is situated along eight miles of the beautiful lower Saluda and Congaree Rivers. Known for being friendly, welcoming and affordable, the city also has top-level

that are within a three-mile radius. The area is ideal for commerce, thanks to its business-friendly attitude, low taxes and utility rates. The City is concentrating on economic development and is eager to attract business start-ups and/or relocations. Additionally, major interstates, highways, the airport, and Columbia are just minutes away. When it comes to recreation, West Columbia offers kayaking, canoeing, tubing, parks, waterfront concerts, 8.5 miles of walking and biking trails, and much more, including access to the renowned Riverbanks Zoo, Botanical Gardens, and Waterfall Junction.

Thank you for your consideration.

Sincerely,



Kelli Ricard
Events Manager

kricard@westcolumbiasc.gov
803-939-8623 office
803-521-7765 cell

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

APPLICATION

1. Name of Festival: Fall Back Fest
2. Sponsoring Organization: City of West Columbia

   Mailing Address: PO Box 4044, West Columbia, SC 29171
3. Festival Director:

   Name Kelli Ricard Title Events Manager

   Telephone 803-939-8623 Alternate Telephone 803-521-7765

   Fax Number 803-939-8607

   Email kricard@westcolumbiasc.gov
4. Festival Website: westcolumbiasc.gov https://www.facebook.com/events/1569051596450447/
5. Event Category (*Check One*):

   ☒ Festival: _____

   ☐ Other – Pursuant to State Statute Section 61-6-2010: _____
6. Festival Timeline *(Actual Dates of Festival)*: November 3, 2017
7. Location of Festival: State Street in West Columbia
8. How many people do you expect to attend? 2000
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: $5000.00

   c. This request equals what percent of the total Festival Budget? 50.00 %
10. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

    ☐Yes ☒No

    a. If yes, state year_____, amount $_____, source_____, 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:

Kelli Ricard	Events Manager
Name	Title
Kelli Ricard	1/5/18
Signature	Date

ORIGINAL APPLICATION DUE BY:
FRIDAY, JANUARY 5, 2018
FY 2018/19 Festival Application
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY2018/19

FUNDING SOURCES

Organization: City of West Columbia

List of Funding Sources	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
City of West Columbia - Hospitality Funds	$12,645.51	$4255.55	$5,000.00
County of Lexington - Temporary Alcohol Beverage License Fee			$5000.00
TOTAL	$12,645.51	$4255.55	$10,000.00

County of Lexington
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2018/19

EXPENDITURES

Organization: City of West Columbia

List of Expenditures	Actual FY 2016/17	Current FY 2017/18	Estimated FY 2018/19
Free Times	$308.00	$1800.00	$2400.00
Discount School Supplies	$139.92	$101.49	$130.00
Grainger	$461.55	$435.02	$435.02
Adobe Creative Cloud	$0.00	$9.99	$9.99
Lowe's	$181.34	$9.05	$250.00
Mural Artists for Temporary Street Murals	$400.00	$1100.00	$1100.00
Band	$600.00	$800.00	$2000.00
Shealy & Sons Electric	$900.00		
Silva, Inc.	$9,337.00		
Signs2Go	$77.04		$150.00
Ace Hardware	$120.60		
Additional Paint Supplies	$62.24		
Artist and volunteer lunches	$57.72		
Facebook boosts, billboards and/or other forms of advertising			$1124.99
Commercial outdoor high top tables			$800.00
Portajohns			$600.00
Kids' area - face painter, balloon artist, sidewalk chalk			$1000.00
TOTAL	$12,645.51	$4255.55	$10,000.00

BIDDER/VENDOR APPLICATION

LEXINGTON COUNTY PROCUREMENT SERVICES
212 S. LAKE DRIVE, SUITE 503
LEXINGTON, SC 29072
PHONE (803) 785-8107 FAX (803) 785-2240

ALL BIDS ARE POSTED ON OUR WEBSITE AT WWW.LEX-CO.COM

NOTE: All Answers Should Be Typed Or Printed. Incomplete Applications May be Rejected.

Vendor #: _____ **Date/By:** _____

FOR COUNTY USE ONLY

City of West Columbia

Company Name (As Registered With IRS) D/B/A (i.e. John C. Smith, D/B/A Smith Business Forms)

PO Box 4044, West Columbia, SC 29171 803-969-8623

Mailing Address for Orders and/or Bids City, State Zip Code Area Code and Phone #

PO Box 4044, West Columbia, SC 29171 803-969-8623

Remittance Address for Mailing Payment City, State Zip Code Area Code and Fax #

200 N. 12th Street, West Columbia, SC 29169

Street Address for Tax Reporting City, State Zip Code Toll Free Telephone #

kricard@westcolumbiasc.gov

Email Address

0 5 7 – 6 0 0 1 1 2 1 ☐☐☐–☐☐–☐☐☐☐

Federal Tax ID Number (FEIN) (REQUIRED) or If Tax ID Number (TIN) is Social Security Number, enter here
NOTE: A Completed W-9 Form must be attached and returned with vendor application.

3 2 8 4 4 3 1 – 6

South Carolina Sales Tax Registration # (If SC Sales Tax # not supplied, please state reason)
NOTE: Any business with a location in South Carolina location and sells tangible goods must have a SC Sales Tax #

Category for Services Offered (Check All That Apply):

Auditing	☐	Architecture/Engineering	☐	Minor Construction	☐
Major Construction	☐	Consultant/Professional	☐	Environmental Remediation	☐
Equipment	☐	Information Technology	☐	Maintenance Repair	☐
Printing	☐	Services	☐	Supplies	☐
Medical Supplies	☐	Medical Services	☐	Other: _____	☐

_____
(If applicable, provide commodity description)

Organization Contact Name and Title: Brian Carter - City Administrator

Type of Organization (Individual/Sole Proprietor, Partnership, etc...) : Government

Certification: Under the penalties of perjury, I certify that the information provided in this form is true, correct and complete and that neither the applicant nor any person (or concern) in any connection with the applicant as principal or officer, so far as is known, is not debarred or otherwise declared ineligible from bidding with Lexington County.

Authorized Signature	Printed Name	Title	Date
Brian Carter	BRIAN E. CARTER	CITY ADMINISTRATOR	1/5/18

Event is 11/2/18

County of Lexington

TEMPORARY ALCOHOL BEVERAGE LICENSE FEE FINAL REPORT CURRENT FY 2017/18

(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION:

Organization Name:_____

Festival Name:_____

Contact Name:_____ Phone:_____

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.):___

_____

_____

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.

	FY 2017/18 Current Year	FY 2016/17 Previous Year
Total Budget of Festival		
Amount Funded by the Temporary Alcohol Beverage License Fee		
Amount Funded by the Temporary Alcohol Beverage License Fee 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. 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.

_____ _____

Name Title

_____ _____

Signature Date

2016 Fall Back Fest - Expenditures

DATE	VENDOR/PAID TO	AMOUNT	FOR
10/15/2016	FreeTimes	$308.00	Ad for Fall Back Fest
10/18/2016	Discount School Supplies	$139.92	Tempra Paint supplies for artists to paint murals on street for Fall Back Fest
10/18/2016	Lowe's of West Columbia	$181.34	Drop Cords, tie straps and cable clamps for Fall Back Fest
10/18/2016	Grainger	$461.55	Wire for Fall Back Fest to hang lights on
10/18/2016	Shealy & Sons Electric	$900.00	GFI Receptales for light poles
10/19/2016	Silva, Inc.	$9,337.00	60 Commercial Grade Light Strings LED soft white for Lights on State Street
11/3/2016	Signs2Go	$77.04	2-signs stating EVENT FUNDED BY Hospitality Tax 18"x24" 2 sided
11/3/2016	Kelli Ricard	$120.60	Reimbursement for Wire rope clips and cable ties for lights on State Street
11/3/2016	Alicia Leeke	$100.00	Artist painted mural at Fall Back Fest
11/3/2016	Lucas Sams	$100.00	Artist painted mural at Fall Back Fest
11/3/2016	Michael Krajewski	$100.00	Artist painted mural at Fall Back Fest
11/3/2016	Jamie Blackburn	$100.00	Artist painted mural at Fall Back Fest
11/4/2016	Kelli Ricard	$57.82	Reimburse Kelli for lunches for artists and volunteers at Fall Back Fest
11/8/2016	NPC Prodctions	$600.00	Stillhouse Band to play Fall Back Fest
11/15/2016	Lainine Lewis	$62.24	Paint and Paint Supplies for Fall Back Fest for Street Art
813		$12,645.51	

2017 Fall Back Fest - Expenditures

DATE	VENDOR/PAID TO	AMOUNT	FOR
10/17/2017	FreeTimes	$1,800.00	Ad for Fall Back Fest - run10/18, 10/25 and 11/1 - 2 weeks 1/2 page color & Final week full
10/30/2017	Discount School Supplies	$101.49	Tempra Paint supplies for artists to paint murals on street for Fall Back Fest
10/3/2017	Grainger	$435.02	Wire for Fall Back Fest to hang lights on
10/5/2017	Adobe Creative Cloud	$9.99	artwork for Fall Back ad
10/3/2017	Lowe's	$9.05	Wire rope clips and cable ties for lights on State Street
11/2/2017	Alicia Leeke	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Lucas Sams	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Michael Krajewski	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Dre Lopez	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Sammy Lopez	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	BA Hohman	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Herman Keith	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Anthony Brown	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Michael Dantzler	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Karl Larsen	$100.00	Artist painted mural at Fall Back Fest
11/2/2017	Michael Cassidy	$100.00	Artist painted mural at Fall Back Fest
11/8/2016	**After 10 Band**	$800.00	Band to play and sound system Fall Back Fest
	Total	$4,255.55	

2018 Fall Back Fest - Expenditures

DATE	VENDOR/PAID TO	AMOUNT	FOR
Proposed	FreeTimes	$2,400.00	Ad for Fall Back Fest -5 or 6 weeks run page ad
Proposed	Discount School Supplies	$130.00	art supplies
Proposed	Grainger	$435.02	Wire for Fall Back Fest to hang lights on
Proposed	Adobe Creative Cloud	$9.99	artwork for Fall Back ad
Proposed	Lowe's	$9.05	Wire rope clips and cable ties for lights on State Street
Proposed	Alicia Leeke	$100.00	Artist painted mural at Fall Back Fest
Proposed	Lucas Sams	$100.00	Artist painted mural at Fall Back Fest
Proposed	Michael Krajewski	$100.00	Artist painted mural at Fall Back Fest
Proposed	Dre Lopez	$100.00	Artist painted mural at Fall Back Fest
Proposed	Sammy Lopez	$100.00	Artist painted mural at Fall Back Fest
Proposed	BA Hohman	$100.00	Artist painted mural at Fall Back Fest
Proposed	Herman Keith	$100.00	Artist painted mural at Fall Back Fest
Proposed	Anthony Brown	$100.00	Artist painted mural at Fall Back Fest
Proposed	Michael Dantzler	$100.00	Artist painted mural at Fall Back Fest
Proposed	High Top tables	$800.00	Tables for people to eat on.
Proposed	Portajohns	$600.00	Portajohns
Proposed	Karl Larsen	$100.00	Artist painted mural at Fall Back Fest
Proposed	Signs2Go	$150.00	corregated signs for street
Proposed	kids area	$1,000.00	
Proposed	Addl forms of advertising - bi	$1,365.94	
Proposed	Michael Cassidy	$100.00	Artist painted mural at Fall Back Fest
Proposed	musical act	$2,000.00	Band to play and sound system Fall Back Fest
	Total	$10,000.00	

CITY OF WEST COLUMBIA'S

FALL BACK FEST

November 3, 2017 • 6-9 PM



Live Mural Art: Alicia Leeke, BA Hohman, Lucas Sams, Kara Gunter, Karl Larsen, Sammy Lopez, Anthony Brown, Michael Cassidy, and Michael Krajewski

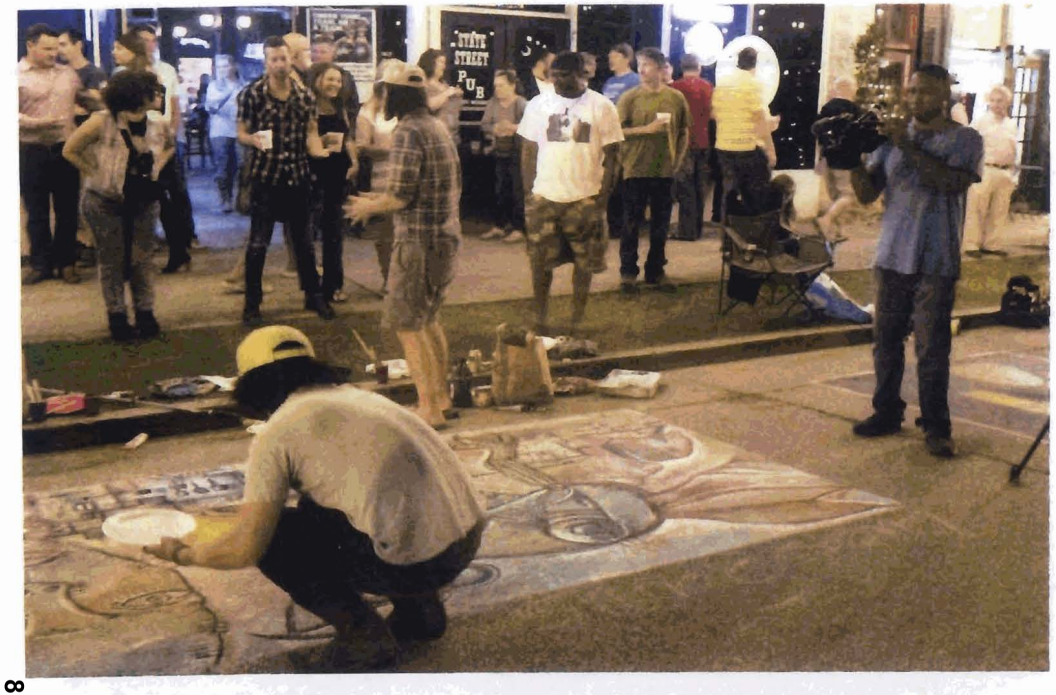
Food & Beverages: Pawleys Front Porch, Cafe Strudel, State Street Pub, 116 Espresso + Wine Bar, Terra

Live Music: Featuring *After 10*

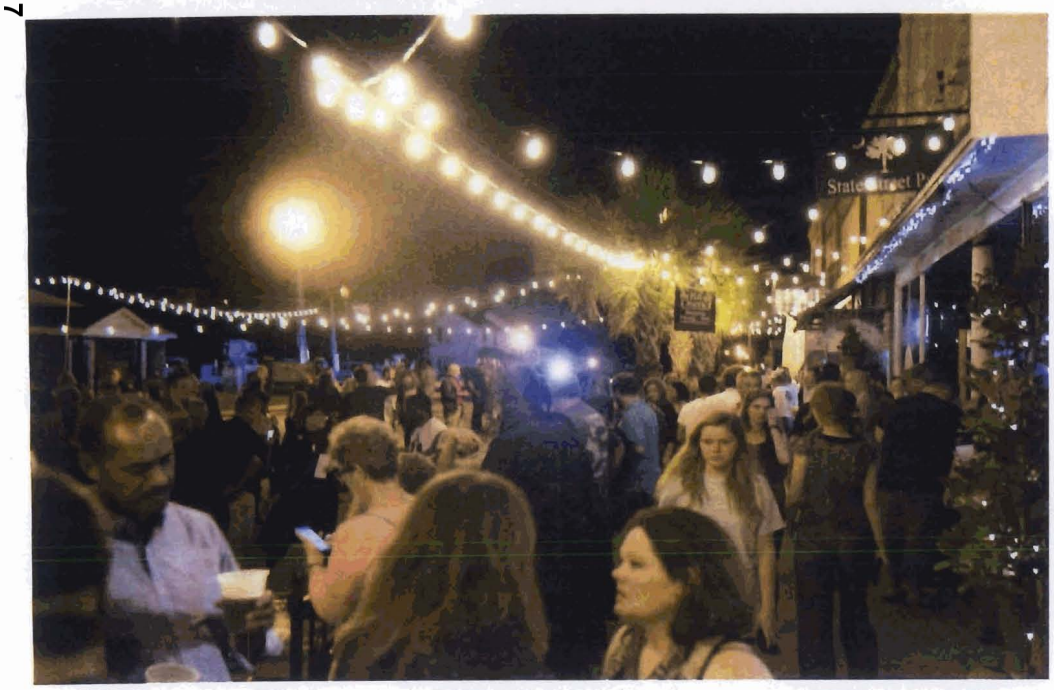
Corner of State and Meeting Streets
(in conjunction with the State Street Art Crawl)

Presented by the City of West Columbia
Supported by Hospitality Revenues

City of West Columbia
Bridging Past, Present and Future




The River District





West Columbia Brought the Magic to Friday Night's Fall Back Festival 2017

November 4, 2017



Alicia Leeke



Tony Brown



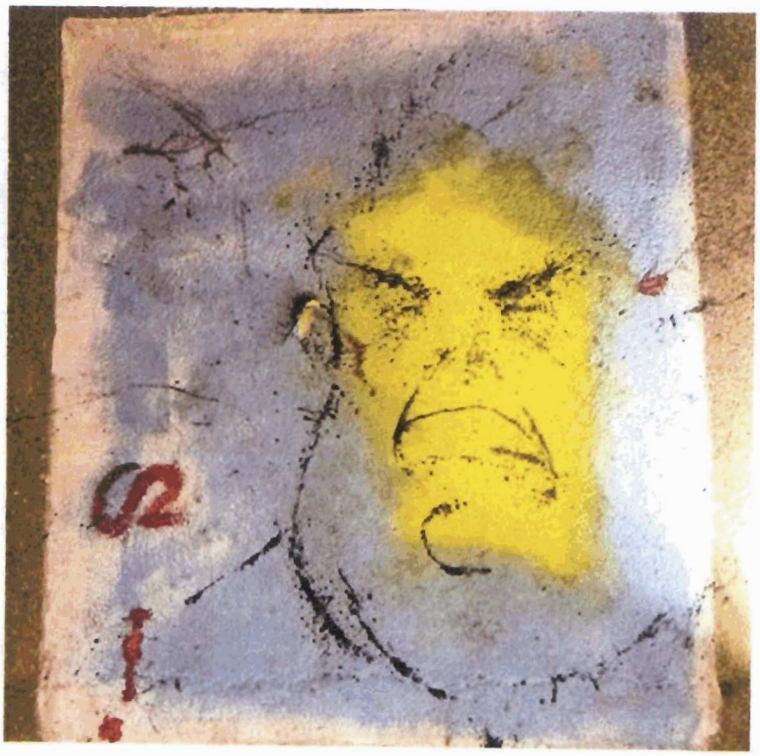
Michael Cassidy



Sammy Lopez



BA Hohman



Dre Lopez



Karl Larsen



Herman Keith



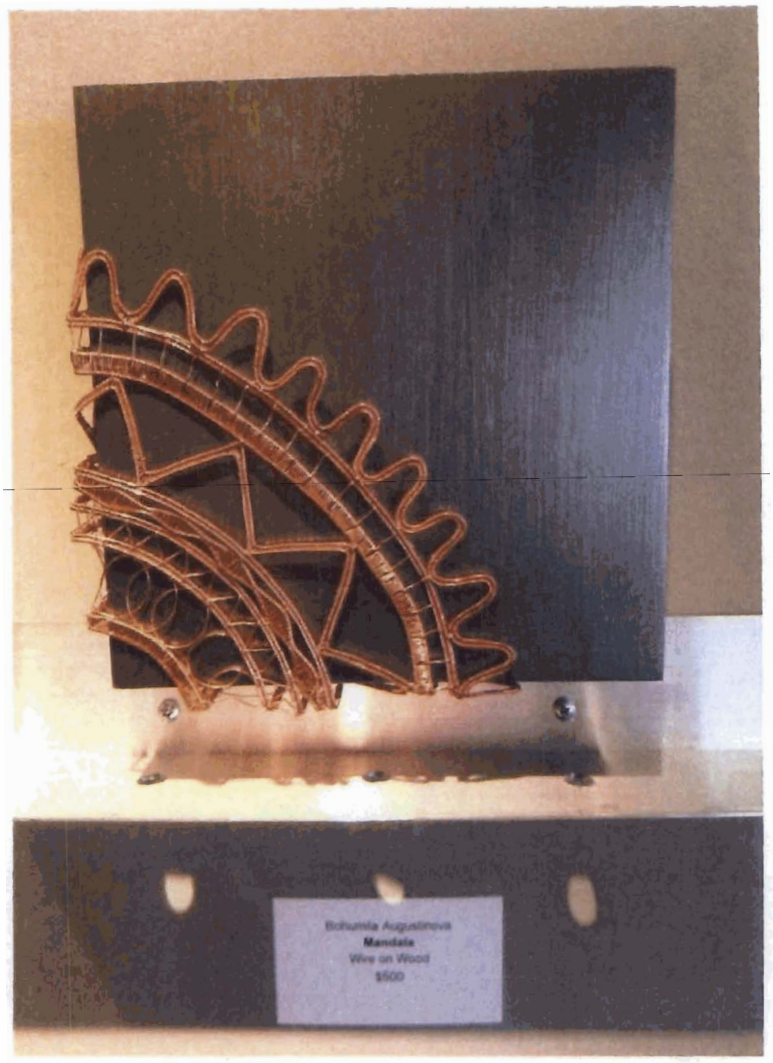
Michael Krajewski & Lucas Sams collaboration

You couldn't have asked for a more beautiful night on State Street last Friday when West Columbia threw their second **Fall Back Festival**. With the help of the shop owners on State Street, and a strong influence from Frame of Mind owner **Mark Plessinger**, the night was warm and welcoming, full of music, food, drinks, and good and new friends.

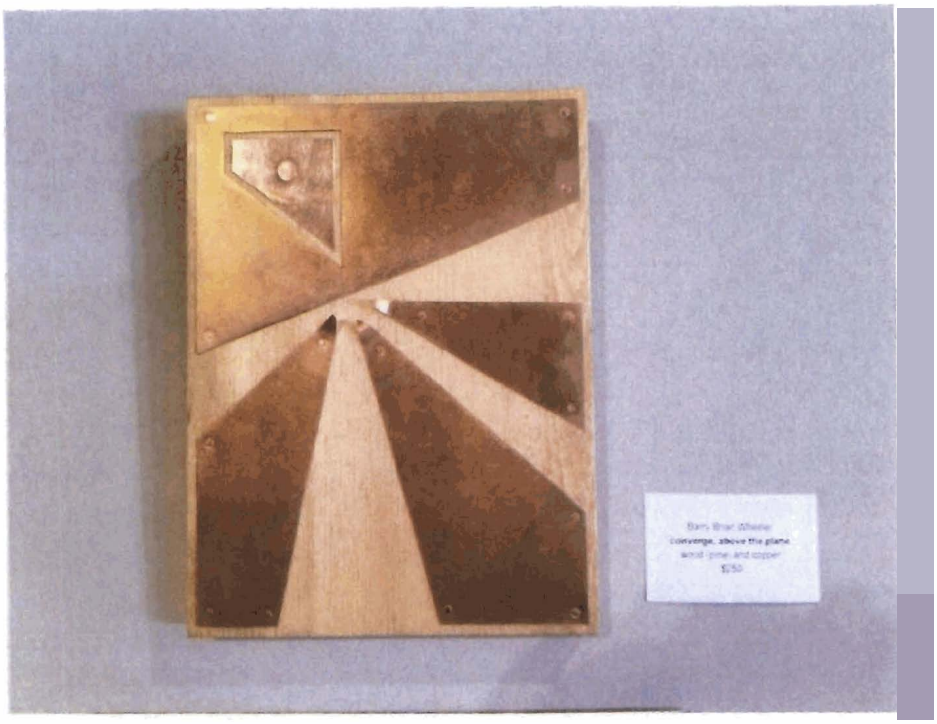
Among the artists creating street art -- literally art on the asphalt paving of State Street -- were ten of Columbia's top creators, and you could tell they were having a great time creating art for art's sake. As one artist said, "It was nice to be able to just come out and make some art without having to abide by too many rules or fill out too many forms and applications." The artists, whose works are pictured above, included **Alicia Leeke, Herman Keith, Sammy Lopez, Karl Larsen, Michael Cassidy, Dre Lopez, Tony Brown, BA Hohman**, and **Michael Krajewski** and **Lucas Sams** who collaborated on their piece.

After 10 provided some great cover tunes, Pawleys food truck fed hungry bellies, and all the restaurants and bars had their doors open welcoming folks to come in and buy a drink to take back out on the street.

Frame of Mind featured an innovative art show by IRL couple artists **Bohumila Augustinova** and **Barry Wheeler.** *(Full disclosure: Barry Wheeler is the president of the board of directors for The Jasper Project.)*



Mandala by Bohumila Augustinova



Converge Above the Plane by Barry Wheeler

Art for art's sake. Answering the need to create and share that creation. Music in the air. A happy little buzz from a Friday night drink. Friends, old and new, clasping hands, slapping one another on humid backs, giving good deep hugs. Celebrating Friday, fall, art, and one another.

Keeping it simple. Preserving the joy.

COUNTY OF LEXINGTON
MINIBOTTLE TAX FUND
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Minibottle Tax Fund 2141:**							
	Revenues:							
420700	Minibottle Tax	508,457	309,142	516,024	516,024	516,024		
	**** Total Revenue**	508,457	309,142	516,024	516,024	516,024	0	0
	*****Total Appropriation**				516,024	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	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	0
	Operating Expenses						
534000	Contributions (LRADAC)	508,457	99,657	516,024	516,024		
	*** Total Operating**	**508,457**	**99,657**	**516,024**	**516,024**	0	0
	**** Total Personnel & Operating**	**508,457**	**99,657**	**516,024**	**516,024**	0	0
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**508,457**	**99,657**	**516,024**	**516,024**	**0**	**0**

COUNTY OF LEXINGTON
INDIGENT CARE
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Indigent Care 2200:**							
	Revenues:	0.500 Mills		0.500 Mills	0.500 Mills	0.500 Mills	0.500 Mills	0.500 Mills
410000	Current Property Taxes	805,067	274,102	438,302	438,302	438,302		
410500	Homestead Exemption Reimbursements	38,898	0	36,000	36,000	36,000		
410520	Manufacturer's Tax Exemption	3,606	0	3,500	3,500	3,500		
410530	State Sales and Use Tax Credit	8,927	2,104	21,581	21,581	21,581		
411000	Current Vehicle Taxes	125,590	64,352	74,950	74,950	74,950		
412000	Current Tax Penalties	1,344	(3)	1,400	1,400	1,400		
413000	Delinquent Taxes	25,066	13,403	29,000	29,000	29,000		
414000	Delinquent Tax Penalties	3,850	2,012	4,200	4,200	4,200		
417100	Fee in Lieu of Taxes	74,424	15	67,500	67,500	67,500		
417120	Fee in Lieu of Taxes - Prior Year	0	0	0	0	0		
417130	FILOT - Manufacturer's Tax Exemption	3,725	0	3,400	3,400	3,400		
417150	FILOT - Fee for Services	357	0	350	350	350		
418000	Motor Carrier Payments	2,020	1,523	1,800	1,800	1,800		
419000	Merchants Exemptions	23,800	11,900	23,800	23,800	23,800		
461000	Investment Interest	1,980	1,398	500	500	1,000		
	**** Total Revenue**	1,118,654	370,806	706,283	706,283	706,783	0	0
	*****Total Appropriation**				651,676	651,676	0	0
	FUND BALANCE Beginning of Year				408,113	462,720	462,720	462,720
	FUND BALANCE - Projected End of Year				462,720	517,827	462,720	462,720

Fund 2200
Division: Health & Human Services
Organization: 171200 - Social Services

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
534000	Contributions	976,584	325,838	651,676	651,676		
	*** Total Operating**	**976,584**	**325,838**	**651,676**	**651,676**	**0**	**0**
	**** Total Personnel & Operating**	**976,584**	**325,838**	**651,676**	**651,676**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**976,584**	**325,838**	**651,676**	**651,676**	**0**	**0**

COUNTY OF LEXINGTON
CLERK OF COURT / PROFESSIONAL BOND FEES
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Clerk of Court / Professional Bond Fee 2600:**							
	Revenues:							
431100	Clerk of Court Fees	13,900	8,280	12,500	12,500	12,500		
461000	Investment Interest	833	549	300	300	300		
	**** Total Revenue**	14,733	8,829	12,800	12,800	12,800	0	0
	*****Total Appropriation**				101,867	81,293	0	0
	Contingency:							
	Unused				76,793			
	FUND BALANCE							
	Beginning of Year				104,704	92,430	92,430	92,430
	FUND BALANCE - Projected							
	End of Year				92,430	23,937	92,430	92,430

Fund: 2600
Division: Judicial
Organization: 141100 - Clerk of Court

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	3,000	3,000		
529903	Contingency	0	0	76,793	76,793		
	*** Total Operating**	**0**	**0**	**79,793**	**79,793**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**79,793**	**79,793**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	3,670	1,500		
540010	Minor Software	0	0	0	0		
	All Other Equipment	2,481	0	18,404	0		
	**** Total Capital**	**2,481**	**0**	**22,074**	**1,500**	**0**	**0**
	***** Total Budget Appropriation**	**2,481**	**0**	**101,867**	**81,293**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2600 Fund Title: Professional Bond Fees
Organization # 141100 Organization Title: Clerk of Court
Program # Program Title:

Qty	Item Description	*BUDGET* 2018-19 Requested Amount
0	Small Tools & Minor Equipment	1,500
0	Minor Software	0

SECTION V. - PROGRAM OVERVIEW

Program: Professional Bond Fees - 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 15/16**	**Actual FY 16/17**	**Estimated FY 17/18**	**Projected FY 18/19**

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, $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 **$ 76,793.00**

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$ 1,500.00**

This account is used for calculators, telephone replacement and time stamps and seals.

COMMUNICATIONS 911
BUDGET SUMMARY

2605 = GENERAL FUNDS

FY 2017/2018	$2,468,677	
FY 2018/2019 Proposed	$2,464,458	($4,219 =.17% Decrease)
Personnel	$ 361,186	
Operating	$ 1,989,160	
Capital	$ 114,112	
TOTAL	$2,464,458	

NEW PROGRAMS

1 Document Processing Clerk II (106)	$ 45,089
4 Call Taker (Operating Expenses)	$ 5,022
4 911 Field Training Officer (Operating Expenses)	$ 5,022
TOTAL	$ 55,133

CARRYOVERS

None	$ 0

CAPITAL LINE ITEM	COST	CMRS $
Small Tools	$19,968	$7,041
Monor Software	$41	$0
Monitors	$4,000	$2,800
Replacement Dispatch Chairs	$4,244	$2,971
Replacement Generator	$21,298	$17,039
CAD Test Server	$5,000	$4,000
Replacement Computers	$59,561	$47,649

OPERATING INCREASES/(DECREASES)

510100	Contracted Maintenance	decrease $55,795	budget rollover not included
520200	Contracted Services	decrease $32,764	budget rollover not included
520510	Interpreting Services	decrease $265	elimination of outside use
521000	Office Supplies	increase $2,000	toner cost increase
522050	Generator Repair and Maintenance	increase $2,725	anticipation of repairs
522200	Small Equipment Repair and Maintenance	increase $1,500	anticipation of repairs

524201	General Tort Liability	increase $11	rate increase
524202	Surety Bonds	decrease $50	bonds only due every three years
525000	Telephone	decrease $880	justified cost per statements
525030	800 MHz Radio Service	increase $652	service increase
525031	800 MHz Radio Maintenance	increase $3,592	maintenance increase
525100	Postage	increase $380	increase in postage rate
525210	Conference Meetings and Training	decrease $11,222	budget rollover not included
525240	Personal Mileage Reimbursement	increase $250	additional required training
525250	Motor Pool Reimbursement	increase $700	additional required training
525430	Emergency Generator Fuel	increase $2,205	price and usage increase
525600	Uniforms and Clothing	increase $43	additional personnel
525700	Employee Service Awards	increase $1,410	additional personnel

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Public Safety / Emergency Telephone System E-911 2605:**							
	Revenues:							
435100	911 Tariff	591,403	234,663	600,000	600,000	600,000		
435101	911 CMRS Cell Phone Surcharge	1,034,617	526,374	750,000	750,000	750,000		
435103	911 CMRS Capital Reimbursements	450,743	277,461	360,000	360,000	360,000		
435110	E911 & CMRS Municipal Disburseme	246,008	13,909	0	0	0		
437550	911 Tape Sales	2,983	1,740	1,500	1,500	2,000		
	Other Revenues:							
461000	Investment Interest	33,599	25,472	15,000	15,000	20,000		
469900	Miscellaneous Revenues	0	0	0	0	0		
	**** Total Revenue**	2,359,353	1,079,619	1,726,500	1,726,500	1,732,000	0	0
	*****Total Appropriation**				2,561,444	2,466,624	0	0
	FUND BALANCE Beginning of Year				4,749,595	3,914,651	3,914,651	3,914,651
	FUND BALANCE - Projected End of Year				3,914,651	3,180,027 ~~3,160,027~~	3,914,651	3,914,651

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2018-19

Fund: 2605
Division: Public Safety
Organization: 131300 - Communications

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 5	247,746	120,111	257,034	257,034		
511112	FICA - Employer's Portion	17,782	8,219	19,663	19,663		
511113	State Retirement - Employer's Portion	29,436	13,231	34,854	34,854		
511120	Employee Insurance - 5	39,000	19,500	39,000	39,000		
511130	Workers Compensation	2,087	1,058	1,288	1,288		
519999	Personnel Contingency	0	0	9,347	9,347		
	*** Total Personnel**	**336,051**	**162,119**	**361,186**	**361,186**	**0**	**0**
	Operating Expenses						
520100	Contracted Maintenance	218,279	189,629	430,380	374,585		
520200	Contracted Services (Log Recorder Maint.)	258,357	131,465	351,769	319,005		
520300	Professional Services	3,000	0	7,000	7,000		
520400	Advertising & Publicity	0	0	500	500		
520510	Interpreting Services	6,315	2,030	8,200	7,935		
520702	Technical Currency & Support	67,071	63,619	107,772	74,922		
521000	Office Supplies	3,964	4,397	8,000	10,000		
521100	Duplicating	562	173	500	500		
521200	Operating Supplies	4,116	595	1,000	1,000		
521213	Public Education Supplies	2,059	921	2,500	2,500		
522050	Generator Repairs & Maintenance	11	0	1,000	3,725		
522100	Heavy Equipment Repairs & Maint.	0	0	1,000	1,000		
522200	Small Equip Repairs & Maintenance	200	1,115	1,500	3,000		
524201	General Tort Liability Insurance	69	115	71	82		
524202	Surety Bonds - 5	0	0	50	0		
525000	Telephone	22,212	10,338	28,000	27,120		
525002	Telephone (800 Service)	97	48	98	125		
525004	WAN Service Charges	913	609	2,199	2,054		
525021	Smart Phone Charges	3,627	2,061	5,021	5,021		
525030	800 MHz Radio Service Charges - 47	23,855	11,059	32,389	35,352		
525031	800 MHz Radio Maintenance Contracts - 47	199,183	0	213,811	217,403		
525041	E-mail Service Charges - 5	0	0	645	645		
525042	Share Point Service Charges - 2	160	0	0	0		
525100	Postage	231	231	220	600		
525210	Conference, Meeting & Training Expense	34,573	6,303	74,761	63,539		
525230	Subscriptions, Dues, & Books	2,750	2,250	3,450	3,450		
525240	Personal Mileage Reimbursement	169	20	250	500		
525250	Motor Pool Reimbursement	108	700	1,000	1,700		
525430	Emergency Generator Fuel	0	0	1,500	3,705		
525500	Laundry & Linen	86	0	800	800		
525600	Uniforms & Clothing	463	0	1,215	1,258		
525700	Employee Service Awards	1,935	0	2,100	3,510		
529903	Contingency	0	0	818,790	818,790		
	*** Total Operating**	**854,365**	**427,678**	**2,107,491**	**1,991,326**	**0**	**0**
	**** Total Personnel & Operating**	**1,190,416**	**589,797**	**2,468,677**	**2,352,512**	**0**	**0**

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2018-19

Fund: 2605
Division: Public Safety
Organization: 131300 - Communications

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Capital						
540000	Small Tools and Minor Equipment	7,539	7,776	14,341	19,968		
540010	Minor Software	483	0	41	41		
	All Other Equipment	214,841	6,395	78,385			
	New and Replacement Monitors				4,000		
	Replacement Dispatch Chairs				4,244		
	Replacement Generator				21,298		
	CAD Test Server				5,000		
	Replacement Computers				59,561		
	**** Total Capital**	**222,863**	**14,171**	**92,767**	**114,112**	**0**	**0**
	***** Total Budget Appropriation**	**1,413,279**	**603,968**	**2,561,444**	**2,466,624**	**0**	**0**

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 2605 Fund Name: 911 Funds

Organ. #: 131300 Organ. Name: PS/Communications

Revenue Code	Fee Title	Actual Fees 2015-16	Actual Fees 2016-17	12/31/2017 Year-to-Date 2017-18	Anticipated Fiscal Year Total 2017-18	Budget				
						Units of Service	Current Fee	Current Total Estimated Fees 2018-19	Proposed Fee Change	Total Proposed Estimated Fees 2018-19
435100	911 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						$35.00 per ta	$ 2,000		$ 2,000

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2605 Fund Title: E911
Organization # 131300 Organization Title: PS Communications
Program # Program Title:

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
540000	Small Tools & Minor Equipment	19,968
540010	Minor Software	41
	New and Replacement Monitors	4,000
	Replacement Computers	59,561
	Replacement Dispatch Chairs	4,244
	Replacement Generator	21,298
	CAD Test Servers	5,000

**** Total Capital (Transfer Total to Section III)** **114,112**

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, Pro-Qa 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.

PERFORMANCE INDICATORS

911 Communications 2017

Total Telephone Calls	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	34,905	32,525	37,366	37,998	40,119	38,422	40,127	39,590	38,045	37,767	35,598	36,208	448,670
Batesburg/Leesville	359	200	332	310	333	306	297	282	278	320	306	318	3,641
Cayce	553	500	603	543	504	541	512	527	545	623	596	547	6,594
West Columbia	1,258	1,081	1,215	1,248	1,330	1,222	1,238	1,321	1,293	1,245	1,177	1,179	14,807
Total Telephone Calls	**37,075**	**34,306**	**39,516**	**40,099**	**42,286**	**40,491**	**42,174**	**41,720**	**40,161**	**39,955**	**37,677**	**38,252**	**473,712**

Cell Phone Calls	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County	33,120	30,995	35,683	36,471	38,579	36,835	38,517	28,493	27,416	27,533	25,631	25,899	385,172
Batesburg/Leesville	268	182	257	252	267	243	248	216	192	242	252	240	2,859
Cayce	409	363	441	478	429	452	427	443	458	457	432	335	5,124
West Columbia	1,056	911	1,013	1,077	1,162	1,079	1,100	1,101	1,097	1,016	972	952	12,536
Total Cell Phone Calls	**34,853**	**32,451**	**37,394**	**38,278**	**40,437**	**38,609**	**40,292**	**30,253**	**29,163**	**29,248**	**27,287**	**27,426**	**405,691**

Law Enforcement CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Airport PD	4	17	8	12	14	16	13	18	21	19	13	17	172
Chapin PD	222	276	313	266	324	364	289	373	332	295	309	359	3,722
Gaston PD	361	278	350	374	403	435	377	371	340	299	343	371	4,302
Irmo PD	1,267	1,293	1,258	1,146	1,326	1,259	1,350	1,599	1,352	1,534	1,338	1,433	16,155
Lexington PD	2,333	2,301	2,269	2,551	2,736	2,557	2,467	2,832	2,642	2,796	2,447	2,651	30,582
Pelion PD	163	134	154	161	207	161	161	136	133	163	168	126	1,867
Pineridge PD	174	171	151	180	265	202	328	309	310	327	230	146	2,793
South Congaree PD	400	423	415	430	466	361	479	414	433	426	516	590	5,353
Springdale PD	443	398	511	494	435	434	571	593	533	491	434	418	5,755
Swansea PD	263	208	232	180	219	179	148	275	267	254	232	206	2,663
Total Municipal LE CAD Events	**5,630**	**5,499**	**5,661**	**5,794**	**6,395**	**5,968**	**6,183**	**6,920**	**6,363**	**6,604**	**6,030**	**6,317**	**73,364**
Sheriff's Department	16,237	14,208	16,485	16,044	16,330	16,281	17,514	16,911	16,304	16,591	16,009	16,783	195,697
Total Law Enforcement CAD Events	**21,867**	**19,707**	**22,146**	**21,838**	**22,725**	**22,249**	**23,697**	**23,831**	**22,667**	**23,195**	**22,039**	**23,100**	**269,061**

EMS CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County EMS	3,860	3,514	3,959	3,676	3,976	3,597	3,866	4,049	3,942	4,019	3,832	3,979	46,269

Fire Service CAD Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington County Fire	1,231	1,148	1,462	1,329	1,307	1,282	1,235	1,295	1,387	1,262	1,160	1,257	15,355
Irmo Fire	357	336	375	328	387	336	354	326	343	354	400	342	4,238
Airport Fire	2	1	1	0	1	3	0	2	9	1	0	3	23
Batesburg Fire	93	80	74	87	84	63	77	97	73	79	66	79	952
West Columbia Fire	172	127	182	186	172	181	174	176	213	206	188	167	2,144
Total Fire CAD Events	**1,855**	**1,692**	**2,094**	**1,930**	**1,951**	**1,865**	**1,840**	**1,896**	**2,025**	**1,902**	**1,814**	**1,848**	**20,568**

Miscellaneous Departments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Animal Control	52	59	81	67	59	43	67	51	85	73	54	31	722
Coroner	72	46	68	65	61	70	66	61	80	63	60	72	784
Total Events Processed In CAD	31,065	27,903	32,125	31,898	33,390	31,738	33,501	34,494	33,148	33,724	32,397	34,055	389,438

Miscellaneous Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Complaints	2	2	4	0	0	3	3	0	1	1	3	0	19
Attaboys	9	15	16	14	23	24	12	23	5	8	11	0	160

PERFORM... ...NDICATORS **911 Comm... ...ations 2017**

NCIC Enteries/Deletions/CCH	403	576	452	416	598	431	425	507	367	576	1,312	252	6,315
Tape Request Completed	158	111	175	196	188	136	230	186	165	124	157	180	2,006
Vacancies/Apps in Progress	14/21	12/14	14/129	17/34	13/96	10/15	10/68	14/106	12/0	6/102	11/18	11/0	

Dispatch Times	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly
FIRE - A/O Calls - % under 4 min	91%	89%	87%	84%	85%	89%	87%	88%	87%	75%	93%	88%	
B/C Calls - % under 3 min	83%	81%	75%	77%	79%	82%	75%	77%	71%	66%	73%	71%	
D/E Calls - % under 1 min	62%	60%	58%	64%	67%	62%	63%	68%	66%	76%	65%	66%	
D Calls - % under 1 min											88%	85%	
E Calls - under 1 min											38%	43%	
EMS - A/O Calls - % under 4 min	76%	71%	70%	71%	72%	69%	71%	69%	71%	86%	82%	75%	
B/C Calls - % under 3 min	64%	63%	64%	60%	62%	61%	60%	62%	64%	74%	66%	62%	
D/E Calls - % under 1 min	26%	23%	25%	25%	27%	25%	26%	28%	28%	28%	31%	28%	
D Calls - % under 1 min											31%	40%	
E Calls -% under 1 min											58%	49%	
LAW - A/O Calls - % under 4 min	56%	61%	59%	62%	62%	62%	64%	66%	67%	86%	74%	53%	
B/C Calls - % under 3 min	32%	31%	30%	33%	33%	33%	31%	30%	30%	26%	33%	23%	
D/E Calls - % under 1 min	2%	3%	2%	3%	3%	2%	3%	3%	2%	2%	1%	2%	
D Calls - % under 1 min											18%	16%	
E Calls -% under 1 min											0%	0%	

% of 911 Telephone Calls Answered	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly
Within 10 Seconds	57.82%	58.56%	65.40%	75.67%	71.39%	72.61%	79.37%	87.95%	82.10%	81.39%	85.15%	86.23%	
Within 20 Seconds	94.26%	92.39%	93.58%	96.15%	95.00%	95.43%	97.16%	98.71%	97.95%	97.91%	98.08%	98.18%	
Within 30 Seconds	99.01%	97.67%	98.20%	99.10%	98.79%	98.87%	99.35%	99.72%	99.56%	99.39%	99.56%	99.07%	

Shift Comparison % of 911Calls Answered	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly
A Shift within 10 Seconds	54.26%	59.24%	65.68%	78.16%	70.77%	79.18%	85.55%	93.18%	86.46%	86.04%	86.59%		
B Shift within 10 Seconds	58.01%	64.41%	64.48%	78.66%	63.32%	66.43%	78.12%	89.58%	82.85%	77.36%	89.92%		
C Shift within 10 Seconds	51.05%	49.16%	56.06%	65.01%	63.68%	58.70%	65.07%	76.43%	74.11%	70.90%	78.23%		
D Shift within 10 Seconds	67.20%	61.56%	73.82%	79.43%	80.68%	81.12%	87.01%	87.98%	79.02%	86.47%	82.77%		
Part Time within 10 Seconds	58.24%	62.46%	73.66%	79.85%	80.30%	78.38%	82.90%	91.04%	n/a	n/a	n/a	n/a	
Shift Of the Quarter													

Budget Informtion	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Lexington CMRS	$ 57,035.54			$ 220,425.74			$ 205,597.51						$ 483,058.79
Quarterly Wireles Funds (ALL)	$ 234,648.12			$ 298,192.83			$ 259,880.33						$ 792,721.28
EMD -Special Project -$ Collected (LEX)	$ 86,560.00			$ -									$ 86,560.00
Error from Wireless 1st Quarter (ALL)	$ 66,989.72			$ -									$ 66,989.72
CMRS -Cayce	$ 192,680.68			$ 6,300.00			$ 6,328.56			$ 22,366.18			$ 227,675.42
CMRS -West Columbia	$ 4,424.95			$ 6,024.27			$ 5,193.12						$ 15,642.34
CMRS- Batesburg	$ 1,481.35			$ 13,070.94			$ 1,481.35			$ 1,419.07			$ 17,452.71
Tape Fees Collected	$ 317.93	$ 114.46	$ 260.00	$ 134.38	$592.92	$ 67.92	$ 116.36	$ 111.46	$ 167.92	$ 909.38	$ 318.76	$ 220.84	$ 3,332.33

Special Projects	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTALS
Public Education Events	0	2	2	1	0	1	1	4	0	8	3	3	25
													STATRPT

844

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 2017.

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 2017.

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 **$2,000.00**

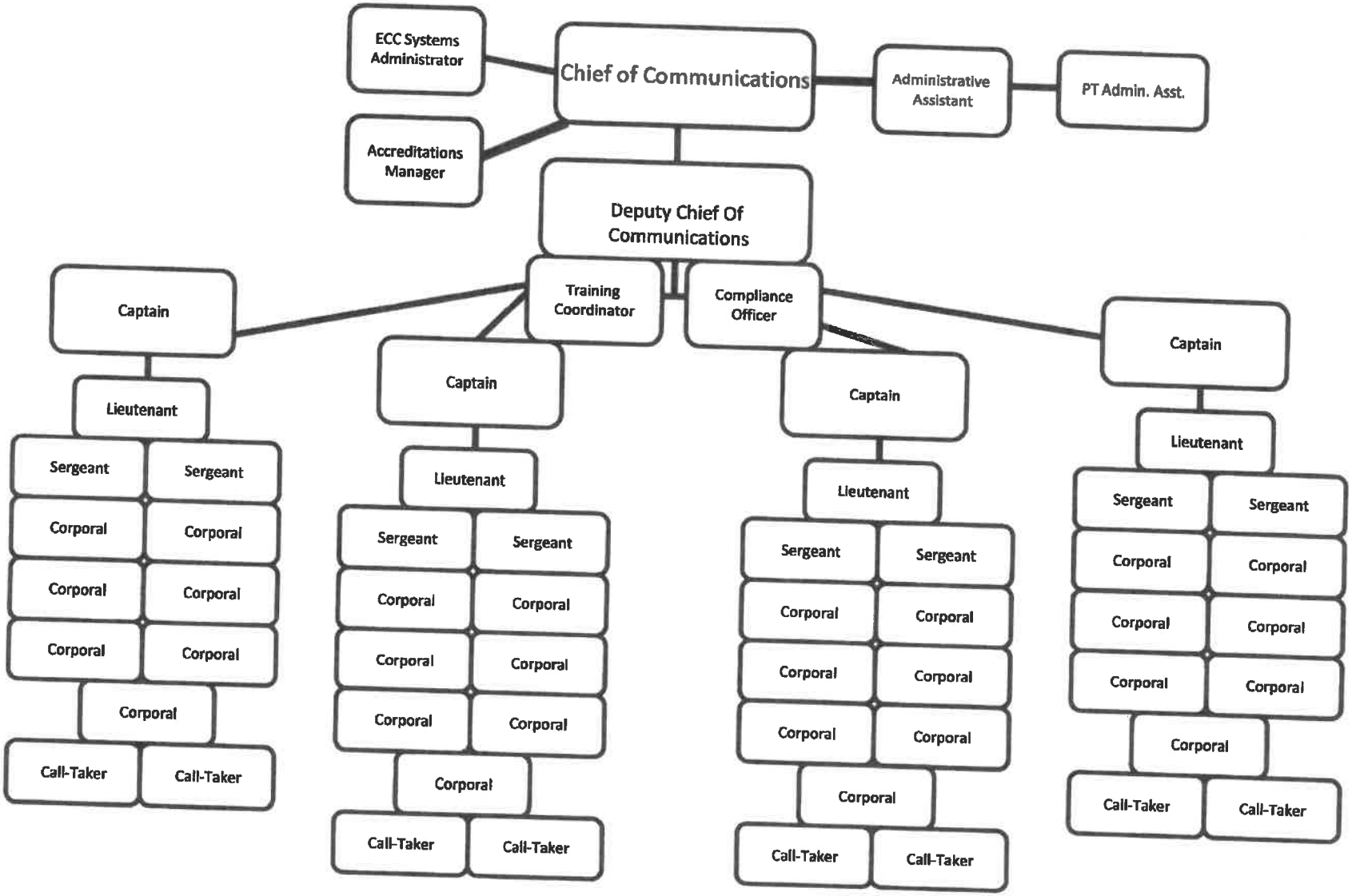
This is revenues collected for the processing of 911 recording request.

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 **$ 374,585**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $ 374,584.88

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	5,424/mo x 12 = $65,088 + tax = $69,644.16

This account will also cover cost of maintaining uninterrupted power source (UPS) at the Lexington backup facility.
UPS Total = $4,202.00

This account will cover the cost of maintaining uninterrupted power source (UPS) at the Ball Park Road Facility.
UPS Total = $48,216.95

This account will cover the 24x7 maintenance for the National Academy Emergency Medical Dispatch (NAEMD) Priority Dispatch software. **(Contract Required)**
Priority Dispatch = $64,800 + tax = $69,336

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 = $5,800

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)	$18,964.44 + tax = $20,291.95
Ball Park Road	$40,557.40 + tax = $43,395.42

520200 - CONTRACTED SERVICES — $319,005

PROGRAM 3 - 911 SYSTEM MANAGEMENT — $319,004.84

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) 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
Hearing Screening $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 - $500.00 per month x 12 + tax = $6,420.00 (contract required)
P25 Core Connection (T1 or Ethernet) South Lake Drive - $500.00 per month x 12 + tax = $6,420.00 (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 **$7,935**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $7,935.12

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 18/19 the monthly cost has increased due to call volume for non-English speaking citizens.

Language Line Monthly Fees - $618/mo (average of July 2017-December 2017) x 12 mo + tax = $7,935.12

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 **$10,000**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $10,000

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 **$500**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $500

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 **$82**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $ 81.65

This account will cover cost of general tort liability for Training Coordinator, ECC System Controller, and 911 Administrative Assistant.

524202 – SURETY BONDS **$0**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $0

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 **$ 27,120**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $27,120

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 $1,060 x 12/mo = $12,720
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

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 **$2,054**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $2,054.40
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 40.00 per month x 12 months + tax = $2,054.40

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 **$35,352**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $35,351.86

This account covers the cost of operating consoles and radios in Central Dispatch operations.
47 Radios 6 Sites Secure x $58.58/mo x 12 months + tax = $35,351.86

525031 - 800 MHZ MAINTENANCE **$217,403**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $217,403.20

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:
$2,896.65 x 12 months + tax = $37,192.98
Network Monitoring, Dispatch and Security Update Service:
$961.12 x 12 months + tax = $12,340.78
Onsite Infrastructure response for 18 MCC7500 Operator positions, 1 Dispatch Center/Site:
$2,563.76 x 12 months + tax = $32,918.68
Service Update – SUA to include hardware and software: 6,439.99 x 12 months + tax = $82,689.54
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: $934.17 x 12 months + tax = $11,994.80
Radio Repair Service, VHF Back-up Radio at Ball Park Radio Tower: $12.35 x 12 months + tax = $158.55
1 AVL User Support Management Network: MARVLIS: $2,871.47 x 12 months + tax = $36,869.76
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:
$252.19 x 12 months + tax = $3,238.11

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 **$63,539**

PROGRAM 1 - 911 TRAINING $63,539
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 = $5,475
(Required for Emergency Medical Dispatch Certification for Priory Dispatch)

Emergency Fire Dispatch $365/class x 15 employees = $5,475
(Required for Emergency Fire Dispatch Certification for Priority Dispatch)

Emergency Police Dispatch $365/class x 15 employees = $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 34 employees = $3,740

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 1 person Training $3,000 = $3,000 (Award Year)
CALEA Annual Continuation Fee = $3,500

NENA The 911 Association Annual Conference and Expo. Registration & Lodging = $2,500

CAD Maintenance Training = $1,500 x 2 employees = $3,000

Crystal Report Training = $1,500 x 2 employees = $3,000

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 = $3,000

NAVIGATOR – Priority Dispatch, Training for Accredited Center of Excellence (ACE) Accreditation, CEO Training, & Continuing education for Training Coordinator – 3 employee = $6,000

NENA Best Standards and Practices Conference = 1 employee = $2,000

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.

525250 – MOTOR POOL REIMBURSEMNT **$1,700**

PROGRAM 1 – 911 TRAINING $1,700

Combined this line item from budget 1000 to 2605 in FY16/17. This will allow for the use of motor pool vehicles by employees to attend the increased mandatory training courses.

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 **$1,258**

PROGRAM 3 – SYSTEM MANAGEMENT $1,257.25

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 = $40.00
TOTAL per employee = $235.00 x 5 employees + tax = $1,257.25

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 **$818,790**

PROGRAM 3 - 911 SYSTEM MANAGEMENT $818,790

SECTION V.D. – CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS AND MINOR EQUIPMENT **$19,968**

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
Wireless Headsets $150.00 x 30 + Tax = $4,815
Base stations for Wireless Headsets at ECC = $400 x 8 + tax = $3,424
Batteries for Wireless Headsets at ECC = $200 x 30 + tax = $6,420
Wellness Equipment = $2,000
Back-up KVM switches needed for dispatch positions = $695.93 x 3 + tax = $2,233.94
Fax Machine for the basement backup center = $299.99 + tax = $320.00
Replacement Standard Color Network Printer = $541.00

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.

REPLACEMENT COMPUTERS **$59,561**

IT Replacement recommendations for primary communications center.
18 Standard Computers x $833.00 = $14,994.00
41 Advanced Computers x $1,087.00 = $44,567.00

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

REPLACEMENT GENERATOR **$21,298**

This account will be used to purchase and install a 40KW Generator at the Ball Park Road Radio Tower.
$21,774 + tax = $4,901.44

CAD TEST SERVER **$5,000**

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM
GENERAL FUND
Annual Budget
Fiscal Year - 2018-19

Fund: 2605
Division: PS/Communications
Organization: 131300

Object Code	Expenditure Classification	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel			
510100	Salaries & Wages - 1	30,114		
510200	Overtime			
511112	FICA Cost	2,304		
511113	State Retirement	4,385		
511120	Insurance Fund Contribution -	7,800		
511130	Workers Compensation			
511213	State Retirement - Retiree			
	*** Total Personnel**	**44,603**		
	Operating Expenses			
520300	Professional Services			
520702	Technical Currency & Support			
520800	Outside Printing			
521000	Office Supplies			
521100	Duplicating			
521200	Operating Supplies			
524000	Building Insurance			
524201	General Tort Liability Insurance	26		
524202	Surety Bonds -	10		
525000	Telephone			
525021	Smart Phone Charges			
525041	E-mail Service Charges - 1	129		
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense			
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement			
525300	Utilities - Admin. Bldg.			
525600	Uniforms & Clothing - 1	235		
	*** Total Operating**	**400**		
	**** Total Personnel & Operating**	**45,003**		
	Capital			
540000	Small Tools & Minor Equipment			
540010	Minor Software	86		
	All Other Equipment			
	**** Total Capital**	**86**		
	***** Total Budget Appropriation**	**45,089**		

ONE (1) DOCUMENT PROCESSING CLERK III (106) **$45,089**

($44,603 Per Position)

The Communications center is requesting a Document Processing Clerk III position to handle all National Crime Information Center (NCIC) entries for the dispatch center, as well as all of the Freedom of Information Act requests (FOIA). The Communications center processes all NCIC entries, deletions and modifications for the following agencies, Lexington County Sherriff's Department, Lexington Town Police Department, Irmo Police Department, Chapin Police Department, South Congaree Police Department, Springdale Police Department, Columbia Metropolitan Airport Police Department. For the year 2017 communications received approximately 6,400 NCIC entries and 2,100 FOIA requests. These administrative duties have been completed by personnel within the dispatch center but due to the increasing call volume and radio traffic, these additional duties have become a liability to not have a designated employee responsible for NCIC and FOIA requests.

It is imperative to remove any additional ancillary tasks which impede the operational function for dispatchers in the center. Dispatching emergency services requires a dispatcher's undivided attention as well as the ability to think and respond quickly. The sensitivity and high attention to detail regarding NCIC entries and FOIA request warrants a designated employee.

OPERATING EXPENSES FOR 2605-131300

Uniform- $235.00 x 1 employees + tax= $235.00
Email Service Charge - $10.75 x 12 months x 1 employees = $129.00
General Tort Liability Insurance - $26.00 x 1 employees = $26.00
Surety Bonds - $10.00 x 1 employees = $10.00
Share Point Service Charge - $86.00 x 1 employee = $86.00

OPERATING EXPENSES FOR 1000-131300 – (not included in total above)

NCIC Access - $10 x 1 employees x 12/mo = $120.00

FUND 2605
PS/COMMUNICATIONS (131300)
FY '18 – 19' BUDGET REQUEST

524201 – GENERAL TORT LIABILITY INSURANCE (2605) **$24**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $24

This account will cover cost of general tort liability for the Accreditation Manager.

524202 – SURETY BONDS (2605) **$10**

PROGRAM 3 – 911 SYSTEM MANAGEMENT $10

This account will cover cost of Surety Bonds for the Accreditation Manager.

525041 – EMAIL SERVICE CHARGES (2605) **$129**

PROGRAM 1 COUNTY DISPATCH OPERATIONS $129

1 Full Time Employee Email account x $10.75 x 12 months = $129.00

525600 – UNIFORMS & CLOTHING (2605) **$235**

PROGRAM 1 – COUNTY DISPATCH OPERATIONS $235.00

This account will provide uniforms for the Communications Staff. Everyday uniforms and Class A uniforms. (Uniforms will be re-used if in good condition)

2 Short Sleeve Polo Shirts = $54.00
2 Squad Pants = $84.00
1 T-shirt/undershirt = $12.00
1 Jacket = $45.00
1 Pullover = $40.00
TOTAL per employee = $235.00 x 1 employee + tax = $235.00

525042 – SHARE POINT SERVICE CHARGE (2605) **$86**

1 SharePoint Client Access License - $86.00

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM
GENERAL FUND
Annual Budget
Fiscal Year - 2018-19

Fund: 2605
Division: PS/Communications
Organization: 131300

Object Code	Expenditure Classification	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel			
510100	Salaries & Wages - 4			
510200	Overtime			
511112	FICA Cost			
511113	State Retirement			
511120	Insurance Fund Contribution -			
511130	Workers Compensation			
511213	State Retirement - Retiree			
	*** Total Personnel**	**0**		
	Operating Expenses			
520246	NCIC Access Fee			
520300	Professional Services			
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 - 4			
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense	4,380		
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement			
525300	Utilities - Admin. Bldg.			
525600	Uniforms & Clothing - 4			
	*** Total Operating**	**4,380**		
	**** Total Personnel & Operating**	**4,380**		
	Capital			
540000	Small Tools & Minor Equipment	642		
540010	Minor Software			
	All Other Equipment			
	**** Total Capital**	**642**		
	***** Total Budget Appropriation**	**5,022**		

FOUR (4) CALL-TAKER POSITIONS **$5,022**

($44,603 Per Position)
The Lexington County Communications Division continues to deal with increasing calls for service as the population grows. The agencies serviced also continue to increase the amount of radio traffic from the field unit to the dispatcher. The 911 Operations Center must in turn keep up with the growing demand. Therefore, in keeping with the overall 5 year plan, the division requests four (4) additional Call-taker positions this FY 2018/2019.

On a typical day (24 hours) Lexington County 911 processes approximately 1,300 telephone calls and monitors approximately 250 units (EMS, LE and Fire) in the field. It is imperative that all calls for service are handled promptly and accurately and that all of the field personnel are monitored with expert precision. Both the radio and telephones are critical job duties of the 911 telecommunications operator. Both require undivided attention, quick thinking and quick responses from the telecommunications operator. Call-takers are vital to allowing telecommunications operators the ability to focus on the field units while the call-takers assist the caller that is seeking assistance.

In 2017, Communications **received 473,712** Incoming Emergency calls. The addition of four (4) Call-taker Positions to the Communications Department will allow for the division to continue to move toward the implementation of dedicated dispatchers and call takers, which would allow for citizens and field personnel to receive better customer service and attention to detail from the telecommunications operators that serve them. In addition, call processing and response times would also improve. We pride ourselves with giving all of our citizens and agencies excellent service.

The call volume is projected to increase 3% every year. With that projection the communications center is anticipating to receive approximately 488,000 calls for service for calendar year 2018. On average the dispatch center receives 1,300 calls per day, with the current staff of 5 (five) call-takers per day, those employees would answer approximately 260 incoming calls for service, which equates to about 22 calls per hour.

Based on population growth projections and trends for Lexington County, the next phase of requesting additional Call-takers would be in FY 19/20. This would be a request of four (4) additional Call-Taker positions.

OPERATING EXPENSES FOR 2605-131300

Emergency Medical Dispatch Training $365/class x 4 employees - $1,460
Emergency Fire Dispatch Training $365/class x 4 employees - $1,460
Emergency Police Dispatch Training $365/class x 4 employees - $1,460
Wireless Headsets $150.00 x 4 employees - $642.00

OPERATING EXPENSES FOR 1000-131300 – (not included in total above)

Uniform- $235.00 x 4 employees + tax= $940.00
Email Service Charge - $10.75 x 12 months x 4 employees = $516.00
General Tort Liability Insurance - $26.00 x 4 employees = $104.00
Surety Bonds - $10.00 x 4 employees = $40.00
NCIC Access - $10 x 4 employees x 12/mo = $480.00

525210 – CONFERENCE, MEETING, AND TRAINING EXPENSES (2605) ~~$8,760~~ 4,380

Mandatory Training for Accreditation:

Emergency Medical Dispatch $365/class x 4 employees = $1,460
(Required for Call Taker Emergency Medical Dispatch Certification for Priority Dispatch)

Emergency Fire Dispatch $365/class x 4 employees = $1,460
(Required for Call Taker Emergency Fire Dispatch Certification for Priority Dispatch)

Emergency Police Dispatch $365/class x 4 employees = $1,460
(Required for Call Taker Emergency Police Dispatch Certification for Priority Dispatch)

540000 – SMALL TOOLS AND MINOR EQUIPMENT (2605) ~~$1,284~~ 642

Wireless Headsets (Call Taker) $150.00 x 4 + Tax = $642.00

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM
GENERAL FUND
Annual Budget
Fiscal Year - 2018-19

Fund: 2605
Division: PS/Communications
Organization: 131300

Object Code	Expenditure Classification	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel			
510100	Salaries & Wages - 4			
510200	Overtime			
511112	FICA Cost			
511113	State Retirement			
511120	Insurance Fund Contribution -			
511130	Workers Compensation			
511213	State Retirement - Retiree			
	*** Total Personnel**	**0**		
	Operating Expenses			
520246	NCIC Access			
520300	Professional Services			
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 - 4			
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense	4,380		
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement			
525300	Utilities - Admin. Bldg.			
525600	Uniforms & Clothing - 4			
	*** Total Operating**	**4,380**		
	**** Total Personnel & Operating**	**4,380**		
	Capital			
540000	Small Tools & Minor Equipment	642		
540010	Minor Software			
	All Other Equipment			
	**** Total Capital**	**642**		
	***** Total Budget Appropriation**	**5,022**		

FOUR (4) 911 FIELD TRAINING OFFICERS (SERGEANT) JUSTIFICATION $5,022

($56,042 Per Position)

The Lexington County Communications center utilizes Field Training Officers (Sergeants) to train and mentor new employees. They are responsible for administering the on-the-job training program through individualized, one on one training in order to develop high performing Call-takers and telecommunications operators for the 24/7 Communications center.

Field training officers instruct new employees on any and all tasks outlined in the training guidelines, while simultaneously performing the daily obligations of a telecommunications operator. They are responsible for evaluating and providing assessments to trainees on a daily basis, regarding instruction provided, skills observed and knowledge obtained by the trainee. As well as answering all questions the trainees may have. Their responsibilities also include communicating the progress or performance issues to the Shift Captain and the Training Coordinator. The field training officer provides constant training throughout the dispatch center to include Call-taking, Sheriff's department radio consoles, Municipal radio consoles, EMS radio console, and Fire Console. Proper reporting is also completed by the field training officer to ensure that the trainee is given constructive feedback of their progress. This process is documented in Guardian Tracking software as well as face-to-face with the employee to mentor and guide the employee to be successful in their job. It is the responsibility of the field training officer to complete daily observation reports on all trainees, compliance feedback from calls that employees have taken, and periodic quality assurance functions on new employees to ensure that calls are being handled in accordance to standards to achieve accreditation.

Field training officers also perform the job function of a telecommunications operator during the training process and outside of the training process of new employees. They are responsible for analyzing, prioritizing and relaying emergency calls for service, while maintaining radio contact with field personnel to ensure safety and efficient responses. They perform all radio communications for multiple EMS, Fire and Law Enforcement agencies in accordance with local, state, and national standards. They are also responsible for answering and processing both emergent and non-emergent phone calls from citizens, responders and other agencies. Interrogation of the caller occurs to determine what services are needed and what actions need to be taken to provide the caller appropriate responding services.

Field training officers are imperative to the success of the communications center to ensure that employees are trained to the same standard and are delivering the same professional services to the field units and citizens of Lexington County. National standard attrition rate in this career field is approximately 3 years due to high stress of the job and burnout. In addition to turnover, the multiple job functions within the dispatch center as well as continuing dispatch education requires constant training throughout the career of a telecommunications operator.

OPERATING EXPENSES FOR 2605-131300

Emergency Medical Dispatch Training $365/class x 4 employees - $1,460
Emergency Fire Dispatch Training $365/class x 4 employees - $1,460
Emergency Police Dispatch Training $365/class x 4 employees - $1,460
Wireless Headsets $150.00 x 4 employees - $642.00

OPERATING EXPENSES FOR 1000-131300 – (not included in total above)

Uniform- $235.00 x 4 employees + tax= $940.00
Email Service Charge - $10.75 x 12 months x 4 employees = $516.00
General Tort Liability Insurance - $26.00 x 4 employees = $104.00
Surety Bonds - $10.00 x 4 employees = $40.00
NCIC Access - $10 x 4 employees x 12/mo = $480.00

525210 – CONFERENCE, MEETING, AND TRAINING EXPENSES (2605) ~~$8,760~~ 4,380

Mandatory Training for Accreditation:

Emergency Medical Dispatch $365/class x 4 employees = $1,460
(Required for Field Training Officers Emergency Medical Dispatch Certification for Priority Dispatch)

Emergency Fire Dispatch $365/class x 4 employees = $1,460
(Required for Field Training Officers Emergency Fire Dispatch Certification for Priority Dispatch)

Emergency Police Dispatch $365/class x 4 employees = $1,460
(Required for Field Training Officers Emergency Police Dispatch Certification for Priority Dispatch)

540000 – SMALL TOOLS AND MINOR EQUIPMENT (2605) ~~$1,284~~ 642

Wireless Headsets (Field Training Officer) $150.00 x 4 + Tax = $642.00

EMERGENCY MANAGEMENT
2606 SCE&G FUND
EXECUTIVE SUMMARY

FY 2017/2018	$19,543	
FY 2018/2019 Proposed		
Personnel	$16,486	(@ 20 hrs/ wk)
Operating	$ 2,057	
Capital	$ 1, 000	
New Programs	$ 0	
TOTAL	$19,543 (0% change)	

NEW PROGRAMS

Non-applicable	$ 0
TOTAL	$ 0

PRIORITIES

PROBABLE CARRYOVERS

Non-applicable	$ 0
TOTAL	$ 0

OPERATING INCREASES/DECREASES

525210	Conference, Mtg, Training	increase $1,041	- Increase to cover UAV certification /VC Summer Exercises

CAPITAL ITEMS

540000	Small Tools & Minor Equip	increase $1,000	- UAV accessories

Total Increase: + $2,041
Total Decrease: - $ 0

Net Change: + $2,041

*Current Contingency balance: $20,388

COUNTY OF LEXINGTON
SCE & G SUPPORT FUND
Annual Budget
FY 2018-19 Estimated Revenues

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***SCE & G Support Fund 2606:**							
	Revenues:							
461000	Investment Interest	245	161	0	0	0		
466000	SCE & G Support Funds	19,724	20,158	19,543	19,543	19,543		
	**** Total Revenue**	19,969	20,319	19,543	19,543	19,543	0	0
	*****Total Appropriation**				19,543	19,543	0	0
	Contingency: Unused				20,785			
	FUND BALANCE Beginning of Year				7,970	28,755	28,755	28,755
	FUND BALANCE - Projected End of Year				28,755	28,755	28,755	28,755

COUNTY OF LEXINGTON
SCE & G SUPPORT FUND
Annual Budget
Fiscal Year - 2018-19

Fund: 2606
Division: Public Safety
Organization: 131101 - Emergency Preparedness

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510300	Part Time - 1 (0.50 - FTE)	18,110	721	10,920	13,156		
511112	FICA - Employer's Portion	1,391	55	835	1,006		
511113	State Retirement - Employer's Portion	2,116	(78)	1,481	1,916		
511130	Workers Compensation	611	2	394	408		
519999	Personnel Contingency	0	0	397	0		
	*** Total Personnel**	**22,228**	**700**	**14,027**	**16,486**	**0**	**0**
	Operating Expenses						
525210	Conference, Meeting & Training Expense	374	0	1,016	2,057		
	*** Total Operating**	**374**	**0**	**1,016**	**2,057**	**0**	**0**
	**** Total Personnel & Operating**	**22,602**	**700**	**15,043**	**18,543**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	1,000		
540010	Minor Software	0	0	0			
	All Other Equipment	0	0	4,500			
	**** Total Capital**	**0**	**0**	**4,500**	**1,000**	**0**	**0**
	***** Total Budget Appropriation**	**22,602**	**700**	**19,543**	**19,543**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2606 Fund Title: SCE&G

Organization # Organization Title: Public Safety

Program : 131101 Program Title: Emergency Management

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
540000	Small Tools & Minor Equipment	1,000

**** Total Capital (Transfer Total to Section III)** **1,000**

SECTION V – PROGRAM OVERVIEW

PS/SCE&G SUPPORT FUND

Summary of Programs:

PROGRAM II – EMERGENCY MANAGEMENT

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

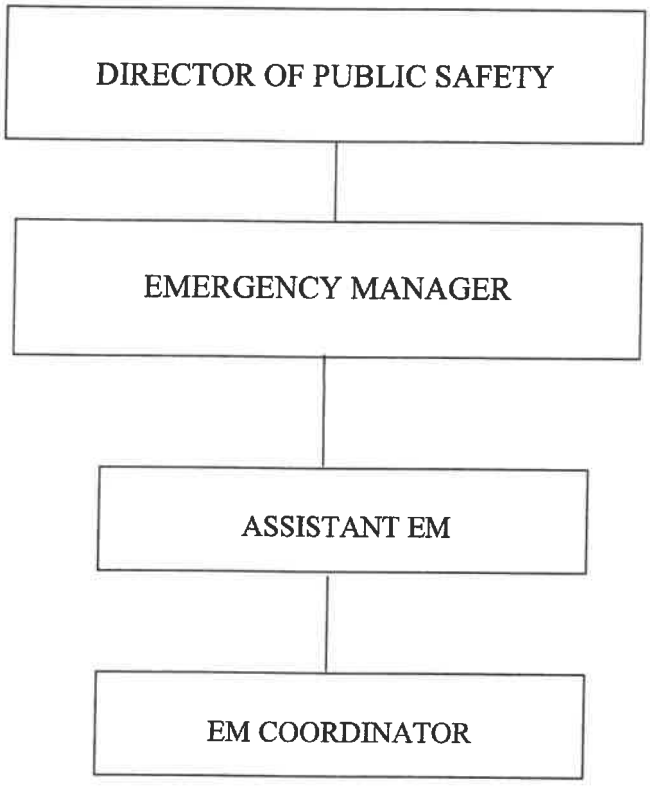
466000 SCE&G SUPPORT FUNDS **$19,543**

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

525210 CONFERENCES, MEETINGS, AND TRAINING EXPENSE **$2057**

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 VC Summer response training, 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) Unmanned Aerial Vehicle (UA) operators. The fee for this training and certification is $250/person for a total of $1000.

VI.D. – CAPITAL LINE ITEM NARRATIVES

540000 SMALL TOOLS AND MINOR EQUIPMENT **$1000**

PROGRAM 2 – EMERGENCY MANAGEMENT $1000

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. This includes Unmanned Aerial Vehicles (UAV) accessories and parts.

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** P/D (Indigent Criminal Defense) 2618:**							
	Revenues:							
451610	State Revenue (Lexington)	188,448	107,754	150,000	150,000	190,000		
	**** Total Revenue**	188,448	107,754	150,000	150,000	190,000	0	0
	*****Total Appropriation**				150,000	190,000	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	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**	**0**	**0**
	Operating Expenses						
520300	Professional Services	188,448	88,554	150,000	190,000		
	*** Total Operating**	**188,448**	**88,554**	**150,000**	**190,000**	**0**	**0**
	**** Total Personnel & Operating**	**188,448**	**88,554**	**150,000**	**190,000**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**188,448**	**88,554**	**150,000**	**190,000**	**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
202 E. 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 12, 2018

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 18/19. The Eleventh Circuit Public Defenders Office requests Lexington County increase their contribution this year to $1,129,538. Lexington County has historically underfunded its Public Defenders Office. Statistically, we represent close to 70% of all adults charged with General Sessions' crimes. However, we only receive 19% of the funding earmarked for prosecution. Lexington County is the sixth largest county in South Carolina. Our request is the average of the county funding received by the public defenders offices in Horry County (fifth largest county) and York County (seventh largest county). We intend to use the money to create three new attorney positions, an additional paralegal, and an in house investigator. Additionally, we will purchase two vehicles to reduce costs associated with travel. Finally, as you are aware, the legislature has mandated increased employer retirement contributions for the next several years. The increase in funding will help our office maintain a stable financial foundation into the foreseeable future.

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, our budget, or our funding request.

With my warm personal regards, I remain,

Sincerely,

Robert M. Madsen

Enclosure

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Public Defender 2619:**							
	Revenues:							
451610	State Revenue (Lexington)	747,175	348,911	697,823	697,823	697,823		
451611	State Revenue (Tri-Counties)	162,576	75,919	151,838	151,838	151,838		
415615	Carry Forward Revenues	40,838	78,721	0	0	0		
451620	State Supplemental (Lexington)	96,051	27,082	103,322	103,322	95,753		
451621	State Supplemental (Tri-Counties)	20,900	5,893	22,482	22,482	20,835		
451632	Probation Fees (Lexington County)	43,181	20,735	47,031	47,031	39,017		
451633	Civil Fees (Lexington County)	34,725	20,154	35,744	35,744	36,171		
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)	9,396	4,512	10,233	10,233	8,490		
451637	Civil Fees (Tri-Counties)	7,556	4,385	7,778	7,778	7,867		
451638	CDV Fees (Tri-Counties)	16,999	8,500	16,999	16,999	16,999		
451639	DUI Fees (Tri-Counties)	12,055	6,027	12,055	12,055	12,055		
455004	Contribution from Tri-Counties	66,000	16,500	66,000	66,000	66,000		
455012	Contributions from Municipalities	400	0	400	400	400		
461000	Investment Interest	5,366	4,093	100	100	100		
469900	Miscellaneous Revenues	53	77	0	0			
801000	Op Trn from General Fund	543,932	135,983	543,932	543,932	1,129,538		
	**** Total Revenue**	**1,940,730**	**824,255**	**1,849,264**	**1,849,264**	**2,416,412** 3	**0**	**0**
	*****Total Appropriation**				**2,013,147**	**2,416,412**	**0**	**0**
	FUND BALANCE Beginning of Year				749,867	585,984	585,984	585,984
	FUND BALANCE - Projected End of Year				585,984	585,984 5	585,984	585,984

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year - 2018-19

Fund: 2619
Division: Judicial
Organization: 141400 - Public Defender

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	*BUDGET* 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 23	1,043,741	536,327	1,225,669	1,249,622		
511112	FICA Cost	76,150	38,688	93,764	95,596		
511113	SCRS - Employer's Portion	113,271	56,997	166,201	181,945		
511120	Employee Insurance - 23	163,150	89,700	179,400	179,400		
511130	Workers Compensation	3,737	1,949	4,519	4,624		
511213	SCRS - Employer Portion (Retiree)	8,937	4,867	0			
519999	Personnel Contingency	0	0	44,569			
	*** Total Personnel**	**1,408,986**	**728,528**	**1,714,122**	**1,711,187**	**0**	**0**
	Operating Expenses						
520200	Contracted Service	0	0	300	300		
520219	Water & Other Beverage Service	424	244	400	450		
520400	Advertising & Publicity	0	0	50	0		
521000	Office Supplies	10,410	4,147	10,000	10,000		
521100	Duplicating	7,186	2,884	5,000	5,500		
522200	Small Equip Repairs & Maintenance	4	-	750	750		
523100	Building Rental	35,820	37,464	74,460	74,000		
524000	Building Insurance	139	140	144	144		
524201	General Tort Liability Insurance	963	1,598	992	1,000		
524202	Surety Bonds	0	0	230	230		
525000	Telephone	7,553	4,137	9,000	10,000		
525004	WAN Service Charges	5,880	4,669	5,880	8,148		
525020	Pagers and Cell Phones - 2	421	177	400	420		
525041	E-mail Service Charges - 25	2,841	1,408	3,096	3,225		
525100	Postage	1,319	744	1,700	1,700		
525210	Conference, Meeting & Training Expense	15,404	12,110	16,000	17,000		
525230	Subscriptions, Dues & Books	15,596	12,888	15,000	16,000		
525240	Personal Mileage Reimbursement	32,073	14,531	27,500	27,500		
525328	Util / Public Defenders Offices	6,093	4,324	7,409	7,500		
529903	Contingency	0	0	33,887	518,584		
529907	Rental Contingency	0	0	70,189	0		
	*** Total Operating**	**142,126**	**101,465**	**282,387**	**702,451**	**0**	**0**
	**** Total Personnel & Operating**	**1,551,112**	**829,993**	**1,996,509**	**2,413,638**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	485	476	500	500		
540010	Minor Software	1,269	122	1,245	500		
	All Other Equipment	60,343	11,243	14,893	1,774		
	**** Total Capital**	**62,097**	**11,841**	**16,638**	**2,774**	**0**	**0**
	***** Total Budget Appropriation**	**1,613,209**	**841,834**	**2,013,147**	**2,416,412**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title:
Organization # 141400 Organization Title: Public Defender
Program # Program Title:

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
2	Ipad Pro 256 GB	1,774

** **Total Capital (Transfer Total to Section III)** **1,774**

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 2015	Actual 2016	Actual 2017	Projected 2018
Program 1:				
Warrants seen in Bond Court	4347	4468	4626	4700
Warrants Appointed PD	2930	3050	3033	3196
Appointed to Private Bar	104	121	136	
Order GS Judge	1	1	2	
Percentage of Adult Case Load	67.4%	68.2%	65.6%	68.0%
Program 2:				
Juvenile Cases in Court	261	382	346	350
Private Bar	10	11	19	20
Juveniles Appointed PD	251	371	327	370
Percentage of Juvenile Case Load	96.1%	97.1%	94.5%	94.5%

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 **2015:** 425
2016: 388
2017: 373

Total General Sessions and Family Court cases:

Total Warrants/Petitions	4608	4850	4972
Appointed PD	3108	3421	3360
Percentage of Entire Case Load	69.0%	70.5%	67.6%

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) **$95,753**

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) **$20,835**

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) **$39,017**

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) **$36,171**

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 a surcharge assessed on all DV cases. It is distributed on a per capita basis. The distribution is based on the 2010 census.

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.

Carry Forward **$0**

These are carry forward funds distributed by the Office of Indigent Defense on a per capita basis. We received $113,256 in FY17 for the entire circuit.

451636 – Probation (Tri-Counties) **$8,490**

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) **$7,867**

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.

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 17

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 **$1,129,538**

We are requesting that Lexington County contribute $1,129,538 for this upcoming budget year. We arrived at this number by taking the average amounts allocated to their public defender offices by Horry County (the fifth largest county) and York County (the seventh largest county).

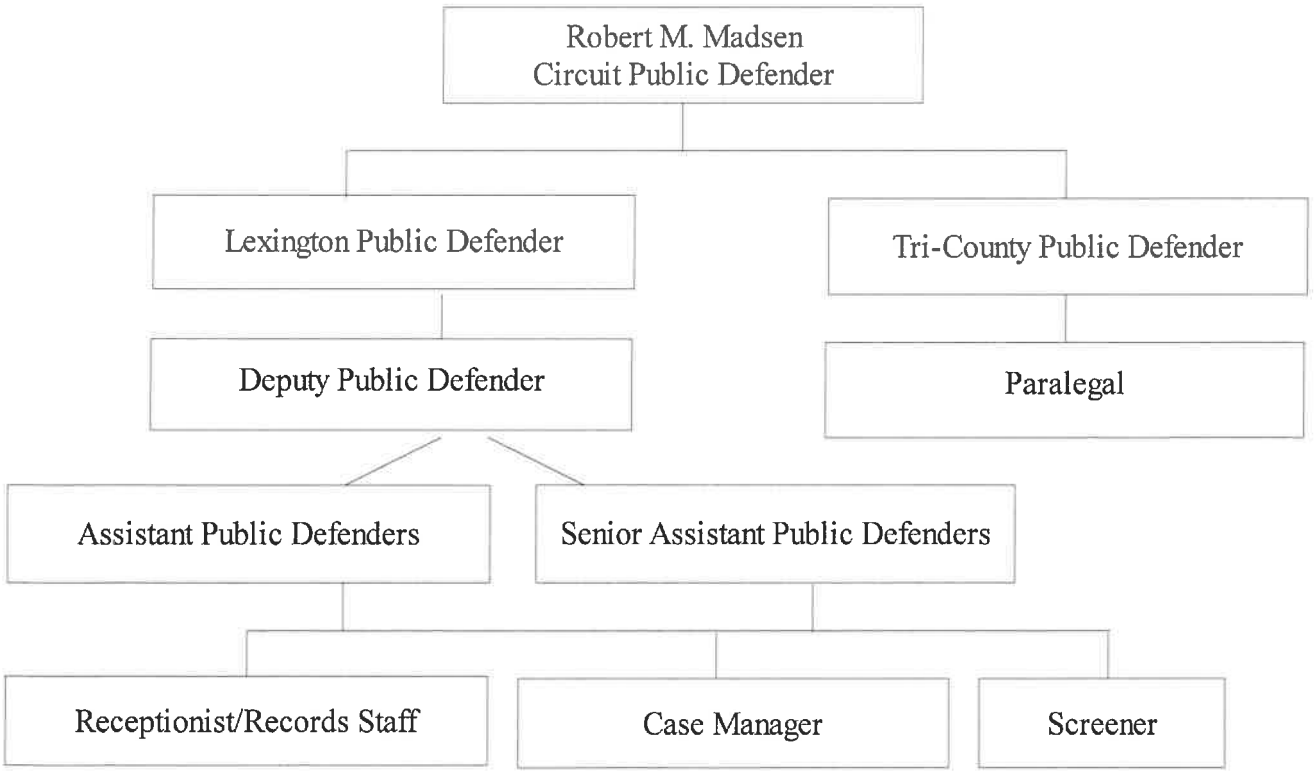
SECTION VI. B. - LISTING OF POSITIONS

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	23	23		23	

All of these positions require insurance.

Display organization flowchart:



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$1,249,622**

Salaries for twenty-three full-time positions

51112-FICA COST **$95,596**

Employer's portion 7.65%

511113-STATE RETIREMENT **$181,945**

Employer's portion 14.56%

511120-INSURANCE FUND CONTRIBUTION **$179,400**

Employer's portion @ $7800 per employee (23)

511130-WORKERS COMPENSATION **$4,624**

Based on last year's premiums

520200-CONTRACTED SERVICES **$300**

Last year we expended $0

520219-WATER SERVICE **$450**

Through Lexington County, we have contracted with a company that provides us with bottled water for the office.

521000-OFFICE SUPPLIES **$10,000**

In FY17, we expended $10,410 office supplies. A majority portion is printer ink. Our printer ink purchases will decrease as we use our copier for printing.

521100-DUPLICATING **$5,500**

Currently, the office leases a copier through Cannon, Inc. We average about 23,000 copies per month. Last year our dupicating costs were $7,186.

522200-SMALL EQUIPMENT REPAIRS **$750**

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 **$74,000**

We rent an office building at 202 East Main Street at $6,000 per month. This office serves as our base of operations for the entire office. Mini-Warehouses provides one storage facility for old case storage. Currently, the two storage facilities run $120 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 **$1,000**

We are covered under the insurance reserve.

524202-SURETY BONDS **$230**

Payment of surety bonds for employees.

525000-TELEPHONE **$10,000**

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 17 was $7,553, but we have added two lines this year.

525004-WAN SERVICE CHARGE **$8,148**

Our WAN expenses have increased with the move to our new facility.

525020-PAGER AND CELL PHONES **$420**

Our two attorneys in the Tri-Counties both have office cell phones.

525041-E-MAIL SERVICE CHARGE **$3,225**

Our email service charges are $10.75 per account per month.

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 $17,000

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 $16,000

This amount encompasses our legal research. We use Westlaw Next for our legal research Additionally for 2017, South Carolina Bar dues for our attorneys were approximately $5,100. Finally, this item includes updates to our law library.

525240-PERSONAL MILEAGE REIMBURSEMENT $27,500

In FY 17 we expended $32,073 for mileage reimbursement.

525328-UTIL/PUBLIC DEFENDERS OFFICES $ 7,500

In FY 17 we expended $6,093 for utilities which encompasses electrical service provided by SCE&G. We have a larger facility this year.

529903-CONTINGENCY $518,584

This money is for unforeseen expenses.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-IPad Pro 128GB **$1,774**

This is for two (2) Ipad Pro tablets, which will be used by the attorneys as we transition to digital.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year – 2018-2019

Fund # 2619 Fund Title: Special Revenue Fund
Organization # 141400 Organization Title: Public Defender
Program # Program Title: Automobiles

Object Code	Expenditure Classification	Total 2018 – 2019 Requested
	Personnel	
510100	Salaries #1	
510300	Part Time #	
511112	FICA Cost	
511113	State Retirement	
511120	Insurance Fund Contribution # 1	
511130	Workers Compensation	
511131	S.C. Unemployment	
	*** Total Personnel**	
	Operating Expenses	
520100	Contracted maintenance	
520200	Contracted Services	
520300	Professional Services	
521000	Office Supplies	
521100	Duplicating	
521200	Operating Supplies	
522100	Equipment Repairs & Maintenance	
522200	Small Equipment Repairs & Maint.	
522300	Vehicle Repairs & Maintenance	
524000	Building Insurance	700
524100	Vehicle Insurance #_2__	
524101	Comprehensive Insurance #_2__	1,114
524201	General Tort Liability Insurance	284
524202	Surety Bonds	
525041	Email Service Charges	
525000	Telephone	
525100	Postage	
525210	Conference & Meeting Expenses	
525230	Subscriptions, Dues, & Books	
525240	Personal Mileage Reimbursement	
525___	Utilities - _____	
525400	Gas. Fuel, & Oil	
526500	Licenses & Permits	3,180
	*** Total Operating**	5278
	**** Total Personnel & Operating**	
	**** Total Capital (From Section IV)**	44381
	***** Total Budget Appropriation**	49659

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title:
Organization # 141400 Organization Title: Public Defender
Program # Program Title:

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Toyota Prius II	23,494
1	Chevrolet Equinox	20,887
	** **Total Capital (Transfer Total to Section III)**	**44,381**

SECTION V – PROGRAM OVERVIEW

Summary of Programs-Automobiles

This program provides funding for the Public Defenders Office to purchase two automobiles for use by employees in lieu of their private automobiles.

Program 1: Assistant Public Defender (Attorney I)

Objectives:

Last year our office spent $32,073 in personal mileage reimbursement. This program will purchase a Toyota Prius and a Chevrolet ~~Envoy~~ Equinox in order to reduce those costs over the short and more importantly long term. The vehicles will be kept at the Public Defenders Office when not in use. One of the vehicles will be earmarked for the Tri-Counties.

SECTION VI. C.-OPERATING LINE ITEM NARRATIVES

522300-VEHICLE REPAIR AND MAINTENANCE **$ 700**

We believe it will cost about $350 per vehicle to maintain them through the year.

5224100-VEHICLE INSURANCE **$1,114**

Liability insurance on each vehicle is $557 per year.

524101-COMPREHENSIVE INSURANCE **$ 284**

Comprehensive insurance is $142 per vehicle.

525400-GAS, FUEL, & OIL **$ 3,180**

This amount will cover the gas and oil we expect to purchase in the first year of use.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

Toyota Prius II **$ 23,494**

This amount will purchase one Toyota Prius II at $22,994.00 per state contract with the addition of $500 in sales tax.

Chevrolet Equinox 1XP69 **$ 20,887**

This amount will purchase one Chevrolet Equinox 1XP69 at $20,387.00 per state contract with the addition of $500 in sales tax.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year – 2018-2019

Fund # 2619 Fund Title: Special Revenue Fund
Organization # 141400 Organization Title: Public Defender
Program # Program Title: Investigator

Object Code	Expenditure Classification	Total 2018 – 2019 Requested
	Personnel	
510100	Salaries #1	42,237
510300	Part Time #	
511112	FICA Cost	3,231
511113	State Retirement	6,150
511120	Insurance Fund Contribution - 1	7,800
511130	Workers Compensation	156
511131	S.C. Unemployment	
	*** Total Personnel**	59,574
	Operating Expenses	
520100	Contracted maintenance	
520200	Contracted Services	
520300	Professional Services	
521000	Office Supplies	200
521100	Duplicating	
521200	Operating Supplies	
522100	Equipment Repairs & Maintenance	
522200	Small Equipment Repairs & Maint.	
522300	Vehicle Repairs & Maintenance	
524000	Building Insurance	
524100	Vehicle Insurance #___	
524101	Comprehensive Insurance #___	
524201	General Tort Liability Insurance	
524202	Surety Bonds	
525020	Pagers and Cell Phones	210
525041	Email Service Charges – 1	129
525000	Telephone	432
525100	Postage	
525210	Conference & Meeting Expenses	750
525230	Subscriptions, Dues, & Books	
525240	Personal Mileage Reimbursement	4,000
525___	Utilities - _____	
525400	Gas, Fuel, & Oil	
526500	Licenses & Permits	
	*** Total Operating**	5721
	**** Total Personnel & Operating**	65295
	**** Total Capital (From Section IV)**	1737
	***** Total Budget Appropriation**	67032

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title: Special Revenue
Organization # 141400 Organization Title: Public Defender
Program # Program Title: Investigator

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Standard Laptop	1,086
1	E5580 (docking station)	158
1	External USB DVD Drive	45
1	22" Flat Panel Monitor	161
1	Microsoft Office	255
1	Antivirus	32

** **Total Capital (Transfer Total to Section III)** 1,737

SECTION V – PROGRAM OVERVIEW

Summary of Programs-Investigator

The investigator will support the attorneys in this office by interviewing witnesses, serving subpoenas, and investigating cases under the supervision of the public defender assigned to a particular case. The investigator may also conduct interviews with witnesses, bystanders, and individuals who know the defendant, witnesses, or victim. Background checks and surveillance are common activities for an investigator. Beyond searching for and gathering evidence, an investigator will help the attorney organize it. The investigator also must carefully document whatever evidence he finds, allowing an attorney to effectively use it in court.

Program 1: Investigator

Objectives:

To search out and examine the particulars of a case in an attempt to learn the facts about something hidden, unique, or complex, especially in an attempt to find a motive, cause, or culprit. A public defender investigator looks for facts that the attorney can use to help defend an accused in trial in order to help the office provide legal representation to all clients that is individualized, free of racial, ethnic, gender, social, and economic bias. 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.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$42,237**

Salary for one full-time position

51112-FICA COST **$3,231**

Employer's portion 7.65%

511113-STATE RETIREMENT **$6,150**

Employer's portion 14.56%

511120-INSURANCE FUND CONTRIBUTION **$7,800**

Employer's portion @ $7800 per employee (1)

511130-WORKERS COMPENSATION **$156**

Based on last year's premiums

521000-OFFICE SUPPLIES **$200**

This line item will cover an office supplies, pens, paper, etc. needed by this position.

525000-TELEPHONE **$432**

Based on our current phone system provided by Comporium, we would expect $432 per year to cover the phone charges for this position.

525210-CONFERENCE & MEETING EXPENSES **$750**

This line item will cover the annual investigator conference in Myrtle Beach.

525020-PAGER AND CELL PHONES **$210**

This will cover the cost of one flip phone for our investigator.

525041-E-MAIL SERVICE CHARGE **$129**

Our email service charges are $10.75 per account per month.

525240-PERSONAL MILEAGE REIMBURSEMENT **$4000**

This position will require a significant amount of travel.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-STANDARD LAPTOP **$1,086**

This line item request is for a laptop.

540000-E5500 (docking station) **$158**

These are a docking station for the standard laptop.

540000-External USB DVD Drive **$45**

This DVD drive is needed to correspond to the laptop.

540000-22" Flat Panel Monitor **$161**

This line item request is for a corresponding monitor

540010-Microsoft Office **$255**

This is for the new laptop.

540010-Antivirus Software **$32**

This is for the new laptop.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year – 2018-2019

Fund # 2619 Fund Title: Special Revenue Fund
Organization # 141400 Organization Title: Public Defender
Program # Magistrate Court Program Title: Attorney I

Object Expenditure Code	Classification	Total 2018 – 2019 Requested
	Personnel	
510100	Salaries #1	52,024
510300	Part Time #	
511112	FICA Cost	3,980
511113	State Retirement	7,575
511120	Insurance Fund Contribution # 1	7,800
511130	Workers Compensation	192
511131	S.C. Unemployment	
	*** Total Personnel**	71,571
	Operating Expenses	
520100	Contracted maintenance	
520200	Contracted Services	
520300	Professional Services	
521000	Office Supplies	200
521100	Duplicating	
521200	Operating Supplies	
522100	Equipment Repairs & Maintenance	
522200	Small Equipment Repairs & Maint.	
522300	Vehicle Repairs & Maintenance	
524000	Building Insurance	
524100	Vehicle Insurance #___	
524101	Comprehensive Insurance #___	
524201	General Tort Liability Insurance	
524202	Surety Bonds	
525041	Email Service Charges – 1	129
525000	Telephone	432
525100	Postage	
525210	Conference & Meeting Expenses	1,500
525230	Subscriptions, Dues, & Books	700
525240	Personal Mileage Reimbursement	1,000
525___	Utilities - _____	
525400	Gas, Fuel, & Oil	
526500	Licenses & Permits	
	*** Total Operating**	3961
	**** Total Personnel & Operating**	75532
	**** Total Capital (From Section IV)**	1737
	***** Total Budget Appropriation**	~~81230~~ 77,269

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title: Special Revenue
Organization # 141400 Organization Title: Public Defender
Program # Program Title: Attorney I (Magistrate)

Qty	Item Description	BUDGET 2018-2019 Requested Amount
1	Standard Laptop	1,086
1	E5580 (docking station)	158
1	External USB DVD Drive	45
1	22" Flat Panel Monitor	161
1	Microsoft Office	255
1	Antivirus	32
	** Total Capital (Transfer Total to Section III)	1,737

SECTION V – PROGRAM OVERVIEW

Summary of Programs-Assistant Public Defender

This position will create an entry level assistant public defender whose primary responsibility is to represent indigent clients in Magistrates Court.

Program 1: Magistrate's Court

Objectives:

In the landmark ruling of Alabama v. Shelton, 535 U.S. 654, 122 S.Ct. 1764 (2002), the United States Supreme court ruled that (1) a defendant may not be sentenced to a term of imprisonment absent providing counsel; and (2) for purposes of this rule, a suspended sentence constitutes a "term of imprisonment," even though incarceration is not immediate or inevitable. Ultimately, this means that individuals accused of Magistrate Court level offenses (less than thirty days incarceration) are entitled to legal representation if they are indigent. In Lexington County, because of lack of funding, Magistrates traditionally appoint private counsel from a Rule 608 appointment list to handle such cases. This year Rule 608 criminal appointments will change to contract positions set up by the Office of Indigent Defense and this current practice will end. In nearly all circuits throughout the state, the responsibility for representing these defendants falls on the Public Defenders Offices. With the emphasis on jail overcrowding and the fact that a significant number of individuals are incarcerated solely for Magistrates court offenses, this position will attempt to address these problems while helping to alleviate overcrowding by providing these individuals competent representation.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$52,024**

Salaries for one full-time position

51112-FICA COST **$3,980**

Employer's portion 7.65%

511113-STATE RETIREMENT **$7,575**

Employer's portion 14.56%

511120-INSURANCE FUND CONTRIBUTION **$7,800**

Employer's portion @ $7800 per employee

511130-WORKERS COMPENSATION **$192**

Based on last year's premiums

521000-OFFICE SUPPLIES **$200**

This line item will cover an office supplies, pens, paper, etc. needed by this position.

525000-TELEPHONE **$432**

Based on our current phone system provided by Comporium, we would expect $432 per year to cover the phone charges for this position.

525041-E-MAIL SERVICE CHARGE **$129**

Our email service charges are $10.75 per account per month.

525210-CONFERENCE & MEETING EXPENSES **$1,500**

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 **$700**

This amount encompasses Bar dues and any increase in legal research subscriptions.

525240-PERSONAL MILEAGE REIMBURSEMENT **$1,000**

This position will require some travel.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-STANDARD LAPTOP **$1,086**

This line item request is for a laptop.

540000-E5500 (docking station) **$158**

These are a docking station for the standard laptop.

540000-External USB DVD Drive **$45**

This DVD drive is needed to correspond to the laptop.

540000-22" Flat Panel Monitor **$161**

This line item request is for a corresponding monitor

540010-Microsoft Office **$255**

This is for the new laptop.

540010-Antivirus Software **$32**

This is for the new laptop.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year – 2018-2019

Fund # 2619 — Fund Title: Special Revenue Fund
Organization # 141400 — Organization Title: Public Defender
Program # Tri-Counties — Program Title: Attorney I

Object Expenditure Code	Classification	Total 2018 – 2019 Requested
	Personnel	
510100	Salaries #1	52,024
510300	Part Time #	
511112	FICA Cost	3,980
511113	State Retirement	7,575
511120	Insurance Fund Contribution # 1	7,800
511130	Workers Compensation	192
511131	S.C. Unemployment	
	*** Total Personnel**	71,571
	Operating Expenses	
520100	Contracted maintenance	
520200	Contracted Services	
520300	Professional Services	
521000	Office Supplies	200
521100	Duplicating	
521200	Operating Supplies	
522100	Equipment Repairs & Maintenance	
522200	Small Equipment Repairs & Maint.	
522300	Vehicle Repairs & Maintenance	
524000	Building Insurance	
524100	Vehicle Insurance #___	
524101	Comprehensive Insurance #___	
524201	General Tort Liability Insurance	
524202	Surety Bonds	
525041	Email Service Charges -- 1	
525000	Telephone	129
525100	Postage	432
525210	Conference & Meeting Expenses	
525230	Subscriptions, Dues, & Books	1,500
525240	Personal Mileage Reimbursement	700
525___	Utilities - _____	1,000
525400	Gas, Fuel, & Oil	
526500	Licenses & Permits	
	*** Total Operating**	3961
	**** Total Personnel & Operating**	75532
	**** Total Capital (From Section IV)**	1737
	***** Total Budget Appropriation**	~~81230~~ 77,269

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title: Special Revenue
Organization # 141400 Organization Title: Public Defender
Program : Tri-Counties Program Title: Attorney I

Qty	Item Description	*BUDGET* 2018-2019 Requested Amount
1	Standard Laptop	1,086
1	E5580 (docking station)	158
1	External USB DVD Drive	45
1	22" Flat Panel Monitor	161
1	Microsoft Office	255
1	Antivirus	32

** Total Capital (Transfer Total to Section III) 1,737

SECTION V – PROGRAM OVERVIEW

Summary of Programs-Tri-County Assistant Public Defender

This position will create an entry level assistant public defender whose primary responsibility is to represent indigent clients in the Tri-Counties (Saluda, Edgefield, McCormick).

Program 1: Tri-County Court

Objectives:

The primary goal of the Eleventh Circuit Public Defenders Office in the Tri-Counties 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.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$52,024**

Salaries for one full-time position

51112-FICA COST **$3,980**

Employer's portion 7.65%

511113-STATE RETIREMENT **$7,575**

Employer's portion 14.56%

511120-INSURANCE FUND CONTRIBUTION **$7,800**

Employer's portion @ $7800 per employee

511130-WORKERS COMPENSATION **$192**

Based on last year's premiums

521000-OFFICE SUPPLIES **$200**

This line item will cover an office supplies, pens, paper, etc. needed by this position.

525000-TELEPHONE **$432**

Based on our current phone system provided by Comporium, we would expect $432 per year to cover the phone charges for this position.

525041-E-MAIL SERVICE CHARGE **$129**

Our email service charges are $10.75 per account per month.

525210-CONFERENCE & MEETING EXPENSES **$1,500**

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 **$700**

This amount encompasses Bar dues and any increase in legal research subscriptions.

525240-PERSONAL MILEAGE REIMBURSEMENT **$1,000**

This position will require some travel.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-STANDARD LAPTOP **$1,086**

This line item request is for a laptop.

540000-E5500 (docking station) **$158**

These are a docking station for the standard laptop.

540000-External USB DVD Drive **$45**

This DVD drive is needed to correspond to the laptop.

540000-22" Flat Panel Monitor **$161**

This line item request is for a corresponding monitor

540010-Microsoft Office **$255**

This is for the new laptop.

540010-Antivirus Software **$32**

This is for the new laptop.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year – 2018-2019

Fund # 2619 — Fund Title: Special Revenue Fund
Organization # 141400 — Organization Title: Public Defender
Program # Family Court — Program Title: Attorney I

Object Expenditure Code	Classification	Total 2018 – 2019 Requested
	Personnel	
510100	Salaries #1	52,024
510300	Part Time #	
511112	FICA Cost	3,980
511113	State Retirement	7,575
511120	Insurance Fund Contribution # 1	7,800
511130	Workers Compensation	192
511131	S.C. Unemployment	
	*** Total Personnel**	71,571
	Operating Expenses	
520100	Contracted maintenance	
520200	Contracted Services	
520300	Professional Services	
521000	Office Supplies	200
521100	Duplicating	
521200	Operating Supplies	
522100	Equipment Repairs & Maintenance	
522200	Small Equipment Repairs & Maint.	
522300	Vehicle Repairs & Maintenance	
524000	Building Insurance	
524100	Vehicle Insurance #___	
524101	Comprehensive Insurance #___	
524201	General Tort Liability Insurance	
524202	Surety Bonds	
525041	Email Service Charges – 1	
525000	Telephone	129
525100	Postage	432
525210	Conference & Meeting Expenses	
525230	Subscriptions, Dues, & Books	1,500
525240	Personal Mileage Reimbursement	700
525___	Utilities - _____	1,000
525400	Gas, Fuel, & Oil	
526500	Licenses & Permits	
	*** Total Operating**	3961
	**** Total Personnel & Operating**	75532
	**** Total Capital (From Section IV)**	1737
	***** Total Budget Appropriation**	~~81230~~ 77,269

SECTION IV

COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 2619 Fund Title: Special Revenue
Organization # 141400 Organization Title: Public Defender
Program # Program Title: Attorney I (Family Court)

Qty	Item Description	*BUDGET* 2018-2019 Requested Amount
1	Standard Laptop	1,086
1	E5580 (docking station)	158
1	External USB DVD Drive	45
1	22" Flat Panel Monitor	161
1	Microsoft Office	255
1	Antivirus	32
	** Total Capital (Transfer Total to Section III)	1,737

SECTION V – PROGRAM OVERVIEW

Summary of Programs-Assistant Public Defender

This position will create an entry level assistant public defender whose primary responsibility is to represent indigent juvenile clients in Family Court.

Program 1: Family Court Attorney

Objectives:

To provide legal representation to all children that is individualized, developmentally appropriate, age appropriate, and free of racial, ethnic, gender, social, and economic bias. To recognize that all children have strengths and the potential to become productive members of society and that each has the right to constitutional and statutory protections.

This position will create a full-time attorney to defend juvenile clients in Family Court. Currently, we have two attorneys handling juvenile cases along with General Sessions and Magistrates Court cases. Because these attorneys handle a multitude of cases in a variety of courts scheduling conflicts often arise. A dedicated Family Court attorney will not only increase the efficiency of the courts, but also increase the quality of representation.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **$52,024**

Salaries for one full-time position

51112-FICA COST **$3,980**

Employer's portion 7.65%

511113-STATE RETIREMENT **$7,575**

Employer's portion 14.56%

511120-INSURANCE FUND CONTRIBUTION **$7,800**

Employer's portion @ $7800 per employee

511130-WORKERS COMPENSATION **$192**

Based on last year's premiums

521000-OFFICE SUPPLIES **$200**

This line item will cover an office supplies, pens, paper, etc. needed by this position.

525000-TELEPHONE **$432**

Based on our current phone system provided by Comporium, we would expect $432 per year to cover the phone charges for this position.

525041-E-MAIL SERVICE CHARGE **$129**

Our email service charges are $10.75 per account per month.

525210-CONFERENCE & MEETING EXPENSES **$1,500**

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 **$700**

This amount encompasses Bar dues and any increase in legal research subscriptions.

525240-PERSONAL MILEAGE REIMBURSEMENT **$1,000**

This position will require some travel.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-STANDARD LAPTOP **$1,086**

This line item request is for a laptop.

540000-E5500 (docking station) **$158**

These are a docking station for the standard laptop.

540000-External USB DVD Drive **$45**

This DVD drive is needed to correspond to the laptop.

540000-22" Flat Panel Monitor **$161**

This line item request is for a corresponding monitor

540010-Microsoft Office **$255**

This is for the new laptop.

540010-Antivirus Software **$32**

This is for the new laptop.

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Victims' Bill of Rights 2620:**							
	Revenues:							
443002	Clerk of Crt Conviction Surcharges ($100)	72,362	33,942	74,350	74,350	74,200		
443003	Clk of Crt Gen Sessions - 38% Assessment	24,193	13,162	37,180	37,180	32,550		
443507	Solicitor Traffic Education Program - 9.17%	886	360	515	515	720		
444005	Central Traffic Court - SCDHPT	(100)	0	0	0	0		
444011	Traffic Court Conviction Surcharge ($25)	5,890	2,971	9,770	9,770	8,900		
444012	Traffic Court - 11.16% Assessment	79,525	37,932	98,160	98,160	88,500		
444050	CDV Court - 11.16% Assessment	585	63	900	900	850		
444051	CDV Court - Conviction Surcharge	1,371	349	1,585	1,585	1,420		
444111	Mag. Dist. 1 Conviction Surcharge ($25)	6,642	2,250	7,285	7,285	6,425		
444112	Mag. Dist. 1 - 11.16% Assessment	16,130	6,289	10,100	10,100	12,000		
444211	Mag. Dist. 2 Conviction Surcharge ($25)	6,163	2,381	7,050	7,050	7,200		
444212	Mag. Dist. 2 - 11.16% Assessment	12,925	4,430	10,235	10,235	9,000		
444300	Mag. Dist. 3 - Criminal Fines	0	0	0	0	0		
444311	Mag. Dist. 3 Conviction Surcharge ($25)	6,899	4,248	7,030	7,030	7,850		
444312	Mag. Dist. 3 - 11.16% Assessment	3,295	1,364	2,750	2,750	3,250		
444411	Mag. Dist. 4 Conviction Surcharge ($25)	6,232	2,780	6,405	6,405	6,650		
444412	Mag. Dist. 4 - 11.16% Assessment	8,952	3,535	8,064	8,064	8,200		
444511	Mag. Dist. 5 Conviction Surcharge ($25)	3,330	1,705	2,760	2,760	3,150		
444512	Mag. Dist. 5 - 11.16% Assessment	6,615	3,190	3,990	3,990	4,320		
444611	Mag. Dist. 6 Conviction Surcharge ($25)	1,450	950	1,720	1,720	1,725		
444612	Mag. Dist. 6 - 11.16% Assessment	1,547	559	1,370	1,370	1,580		
444711	Mag. Worthless Ck - Conviction Surcharge	1,400	737	1,890	1,890	2,275		
444712	Mag. Worthless Ck - 11.16% Assessment	367	195	480	480	580		
444911	DUI Court - Conviction Surcharge	7,176	2,895	6,025	6,025	6,450		
444912	DUI Court - 11.16% Assessment	17,174	7,444	14,690	14,690	16,750		
455008	Contribution from Town of Gaston	13,901	5,886	1,475	1,475	11,772		
455009	Contribution from Town of Swansea	0	1,548	0	0	3,096		
	Other Revenues:							
461000	Investment Interest	1,649	1,086	1,000	1,000	1,800		
801000	Op Trn from General Fund/ Cty Ord - Sheriff -	0	30,000	30,000	30,000	0		
		306,559	**172,251**	**346,779**	**346,779**	**321,213**	**0**	**0**
	EXISTING BUDGET:							
	Appropriations:							
	- Solicitor				105,593	109,605	0	0
	- Magistrate Court Services				105,593	102,115	0	0
	- LE/Major Crimes				135,593	144,223	0	0
	*****Total Appropriations**				346,779	355,943	0	0
	FUND BALANCE Beginning of Year				262,855	262,855	262,855	262,855
	FUND BALANCE - Projected End of Year				262,855	228,125	262,855	262,855

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-19

Fund #: 2620 Fund Name: Victims' Bill of Rights

Organ. #: 141200 Organ. Name: Solicitor

Revenue Code	Fee Title	Actual Fees FY 2015-16	Actual Fees FY 2016-17	12/31/17 Year-to-Date FY 2017-18	Anticipated Fiscal Year Total FY 2017-18	Budget: Units of Service	Budget: Current Fee	Budget: Current Total Estimated Fees FY 2018-19	Budget: Proposed Fee Change	Budget: Total Proposed Estimated Fees FY 2018-19
443002	Clerk of Crt Conviction Surcharges ($100)	$76,274	$72,362	$33,942	$74,350			$74,200		$74,200
443003	Clk of Crt Gen Sessions - 38% Assessment	$38,610	$24,193	$13,162	$37,180			$32,550		$32,550
443507	Solicitor Traffic Education Program - 9.17%	$629	$886	$360	$515			$720		$720
444005	Central Traffic Court - SCDHPT	$100	($100)	$0	$0			$0		$0
444011	Traffic Court Conviction Surcharge ($25)	$9,473	$5,890	$2,971	$9,770			$8,900		$8,900
444012	Traffic Court - 11.16% Assessment	$104,827	$79,525	$37,932	$98,160			$88,500		$88,500
444050	CDV Court - 11.16% Assessment	$821	$585	$63	$900			$850		$850
444051	CDV Court - Conviction Surcharge	$1,795	$1,371	$349	$1,585			$1,420		$1,420
444111	Mag. Dist. 1 Conviction Surcharge ($25)	$10,800	$6,642	$2,250	$7,285			$6,425		$6,425
444112	Mag. Dist. 1 - 11.16% Assessment	$13,492	$16,130	$6,289	$10,100			$12,000		$12,000
444211	Mag. Dist. 2 Conviction Surcharge ($25)	$7,866	$6,163	$2,381	$7,050			$7,200		$7,200
444212	Mag. Dist. 2 - 11.16% Assessment	$13,737	$12,925	$4,430	$10,235			$9,000		$9,000
444300	Mag. Dist. 3 - Criminal Fines	$0	$0	$0	$0			$0		$0
444311	Mag. Dist. 3 Conviction Surcharge ($25)	$6,054	$6,899	$4,248	$7,030			$7,850		$7,850
444312	Mag. Dist. 3 - 11.16% Assessment	$2,522	$3,295	$1,364	$2,750			$3,250		$3,250
444411	Mag. Dist. 4 Conviction Surcharge ($25)	$5,733	$6,232	$2,780	$6,405			$6,650		$6,650
444412	Mag. Dist. 4 - 11.16% Assessment	$8,334	$8,952	$3,535	$8,064			$8,200		$8,200
444511	Mag. Dist. 5 Conviction Surcharge ($25)	$2,368	$3,330	$1,705	$2,760			$3,150		$3,150
444512	Mag. Dist. 5 - 11.16% Assessment	$3,714	$6,615	$3,190	$3,990			$4,320		$4,320
444611	Mag. Dist. 6 Conviction Surcharge ($25)	$2,425	$1,450	$950	$1,720			$1,725		$1,725
444612	Mag. Dist. 6 - 11.16% Assessment	$1,824	$1,547	$559	$1,370			$1,580		$1,580
444711	Mag. Worthless Ck - Conviction Surcharge	$2,309	$1,400	$737	$1,890			$2,275		$2,275
444712	Mag. Worthless Ck - 11.16% Assessment	$577	$367	$195	$480			$580		$580
444911	DUI Court - Conviction Surcharge	$6,559	$7,176	$2,895	$6,025			$6,450		$6,450
444912	DUI Court - 11.16% Assessment	$13,805	$17,174	$7,444	$14,690			$16,750		$16,750
455008	Contribution from Town of Gaston	$70,171	$13,901	$5,886	$1,475			$0		$0
455009	Contribution from Town of Swansea	$0	$0	$1,548	$0			$0		$0
461000	Investment Interest	$299	$1,649	$1,086	$1,000			$1,800		$1,800
801000	Op Trn from General Fund/Sheriff	$16,381	$0	$30,000	$30,000			$0		$0

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2018-19

Fund 2620
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1.5	69,487	32,707	68,991	70,866		
511112	FICA - Employer's Portion	4,790	2,274	5,278	5,421		
511113	State Retirement - Employer's Portion	6,299	3,762	9,355	10,318		
511120	Employee Insurance - 2	11,050	7,800	15,600	15,600		
511130	Workers Compensation	250	121	255	262		
511213	SCRS - Retiree	1,786	0	0	0		
519999	Personnel Contingency	0	0	2,509	2,606		
	*** Total Personnel**	**93,662**	**46,664**	**101,988**	**105,073**		
	Operating Expenses						
521000	Office Supplies	1,300	299	476	995		
521100	Duplicating	0	0	0	546		
522200	Small Equipment Repairs & Maint.	0	307	335	325		
524201	General Tort Liability Insurance	112	113	116	133		
524202	Surety Bonds - 2	0	0	20	0		
525041	E-mail Service Charges - 2	215	54	258	258		
525210	Conference, Meeting & Training Expense	1,164	1,237	2,100	2,200		
	*** Total Operating**	**2,791**	**2,010**	**3,305**	**4,457**		
	**** Total Personnel & Operating**	**96,453**	**48,674**	**105,293**	**109,530**		
	Capital						
540000	Small Tools & Minor Equipment	0	158	300	75		
	All Other Equipment	2,376	0	0	0		
	**** Total Capital**	**2,376**	**158**	**300**	**75**		
	***** Total Budget Appropriation**	**98,829**	**48,832**	**105,593**	**109,605**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year – 2018-19

Fund #	2620	Fund Title:	Victims' Bill of Rights
Organization #	141200	Organization Title:	Solicitor
Program #		Program Title:	Victims' Bill of Rights

Qty	Item Description	BUDGET 2018-19 Requested Amount
	Small Tools & Minor Equipment	75

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

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 Victims' Bill of Rights 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 ... 455009 – VICTIMS' BILL OF RIGHTS **$ 101,515**

Fines and Assessments collected in General Sessions and Magistrates Courts allocated to the Lexington County Solicitor's Office.

461000 – INVESTMENT INTEREST **$ 600**

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 2018-19 Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **$ 995**

To cover the cost of office supplies such as toner, pens, paper, etc.

One HP CC364X toners for LaserJet P4515 printer.....$ 255.12
One HP CE390X toners for LaserJet M602 printer.....$ 239.52
Office Supplies.....$ 500.00
Printer paper, pens, markers, highlighters, staples, binders, paper clips, file folders, calendars, tissues, etc.

521100 – DUPLICATING **$ 546**

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

Copy Machine Usage cost (.030495) x 15,000 copies .....$ 457.43
Copy Machine Paper - 30 Reams @ $2.96.....$ 88.80

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **$ 325**

To cover the cost of one (1) HP LaserJet Maintenance Kit.

524201 – GENERAL TORT LIABILITY INSURANCE **$ 133**

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

524202 – SURETY BONDS – 2 **$ 0**

Per Risk Management, no surety bonds are required for FY 2018-19.

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 **$ 2,200**

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.

ECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

540000 – SMALL TOOLS & MINOR EQUIPMENT **$ 75**

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

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2018-19

Fund 2620
Division: Judicial
Organization: 142000 - Magistrate Court Services

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2.25	56,538	29,439	60,650	66,492		
510200	Overtime	0	5	0	0		
511112	FICA - Employer's Portion	4,222	2,122	4,640	5,087		
511113	State Retirement - Employer's Portion	6,576	3,441	8,224	9,681		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	835	105	205	206		
511131	SC Unemployment	4,385	0	0	0		
519999	Personnel Contingency	0	0	2,205	1,996		
	*** Total Personnel**	**88,156**	**42,912**	**91,524**	**99,062**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	562	334	5,000	1,000		
524201	General Tort Liability Insurance	150	150	155	155		
524202	Surety Bonds - 2	0	0	20	0		
525041	E-mail Service Charges	204	65	258	258		
525210	Conference, Meeting & Training Expense	0	0	8,636	1,640		
	*** Total Operating**	**916**	**549**	**14,069**	**3,053**	**0**	**0**
	**** Total Personnel & Operating**	**89,072**	**43,461**	**105,593**	**102,115**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**89,072**	**43,461**	**105,593**	**102,115**	**0**	**0**

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Victim Assistance Coordinator

Objectives:

The Magistrate Court Services has two full time Victim Assistance Coordinator positions and one part time Victim Assistance Coordinator position. These positions are located at the Lexington County Bond Court and Central Traffic Court to 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 2013	Victim Related Cases 2014	Victim Related Cases 2015	Victim Related Cases 2016	Victim Related Cases 2017
2772	2980	3766	3701	3444

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVE

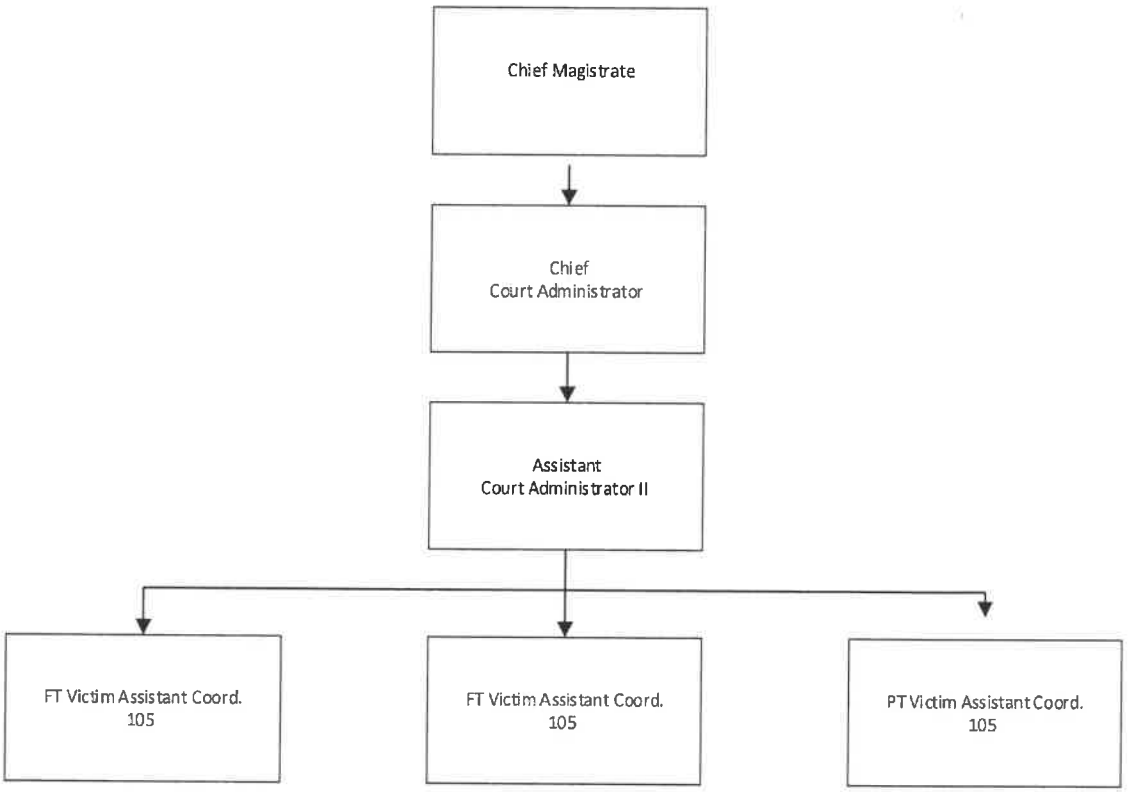
LISTING OF POSITIONS

Current Staffing Level:

Job Title:	Full Time Positions:	Part Time Positions:	Grade:
Victim Asst. Coordinator	2	.25	105
Total Positions:	**2**	**.25**	

*All Full Time Positions Require Insurance.

Display Organizational Flow Chart



SECTION VI - PERSONNEL

510100 SALARIES & WAGES $ 66,492
This will cover the current salaries of two full time and one part time Victim's Assistance Coordinator positions at a pay band 105.

511112 FICA-EMPLOYER'S PORTION $ 5,087
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 $ 9,681
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 $ 206
This will cover Workers' Compensation cost for the two full time employees. The rate is .31% of each salary.

519999 PERSONNEL CONTINGENCY $ 1,996
Personnel Contingency cost provided by Lexington County Finance Department.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 OFFICE SUPPLIES $ 1,000
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 $ 155
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 $1,640
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
Victim Bill of Right's New Program - 6
Annual Budget
Fiscal Year - 2018-19
Magistrate Court Internship

Fund: 2620
Division: 142000
Organization: Magistrate Court Services

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expenditure (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages -				14,072		
510200	Overtime				0		
511112	FICA Cost 7.65%				1,077		
511113	State Retirement 14.56%				2,049		
511120	Insurance Fund Contribution -				0		
511130	Workers Compensation .31%				44		
511213	State Retirement - Retiree						
	*** Total Personnel**				17,242		
	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 -				129		
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**				129		
	**** Total Personnel & Operating**				17,370		
	Capital						
540000	Small Tools & Minor Equipment						
540010	Minor Software						
	All Other Equipment						
	**** Total Capital**				0		
	***** Total Budget Appropriation**				17,370		

COUNTY OF LEXINGTON
FY 2018-19
NEW PROGRAM 6
PAID INTERNSHIP
VICTIM BILL OF RIGHTS (2620)

The Lexington County Magistrate Court respectfully requests one 40HR PT Victim Assistance Coordinator position. The Magistrate Court will partner with local colleges and/or universities in the area to establish an internship/work study for students. Individuals hired into this position will be required to obtain a Victim Service Provider certification through the State office of Victim Assistance to assist the court in notifying victims of their rights and of future hearings. This position would be of no additional cost to the County General Fund but would be an annual recurring cost of $17,370 to the Victim Bill of Rights.

510100 SALARY & WAGES $14,072

Salary based on entry point of Grade 105 for Administrative Assistant II.

Grade 105 = $13.53hr x 40hrs = $541.20 x 26 pay periods = $14,071.20

511112 FICA $1,078 7

Figures provided by Risk Management which has a current rate of 7.65%. x annual salary

511113 STATE RETIREMENT 49 **$2,050**

Figures provided by Risk Management which has a current rate of ~~11.06~~ 14.56%. x annual salary

511130 WORKERS COMPENSATION $44

Figures provided by Risk Management which has a current rate of 0.31%b of annual salary

COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2018-19

Fund 2620
Division: Law Enforcement
Organization: 151260 - LE/ Major Crimes

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	51,554	16,774	80,373	89,082		
510199	Special Overtime	83	0	5,200	2,756		
510200	Overtime	17	59	300	0		
511112	FICA - Employer's Portion	3,725	1,192	6,569	7,230		
511113	State Retirement - Employer's Portion	2,627	2,064	4,770	5,304		
511114	Police Retirement - Employer's Portion	4,210	(286)	8,233	9,077		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	1,062	52	1,673	3,176		
515600	Clothing Allowance	400	0	800	800		
519999	Personnel Contingency	0	0	3,163	2,672		
	*** Total Personnel**	**79,278**	**27,655**	**126,681**	**135,697**	**0**	**0**
	Operating Expenses						
520233	Towing Service	0	0	150	75		
522300	Vehicles Repairs & Maintenance	777	555	2,000	2,000		
524100	Vehicle Insurance - 1	530	530	546	557		
524201	General Tort Liability Insurance	746	746	768	858		
524202	Surety Bonds - 2	0	0	24	0		
525000	Telephone	482	242	485	485		
525030	800 MHz Radio Service Charges - 1	508	0	684	708		
525031	800 MHz Radio Maintenance Contract - 1	75	0	85	85		
525041	E-mail Service Charges - 2	107	107	258	258		
525400	Gas, Fuel, & Oil	588	745	2,000	2,000		
525600	Uniforms & Clothing	0	0	1,912	1,500		
	*** Total Operating**	**3,813**	**2,925**	**8,912**	**8,526**	**0**	**0**
	**** Total Personnel & Operating**	**83,091**	**30,580**	**135,593**	**144,223**	**0**	**0**
	Capital						
	All Other Equipment	0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**83,091**	**30,580**	**135,593**	**144,223**	**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 **$ 557**

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

524201 – GENERAL TORT LIABILITY INSURANCE **$ 858**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended 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 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 **$ 708**

The 800 MHz radios are required for communication. The annual service cost per radio is $708.

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 **$ 2,000**

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.

525600 - Uniforms & Clothing $1,500

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Schedule "C" Funds 2700:**							
	Revenues:							
452200	C Fund SCDOT Proportionment	3,015,615	1,294,516	3,000,000	3,000,000	3,319,087		
452202	C Fund Donor County Settlement	1,782,290	1,782,290	1,200,000	1,200,000	1,782,290		
452204	C Fund Non-Recurring State Appor.	0	0	0	0			
	Other Revenues:							
461000	Investment Interest	71,692	41,269	50,000	50,000	73,020		
491002	Project Refund	0	0	0	0			
	**** Total Revenue**	4,869,597	3,118,075	4,250,000	4,250,000	5,174,397	0	0
	*****Total Appropriation**				11,468,979	5,174,397	0	0
	Unused Contingency				6,700,265			
	FUND BALANCE Beginning of Year				7,507,485	6,988,771	0	0
	FUND BALANCE - Projected End of Year				6,988,771	6,988,771	0	0

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 2700 Fund Name: Schedule "C"-Funds

Organ. #: 121300-121308 Organ. Name: PW / Transportation

						Budget				
Revenue Code	Fee Title	Actual Fees FY 20015-16	Actual Fees FY 2016-17	12/31/2017 Year-to-Date FY 2017-18	Anticipated Fiscal Year Total FY 2017-18	Units of Service	Current Fee	Current Total Estimated Fees FY 2018-19	Proposed Fee Change	Total Proposed Estimated Fees FY 2018-19
452200	C-Fund SCDOT Proportionment	$2,974,572	$3,015,615	$1,294,516	$3,000,000			$3,319,087		$3,319,087
452202	C-Fund Donor County Settlement	$1,136,872	$1,782,290	$1,782,290	$1,200,000			$1,782,290		$1,782,290
461000	Investment Interest	$66,650	$71,692	$41,269	$50,000			$73,020		$73,020
491002	Project Refund	$356,339	$0	$0	$0			$0		$0

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121100 - PW / Administration & Engineering

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	63,751	21,570	90,000	105,000		
510300	Part Time - 1 - (0.5 FTE)	9,790	791	0	0		
511112	FICA - Employer's Portion	5,308	1,641	6,885	8,033		
511113	State Retirement - Employer's Portion	7,405	2,214	10,854	15,288		
511120	Employee Insurance - 1	7,800	0	0	0		
511130	Workers Compensation	1,824	603	2,475	2,888		
511213	State Retirement - Emplr. Port. (Retiree)	1,139	107	0	0		
519999	Personnel Contingency	0	0	0	0		
	***Total Personnel**	**97,017**	**26,926**	**110,214**	**131,209**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	0	0		
521100	Duplicating	28	0	0	0		
521200	Operating Supplies	0	0	0	0		
524201	General Tort Liability Insurance	75	0	0	0		
524202	Surety Bonds - 1	0	0	0	0		
525000	Telephone	0	0	0	0		
525021	Smart Phone Charges	635	0	0	0		
525041	E-mail Service Charges	0	0	0	0		
525210	Conference, Meeting, & Training Expense	982	0	0	0		
525230	Subscriptions, Dues & Books	0	0	0	0		
525400	Gas, Fuel, & Oil	0	0	0	0		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**1,720**	**0**	**0**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**98,737**	**26,926**	**110,214**	**131,209**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	150	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0	0		
	****Total Capital**	**150**	**0**	**0**	**0**	**0**	**0**

121100 account is for personnel and operating expenditures for the "C" Fund Project Manager position and contracted professional services.

***** Total Budget Appropriation**	**98,887**	**26,926**	**110,214**	**131,209**	**0**	**0**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121301 - PW / Maintenance / Economic Development

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
539900	Unclassified	0	0	695,705	125,000		
	*** Total Operating**	**0**	**0**	**695,705**	**125,000**	**0**	**0**
	Economic Development Projects						
5R0222	Windmill Rd Rehabilitation	158,961	15,896	26,935	0		
	**** Total Economic Development Projects**	**158,961**	**15,896**	**26,935**	**0**	**0**	**0**

121301 account is for expenditures for economic development projects as approved by the County Transportation Committee.

***** Total Budget Appropriation**	**158,961**	**15,896**	**722,640**	**125,000**	**0**	**0**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121302 - PW / Maintenance / Municipal Grants & Sidewalks

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
539900	Unclassified	0	0	706,943	235,000		
539904	Unclassified - Municipal Projects	0	0	100,000	100,000		
	*** Total Operating**	**0**	**0**	**806,943**	**335,000**	**0**	**0**
	Capital						
5AH654	SCDOT Sign Dedication Yobs	500	0	0			
	**** Total Capital**	**500**	**0**	**0**	**0**	**0**	**0**
	Road & Infrastructure Improvements						
5R0122	Sandy/Spruce Lane	16,372	0	0	0		
5R0128	Railroad Avenue - Pelion RAP/Chipseal	0	0	7,500	0		
5R0132	Town of Lexington Enhcmnt Grt Match	0	0	0	0		
5R0148	Bush River Road Sidewalk - Enhcmnt Grant	0	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	0	0		
5R0189	Summit TAP Grant Match	40,200	0	0	0		
5R0202	Town of Lexington - Ellis Avenue	53,051	0	0	0		
5R0203	City of Cayce - Avenues Subdivision	0	0	0	0		
5R0205	Buck Corley Sidewalk TAP Grant	6,874	2,145	165,127	0		
5R0215	Swansea Tap Grant Match	83,335	0	0	0		
5R0218	Town of B-L Sidewalk Repairs	20,000	0	20,000	0		
5R0219	Town of Summit - Lewie Rd. Sidewalk	0	0	0	0		
5R0220	Town of Chapin NW Columbia Ave Side	0	0	82,300	0		
5R0221	Town of Lexington - Buckthorne Dr.	34,037	3,404	3,407	0		
5R0229	Swansea SC6 CDBG Match	0	14,900	16,000	0		
5R0230	W. Columbia US 378 Hawk Signal	45,000	0	0	0		
5R0233	Irmo - SC 60 Fire Signal	0	0	120,000	0		
5R0234	West Columbia B Ave Bike Lane TAP	25,000	0	0	0		
5R0236	City of Cayce - Knox Abbott Dr	0	0	40,000	0		
	***** Total Road & Infrastructure Improvements**	**323,869**	**20,449**	**631,651**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**324,369**	**20,449**	**1,438,594**	**335,000**	**0**	**0**

121302 account is for expenditures including sidewalk projects, grant matches, municipal projects, and school road projects.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121303 - PW / Maintenance / Sub-Division Bond Supplements

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
	*** Total Operating**	**0**	**0**	**0**	**0**	**0**	0
	Road & Infrastructure Improvements						
5R0082	Wood Moor Subdivision	0	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**	**0**	**0**	**124,551**	**0**	**0**	**0**

121303 account is for expenditures needed to supplement sub-division bonds.

***** Total Budget Appropriation**	**0**	**0**	**124,551**	**0**	**0**	**0**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121304 - PW / Maintenance / Dirt to Pave Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
539900	Unclassified	0	0	2,915,656	1,803,388		
	*** Total Operating**	**0**	**0**	**2,915,656**	**1,803,388**	**0**	**0**
	Road Construction (Dirt to Pave Projects)						
539817	Windy Wood Road	0	0	0			
539885	Pine Plain Road	6,750	4,200	45,350			
5R0066	Old Charleston Road	5,610	3,501	536,741			
5R0106	Nursery Road Bridge Recommendation	0	0	0			
5R0126	A.C. Bouknight Rd	4,202	0	0			
5R0139	DE Clark Road	6,620	0	0			
5R0167	Alice Drive #1	0	0	0			
5R0169	Golden Jubilee Rd.	0	0	0			
5R0170	Foremost Dr.	355,720	35,774	64,702			
5R0172	Limestone Road	10,216	0	22,600			
5R0179	Dirt Road Asset Management Program	0	0	0			
5R0180	Harvestview Road	915,913	0	0			
5R0191	Ruth Vista Road	619,056	80,110	137,206			
5R0192	Water Tank Road	1,935,824	205,305	276,199			
5R0206	Bub Shumpert Rd #13	37,400	6,225	62,600			
5R0207	John's Creek Rd	55,586	13,387	52,414			
5R0226	Bub Shumpert Rd #7	0	0	100,000			
5R0227	Backman Avenue	11,840	12,410	63,160			
5R0244	Alice Drive & Phaeton Drive	0	0	80,326			
	**** Total Road Construction (Dirt to Pave Projec**	**3,964,737**	**360,912**	**1,441,298**	**0**	**0**	**0**

121304 account is for expenditures for petitions dirt road paving projects as approved by the County Transportation Committee.

***** Total Budget Appropriation**	**3,964,737**	**360,912**	**4,356,954**	**1,803,388**	**0**	**0**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121305 - PW / Maintenance / Drainage Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Operating Expenses						
539900	Unclassified - Drainage Projects	0	0	623,978	250,000		
	*** Total Operating**	**0**	**0**	**623,978**	**250,000**	**0**	**0**
	Drainage Projects						
5R0175	Bridleridge Drainage	0	0	0	0		
5R0212	Stirlington Road Drainage	26,231	93,133	283,768	0		
5R0246	Olde Saluda Storm Sewer Rehab		0	48,000	0		
	*** Total Drainage Projects**	**26,231**	**93,133**	**331,768**	**0**	**0**	**0**

121305 account is for expenditures on various storm drainage improvements.

***** Total Budget Appropriation**	**26,231**	**93,133**	**955,746**	**250,000**	**0**	**0**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121306 - PW / Maintenance / SCDOT 25% Fund

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
539900	Unclassified - SCDOT 25%	100,000	100,000	553,650	829,800		
	*** Total Operating**	**100,000**	**100,000**	**553,650**	**829,800**	**0**	**0**
	State Road Projects						
5R0138	Zion Church Road Extension - Chapin	0	0	150,000	0		
5R0195	US 321/Sandhills Pkwy Turn Lane	476,399	0	0	0		
5R0216	SC302/Landfill Ln Intersection	478,042	44,240	117,165	0		
5R0225	Knox Abbott Dr/Charleston Hwy Int.	0	0	0	0		
	**** Total State Road Projects**	**954,441**	**44,240**	**267,165**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,054,441**	**144,240**	**820,815**	**829,800**	**0**	**0**

121306 account is for expenditures on the state highway system required in the "C" Fund Law.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121307 - PW / Maintenance / Asphalt Maintenance

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
539900	Unclassified - Pavement	0	0	617,437	1,500,000		
	*** Total Operating**	**0**	**0**	**617,437**	**1,500,000**	**0**	**0**
	Capital						
5A1608	Rehabilitation Weed Dr	**0**	0	**10,000**			
	**** Total Capital**	**0**	0	**10,000**	**0**	**0**	**0**
	Pavement Maintenance Projects						
5R0199	2015 Asphalt Maintenance Project	1,538	0	0	0		
5R0223	2016 Asphalt Maint Project	870,489	116,067	154,418	0		
5R0235	2017 Asphalt Maint Project	284,950	245,708	837,906			
5R0245	2018 /Road Striping	0	0	115,000	0		
	Total Pavement Maintenance Projects	**1,156,977**	**361,775**	**1,107,324**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**1,156,977**	**361,775**	**1,724,761**	**1,500,000**	**0**	**0**

121307 account is for expenditures for resurfacing, patching, reclamation, line stripping, etc. for existing County paved roads.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2018-19

Fund 2700
Division: Public Works
Organization: 121308 - PW / Maintenance / Dirt Road Maintenance & Safety

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
539900	Unclassified - Road Maintenance	0	0	734,896	200,000		
	*** Total Operating**	**0**	**0**	**734,896**	**200,000**	**0**	**0**
	Capital						
		0	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**200,000**	**0**	**0**
	Maintenance Projects						
5R0028	Martin Neese Road	175,953	0	42,487	0		
5R0112	Porth Circle	0	0	20,000	0		
5R0113	Ashby Drive	25,502	4,741	54,445	0		
5R0114	South Cove Drive	21,008	0	0	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		
5R0239	Countywide Bridge Evaluation	0	39,968	70,000	0		
	**** Total Maintenance Projects**	**222,463**	**44,709**	**479,808**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**222,463**	**44,709**	**1,214,704**	**200,000**	**0**	**0**

121308 account is for expenditures on improvements to portions of unpaved roads with continuous maintenance or safety deficiencies.

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year 2018-2019

Fund #	2700	Fund Title:	GENERAL	
Organization #	121100	Organization Title:	PUBLIC WORKS/ADMIN	***BUDGET***
Program #	1	Program Title:	Public Works	2018-2019
				Requested

Qty	Item Description	Amount
		0
		0
	NOTE: All Capital Items for Fund 2700 are now included under 121100 - Admin/Engineering.	

** **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 - 2.9925 cents of the State's 18-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 estimated at $20,500,000.00 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. Engineering Associate III's assist in project management as well as execute 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) – $125,000 of annual revenues is set aside for Economic Development projects as needed and approved by the CTC.
3. Grants & Sidewalks - (121302) - $335,000 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 $335,000 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 programmed as needed and 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. FY18-19 programmed amount is expected to be $1.8M.
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) - $1.5M 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:
Complete Design and Construction of Top 25 C-Fund Project List

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	Design is 35% complete
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	Completed 2017
10	PHAETON DR - From US 321 to Leland Dr	1	Design is 10% complete
11	RUTH VISTA RD - From Sherwood Rd to Pepper Rd	5	Completed 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 65% 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	Design is 10% complete
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 95% 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 65% complete
24	FOREMOST DR - From Nazareth Rd to Freida Rd	5	Completed 2017
25	BACKMAN AVE - From Platt Springs Rd to Central St	5	Design is 35% complete

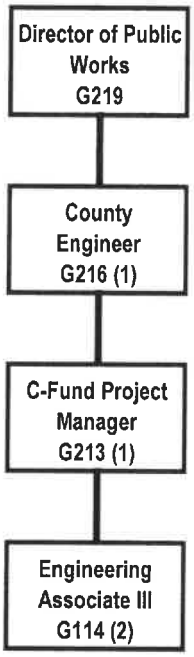
SECTION VI. - LINE ITEM NARRATIVES

SECTION VI.B. - LISTING OF POSITIONS

Current Staffing Level:

Job Title	Full-time equivalent General Fund	Grade
C-Fund Project Manager	1	213
Engineering Associate III	2	114
Total Positions	**3**	

NOTE: Positions are shown here and in 121100 and charge to both accounts.



SECTION VI.C. - OPERATING LINE ITEM NARRATIVES

NOTE: All Operating Costs for Fund 2700 are now included under 121100 - Admin/Engineering.

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

NOTE: All Capital Items for Fund 2700 are now included under 121100 - Admin/Engineering.

COUNTY OF LEXINGTON
LEXINGTON COUNTYWIDE STORMWATER CONSORTIUM
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** PW - Lex Cty Stormwater Consortium/MS4 2720:**							
	Revenues:							
452151	MS4 Municipal Portions	24,150	0	24,150	24,150	24,150		
801000	Op Trn from General Fund/Cty Ord.	27,400	25,850	25,850	25,850	25,850		
	**** Total Revenue**	51,550	25,850	50,000	50,000	50,000	0	0
	*****Total Appropriation**				82,382	50,000	0	0
	FUND BALANCE Beginning of Year				33,933	1,551	1,551	1,551
	FUND BALANCE - Projected End of Year				1,551	1,551	1,551	1,551

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-19

Fund #: 2720 Fund Name: General

Organ. #: 121400 Organ. Name: Lexington Countywide Stormwater Consortium

Revenue Code	Fee Title	Actual Fees 2015-16	Actual Fees 2016-17	12/31/2016 Year-to-Date 2017-18	Anticipated Fiscal Year Total 2017-18	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees 2018-19	Proposed Fee Change	Total Proposed Estimated Fees 2018-19
452151	MS4 Municipal Portion	22,600	24,150	0	24,150			24,150		24,150

SECTION III

COUNTY OF LEXINGTON
GENERAL FUND
Annual Budget
Fiscal Year - 2018-19

Fund: 2720
Division: Public Works
Organization: 121400 - Lexington Countywide Stormwater Consortium

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 0				0		
510300	Part Time - 1 (FTE .5)	14,648	6,191	14,705	14,705		
511112	FICA Cost	1,122	476	1,125	1,125		
511113	State Retirement	1,705	698	1,994	1,994		
511120	Insurance Fund Contribution -	0	0	0	0		
511130	Workers Compensation	44	19	46	46		
519999	Personnel Contingency	0	0	535			
	*** Total Personnel**	**17,519**	**7,384**	**18,405**	**17,870**		
	Operating Expenses						
520200	Contracted Services	12,150	0	19,850	15,000		
520400	Advertising	0	165	13,906	1,000		
521000	Office Supplies	124	152	374	250		
521100	Duplicating	0	0	422	50		
521200	Operating Supplies	13,927	2,091	23,986	7,980		
524201	General Tort Liability Insurance	0	11	264	89		
524202	Surety Bonds	0	0	10	0		
525000	Telephone	242	120	258	264		
525041	Email Service Charges - 1	129	54	133	132		
525100	Postage	0	0	110	15		
525250	Motor Pool Reimbursement	35	0	565	200		
525600	Uniforms & Clothing	137	0	117	150		
529903	Contingency	0	0	3,982	0		
	*** Total Operating**	**26,744**	**2,593**	**63,977**	**25,130**		
	**** Total Personnel & Operating**	**44,263**	**9,977**	**82,382**	**43,000**		

COUNTY OF LEXINGTON
GENERAL FUND
Annual Budget
Fiscal Year 2018-19

Fund: 2720
Division: Public Works
Organization: 121400 - Lexington Countywide Stormwater Consortium

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment				0		
	MS4 Tracking Software				7,000		
	** Total Capital				7,000		
	*** Total Budget Appropriation	44,263	9,977	82,382	50,000		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year 2018-19

Fund #	2720	Fund Title:	GENERAL	
Organization #	121400	Organization Title:	Stormwater Consortium	***BUDGET***
Program #	1	Program Title:		2018-19 Requested

Qty	Item Description	Amount
	Small Tools and Minor Equipment	0
	Minor Software	0
1	MS4 Tracking Software	7,000
	** Total Capital (Transfer Total to Section III)	7,000

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

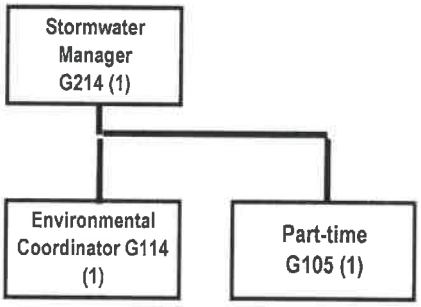
Lexington County currently assists seven (7) municipalities with their MS4 program with the understanding that each municipality pays into the cost to hire a part time employee, Outreach Assistance, to administer public education and outreach, and public involvement/participation to maintain compliance 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 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 — $1,000

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 — $250

Minor supplies needed for public education and outreach, and public involvement and participation

521100 - DUPLICATING — $50

Cost for necessary duplication of documents.

521200 - OPERATING SUPPLIES — $7,980

Operating supplies for educational component of the NPDES permit.

Money used to fund objectives for consortium.

Rain Barrel Workshops	2	@	$600	=	$1,200
Pet waste station construction and placement	15	@	$100	=	$1,500
Blowfish/Fireflies Events	1	@	$3,000	=	$3,000
Miscellaneous events and workshop supplies	2	@	$1,140	=	$2,280
			Total	=	$7,980

524201 - GENERAL TORT LIABILITY INSURANCE — $89

15% over approved 2017 budget 1.15 @ 77 = 89

524202 - SURETY BONDS — $0

525000 – TELEPHONE — $264

Basic service charges on 1 land lines

1 land lines each @	$20.00	per month for 12 months =	$240.00
1 voice mails each @	$2.00	per month for 12 months =	$24.00
		Total =	$264.00

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 — $200

Estimate of total number of miles to be driven by one (1) Outreach Assistant

Estimate 500 miles @ $0.545 per mile = $272.50

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.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) TRACKING SOFTWARE 1 @ 7000 **$7,000**

Program audit indicated need for tracking software for all data to be in one central location not on County drive

COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
FY 2018-19 - Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Campus Parking Fund 2920:**							
	Revenues:							
430600	Employee Parking Fees	14,412	7,494	15,350	15,350	15,350		
430601	Public Parking Fees	2,640	720	1,945	1,945	1,945		
	Other Revenues:							
461000	Investment Interest	765	504	400	400	800		
	**** Total Revenue**	17,817	8,718	17,695	17,695	18,095	0	0
	*****Total Appropriation**				80,612	18,095	0	0
	FUND BALANCE Beginning of Year				167,723	104,806	104,806	104,806
	FUND BALANCE - Projected End of Year				104,806	104,806	104,806	104,806

COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
Fiscal Year - 2018-19

Fund 2920
Organization: 101500 - Human Resource
Organization: 111300 - Building Services
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses (Organization - 101500)						
521000	Office Supplies	0	0	0	0		
521200	Operating Supplies	0	0	200	0		
	*** Total Operating (101500)**	**0**	**0**	**200**	**0**	**0**	**0**
	Personnel (Organization - 111300)						
510100	Salaries & Wages	244	46	0	0		
511112	FICA - Employer's Portion	17	4	0	0		
511113	SCRS - Employer's Portion	28	4	0	0		
511130	Workers Compensation - Employer Cost	23	3	0	0		
	*** Total Personnel (111300)**	**312**	**57**	**0**	**0**	**0**	**0**
	Operating Expenses (Organization - 111300)						
520100	Contract Maintenance	0	0	0	0		
521200	Operating Supplies	211	0	250	0		
522000	Building Repairs & Maintenance	2,296	0	5,000	5,000		
	*** Total Operating (111300)**	**2,507**	**0**	**5,250**	**5,000**	**0**	**0**
	**** Total Personnel & Operating**	**2,819**	**57**	**5,450**	**5,000**	**0**	**0**
	Capital: (Organization - 111300)						
5AG251	(2) Security Drop Arms	0	0	62,917	0		
	**** Total Capital (111300)**	**0**	**0**	**62,917**	**0**	**0**	**0**
	Capital: (Organization - 999900)						
549904	Capital Contingency	0	0	12,245	13,095		
	**** Total Capital (999900)**	**0**	**0**	**12,245**	**13,095**	**0**	**0**
	***** Total Budget Appropriation**	**2,819**	**57**	**80,612**	**18,095**	**0**	**0**

COUNTY OF LEXINGTON
PERSONNEL / EMPLOYEE COMMITTEE
Annual Budget
Fiscal Year - 2018-19

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	3,750	1,608	5,000	5,000	5,000		
439900	Misc Fees, Permits, and Sales	971	394	3,000	3,000	3,000		
	Other Revenues:							
461000	Investment Interest	3	8	0	0	15		
469100	Gifts & Donations	120	0	0	0	0		
	**** Total Revenue**	4,844	2,010	8,000	8,000	8,015	0	0
	*****Total Appropriation**				8,015	8,015	0	0
	FUND BALANCE Beginning of Year				8,895	8,880	8,880	8,880
	FUND BALANCE - Projected End of Year				8,880	8,880	8,880	8,880

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	1,225	8,000	7,995		
	*** Total Operating**	**5,863**	**1,225**	**8,015**	**8,015**	**0**	**0**
	**** Total Personnel & Operating**	**5,863**	**1,225**	**8,015**	**8,015**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**5,863**	**1,225**	**8,015**	**8,015**	**0**	**0**

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Treasurer / Delinquent Tax Collections 2950:**							
	Revenues:							
416000	Delinquent Tax Costs	745,817	547,750	945,000	945,000	925,000		
439900	Misc Fees, Permits, and Sales	9,370	341	15,000	15,000	15,000		
450000	Rental Income	1,611	0	1,500	1,500	1,500		
461000	Investment Interest	3,288	1,891	1,500	1,500	3,000		
461020	Delinquent Tax Account Interest	1,902	0	0	0			
	**** Total Revenue**	761,988	549,982	963,000	963,000	944,500	0	0
	*****Total Appropriation**				1,176,896	1,129,342	0	0
	Contingency:							
	Unused				(200,000)	(200,000)		
	Frozen Position: Tax Clerk II - Bd. 106				(44,394)	(44,394)		
	FUND BALANCE							
	Beginning of Year				315,220	345,718	345,718	345,718
	FUND BALANCE - Projected							
	End of Year				345,718	405,270	345,718	345,718

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
Annual Budget
Fiscal Year - 2018-19

Fund: 2950
Division: General Administration
Organization: 101700 Treasurer

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 7.5	234,885	115,271	273,085	273,085		
510200	Overtime	1,294	1,174	6,000	6,000		
511112	FICA - Employer's Portion	16,684	8,464	21,350	21,350		
511113	State Retirement - Employer's Portion	27,483	13,503	37,844	39,761		
511120	Employee Insurance - 7.5	50,700	25,350	58,500	58,500		
511130	Workers Compensation	1,423	707	1,596	1,596		
519999	Personnel Contingency	0	0	10,149	14,000		
	*** Total Personnel**	**332,469**	**164,469**	**408,524**	**414,292**	**0**	**0**
	Operating Expenses						
520200	Contracted Services	76,916	65,129	100,800	97,100		
520244	Moving Services - Buildings	0	0	2,000	2,000		
520300	Professional Services	9,737	0	15,400	15,400		
520400	Advertising & Publicity	53,837	46,464	97,000	61,000		
520500	Legal Services	140,000	69,250	140,000	140,000		
520700	Technical Services	0	0	0	7,500		
520702	Technical Currency & Support	0	0	17,091	17,893		
521000	Office Supplies	4,858	1,336	6,000	6,000		
521100	Duplicating	1,114	418	1,200	1,300		
522200	Small Equipment Repairs & Maint	0	0	300	300		
524000	Building Insurance	107	109	110	127		
524001	Burglary Insurance	0	0	91	105		
524201	General Tort Liability Insurance	161	161	166	191		
524202	Surety Bonds - 2	0	0	60	0		
525000	Telephone	1,712	856	2,056	2,056		
525041	E-mail Service Charges - 6	752	323	774	774		
525100	Postage	117,671	28,245	171,085	150,000		
525210	Conference, Meeting & Training Expense	1,897	446	3,190	3,190		
525230	Subscriptions, Dues, & Books	558	589	883	840		
525250	Motor Pool Reimbursement	196	0	400	400		
525300	Utilities	4,786	2,470	5,802	5,802		
526900	DMV Title & License Fee	0	0	100	100		
529900	Miscellaneous Operating Expense	0	0	100	100		
529903	Contingency	0	0	200,000	200,000		
	*** Total Operating**	**414,302**	**215,796**	**764,608**	**712,178**	**0**	**0**
	**** Total Personnel & Operating**	**746,771**	**380,265**	**1,173,132**	**1,126,470**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	1,340	269	2,000	2,000		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	139	1,764	872		
	**** Total Capital**	**1,340**	**408**	**3,764**	**2,872**	**0**	**0**
	***** Total Budget Appropriation**	**748,111**	**380,673**	**1,176,896**	**1,129,342**	**0**	**0**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018- 19

Fund # 2950 Fund Title: GENERAL
Organization # 101700 Organization Title: TREASURER
Program # 100 Program Title:

Qty	Item Description	***BUDGET*** 2018-19 Requested Amount
540000	Small Tools & Minor Equipment	2,000
1	F1A PC Replace	872

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVES

LISTING OF POSITIONS

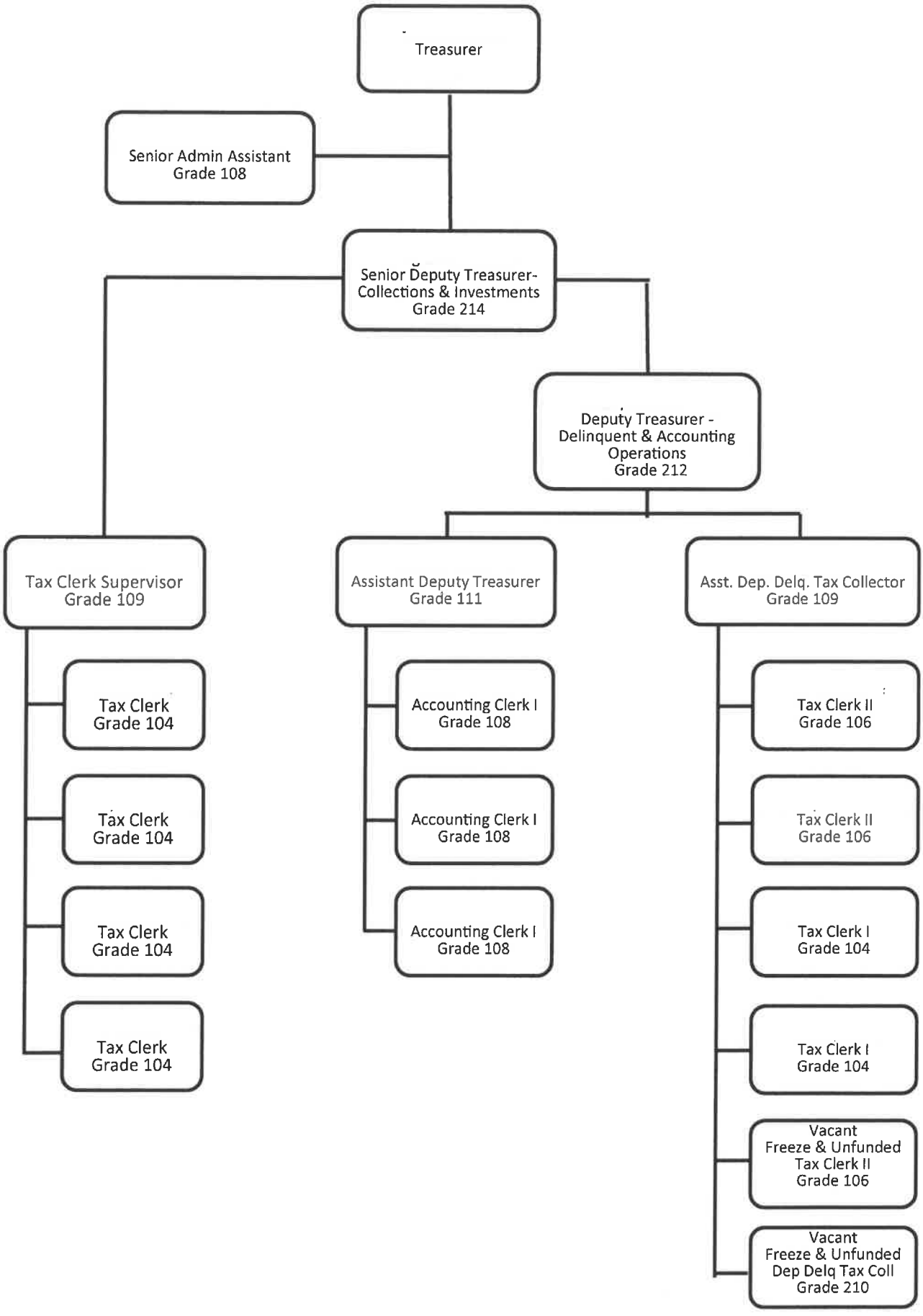
Current Staffing Level:

Job Title	Positions	Full Time Equivalent 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	

Note: We are also requesting the Deputy Tax Collector positon to be frozen and unfunded in FY19 budget through a new program request.

(SEE ORGANIZATION CHART ON NEXT PAGE)

Treasurer's Office
18—19 Organizational Chart



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.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES — **$97,100**

SI Solutions	15,000.00
Pacer on line Bankruptcy Court	300.00
Accurint (online people search)	1,800.00
Palmetto Postings	80,000.00

520244 – MOVING SERVICES – BUILDINGS — **$2,000**

Cover moving expenses of moving mobile homes acquired by the FLC

520300 - PROFESSIONAL SERVICES — **$15,400**

Auctioneer fees	15,000.00
Definitely Taking Request	400.00
(Deaf interpreter for tax sale)	

520400 - ADVERTISING — **$61,000**

Tax Sale	
Lexington County Publishing Network	60,000.00
FLC Advertising	1,000.00

520500 – LEGAL SERVICES — **$140,000**

Attorney fees, title searches, deed preparation, & consultations

520500 – TECHNICAL SERVICES — **$7,500**

Modifications to Tyler/IasWorld per IS recommendation @ $225/hour

520702 – TECHNICAL CURRENCY & SUPPORT — **$17,893**

Tyler Cashiering 1/3 of maintenance cost

521000 - OFFICE SUPPLIES — **$6,000**

Paper, Pencils, Ribbons, Staples, Tape, etc	1,500.00
Envelopes	2,000.00
Tax bill forms	1,000.00
Toner for laser printer	1,500.00

521100 - DUPLICATING — **$1,300**

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 — **$127**

1,157 square footage of Treasurers office. Per Risk Management

524001 - BURGLARY INSURANCE — **$105**

1,157 square footage of Treasurers office. Per Risk Management

524201 - GENERAL TORT LIABILITY INSURANCE — **$191**

Per Risk Management

FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2018-19 BUDGET REQUEST

524202 – SURETY BONDS **$00**

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 **$150,000**

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.

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 **$840**

TAPS	3 employees	$ 90.00
SCACEE	1 employee	$ 75.00
SCATT	3 employees	$ 150.00
Lexington County Chronicle		$ 50.00
The State Newspaper		$ 270.00
Chapin Times		$ 30.00
Supplement to Title 12 Tax Book		$ 25.00
Misc.		$ 150.00

525250 - MOTOR POOL REIMBURSEMENT **$400**

735 Miles @ 54.5 Cents per mile

525300 - UTILITIES **$5,802**

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 **$200,000**

Per Finance

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$2,000**

ALL OTHER EQUIPMENT

(2) REPLACEMENT OF F1A PCS **$872**

Information Services recommends we replace (1) F1 PC with a F1A this FY @ $872.
Replacing LC38461

SECTION III

COUNTY OF LEXINGTON
NEW PROGRAM
~~GENERAL FUND~~ Delinq. Tax
Annual Budget
Fiscal Year - 2018-19

Fund: 2950
Division: Delinquent Tax Department
Organization: Treasurer

Object Code	Expenditure Classification	Freeze/Unfund Position #114	Reallocate % of GF Salaries	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel					
510100	Salaries & Wages -	(53,667)	49,271	(4,396)		
510200	Overtime					
511112	FICA Cost	(4,106)	3,769	(336)		
511113	State Retirement	(7,814)	7,174	(640)		
511120	Insurance Fund Contribution -	(7,800)	5,460	(2,340)		
511130	Workers Compensation	(161)	148	(13)		
511213	State Retirement - Retiree					
	*** Total Personnel**	**(73,547) 4**	**65,822**	**(7,725) 6**		
	Operating Expenses					
520300	Professional Services					
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**			**0**		
	**** Total Personnel & Operating**			**(7,725) 6**		
	Capital					
540000	Small Tools & Minor Equipment					
540010	Minor Software					
	All Other Equipment					
	**** Total Capital**			**0**		
	***** Total Budget Appropriation**			**(7,725) 6**		

SECTION V. - PROGRAM OVERVIEW

Summary of Programs:
The Treasurer is working with Human Resources (HR) to restructure the personnel between the Treasurer's General Fund budget and the Delinquent Tax budget. This restructure will improve the efficiency of the Treasurer's Office and will better align the budgeted personnel with where job responsibilities fall between the two budgets.

This request is to freeze and unfund the Deputy Delinquent Tax Collector position (#114) within the Delinquent Tax Budget (2950 fund). As the official HR process is completed, this position should eventually be eliminated. The Deputy Treasurer position (#110) that is currently fully funded in the General Fund Treasurer budget (101700) will be restructured to assume the duties/supervision of the frozen position. Therefore, we are requesting to move 45% of this position's salary and benefits from the general fund budget to the Delinquent tax budget.

Also, the Senior Deputy Treasurer position (#111) manages both the Treasurer's general fund personnel and the delinquent tax personnel including the Deputy Treasurer position mentioned above. Therefore, to better align the cost within the appropriate budget, we are requesting that 25% of this position's salary and benefits be moved from the general fund budget to the Delinquent tax budget.

The line item request is attached. The net change between the two budgets is a reduction of $7,725.

COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Finance / Grants Administration 2990:**							
	Revenues:							
461000	Investment Interest	1,009	556	800	800	900		
801000	Op Trn from General Fund/Cty Ord.	50,000	50,000	50,000	50,000	70,000		
	**** Total Revenue**	51,009	50,556	50,800	50,800	70,900	0	0
	*****Total Appropriation**				144,814	147,586	0	0
	Contingency:							
	Unused				62,631			
	Carryforward							
	FUND BALANCE							
	Beginning of Year				108,096	76,713	76,713	76,713
	FUND BALANCE - Projected							
	End of Year				76,713	27	76,713	76,713

COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
Fiscal Year - 2018-19

Fund: 2990
Division: General Administration
Organization: 101400 Finance

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	*BUDGET* 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	57,507	27,017	57,287	58,537		
511112	FICA - Employer's Portion	3,985	1,924	4,382	4,478		
511113	State Retirement - Employer's Portion	6,692	3,107	7,768	8,523		
511120	Employee Insurance - 1	7,800	3,900	7,800	7,800		
511130	Workers Compensation	173	84	178	181		
519999	Personnel Contingency	0	0	2,084	0		
	*** Total Personnel**	**76,157**	**36,032**	**79,499**	**79,519**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	282	169	650	733		
521100	Duplicating	6	2	50	51		
524201	General Tort Liability Insurance	23	23	24	28		
524202	Surety Bonds - 1	0	0	10	0		
525000	Telephone	241	120	241	241		
525041	E-mail Service Charge - 1	129	54	129	129		
525100	Postage	0	0	0	0		
525210	Conference, Meeting & Training Expense	894	935	1,000	2,770		
525230	Subscriptions, Dues, & Books	329	229	330	330		
525240	Personal Mileage Reimbursement	19	0	50	82		
529903	Contingency	0	0	62,631	62,631		
	*** Total Operating**	**1,923**	**1,532**	**65,115**	**66,995**	**0**	**0**
	**** Total Personnel & Operating**	**78,080**	**37,564**	**144,614**	**146,514**	**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) F1A Computer - Repl.				872		
	**** Total Capital**	**0**	**0**	**200**	**1,072**	**0**	**0**
	***** Total Budget Appropriation**	**78,080**	**37,564**	**144,814**	**147,586**	**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 2016-17	Estimated FY 2017-18	Projected FY 2018-19
Solicitor Grants	2	2	3
Solicitor Special Revenue	9	8	8
Law Enforcement Grants	13	13	14
LE Special Revenue	28	29	29
Public Safety Grants	5	4	4
PS Special Revenue	4	3	3
Other Grants	21	18	18
Other Special Revenue	48	43	45

SECTION VI. A. - SUMMARY OF REVENUES

461000 - INVESTMENT INTEREST **$ 900**

Interest is earned on the Fund Balance in the account.

801000 - OPERATING TRANSFER FROM GENERAL FUND **$ 70,000**

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 $ 733

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 @ $137.00)	$274.00
Color Paper (4 reams @ $4.31)	$17.24
Paper for Printer (2 cases @ $31.60)	$63.20
Pens, pencils, & other office products	$50.03
Storage boxes	$30.00

521100 - DUPLICATING $ 51

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 1,700 copies $51.00

524201 - GENERAL TORT LIABILITY INSURANCE $ 28

To cover the cost of general tort liability insurance.

Manager of Grants 1.00 position $28

524202 – SURETY BONDS $ 0

To cover the cost of surety bonds.

Manager of Grants 1.00 position $0

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$ 2,770**

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 2018)	$780
GFOASC Spring Conference in Columbia (May 2019)	$95
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 **$ 82**

Mileage reimbursement required when using personal vehicles to travel to meetings, etc.

150 miles @ $0.545 = $81.75

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)F1A Computer – Repl. **$ 872**

Funds will be used to replace the computer used by the Grants Manager.

COUNTY OF LEXINGTON
PASS-THRU GRANTS
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Pass-Thru-Grants 2999:**							
	Revenues:							
452100	Town Recorders Fees	119,939	64,877	122,918	122,918	133,478		
458000	State Grant Income	10,000	0	0	0			
461000	Investment Interest	1,419	859	0	0			
827750	RET from P&D / Contractor Performance Bd	0	0	0	0			
	**** Total Revenue**	131,358	65,736	122,918	122,918	133,478	0	0
	*****Total Appropriation**				270,417	133,478	0	0
	FUND BALANCE Beginning of Year				170,154	22,655	22,655	22,655
	FUND BALANCE - Projected End of Year				22,655	22,655	22,655	22,655

Fund: 2999
Organization: 142000 - Magistrate Court Services (Personnel Costs)
Organization: 999900 - Non-departmental (Special Projects)

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel: (Organization - 142000)						
510100	Salaries & Wages	99,986	52,742	97,951	106,351		
511112	FICA - Employer's Portion	7,545	3,999	7,493	8,136		
511114	PORS - Employer's Portion	1,821	(170)	15,907	18,335		
511130	Workers Compensation	1,578	816	1,567	289		
511130	Workers Compensation - Chief Magistrate	12,417	7,767	0	367		
	*** Total Personnel**	**123,347**	**65,154**	**122,918**	**133,478**	**0**	**0**
	Operating Expenses: (Organization - 999900)						
534242	Irmo/Chapin Recreation Commission	10,000	0	0			
5R0141	Cherokee Shores Phase I	0	0	3,090			
5R0142	Kaminer Subdivision	0	0	6,733			
5R0143	Woodland Pond Subdivision	0	0	6,780			
5R0144	Whispering Glen Subdivision	0	0	18,311			
5R0182	Buena Vista Subdivision	0	0	1,796			
5R0184	Park West, Phase I	0	0	30,072			
5R0185	Sweetgrass Courtyard	0	0	23,000			
5R0186	Wild Meadows, Phase I	0	0	26,432			
5R0197	Hope Springs Phase II A	0	0	31,285			
	*** Total Operating**	**10,000**	**0**	**147,499**	**0**	**0**	**0**
	**** Total Personnel & Operating**	**133,347**	**65,154**	**270,417**	**133,478**	**0**	**0**
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**	**0**	**0**
	***** Total Budget Appropriation**	**133,347**	**65,154**	**270,417**	**133,478**	**0**	**0**

SECTION I

COUNTY OF LEXINGTON
GENERAL FUND
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2018-19 Estimated Revenue

Fund: 5601
Division: Non-Departmental
Organization: 999900 - Non-Departmenta

Object Code	Revenue Account Title	Actual 2015-16	Actual 2016-17	Anticipated 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	Revenues:						
450000	Redbank Rental Income	97122	97815	105765	105765		
	**** Total Revenue (Section II)**	97122	97815	105765	105765	0	0
	**** Total Appropriation (Section III)*				103173		

COUNTY OF LEXINGTON
RED BANK CROSSING RENTAL PROPERTIES
Annual Budget
Fiscal Year 2018-19

Fund: 5601
Division: Non-Departmental
Organization: 999900 - Non-Departmental

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
520103	Landscape/Ground Maintenance	4,232	1,971	12,800	**13,078**		
520231	Garbage Pickup Service	2,244	748	4,488	**4,596**		
520232	Parking Lot Sweeping	702	297	2,080	**2,132**		
520500	Legal Services	0	0	2,500	**2,500**		
522000	Building Repairs & Maintenance	6,047	88	5,000	**5,000**		
524000	Building Insurance	968	968	997	**998**		
525391	Util/Red Bank Crossing	0	0	1,200	**1,200**		
529903	Contingency	0	0	36,941	**36,986**		
530100	Depreciation	15,485	0	14,000	**14,000**		
538500	Property Taxes	21,751	22,449	22,449	**22,683**		
	*** Total Operating**	**51,429**	**26,521**	**102,455**	**103,173**		
	**** Total Personnel & Operating**	**51,429**	**26,521**	**102,455**	**103,173**		
	Capital						
599999	Capital Clearing	(52,185)	0	0	**0**		
	All Other Equipment	52,185	0	0	**0**		
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Expenses**	**51,429**	**26,521**	**102,455**	**103,173**		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 5601 Fund Name: General Fund

Organ. #: 999900 Organ. Name: Non-Departmental

Revenue Code	Fee Title	Actual Fees 2015-16	Actual Fees 2016-17	12/31/2017 Year-to-Date 2017-18	Anticipated Fiscal Year Total 2017-18	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees 2018-19	Budget Proposed Fee Change	Budget Total Proposed Estimated Fees 2018-19
5601-000000-450000										
	Red Bank Rental Income	$ 97,122	$ 97,815	$ 52,883	$ 105,765			$ 105,765		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

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*** 2018-2019 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 **$105,765**

This is the rent paid by tenants in the seven (7) spaces available at Red Bank Crossing.

Ivy League Barber & Beauty	12 months @ $1,800.00 = $21,600.00
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 @ $1,100.00 = $13,200.00
MBAJ Architecture	12 months @ $1,338.75 = $16,065.00

Total annual rental income $ 105,765.00

SECTION VI. B. - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING/GROUND MAINTENANCE **$13,078**

Landscaping, cutting grass, trim bushes, edging curbs, sign posts, pick up trash on grounds
12mos @ $613.00 mo. = $7,356.00

Hardwood mulch applied once per year - $5,722.00

$7,356.00 + $5,722.00 = $13,078.00

520231 - GARBAGE PICKUP SERVICE **$4,596**

Garbage pickup – two (2) each eight cubic yard containers and service twice per week (Tuesdays & Fridays)
12 mos. x $383.00/month = $4,596.00

520232 – PARKING LOT SWEEPING **$2,132**

Parking lot sweeping: once a week ($40.00.each)
52 x $41.00 = $2,132 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 **$998**

12 months coverage ($968.23 x 1.03% = 997.28)

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 **$22,683**

Funds are used for property taxes assessed on the rental space.
All units are being rented and assessed property taxes this year.
FY 17-18 expense $22,449 x 1.03% = $ 22,682.63

SOLID WASTE MANAGEMENT
Combined Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works

Summary Page	2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
Activity From Operations:						
Revenues:						
Property Taxes	9,679,094	10,053,772	10,053,772	9,991,133		
Landfill Revenue Fees	3,183,731	3,291,679	3,291,679	3,774,276		
Other Revenues	163,575	250,000	250,000	232,000		
Loss on Disposal of Fixed Assets	(525,542)	0	0	0		
Total Revenues	**12,500,858**	**13,595,451**	**13,595,451**	**13,997,409**		
Expenses:						
Total Personnel & Operating	10,126,411	12,393,619	14,468,539	12,724,142		
Depreciation	841,742	908,104	983,104	1,034,500		
Capital Outlay	22,104	6,821,833	9,641,015	983,872		
Operating Transfers	118,525	86,040	86,040	485,768		
Total Expenses	**11,108,782**	**20,209,596**	**25,178,698**	**15,228,282**		
Sub-Total (Existing Programs)	**1,392,076**	**(6,614,145)**	**(11,583,247)**	**(1,230,873)**		
Noncash Expenses:						
Depreciation: Add Back In	841,742	908,104	983,104	1,034,500		
Total Expenses (Cash Basis)	**10,267,040**	**19,301,492**	**24,195,594**	**14,193,782**		
Net Cash	**2,233,818**	**(5,706,041)**	**(10,600,143)**	**(196,373)**		
Income Calculation:						
Capital Outlay: Existing	22,104	6,821,833	9,641,015	983,872		
Total Expenses (Income Basis)	**11,086,678**	**13,387,763**	**15,537,683**	**14,244,410**		
Net Income (Loss)	**1,414,180**	**207,688**	**(1,942,232)**	**(247,001)**		
Contingency			2,118,901	0		
FUND BALANCE Beginning - Fund Balance - Cash/Fund Balance			17,493,967	9,012,725		
FUND BALANCE End of Year - Projected - Cash/Fund Balance			9,012,725	8,816,352		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
FY 2018-19 Estimated Revenues & Other Funding Sources

Fund: 5700 Division: Public Works Revenue Account Title		Actual Receipts 2012-13	Actual Receipts 2013-14	Actual Receipts 2014-15	Actual Receipts 2015-16	Actual Receipts 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenue Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
* Undesignated Revenues 5700 :												
Property Taxes:		7.939 Mills	8.217 Mills	8.217 Mills	8.217 Mills	7.877 Mills	7.877 Mills	7.877 Mills	7.877 Mills			
410000	Current Property Taxes	6,556,356	6,894,995	7,016,004	7,197,196	7,182,292	4,311,524	7,479,910	7,479,910	7,479,910		
410500	Homestead Exemption Reimburse.	297,304	319,687	338,191	346,993	346,849	0	345,000	345,000	345,000		
410520	Manufacturer's Exempt. Reimburse.	30,924	32,682	32,788	32,695	32,170	0	32,700	32,700	32,700		
410530	State Sales & Use Tax Credit	168,974	170,249	162,386	76,406	79,742	31,345	191,639	191,639	80,000		
410540	Lease Purchase Tax Credit	200	1	1	0	0	0	0	0	0		
411000	Current Vehicle Taxes	986,045	1,045,106	1,136,502	1,194,646	1,148,142	580,900	1,163,223	1,163,223	1,163,223		
412000	Current Tax Penalties	12,813	12,922	13,439	13,619	11,997	(25)	13,600	13,600	13,600		
413000	Delinquent Taxes	542,937	333,930	327,005	275,288	258,376	119,646	270,000	270,000	250,000		
414000	Delinquent Tax Penalties	47,127	46,162	45,360	40,893	35,085	17,957	40,000	40,000	36,000		
417000	Protest Taxes Released	0	0	0	0	0	137	0	0	0		
417100	Fee in Lieu of Taxes	329,548	403,751	493,824	477,265	540,653	0	477,000	477,000	550,000		
417120	FILOT - Prior Year	0	0	20,220	0	0	0	0	0	0		
417130	FILOT - Manufacturer's Tax Exemp	25,801	20,747	21,146	20,477	22,090	0	20,400	20,400	20,400		
417150	FILOT - Fee for Services	4,025	4,166	4,166	3,304	3,183	0	3,300	3,300	3,300		
418000	Motor Carrier Payments	11,994	12,962	14,191	17,136	18,515	13,591	17,000	17,000	17,000		
Total Property Taxes		**9,014,048**	**9,297,360**	**9,625,223**	**9,695,918**	**9,679,094**	**5,075,075**	**10,053,772**	**10,053,772**	**9,991,133**		
Landfill Revenue Sources:												
430850	Credit Report Fees	175	200	300	325	225	250	200	325	325		
434000	Landfill Fees	1,404,680	1,625,151	1,900,162	2,360,789	2,800,320	1,588,412	2,951,781	3,244,930	3,309,829		
434100	Landfill Permit Fees	2,135	2,420	2,570	2,860	3,965	1,940	4,155	3,840	3,900		
434200	Garbage Franchise Fees	112,549	117,044	119,476	125,823	136,395	71,086	141,964	145,926	153,222		
434400	Paper Recycling Fees	8,878	5,951	4,843	4,546	4,209	2,113	4,000	3,863	3,900		
434401	Battery Recycling Fees	3,007	13,299	15,948	16,162	18,590	8,484	17,000	15,282	17,000		
434402	Aluminum Recycling Fees	41,738	32,191	39,489	26,006	29,977	20,229	29,000	35,400	36,000		
434403	Plastic Recycling Fees	17,666	11,708	9,133	5,410	0	0	0	0	0		
434405	White Goods Recycling Fees	114,827	125,810	29,954	37,434	64,378	57,488	21,034	88,868	89,000		
434406	Waste Tire Fees	28,149	31,570	32,512	34,751	40,199	18,909	40,000	41,520	42,000		
434407	Textile Recycling Fees	2,165	1,335	2,067	1,747	480	197	960	397	400		
434408	Cardboard Recycling Fees	35,256	27,370	14,965	18,768	23,692	18,646	19,000	30,146	30,000		
434409	Glass Recycling Fees	4,477	4,978	5,509	6,587	7,536	4,036	7,600	6,921	7,000		
434411	Oil Filter Recycling Fees	150	1,901	2,896	691	750	1,334	1,100	2,583	2,500		
434414	Refrigerant Recycling Fees	4,215	4,890	3,765	6,255	8,820	4,590	8,200	8,895	9,000		
434416	Motor Oil Recycling Fees	85,822	80,936	45,839	5,341	0	0	0	0	0		
434417	Safety Vest Recycling Fees	135	38	25	90	100	45	85	100	100		
434419	Electronics Recycling Fees	1,535	1,672	1,665	1,956	9,098	4,056	9,000	8,330	8,500		
434420	Mattress Recycling Fees	0	0	0	21,715	19,262	6,322	24,000	11,725	12,000		
438800	Mulch Sales	944	1,804	2,710	2,624	3,266	1,120	2,600	2,113	2,600		
438801	Compost Sales	0	3,056	10,535	28,491	12,469	12,583	10,000	22,248	23,000		
	Boiler Fuel Sales	0	0	0	0	0	0	0	1,600	24,000		
438905	Cell Phone Sales	0	535	0	0	0	0	0	0	0		
Total Revenue Sources		**1,868,503**	**2,093,859**	**2,244,363**	**2,708,371**	**3,183,731**	**1,821,840**	**3,291,679**	**3,675,012**	**3,774,276**		
Other Revenues:												
450100	Ground Lease Agreement	30,200	4,800	10,800	12,000	12,000	6,000	12,000	12,000	12,000		
451201	FEMA Disasater Reimbursement	0	0	0	39,836	0	0	0	0	0		
461000	Investment Interest	13,479	56,634	43,341	97,850	120,031	93,108	118,000	173,108	175,000		
463200	Insurance Claims Reimbursement	0	0	912	2,555	0	0	0	0	0		
467000	Cash Over/Short	10	0	0	1	(20)	11	0	0	0		
469900	Miscellaneous Revenues	0	145	1,059	0	31,564	4,878	0	0	0		
490100	Sale of General Fixed Assets	(1,627)	15,472	0	0	0	0	120,000	30,000	45,000		
590300	Loss on Disposal of Fixed Assets	0	0	0	0	(525,542)	0	0	0	0		
Total Other Revenue		**42,062**	**77,051**	**56,112**	**152,242**	**(361,967)**	**103,997**	**250,000**	**215,108**	**232,000**		
**** Total Undesignated Landfill Revenues**		**10,924,613**	**11,468,270**	**11,925,698**	**12,556,531**	**12,500,858**	**7,000,912**	**13,595,451**	**13,943,892**	**13,997,409**		

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 Expenditure Code	Classification	2017-18 Amended (Dec)	2018-19 Requested (Total)	*BUDGET* Admin.	Acctg. & Collections	Collection Stations	Landfill Operations	321 Landfill	Transfer Station	Recycling	Residential SW Collection	Litter Control	Non-Departmental
	Personnel												
510100	Salaries & Wages	868,151	860,613	214,418	88,870	70,920	357,201	0	103,671	25,533		0	0
510200	Overtime	39,700	39,700	0	1,000	2,700	20,000	0	16,000	0		0	0
510300	Part Time	530,569	547,120	0	50,869	265,392	0	0	0	165,222		65,637	0
511112	FICA Cost	110,684	114,051	16,403	10,767	25,934	28,856	0	9,155	14,593		5,021	3,322
511113	State Retirement	195,617	217,070	31,219	20,492	49,360	54,921	0	17,424	27,774		9,557	6,323
511114	Police Retirement	0	19,500	0	0	0	0	0	19,500	0		0	0
511120	Insurance Fund Contribution	156,000	147,325	23,400	23,400	11,700	74,100	0	10,825	3,900		0	
511130	Workers Compensation	90,668	87,238	5,897	423	20,885	33,333	0	0	17,158		6,537	3,005
519901	Salaries & Wages Adjustment Account	138,252	43,423	0									43,423
	*** Total Personnel**	**2,129,641**	**2,076,040**	**291,337**	**195,821**	**446,891**	**568,411**	**0**	**176,575**	**254,180**	**0**	**86,752**	**56,073**
	Operating Expenses												
520100	Contracted Maintenance	240,974	320,391	0	0	775	214,265	0	32,016	73,335		0	0
520103	Landscaping/Ground Maintenance	3,400	3,600	0	0	3,600	0	0	0	0		0	0
520200	Contracted Services	7,669,246	7,825,146	31,890	0	2,049,129	302,615	59,000	5,382,512	0		0	0
520219	Water & Other Beverage Service	4,598	4,004	0	0	2,904	0	0	1,100	0		0	0
520233	Towing Service	1,770	1,290	85	0	130	500	0	0	500		75	0
520239	E-Waste Recycling	107,400	117,000	0	0	0	0	0	0	117,000		0	0
520300	Professional Services	258,910	312,945	15,000	825	0	97,725	181,760	17,635	0		0	0
520302	Drug Testing Services	2,206	2,356	0	0	150	1,467	0	489	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	3,612	3,410	310	310	310	930	0	310	310		930	0
520400	Advertising & Publicity	4,840	11,357	9,357	0	2,000	0	0	0	0		0	0
520500	Legal Services	4,000	4,000	4,000	0	0	0	0	0	0		0	0
520601	Landfill Monitoring - Batesburg	0	0	0	0	0	0	0	0	0		0	0
520602	Landfill Monitoring - Edmund	14,000	16,100	0	0	0	16,100	0	0	0		0	0
520603	Landfill Monitoring - Chapin	0	0	0	0	0	0	0	0	0		0	0
520620	EPA Cost	50,000	40,000	0	0	0	0	40,000	0	0		0	0
520702	Technical Currency & Support	14,733	15,285	13,685	1,600	0	0	0	0	0		0	0
521000	Office Supplies	3,950	5,551	2,200	2,001	600	0	0	500	250		0	0
521100	Duplicating	1,277	1,336	556	263	271	86	14	46	100		0	0
521200	Operating Supplies	175,586	184,417	6,480	2,500	16,660	146,928	0	4,849	4,000		3,000	0
521214	Safety Supplies	3,300	4,000	500	3,500	0	0	0	0	0		0	0
521220	Closure Operating Supplies	0	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	500	1,000	1,000	0	0	0	0	0	0		0	0
522000	Building Repairs & Maintenance	90,190	103,240	0	0	35,000	9,390	0	58,850	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	302,465	406,047	0	0	44,000	239,066	0	120,481	2,500		0	0
522200	Small Equipment Repairs & Maintenance	36,780	37,280	0	0	500	0	0	6,780	30,000		0	0
522201	Fuel Site Repairs & Maintenance	1,550	1,625	0	0	0	1,325	0	300	0		0	0
522300	Vehicle Repairs & Maintenance	55,856	33,886	1,500	0	4,000	18,886	0	0	9,000		500	0
523200	Equipment Rental	152,189	105,894	0	0	0	103,820	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

Object Code	Expenditure Classification	2017-18 Amended (Dec)	2018-19 Requested (Total)	*BUDGET* Admin.	Acctg. & Collections	Collection Stations	Landfill Operations	321 Landfill	Transfer Station	Recycling	Residential SW Collection	Litter Control	Non-Departmental
	Con't:												
524000	Building Insurance	3,624	4,168	357	0	2,523	0	0	1,288	0		0	0
524100	Vehicle Insurance	7,098	7,798	557	0	1,114	3,899	0	0	1,671		557	0
524101	Comprehensive Insurance	49,222	42,411	0	0	214	39,249	0	2,307	641		0	0
524201	General Tort Liability Insurance	6,315	7,025	742	84	734	3,594	0	929	279		663	0
524202	Surety Bonds	383	0	0	0	0	0	0	0	0		0	0
524900	Data Processing Equipment Insurance	109	123	0	123	0	0	0	0	0		0	0
525000	Telephone	9,592	9,422	3,960	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	6,976	6,104	204	0	407	4,068	0	407	814		204	0
525020	Pagers and Cell Phones	399	228	0	0	228	0	0	0	0		0	0
525021	Smart Phone Charges	4,731	4,248	2,304	648	648	0	0	648	0		0	0
525030	800 MHz Radio Service Charges	14,136	14,492	1,249	1,249	1,406	5,832	0	1,944	2,109		703	0
525031	800 MHz Radio Maintenance	2,083	1,969	232	116	232	810	0	232	347		0	0
525041	E-mail Service Charges	1,033	1,033	387	387	129	65	0	65	0		0	0
525100	Postage	9,780	10,900	10,200	700	0	0	0	0	0		0	0
525210	Conference, Meeting & Training Expenses	6,774	7,524	4,048	0	300	1,342	0	1,834	0		0	0
525230	Subscriptions, Dues, & Books	1,965	2,054	994	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	200	200	200	0	0	0	0	0	0		0	0
525315	Utilities - Landfill (Cayce 321)	32,000	28,000	0	0	0	0	28,000	0	0		0	0
525317	Utilities - Landfill (Edmund)	43,582	37,686	15,186	0	0	13,500	0	9,000	0		0	0
525318	Utilities - Convenience Stations	82,500	85,200	0	0	85,200	0	0	0	0		0	0
525400	Gas, Fuel, & Oil	180,983	159,769	1,112	0	8,255	110,511	0	15,277	21,858		2,756	0
525405	Small Equipment Fuel	1,600	1,600	0	0	600	1,000	0	0	0		0	0
525600	Uniforms & Clothing	23,342	24,432	810	520	4,289	8,186	0	3,069	5,383		2,175	0
526500	Licenses & Permits	6,150	6,150	0	0	250	3,200	2,000	700	0		0	0
527040	Outside Personnel (Temporary)	570,001	570,001	0	0	570,001	0	0	0	0		0	0
529903	Contingency	2,118,901	0	0	0	0	0	0	0	0		0	0
530100	Depreciation	983,104	1,034,500	2,500	2,000	285,000	600,000	5,000	75,000	60,000		5,000	0
534027	Keep America Beautiful Program	27,500	27,500	27,500	0	0	0	0	0	0		0	0
538000	Claims & Judgments (Litigation)	1,050	1,300	0	0	1,000	100	0	100	100		0	0
538500	Property Taxes	2,200	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**	**13,424,070**	**11,682,602**	**167,601**	**19,676**	**3,128,221**	**1,961,068**	**317,974**	**5,740,852**	**330,647**	**0**	**16,563**	**0**
	**** Total Personnel & Operating**	**15,553,711**	**13,758,642**	**458,938**	**215,497**	**3,575,112**	**2,529,479**	**317,974**	**5,917,427**	**584,827**	**0**	**103,315**	**56,073**
	Capital Items	9,675,229	983,872	2,687	6,600	367,292	504,600	0	750	101,443		500	0
	**** Total Capital**	**9,675,229**	**983,872**	**2,687**	**6,600**	**367,292**	**504,600**	**0**	**750**	**101,443**	**0**	**500**	**0**
815701	Op Trn to Solid Waste Post Closure	86,040	485,768	0	0	0	485,768	0	0	0	0	0	0
	*****Total Budget Appropriation**	**25,314,980**	**15,228,282**	**461,625**	**222,097**	**3,942,404**	**3,519,847**	**317,974**	**5,918,177**	**686,270**	**0**	**103,815**	**56,073**

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COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121201 - Solid Waste / Administration

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 3	213,290	86,847	211,740	214,418		
511112	FICA Cost	14,422	6,063	15,911	16,403		
511113	State Retirement	37,199	9,666	28,203	31,219		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	4,408	2,088	4,522	5,897		
	*** Total Personnel**	**292,719**	**116,364**	**283,776**	**291,337**		
	Operating Expenses						
520200	Contracted Services	19,817	46	31,660	31,890		
520233	Towing Services	0	0	65	85		
520300	Professional Services	0	0	0	15,000		
520305	Infectious Disease Services	58	0	301	310		
520400	Advertising & Publicity	1,993	18	2,840	9,357		
520500	Legal Services	14,866	675	4,000	4,000		
520702	Technical Currrency & Support	0	0	13,133	13,685		
521000	Office Supplies	438	686	700	2,200		
521100	Duplicating	529	186	516	556		
521200	Operating Supplies	2,638	1,493	3,600	6,480		
521214	Safety Supplies	0	0	500	500		
521601	Sign Materials	43	0	500	1,000		
522300	Vehicle Repairs & Maintenance	515	0	1,500	1,500		
524000	Building Insurance	238	238	310	357		
524100	Vehicle Insurance - 1	530	530	546	557		
524201	General Tort Liability Insurance	608	608	645	742		
524202	Surety Bonds	0	0	30	0		
525000	Telephone	4,041	1,923	4,130	3,960		
525004	WAN Service Charges	6,359	3,180	6,360	6,360		
525006	GPS Monitoring Charges - 1	227	106	228	204		
525021	Smart Phone Charges	2,292	938	2,448	2,304		
525030	800 MHz Radio Service Charges - 2	1,095	497	1,272	1,249		
525031	800 MHz Radio Maintenance - 2	229	0	232	232		
525041	E-mail Service Charges - 3	387	161	387	387		
525100	Postage	6,185	90	9,180	10,200		
525210	Conference, Meeting & Training Expenses	934	750	3,898	4,048		
525230	Subscriptions, Dues, & Books	886	629	905	994		
525240	Personal Mileage Reimbursement	2,105	340	2,136	2,136		
525250	Motor Pool Reimbursement	106	0	200	200		
525317	Utilities / Landfill / Edmund	13,601	6,783	15,186	15,186		
525400	Gas, Fuel, & Oil	750	349	839	1,112		
525600	Uniforms & Clothing	0	107	810	810		
530100	Depreciation	2,037	0	2,000	2,500		
534027	Keep America Beautiful Program	22,065	13,750	27,500	27,500		
	*** Total Operating**	**105,572**	**34,083**	**138,557**	**167,601**		
	**** Total Personnel & Operating**	**398,291**	**150,447**	**422,333**	**458,938**		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121201 - Solid Waste / Administration

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	1,373	0	500	500		
540010	Minor Software	13,000	0	415	300		
599999	Capital Clearing	(14,373)	0	0	0		
	All Other Equipment	14,373	1,173	2,089	1,887		
	**** Total Capital**	**14,373**	**1,173**	**3,004**	**2,687**		
	***** Total Expenses**	**412,664**	**151,620**	**425,337**	**461,625**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121201 Organization Title: Solid Waste / Administration
Program # Program Title: Administration

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools and Minor Equipment	$500
	Minor Software	$300
1	Digital Camera	$587
1	Desk Chair	$500
	Phone System Upgrade	$800

**** Total Capital (Transfer Total to Section III)** **2,687**

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

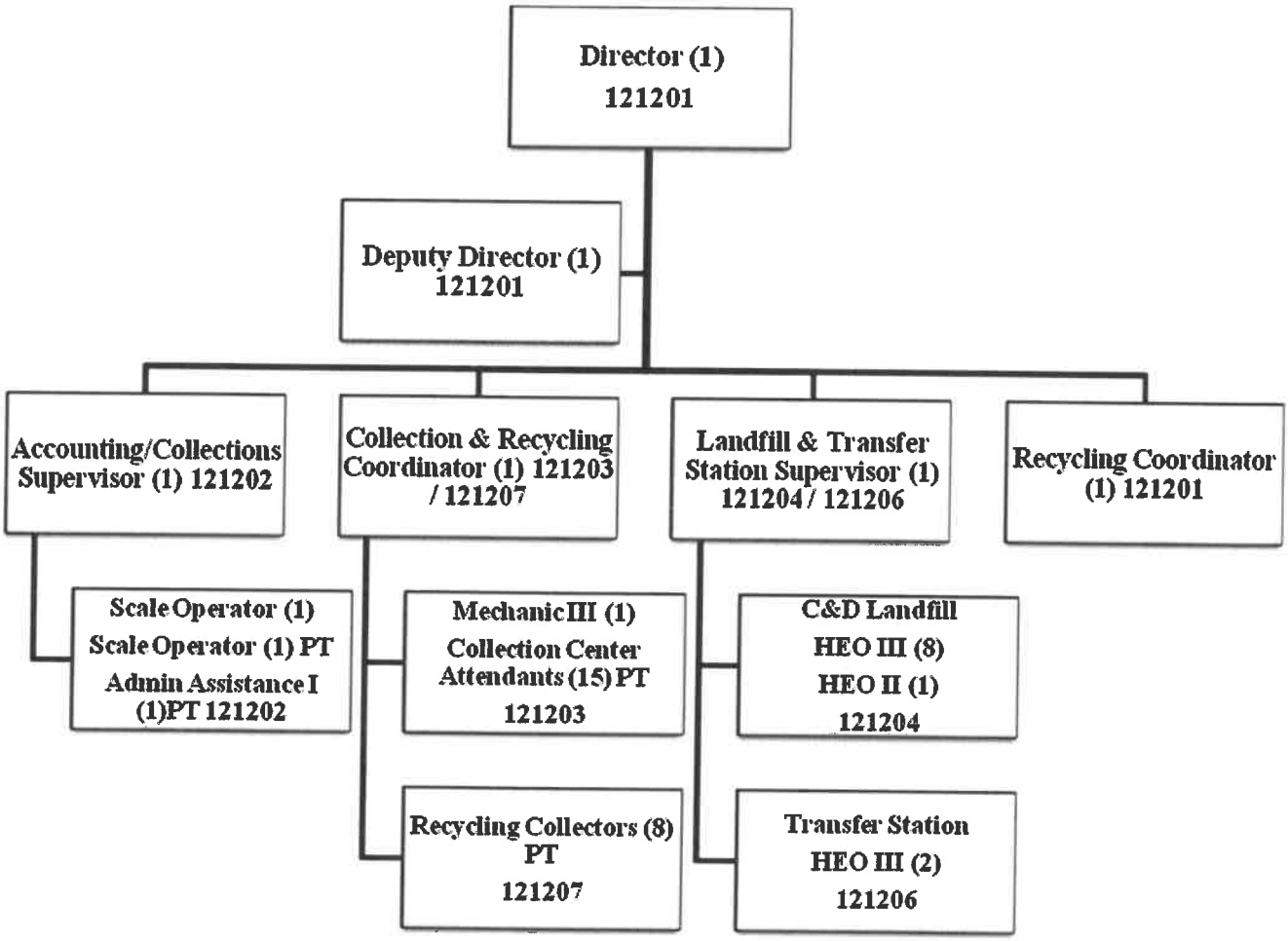
Current Staffing Level:

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 2018-2019



SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES $31,890

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. 6 events x $115.00 = $690.

Contractor costs for providing address labeling and handling of bulk mailings to Lexington County Residents - $1,200.

Total Contracted Service $31,890

520233 - TOWING SERVICES $85

To cover the cost for towing of Admin vehicle, (#34884) if required - $85

520300 – PROFESSIONAL SERVICES $15,000

To cover the cost for Consulting Services to evaluate existing services and update the County's Solid Waste Management Plan.

520305 – INFECTIOUS DISEASE SERVICES $310

To cover the cost for any necessary vaccination for administrative staff.
HepB shot series - $250
Hep B Titre - 60
Total $310

520400 - ADVERTISING $9,357

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, Radio and Online Ads:
- Lexington Chronicle & Lake Murray Fish Wrapper, printed 1/8 page ads, color, $160 x 6 = $ 960.00

- Twin City News, 1/8 page ads, color, $96 x 2 =	192.00
- Free Times $373 per quarter page x 5 ads =	1,865.00
- The State, ¼ page, 6 ads (some digital included in price) =	1,040.00
- IHeartMEDIA targeted digital advertising, 100,000 impressions	1,500.00
- IHeartMEDIA radio ads $50 per 30 sec ad x 30 ads =	1,500.00
- Alpha Media radio ads $50 x 30 ads =	1,500.00
	$ 8,557.00

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 **$13,685**

To cover the cost of maintenance and support agreements with ReCollect, our solid waste mobile application software program provider – FY 2017-2018 Charge $13,286 x 1.03 CPI = $13,684.58.

521000 - OFFICE SUPPLIES **$2,200**

Program 1: Admin
To cover routine office supplies (paper, pens, pencils, file folders, business cards, printer cartridges set $900, etc.) - $1,200.

Program 2: Recycling Education
To cover routine office supplies (paper, pens, pencils, file folders, laminating pockets, business cards, 1 set of Printer cartridges - $900, etc.) - $1,000.

521100 - DUPLICATING **$556**

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 14,500 copies @ $.0285/each = $ 413.25 or $413)

Program 2: Recycling Education
To cover the cost of making copies of recycling information, reports and grant requests. (Based on 5,000 copies @ $.0285/each = $ 142.50 or $143)

521200 - OPERATING SUPPLIES **$6,480**

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 such as cups, pens, pencils, metal straws, notebooks, and plastic bag holders	$ 4,500
- 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	$ 6,280

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 **$1,500**

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 **$357**

To cover the cost of allocated building insurance per HR/Risk Management schedule. FY 2017-2018 amended Dec. budget $310 + 15% = $357

524100 - VEHICLE INSURANCE (1) **$557**

To cover the cost of allocated vehicle insurance per HR/Risk Management schedule

524201 - GENERAL TORT LIABILITY INSURANCE **$742**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. FY 2017-2018 amended Dec. budget $645 + 15% = $742

524202 - SURETY BONDS **$ 0**

To cover the cost of surety bonds $0 x 3 FTE's = $0. This is a non-surety bond year.

525000 - TELEPHONE **$3,960**

To cover all of the telephone service (Edmund Facility) for communicating with internal departments as well as Lexington County citizens. Includes additional $30 per month for the phone system upgrade service cost.

$330 per month X 12 months = $3,960

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 **$204**

To cover the cost of vehicle GPS monitoring charges for the 2010 Ford Explorer.
$16.95 per month x 12 months =$203.40 or 204

525021 - SMART PHONE CHARGES **$2,304**

Program 1: Admin
To cover the cost of Smart Phones for the Director and Deputy Director for the period of July1, 2018 through June 30, 2019. ($64.00 per month)
Verizon Wireless Director @ $64/month x (1) x 12 = $ 768
Deputy Director @ $64/mo x (1) x 12 = 768
Total = $1,536

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 @ $64/month x 12= $768

525030 - 800 MHZ RADIO SERVICE CHARGES **$1,249**

800 MHz radio service for Director and Deputy Director @ $52.01 (5 site rate +airtime & tax)/month x 2 x 12 months =$1,248.24.

525031 - 800 MHZ RADIO MAINTENANCE **$232**

800 MHz annual radio maintenance for Director and Deputy Director $115.60/year (Supported) x (2) = $231.20.

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 **$10,200**

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.
30,000 pieces x 0.34/piece (bulk rate mailing) = $10,200

525210 - CONFERENCE & MEETING EXPENSES **$4,048**

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
Hazardous Materials Operations Training 150
Total $ 2,548

Program 2: Recycling Education
2 Green Business Seminars x $750 each = Total $1,500

525230 - SUBSCRIPTIONS, DUES AND BOOKS **$994**

Program 1: Admin

Membership to South Carolina Chapter SWANA for Director	$270
Subscription – Lexington Chronicle	55
Subscription - The State Newspaper	269
Total	$594

Program 2: Recycling Education

Membership to Carolina Recycling Association (CRA) for Recycling Coordinator	$ 400
Account Total	$ 994

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 **$15,186**

To cover the cost of electric utilities for Edmund Landfill Administration office based on current monthly charges plus inflation $1,265.50/month x 12 months = $ 15,186

525400 - GAS FUEL & OIL **$1,112**

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 @ $2.12/gal = $911.60.
Four oil changes during the year - 4 x $50 = $200

525600 – UNIFORMS & CLOTHING **$810**

To cover the cost of (3) pairs of boots and (9) shirts for the Director, Deputy Director and Recycling Coordinator.
(3) Pairs of boots x $135/each = $405
(9) Shirts x $45= $405

530100 - DEPRECIATION **$2,500**

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**

Program 1: Admin
To cover the cost of minor software items that may need to be replaced under this category - $300

5AJ000 - (1) DIGITAL CAMERA RPL **$587**

Program 1: Administration
To cover the cost of purchasing one (1) Advanced Digital camera, case and memory card - replacing an older model.

5AJ000 - (1) DESK CHAIR RPL **$500**

Program 1: Administration
To cover the cost of purchasing one (1) Desk Chair for the Director. The current chair is in disrepair.

5AJ000 – PHONE SYSTEM UPGRADE **$800**

Program 1: Administration
To cover the cost of an upgrade to the existing phone system. Includes the replacement of 2 desktop sets and 2 wireless sets with new upgraded wireless phones to the same system currently utilized in the rest of the Administrative office. Also, the addition of an auto attendant function with remote access to assist in managing call traffic and allow for changes to the message remotely.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 — Fund Title: Solid Waste Management
Organization # 121201 — Organization Title: Solid Waste/ Administration
Program # 1 — Program Title: Solid Waste Operations Manager

Object Code	Expenditure Classification	Total 2018-2019 Requested
	Personnel	
510100	Salaries #_1__	59,563
510300	Part Time #___	0
511112	FICA Cost	4,557
511113	State Retirement	8,672
511114	Police Retirement	0
511120	Insurance Fund Contribution #_1__	7,800
511130	Workers Compensation	5,932
511131	S.C. Unemployment	0
	*** Total Personnel**	86,524
	Operating Expenses	
520100	Contracted maintenance	0
		0
520200	Contracted Services	0
		0
520300	Professional Services	0
520305	Infectious Disease Services	310
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	278
		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	456
524202	Surety Bonds	0
525000	Telephone	0
525021	Smart Phone Charges	768
525030	800 MHZ Radio Service Charges	623
525041	E-mail Service Charges	129
525230	Subscriptions, Dues, & Books	0
525___	Utilities -	0
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	353
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	2,917
	**** Total Personnel & Operating**	89,441
	**** Total Capital (From Section IV)**	7,272
	***** Total Budget Appropriation**	96,713

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121201 Organization Title: Solid Waste / Administration
Program # 1 Program Title: Solid Waste Operations Manager

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools and Equipment	200
1	800 MHZ Portable Radio	5700
1	F1A Computer ADDNL	872
1	Desk	500

**** Total Capital (Transfer Total to Section III)** **7,272**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Solid Waste Operations Manager (1)

Program 1: Solid Waste Operations Manager (1)

Objectives:

A Solid Waste Operations Manager is being requested to supervise the overall solid waste field operations.

History: Since at least FY 1990, Solid Waste Management has operated with the following administrative/ management staff –

(1) Director
(1) Deputy Director
(1) Superintendent of Solid Waste
(1) Collection & Recycling Center Coordinator
(1) Landfill Supervisor
(1) Project Coordinator (Recycling Coordinator)
(1) Accounting & Collection Supervisor/Clerk

During the early 2000's the Department was reorganized and the Deputy Director position remained unfilled. In FY 2011-12 a reorganization of the Department took place and the Deputy Director position was reinstated. Also, the Superintendent of Solid Waste (Field operation) was changed to a Maintenance Mechanic to handle all of the compactor maintenance at the Collection and Recycling Centers. Prior to this last change, the Landfill Supervisor assumed all of the administrative duties of the Superintendent of Solid Waste, as well as, the field supervision duties of the Transfer Station and C&D Landfill.

The added administrative duties to the Landfill Supervisor included, accounting functions, budget preparation for the Transfer Station, Landfill and Tire Recycling operations, inventory ordering and control, implementation of DHEC regulations in the field, project planning (implementation) and interaction with consultants, equipment specification & bidding. Basically, doubling the duties of the landfill supervisor and reducing the effectiveness of the primary duty of this position to supervise crews on the landfill and transfer station. This situation has been exacerbated by the addition of the grinding and compost operations and the Recovered Material Recycling Facility. The Landfill Supervisor is a working supervisor, operating equipment as well as supervising. In addition, the landfill supervisor works Monday – Friday, leaving the Saturday and Sunday operations without supervision.

The request for a new Solid Waste Operations Manager is to replace the position of Superintendent of Solid Waste which was utilized in the past and improve the overall supervision of the field operations. The benefits that the addition of this position provides are:

- The Solid Waste Operations Manager would be responsible to manage and coordinate all solid waste field operations - including the expanded transfer station, landfill, grinding and compost operations, recovery material recycling facility, maintenance of four closed MSW landfills, collection and recycling centers and special recycling events.
- Provide for the efficient administration of field projects, surveys, etc. and most of the administrative duties that the existing Landfill Supervisor is currently handling.

- The Landfill Supervisor would be in a position to more effectively supervise landfill, transfer station and compost crews, while still managing equipment repair and maintenance, daily scheduling of crews and in the field projects.
- The Solid Waste Operations Manager, Landfill Supervisor and Collection and Recycling Coordinator would cover the Department's seven day operation, working different rotating schedules.
- Addition of this position provides an improved and experienced succession potential for the Department.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Service Levels C&D Yard Waste Processed	Actual FY 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Tons Land filled	60,996	65,773	77,789	85,568
Tons Wood Waste Ground	8,352	13,509	12,354	14,300
Tons Transferred	121,128	131,270	134,460	141,182
Tons Recovered Material	2,494	1,442	1,948	2,014
# of Solid Waste Field Staff	36	36	40	41
# of major projects	3	3	4	5
# of TM&R Contracts	10	11	12	13

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	General Fund	Other Fund	Total	Band
SW Operations Manager	1		1	1	213
Total Positions	1		1	1	

*These positions require insurance.

Requested Personnel Budget:

510100 - SALARIES AND WAGES (4.0) **$59,563**

(1) Solid Waste Operations Manager (Band 213) - Salary per year = $ 59,563

511112 - FICA COSTS **$4,557**

FICA 7.65 % x $59,563 = $ 4,557

511113 - STATE RETIREMENT **$8,672**

Retirement 14.56 % x $59,563 = $ 8,672

511120 – HEALTH INSURANCE **$7,800**

(1) Solid Waste Operations Manager x $7,800 cost per year = $ 7,800

511130 - WORKERS COMPENSATION (3.0 FTE) **$5,932**

Workers Compensation $59,563 x 0.0996 (9403) = $5,932

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520305 – INFECTIOUS DISEASE SERVICES **$310**

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 $310 x (1) employees = $310

521200 - OPERATING SUPPLIES **$278**

This account covers the cost for operating supplies used daily. The supplies include, safety glasses, gloves, etc.

524201 - GENERAL TORT LIABILITY INSURANCE **$456**

This account covers cost for the FY 18-19

525021 - SMART PHONE CHARGES **$768**

To cover the cost of Smart Phones for the Solid Waste Operations Manager for the period of July1, 2018 through June 30, 2019. ($64.00 per month)
Verizon Wireless Director @ $64/month x (1) x 12 = $ 768

525030 - 800 MHZ RADIO SERVICE CHARGES **$623**

This account covers cost for (2) 800 MHz Radios.

Service for (1) 800 MHz Radio x $51.85/each	$	51.85
Month	x	12
Total	$	622.20

525031 - 800 MHZ RADIO MAINTENANCE **$0**

This account covers cost for needed maintenance for (1) 800 MHz Radios x $0/year – on warranty.

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

E-mail charges $10.75/computer/month x 12 months = $129

525400 - UNIFORMS & CLOTHING **$353**

This account covers cost for the Solid Waste Operations Manager. Safety apparatus must be worn, due to some of the hazardous conditions the employees are exposed.

Safety Boots	(2 @ $135.00)	$	270.00
Winter Safety Jacket	(1 @ $ 59.56)	$	59.56
	S.C. Sale tax @ 7%	$	23.07
	Total	$	352.63

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND EQUIPMENT **$200**

This account will cover the cost for small equipment, including a smart phone to enable the Solid Waste Operations Manager to communicate with vendors, personnel and send and receive e-mails.

5AJ000 - (1) 800 MHZ RADIO **$5.700**

This account will cover the cost for One (1) 800 MHz radio for the requested positions to provide continuous communication with the department or other agencies.

5AJ000 - (1) F1A COMPUTER ADDNL **$872**

This account will cover the cost for One (1) desktop computer to enable the Solid Waste Operations Manager to make work schedules, order supplies, parts, work on budgets, communicate with vendors and send e-mails.

5AJ000 - (1) DESK ADDNL **$500**

This account will cover the cost for One (1) desk for the new Solid Waste Operations Manager.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121202 - Solid Waste / Accounting & Collections

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	89,821	41,030	88,882	88,870		
510200	Overtime	433	215	1,000	1,000		
510300	Part Time - 2 (1.488 - FTE)	38,014	17,709	44,938	50,869		
511112	FICA Cost	8,924	4,176	10,074	10,767		
511113	State Retirement	22,447	6,774	17,856	20,492		
511120	Insurance Fund Contribution - 3	23,400	11,700	23,400	23,400		
511130	Workers Compensation	378	183	405	423		
	*** Total Personnel**	**183,417**	**81,787**	**186,555**	**195,821**		
	Operating Expenses						
520300	Professional Services	402	191	800	825		
520303	Accounting/Auditing Services	2,500	2,500	2,500	2,500		
520305	Infectious Disease Services	0	0	301	310		
520702	Technical Currency & Support	1,600	800	1,600	1,600		
521000	Office Supplies	1,864	1,544	2,000	2,001		
521100	Duplicating	290	97	252	263		
521200	Operating Supplies	2,330	1,871	2,300	2,500		
521214	Safety Supplies	2,255	2,258	2,800	3,500		
521402	Occupational Health Supplies	0	0	200	200		
524201	General Tort Liability Insurance	69	69	73	84		
524202	Surety Bonds	0	0	35	0		
524900	Data Processing Equipment Insurance	105	108	109	123		
525021	Smart Phone Charges	308	289	713	648		
525030	800 MHz Radio Service Charges - 2	1,106	500	1,272	1,249		
525031	800 MHz Radio Maintenance - 2	229	0	229	116		
525041	E-mail Service Charges - 3	516	247	387	387		
525100	Postage	579	224	600	700		
525230	Subscriptions, Dues & Books	28	0	0	0		
525240	Personal Mileage Reimbursement	142	0	150	150		
525600	Uniforms & Clothing	53	0	520	520		
530100	Depreciation	1,333	0	604	2,000		
	*** Total Operating**	**15,709**	**10,698**	**17,445**	**19,676**		
	**** Total Personnel & Operating**	**199,126**	**92,485**	**204,000**	**215,497**		
	Capital						
540000	Small Tools & Minor Equipment	757	0	500	1,000		
540010	Minor Software	0	0	0	0		
599999	Capital Clearing	(4,259)	0	0	0		
	All Other Equipment	4,259	0	2,646	5,600		
	**** Total Capital**	**757**	**0**	**3,146**	**6,600**		
	***** Total Expenses**	**199,883**	**92,485**	**207,146**	**222,097**		

SECTION IV

Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121202 Organization Title: Solid Waste / Accounting & Collections
Program # Program Title: Accounting & Collections

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools and Minor Equipment	1,000
	Cameras (Replacement)	5,600
	**** Total Capital (Transfer Total to Section III)**	**6,600**

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 14/15 (Actual)	FY 15/16 (Actual)	FY16/17 (Actual)	FY 17-18 (Dec.)	FY 17-18 (Est. June)	FY 18/19 (Projected)
Landfill Permits Issued	597	707	676	387	715	725
Landfill Tickets Issued	51773	58881	64783	32004	64000	64500
Commercial Accounts	270	280	302	315	320	330
Invoices Issued	711	749	848	427	855	870

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 — $825

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 $300.00.

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 — $310

To cover the cost for any necessary vaccination for accounting and collection staff.
Hep B shot series - $250
Hep B Titre - 60
Total $ 310

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 — $2,001

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 - $1,340

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 — $263

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 9,200 copies @ $.0285/each = $262.20

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 — $3,500

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 @ $85.00 ea. plus tax and shipping = $1,969.00
300 vest (Central Stores) x $4.50 ea. = 1,350.00
Total= $3,319.00

521402 - OCCUPATIONAL HEALTH SUPPLIES **$200**

To cover the cost of first aid supplies, eye wash, sanitizers, gloves, etc.

524201 - GENERAL TORT LIABILITY INSURANCE **$84**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. FY 2017-2018 $73 + 15% = $84

524202 - SURETY BONDS **$0**

To cover the cost of surety bonds $0 x 3.45 FTE's = $0. This is a non-surety bond year.

524900 - DATA PROCESSING EQUIPMENT INSURANCE **$123**

To cover the cost of allocated data processing equipment insurance. Cost provided by County Risk Management.

525021 - SMART PHONE CHARGES **$648**

To cover the cost of Smart Phone for the Accounting and Collections Supervisor for the period of July 1, 2017 through June 30, 2018. ($54.00 per month)

$54/month x (1) x 12 = $ 648

525030 - 800 MHZ RADIO SERVICE CHARGES (2) **$1,249**

800 MHz radio for office use @ $52.01 (5 site rate + airtime & tax) /month for 12 months = $624.12
800 MHz radio for scale house @ $52.01 (5 site rate + airtime & tax) /month for 12 months = 624.12
Total $1,248.24

525031 - 800 MHZ RADIO MAINTENANCE **$116**

800 MHz office radio maintenance - $ 115.60/ year
800 MHz scale house radio maintenance - 0.00/year (new and on warranty)
Total $ 115.60

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

E-mail charges $10.75/computer/month x 12 months x 3 computers = $ 387

525100 - POSTAGE **$700**

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 **$2,000**

To cover the cost of allocated depreciation.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **$1,000**

To cover cost of items that may need to be replaced under this category to include a pneumatic scale house chair

5AJ000 – CAMERAS - (REPLACEMENT) **$5,600**

To cover cost for purchase of a colored higher resolution camera system for the scale area. This would include cameras, 8 Input HD DVR with PTZ controllers, HD 27" color monitor, Camera power supply and all necessary cables, connectors and labor.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121203 - Solid Waste / Collection Stations

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1.5	71,292	32,967	71,545	70,920		
510200	Overtime	1,635	507	2,700	2,700		
510300	Part Time - LS (11.05 - FTE)	191,111	87,317	254,118	265,392		
511112	FICA Cost	19,622	9,042	24,403	25,934		
511113	State Retirement	41,013	11,851	43,255	49,360		
511120	Insurance Fund Contribution - 1.5	11,700	5,850	11,700	11,700		
511130	Workers Compensation	24,631	11,174	18,442	20,885		
511213	State Retirement - Retiree	5,735	1,987	0	0		
	*** Total Personnel**	**366,739**	**160,695**	**426,163**	**446,891**		
	Operating Expenses						
520100	Contracted Maintenance	573	0	775	775		
520103	Landscaping/Ground Maintenance	800	0	3,400	3,600		
520200	Contracted Services	922,233	796,086	1,999,019	2,049,129		
520219	Water & Other Beverage Service	1,233	653	3,498	2,904		
520233	Towing Service	0	0	130	130		
520300	Professional Services	8,800	0	0	0		
520302	Drug Testing Services	0	0	150	150		
520305	Infectious Disease Services	0	0	301	310		
520400	Advertising & Publicity	1,915	0	2,000	2,000		
521000	Office Supplies	491	56	600	600		
521100	Duplicating	296	101	237	271		
521200	Operating Supplies	18,659	6,326	16,660	16,660		
521402	Occupational Health Supplies	73	0	100	100		
522000	Building Repairs & Maintenance	78,318	7,687	30,000	35,000		
522100	Heavy Equipment Repairs & Maintenance	91,283	5,638	35,000	44,000		
522200	Small Equipment Repairs & Maintenance	0	0	0	500		
522300	Vehicle Repairs & Maintenance	1,977	1,362	2,500	4,000		
524000	Building Insurance	2,154	2,153	2,194	2,523		
524100	Vehicle Insurance - 2	1,060	1,060	1,092	1,114		
524101	Comprehensive Insurance	123	123	123	214		
524201	General Tort Liability Insurance	600	638	638	734		
524202	Surety Bonds	0	0	105	0		
525000	Telephone	4,289	2,154	5,462	5,462		
525006	GPS Monitoring Charges - 2	455	211	455	407		
525020	Pagers and Cell Phones	234	255	399	228		
525021	Smart Phone Charges	667	319	857	648		
525030	800 MHz Radio Service Charges - 2	1,099	509	1,320	1,406		
525031	800 MHz Radio Maintenance - 2	229	0	232	232		
525041	E-mail Service Charges - 1	129	54	129	129		
525210	Conference & Meeting Expenses				300		
525240	Personal Mileage Reimbursement	79	0	100	100		
525318	Utilities / Landfill / Convenience Stations	78,282	41,187	82,500	85,200		
525400	Gas, Fuel, & Oil	7,599	2,898	9,191	8,255		
525405	Small Equipment Fuel	266	212	600	600		
525600	Uniforms & Clothing	2,524	2,048	4,289	4,289		
526500	Licenses & Permits	0	0	250	250		
527040	Outside Personnel	489,228	232,687	570,001	570,001		
530100	Depreciation	275,555	0	205,000	285,000		
538000	Claims & Judgments (Litigation)	750	250	750	1,000		
	*** Total Operating**	**1,991,973**	**1,104,667**	**2,980,057**	**3,128,221**		
	**** Total Personnel & Operating**	**2,358,712**	**1,265,362**	**3,406,220**	**3,575,112**		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121203 - Solid Waste / Collection Stations

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	4,635	800	1,000	1,000		
599999	Capital Clearing	(788,929)	0	0	0		
	All Other Equipment	788,929	6,598	2,958,503	366,292		
	**** Total Capital**	**4,635**	**7,398**	**2,959,503**	**367,292**		
	***** Total Expenses**	**2,363,347**	**1,272,760**	**6,365,723**	**3,942,404**		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2018 - 2019

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*** 2018-2019 Requested Amount
	Small Tools and Minor Equipment	1,000
	Signs	4,000
	Concrete Pads/Asphalt (Replacement)	35,000
	Collection & Recycling Center Striping	4,500
5	Compactors (Replacement)	235,292
	Serivce Truck Chassis (Replacement)	55,000
	Pickup Truck (Replacement)	28,000
3	Office Flooring (Replacement)	4,500

**** Total Capital (Transfer Total to Section III)** **367,292**

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 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 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
MSW Collected (Tons)	29,568	28,355	28,659	29,232
Yard Trash Collected (Tons)	26,889	28,036	29,313	30,778
Total # of Resident Deliveries	1,685,980	1,736,364	1,841,112	1,877,934

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 — $2,049,129

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 was renewed on July 1, 2017 and the new contracted costs are $238.30 per pull and $75.00 per container rental throughout the fiscal year.

Estimated Pulls July 1, 2018 – June 30, 2019

Ball Park	1,150	pulls/yr. @	$238.30	$274,045.00 +	$5,400.00 rent:	Period Total =	$279,445.00
Bush River	1,200	pulls/yr. @	$238.30	$285,960.00 +	$5,400.00 rent:	Period Total =	$291,360.00
Chapin	710	pulls/yr. @	$238.30	$169,193.00 +	$5,400.00 rent:	Period Total =	$174,593.00
Edmund	950	pulls/yr. @	$238.30	$226,385.00 +	$5,400.00 rent:	Period Total =	$231,785.00
Edmund *Landfill	75	pulls/yr. @	$ 238.30	$17,872.50 +	$900.00 rent:	Period Total =	$18,772.50
Hollow Creek	550	pulls/yr. @	$238.30	$131,065.00 +	$3,600.00 rent:	Period Total =	$134,665.00
Leesville	360	pulls/yr. @	$238.30	$85,788.00 +	$2,700.00 rent:	Period Total =	$88,488.00
Pelion	475	pulls/yr. @	$238.30	$113,192.50 +	$2,700.00 rent:	Period Total =	$115,892.50
River Chase	1125	pulls/yr. @	$238.30	$268,087.50 +	$3,600.00 rent:	Period Total =	$271,687.50
Sandhills	950	pulls/yr @	$238.30	$226,385.00 +	$5,400.00 rent:	Period Total =	$231,785.00

Southeast	450	pulls/yr. @	$238.30	$107,235.00 +	$4,500.00	rent: Period Total =	$111,735.00
Summit	400	pulls/yr. @	$238.30	$95,320.00 +	$3,600.00	rent: Period Total =	$98,920.00
Total	**8,395**	**Pulls/yr. @**	**$238.30**	**$2,000,528.50 +**	**$48,600.00**	**Rent: Period Total=**	**$2,049,128.50**

520219 – WATER AND OTHER BEVERAGES **$2,904**

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.

- 11 centers x 4 bottles/month = 44 bottles/month
- 44 bottles x 12 months = 528 bottles
- 528 bottles x $5.50 per bottle = $2904.00

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 **$310**

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 $310 x 1 employee = $310

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 **$271**

These funds are necessary for copying work reports, time sheets, time cards, training sheets, work schedules etc. related to the Collection & Recycling Centers.

Copies	9,500
Cost	x 0.0285
Total	$270.75

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, 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 57 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 **$2,523**

These funds are for insurance of the buildings at the 11 Collection & Recycling Centers. This figure provided by Risk Management.

2018-2019 Insurance Estimate 2,194 + 15% estimated by Risk Management = $ 2,523

524100 - VEHICLE INSURANCE **$1,114**

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 **$214**

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 – 213.66.

524201 - GENERAL TORT LIABILITY INSURANCE **$734**

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.

2018-2019 Insurance Estimate $638 + 15% estimated by Risk Management = $ 734

524202 - SURETY BOND **$0**

To cover the cost of surety bonds for full-time equivalent employees 10.5 FTE's x $0 per FTE = $0. This is a non-surety bond year as 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 **$407**

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 @ $16.95/month = $33.90
12 months @ $33.90 = $406.80 or $407

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 **$648**

This account covers the cost for a smart phone for the Collection and Recycling Coordinator.

Verizon Smart Phone ($54.00 per month)	$ 54.00
Months	X 12
Total	$ 648.00

525030 - 800 MHZ RADIO SERVICE CHARGES (2) **$1,406**

This account covers cost for two (2) 800 MHz Radios, $58.58 (6 site rate + airtime & tax) /mo.

Monthly service charge for two 800 MHZ radio 2 x $58.58	$ 117.16
Months	x 12
Total Service Charges	$ 1,405.92

525031 - 800 MHZ RADIO MAINTENANCE CONTRACTS (2) **$232**

This account covers cost for two (2) 800 MHz Radios maintenance contracts. The cost per radio includes tax.

Coordinator	$115.60/ year x 1 radio =	$ 115.60
Mechanic	$115.60/ year x 1 radio =	115.60
	Total	$ 231.20

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

525210 - CONFERENCE & MEETING EXPENSES **$300**

This account covers the class for Hazardous Materials Handling certification for two employees. 2 x $150 = $300

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 **$85,200**

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. The increase in this line item is due to additional lighting that is being added at several sites.

Average cost per month =	$7,100
Number of months=	x 12
Total=	$85,200

525400 - GAS, FUEL & OIL **$8,255**

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: $2.12/gal. gas; $2.35/gal diesel)

F-150 Pickup - 25 gallons per week @ $2.12 /gal = $53/week x 52 weeks.	=	$ 2,756.00
F-550 Service Truck - 45 gallons per week @ $2.35 = $105.75/week x 52 weeks =		$ 5,499.00
	Total =	$ 8,255.00

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 **$570,001**

These funds cover the payment for Babcock Center personnel at nine (9) of the Collection & Recycling Centers under contract (IAW C07022-12/01/06B), which expires on June 30, 2022.

Ball Park Collection & Recycling Centers	$ 61,111.20
Bush River Collection & Recycling Centers	61,111.20
Chapin Collection & Recycling Centers	61,111.20
Edmund Collection & Recycling Centers	61,111.20
Hollow Creek Collection & Recycling Centers	61,111.20
Pelion Collection & Recycling Centers	61,111.20
River Chase Collection & Recycling Centers	61,111.20
Sandhills Collection & Recycling Centers	61,111.20
Southeast Collection & Recycling Centers	61,111.20
Maintenance work – all sites	20,000.00
Total	$570,000.80

530100 - DEPRECIATION **$285,000**

This cost will cover the depreciation of our equipment.

538000 - CLAIMS & JUDGMENTS **$1000**

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.

5AJ000 - SIGNS — $4,000

This amount represents the funds necessary to obtain new and/or replacement directional, informational and educational signs 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.

5AJ000 - CONCRETE PADS/ASPHALT (REPLACEMENT) — $35,000

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 gets 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.

5AJ000 - 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.

5AJ000 – (5) COMPACTORS (REPLACEMENT) — $235,292

These funds will be used to purchase five (5) new Wastequip Accurate Model 645XHD-7, 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, a replacement schedule has been established.

645XHD-7 (single phase)	2 @ $ 41,298.47	$ 82,596.94
645XHD-7 (three phase)	3 @ $ 43,711.20	$ 131,133.60
Installation Charges	5@ $ 1,320.00	$ 6,600.00
SC Sales Tax		$ 14,961.14
	Total	$ 235,291.68

5AJ000 – (1) SERVICE TRUCK CHASSIS (REPLACEMENT) $55,000

This account will cover the cost of replacing the chassis on the service truck and accessories. The service truck is almost ten years old and has reached the end of its use, based on mileage. The body of the truck is still in good condition and will be remounted onto the new chassis. Fleet has recommended the replacement of this vehicle's engine but due to other mechanical issues, fleet and the SWM Department have agreed that replacement of the whole chassis will be the best option.

5AJ000 – (1) PICKUP TRUCK (REPLACEMENT) $28,000

This account will cover the cost of replacing the Collection Center Coordinator pickup truck and accessories. The current vehicle has reached the end of its use, based on mileage. This replacement is recommended by Fleet Services.

5AJ000 – (3) OFFICE FLOORING (REPLACEMENT) $4,500

This account will cover the cost of replacing flooring in three of the offices at the Collection and Recycling Centers. Some of the flooring at a few locations have excessive wear and are beginning to crack. The flooring at two locations has already had to be replaced due to a large amount of damage in the 17-18 fiscal year

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 — Fund Title: Solid Waste Management
Organization # 121203 — Organization Title: Solid Waste/ Collection & Recycling Centers
Program # 1 — Program Title: CRC Enforcement Program

Object Code	Expenditure Classification	Total 2018-2019 Requested
	Personnel	
510100	Salaries #1	42,237
510200	Overtime	2,000
511112	FICA Cost	3,385
511113	State Retirement	0
511114	Police Retirement	7,627
511120	Insurance Fund Contribution # 1	7,800
511130	Workers Compensation	1,531
511131	S.C. Unemployment	0
	*** Total Personnel**	64,580
	Operating Expenses	
520100	Contracted maintenance	0
		0
520200	Contracted Services	0
520233	Towing	75
520300	Professional Services	0
520400	Advertising	2,300
520702	Technical Currency & Suppport	1,100
520800	Outside Printing	20,000
521200	Operating Supplies	250
521208	Police Supplies	750
		0
522100	Equipment Repairs & Maintenance	0
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	1,000
523000	Land Rental	0
		0
524000	Building Insurance	0
524100	Vehicle Insurance #_1__	557
524101	Comprehensive Insurance #_1__	0
524201	General Tort Liability Insurance	745
524202	Surety Bonds	0
525004	WAN Service Charges	480
525006	GPS Monitoring Charges	204
		0
525021	Smart Phone Charges	648
525030	800 MHZ Radio Service Charges	703
525031	800 MHZ Radio Maintenance	0
525041	E-Mail Service Charges	129
		0
		0
525100	Postage	1,000
525210	Conference & Meeting Expenses	500
525230	Subscriptions, Dues, & Books	65
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	3,000
525600	Uniforms & Clothing	2,000
526500	Licenses & Permits	0
	*** Total Operating**	35,506
	**** Total Personnel & Operating**	100,086
	**** Total Capital (From Section IV)**	54,550
	***** Total Budget Appropriation**	154,636

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121203 Organization Title: Solid Waste / Collection & Recycling Centers
Program # 1 Program Title: CRC Enforcement Program

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Small Tools and Minor Equipment (540000)	$500
1	Drivers License Barcode Scanner	$400
1	Electronic Control Device with Accessories	1,650
1	Personal Protection Equipment Kit	**900**
1	Ruggedized Laptop with Accessories	5,500
1	Vehicle Printer with Mounts and Accessories	500
1	Body Camera	500
1	800 MHz Radio with Accessories	5,700
1	Gun with Accessories	600
1	MCT/MFR Licensing	3,300
1	Marked 1/2 Ton 4x4 Truck with Equipment	35,000

**** Total Capital (Transfer Total to Section III)** **54,550**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Collection & Recycling Centers Enforcement

Program 1: Collection & Recycling Centers Enforcement

Objectives:

This program is designed to eliminate commercial businesses and/or residents from outside of Lexington County from using the Collection & Recycling Centers. The Collection & Recycling Centers are designed for the sole use by the residents of Lexington County. The requested enforcement program consists of three separate components that combined will ensure the success of the program.

1.) **Sticker Program** - Lexington County citizens would be required to obtain a decal (sticker) that would be affixed to their vehicle windshield. The sticker would be color coded and visible to the center attendants. The decal would be valid for a period of two (2) years. (The policy would require a SWM ordinance change).

The auditor's office would mail out two (2) decals per household with the duplicate residential property tax bills every other year (no commercial). This would include rental property (landlords would be responsible for distributing decals to their tenants). The decal would be placed on the windshield bottom left (driver's side) corner. A charge of $5.00 would be assessed for any replacement or additional stickers.

2.) **Code Enforcement Officer** –The Solid Waste Management department would fund a full time code enforcement officer. This officer would be a fully certified law enforcement officer and report directly to the LCSD.

The SWM ordinance would need to be changed to prohibit commercial use of the Collection and Recycling Centers. The officer would randomly travel between the eleven (11) Collection & Recycling Centers checking ID's for out of county residents and commercial businesses. Additionally, he can monitor for un-tarped loads, littering, illegal dumping, citizen conflicts and scavenging. The officer's schedule would allow him/her to work some week-ends to support these efforts. The Officer would also be available to support the landfill operations, special recycling events and solid waste education.

3.) **Yard Waste Limited to Week-ends Only** – Staff believes that the majority of yard waste being brought to the centers during the week, Monday through Friday, is from small grass-cutting/yard maintenance businesses. Under this program, the Collection & Recycling Centers would only accept yard waste (to include clean wood) on the week-ends. Citizens would still have the option to bring this material to the Edmund Landfill Monday through Friday.

The three programs will work in conjunction with each other to support the overall goal of eliminating out of county residents and businesses from using the Collection & Recycling Centers. Once all three programs have been implemented, we anticipate an estimated reduction in container pulls of 15%. This reduction in pulls translate into a cost savings of $296,683.50 (estimated pulls for FY 18-19 is 8,300 x 15% = 1,245 pulls x $238.30 = $296,683.50). The estimated savings exceeds the overall cost of the three programs.

The Code Enforcement Officer will be instrumental in supporting the staff at the Centers and ensuring the success of these programs.

SECTION VI. – LINE ITEM NARRATIVES

Requested Personnel Budget:

510100 - SALARIES AND WAGES **$42,237**

(1) Code Enforcement Officer (band 111) - Salary per year = $ 42,237

510200 - OVERTIME **$2,000**

Overtime when the Code Enforcement Officer will have to work extra to cover electronic events throughout the year

511112 - FICA COSTS **$3,385**

FICA 7.65 % x $44,237 = $ 3,384.13

511114 - POLICE RETIREMENT **$7,627**

Retirement 17.24 % x $44,237 = $ 7,626.46

511120 – HEALTH INSURANCE **$7,800**

(1) Solid Waste Operations Manager x $7,800 cost per year = $ 7,800

511130 - WORKERS COMPENSATION (3.0 FTE) **$1,531**

Workers Compensation $44,237 x 0.0346 (7720) = $1,530.60

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 - TOWING **$75**

This account covers cost associated with towing the vehicle as needed for repairs

520400 - ADVERTISING **$2,300**

Sticker Program:
To cover the cost of advertising the new Sticker Program in the newspaper and/or other publications to notify the residents of the change. - $800.

Yard Waste on Weekends only: flyers, signs, newspaper advertising - $1,500

520702 – TECHNICAL CURRENCY & SUPPORT **$1,100**

This account covers the cost of the software for the Code Enforcement Officers computer.

520800 – OUTSIDE PRINTING **$20,000**

These funds will cover the cost to print the 140,000 sets of decals (stickers), and the insert sheet with the sticker program instructions.

521200 - OPERATING SUPPLIES **$250**

These funds are necessary to provide the required supplies for the code enforcement officer to include but not limited to: gloves, safety glasses, forms, etc.

521208 - POLICE SUPPLIES **$750**

This account will cover the cost of supplies for the Code Enforcement Officer.

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

These funds are for normal maintenance costs associated with the operation of the police vehicle assigned to this account. Police Vehicle Co. #00000 - $1,000

524100 - VEHICLE INSURANCE **$557**

These funds are for insurance of the police vehicle #00000. This figure provided by Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE **$745**

These funds are for General Tort Liability Insurance for the Code Enforcement Officer. This figure provided by Risk Management.

525004 – WAN SERVICE CHARGES **$480**

To cover the cost of wifi and internet service

525006 – GPS MONITORING CHARGES **$204**

To cover the cost of monthly vehicle GPS monitoring charges for the Code Enforcement Officers vehicle Co #00000. 12 months @ $16.95 = $203.40 or $204

525021 – SMART PHONE CHARGES **$648**

This account covers the cost for a smart phone for the Code Enforcement Officer.

Verizon Smart Phone ($54.00 per month)	$ 54.00
Months	X 12
Total	$ 648.00

525030 - 800 MHZ RADIO SERVICE CHARGES **$703**

This account covers cost for the 800 MHz Radios, $58.58 (6 site rate + airtime & tax) /mo.

Monthly service charge for 800 MHZ radio	$ 58.58
Months	x 12
Total Service Charges	$ 702.96

525031 - 800 MHZ RADIO MAINTENANCE CONTRACTS **$0**

This account covers cost for the 800 MHz Radios maintenance contracts. The cost per radio includes tax.
Code Enforcement Officer $0.00/year x 1 radio = $ 0 (New radio on warranty)

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

These funds are for the Code Enforcement Officers E-mail account. $10.75/mo x 12 months = $129.00

525100 – POSTAGE **$1,000**

These funds will cover the additional cost to insert and mail the decals (stickers), along with the duplicate tax bills for the sticker program.

525210 - CONFERENCE & MEETING EXPENSES **$500**

This account covers the cost for any certification classes the Code Enforcement Officer is required to attend.

525230 - SUBSCRIPTIONS, DUES AND BOOKS **$65**

SC Law Enforcement Officers Association		$40
Notary Public		$25
	Total	$65

525400 - GAS, FUEL & OIL **$3,000**

This account covers the cost for gas, 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 $ 2.12 a gal. This FY.**

525600 - UNIFORMS & CLOTHING **$2,000**

These funds are for uniforms and clothing for the Code Enforcement Officer.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND MINOR EQUIPMENT **$500**

This account will cover the cost for a smart phone and any small tools and/or minor equipment which falls below the $500 capital cost limit, especially items not stocked at Central Warehouse.

5AJ000 – DRIVERS LICENSE BARCODE SCANNER **$400**

This account will cover the cost to purchase a driver's license barcode scanner. All LCSD deputies carry one to scan driver's license for identification purposes.

5AJ000 – ELECTRONIC CONTROL DEVICE WITH ACCESSORIES **$1,650**

These funds will cover the cost of a less lethal weapon

5AJ000 – PERSONAL PROTECTION EQUIPMENT KIT **$900**

Specialized kit that includes gas mask, safety vest, safety glasses, etc.

5AJ000 – RUGGEDIZED LAPTOP WITH ACCESSORIES **$5,500**

Removable laptop computer required for vehicles to absorb shock

5AJ000 – VEHICLE PRINTER WITH MOUNTS AND ACCESSORIES **$500**

Printer necessary to print reports and tickets directly from the vehicle

5AJ000 – BODY CAMERA **$500**

Personal security body camera required by the LCSD for all class 1 officers

5AJ000 – 800 MHz RADIO WITH ACCESSORIES **$5,700**

This account will cover the cost for One (1) 800 MHz radio for the requested positions to provide continuous communication with the department or other agencies.

5AJ000 – GUN WITH ACCESSORIES **$600**

This account will cover the cost for gun and accessories. The gun is required by all Class 1 Law Enforcement Officers.

5AJ000 – MCT/MFR LICENSING **$3,300**

To cover the cost of the software licensing for the records management system used by LCSD to write reports and tickets.

5AJ000 – MARKED ½ TON 4x4 TRUCK WITH EQUIPMENT **$35,000**

This account will cover the cost of purchasing the Code Enforcement Officer's ½ ton 4x4 truck and accessories. The vehicle will be used to visit the eleven (11) Collection & Recycling Centers and to follow up on other violations to include, littering, scavenging, etc. throughout the County.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 9.5	282,509	133,285	360,876	357,201		
510199	Special Overtime	76	0	0	0		
510200	Overtime	13,132	8,687	20,000	20,000		
511112	FICA Cost	20,850	10,099	28,563	28,856		
511113	State Retirement	45,074	14,022	50,630	54,921		
511120	Insurance Fund Contribution - 9.5	74,100	37,050	74,100	74,100		
511130	Workers Compensation	26,449	12,521	29,985	33,333		
511213	State Retirement - Retiree	7,559	2,369	0	0		
	*** Total Personnel**	**469,749**	**218,033**	**564,154**	**568,411**		
	Operating Expenses						
520100	Contracted Maintenance	134,336	56,859	200,507	214,265		
520200	Contracted Services	193,819	76,143	256,860	302,615		
520233	Towing Service	210	0	500	500		
520300	Professional Services	59,600	18,200	69,725	97,725		
520302	Drug Testing Services	240	0	1,467	1,467		
520305	Infectious Disease Services	0	0	903	930		
520601	Landfill Monitoring - Batesburg	52,350	0	0	0		
520602	Landfill Monitoring - Edmund	46,400	8,500	14,000	16,100		
520603	Landfill Monitoring - Chapin	34,000	0	0	0		
521100	Duplicating	63	20	95	86		
521200	Operating Supplies	87,765	40,652	140,177	146,928		
521220	Closure Operating Supplies	41,077	0	0	0		
522000	Building Repairs & Maintenance	84,984	1,423	9,390	9,390		
522050	Generator Repairs & Maintenance	128	690	1,659	1,659		
522100	Heavy Equipment Repairs & Maintenance	105,143	32,774	168,210	239,066		
522201	Fuel Site Repairs & Maintenance	305	683	1,325	1,325		
522300	Vehicle Repairs & Maintenance	6,574	9,206	41,356	18,886		
523200	Equipment Rental	62,003	49,555	150,115	103,820		
524100	Vehicle Insurance - 6	2,650	3,180	3,276	3,899		
524101	Comprehensive Insurance - Inland Marine	32,635	34,757	46,188	39,249		
524201	General Tort Liability Insurance	1,329	3,125	3,125	3,594		
524202	Surety Bonds	0	0	95	0		
525006	GPS Monitoring Charges - 20	2,956	1,527	4,700	4,068		
525030	800 MHz Radio Service Charges - 9	4,815	2,255	5,724	5,832		
525031	800 MHz Radio Maintenance - 9	729	0	810	810		
525041	E-mail Service Charges - 6	64	27	65	65		
525210	Conference, Meeting & Training Expenses	525	0	1,042	1,342		
525230	Subscriptions, Dues & Books	895	162	950	950		
525317	Utilities - Landfill (Edmund)	11,362	5,791	11,166	13,500		
525400	Gas, Fuel, & Oil	107,103	49,324	130,000	110,511		
525405	Small Equipment Fuel	485	214	1,000	1,000		
525600	Uniforms & Clothing	4,540	2,126	8,186	8,186		
526500	Licenses & Permits	250	250	3,200	3,200		
530100	Depreciation Expense	440,144	0	665,000	600,000		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 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**	**1,519,479**	**397,443**	**1,950,916**	**1,961,068**		
	**** Total Personnel & Operating**	**1,989,228**	**615,476**	**2,515,070**	**2,529,479**		
	Capital						
540000	Small Tools & Minor Equipment	1,624	1,226	2,614	2,500		
599999	Capital Clearing	(524,626)	0	0	0		
	All Other Equipment	524,626	112,645	2,010,751	502,100		
	**** Total Capital**	**1,624**	**113,871**	**2,013,365**	**504,600**		
	Transfers:						
815701	Op Trn to Solid Waste Post Closure	118,525	86,040	86,040	485,768		
	**** Total Transfers**	**118,525**	**86,040**	**86,040**	**485,768**		
	***** Total Expenses**	**2,109,377**	**815,387**	**4,614,475**	**3,519,847**		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2018-2019

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*** 2018-2019 Requested Amount
1	Small Tools and Minor Equipment	$2,500.00
1	Material Distribution Concrete Pad With Loading Dock	$50,000.00
1	Arm & Bucket for John Deere Tractor	$8,000.00
1	Cameras (Replacement)	$6,600.00
1	Used Dump Truck	$22,500.00
1	Road Tractor (Replacement)	$75,000.00
1	Edge TR622 Trommel Drum	$40,000.00
1	Relocation of Fuel Tank Complex	$300,000.00
	**** Total Capital (Transfer Total to Section III)**	**$504,600.00**

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 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Tons Land filled	60,996	65,773	77,789	85,568
Tons Wood Waste	8,352	13,509	12,354	14,300
Tons Yard Waste Compost	221	207	173	236
Tons Carpet & Pad	11	29	30	0
Tons Asphalt/ Concrete/	2,481	1,432	1,935	2,000
Porcelain	13	10	13	14
Tons Appliance/ Metals	246	281	313	320
Pro Tanks	2	2	3	3
Tons Mattress	181	154	125	150
Total Recycled	11,507	15,624	14,946	16,723
Total Disposed/ Recycled	72,503	81,397	92,735	102,591

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 **$214,265**

`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	$ 2,339.00
	x 12
Total	$ 28,068.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 28,869.43
Co # 00000 (New) Caterpillar 826-H Landfill Compactor.	
Total Maintenance & Repair (TM&R) per month	$ 2,457.00
	x 12
Total	$ 29,484.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 30,285.43

Co # 00000 VOLVO Hydraulic Excavator

Total Maintenance & Repair (TM&R) per month	$ 975.00
	x 12
Total	$ 11,700.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 12,501.43

Co # 40323-Caterpillar D-7-E Dozer.

Total Maintenance & Repair (TM&R) per month	$ 1,838.00
	x 12
Total	$ 22,056.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 22,857.43

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	$ 2,595.00
	x 12
Total	$ 31,140.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 31,941.43

Co # 40906 Edge 622 Trommel Screener

Total Maintenance & Repair (TM&R) per month	$ 1,850.00
	x 9
Total	$ 16,650.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 17,451.43

Co # 40906 Edge 622 Trommel Screener

Total Maintenance & Repair (TM&R) per month	$ 2,097.08
	x 3
Total	$ 6,291.24
Total	$ 23,742.67

Co # 37801 Volvo 25 Ton off Road Truck

Total Maintenance & Repair (TM&R) per month	$ 1,608.33
	x 12
Total	$ 19,300.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 20,101.43

Co # 37980 Volvo 25 Ton off Road Truck

Total Maintenance & Repair (TM&R) per month (3 months)	$ 858.05
	x 3
Total	$ 2,574.15
Total Maintenance & Repair (TM&R) per month (9 months)	$ 1,608.33
	x 9
Total	$ 14,474.97
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43

Total	$ 801.43
Total	$ 17,850.55

Co # 36827 Cat 287-C Skid Steer

Total Maintenance & Repair (TM&R) per month	$ 544.00
	x 12
Total	$ 6,528.00

Co # 35427(2011 Model) Caterpillar 430 Backhoe.

Total Maintenance & Repair (TM&R) per month	$ 938.00
	x 12
Total	$ 11,256.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total	$ 801.43
Total	$ 12,057.43
TOTAL CONTRACTED MAINTENANCE	$ 214,264.66

520200 - CONTRACTED SERVICES **$302,615**

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)	$ 14.00
Tons	x 14,300
Total	$ 200,200.00

Contract cost (Boiler Fuel Transportation)	$ 15.00
Tons	x 1500
Total	$ 22,500.00

Contract cost (Concrete crushing)	$	12.00
Tons	x	4000
Total	$	48,000.00
Crushed Concrete	$	10.00
Tons	x	1000
Total	$	10,000.00
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) –		90.00
Repair parts	$	55.00
Total	$	145.00
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
Contract cost (Mowing Silt Pond Side slopes)	$	9,000.00
TOTAL CONTRACTED SERVICES	$	302,615.00

520233 – TOWING SERVICES **$500**

This account covers cost associated with towing Landfill vehicles as needed for repairs.

520300 - PROFESSIONAL SERVICES **$97,725**

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 closed Class 3 Landfill at Edmund.

Class II Landfill Compliance (Edmund)	$ 25,000.00
Survey Services for Landfill Compliance (Edmund)	$ 25,000.00
Topographic survey/Landfill volume calculation (Annual) Edmund	$ 12,500.00
Compost Testing & Sampling	$ 10,000.00
Fuel System Relocation	$ 25,000.00
Total	$ 97,500.00

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	$ 97,725.00

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 **$930**

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 $310 x (3) employees = $930.00

520602 - L/F WELL MONITORING - EDMUND **$16,100**

The proposed engineering fee is to perform bi-annual sampling and laboratories analysis of groundwater, quarterly 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 **$86**

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	$	0.0285
	x	3000
Total	$	85.50

521200 - OPERATING SUPPLIES **$146,928**

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	$	12,895.00
-	Polymer Material for basin cleaning $101,920.00	$	101,920.00
-	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	$	10,000.00
	S.C. Sale tax @ 7%	$	9,612.05
	Total	$	146,927.05

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 (twice a year @ $95)	$	190.00
	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 **$239,066**

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
Exchange set of tires for 938H	$ 33,426.12
623 Pan. Co# 26019	$ 10,000.00
D-7-E Dozer Co# 40323	$ 10,000.00
622 Edge Trommel Screen CO. # 40906	$ 5,000.00
826-H Compactor Co# 35530	$ 10,000.00
826-H Compactor Co# 00000	$ 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. # 40942	$ 15,000.00
Challenger CO. # 33386	$ 2,000.00
Hydro Seeder CO # 35070	$ 700.00
287-C 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
Co # 00000 VOLVO Hydraulic Excavator	$ 3,000.00
Heli Forklift CO# 41093	$ 500.00
SCARAB Turner CO. # 40207	$ 5,000.00
Rotochopper CO #40460	$ 500.00
Primax water pump CO. # 41091	$ 1,500.00
Godwin water pump CO. # 38156	$ 1,500.00
S.C. Sale tax @ 7%	$ 15,639.83
Total	$ 239,065.95

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 **$18,886**

This account is for cost associated with the service maintenance and repairs for the following vehicles:

Chevy Dump Truck Co#25839	$ 4,000.00
Ford Tractor Low Boy Co# 14962	$ 800.00
Ford 3/4 Truck Co# 31876	$ 800.00
Ford 250 Truck Co# 31875	$ 800.00
Kenworth Boom Truck Co # 00000	$ 2,000.00
Chevy 1500 Truck Co. # 28364	$ 250.00
Chevy Dump Truck Co# 00000	$ 4,000.00
Estimated cost for the above vehicles parts	$ 5,000.00
S.C. Sale tax @ 7%	$ 1,235.50
Total	$ 18,885.50

523200 – EQUIPMENT RENTAL **$103,820**

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
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	$ 6,000.00
Months	x 8
S.C. Sale tax @ 7%	$ 3,360.00
Total	$ 51,360.00
Miscellaneous Equipment	$ 5,000.00

524100 - VEHICLE INSURANCE **$3,899**

This account will cover the cost for liability insurance for seven (7) vehicles $557.00 each = $3,899.

Pickup Truck Co # 31876
Pickup Truck Co. # 28364
Pickup Truck Co # 31875

Dump Truck Co # 25839
Low Boy Co # 14962
Boom Truck Co # 00000
Chevy Dump Truck #00000

524101 - COMPREHENSIVE INSURANCE/LANDFILL EQUIP. **$39,249**

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 **$3,594**

This account fee covers the cost for the FY 18/19 for the current number of employees. FY 2017-2018 budget $3,125 + 15 % estimated by Risk Management = $ 3,594

524202 – SURETY BONDS **$0**

This account fee covers the cost for Surety Bonds for FY 18/19. NON BOND YEAR

525006 – GPS MONITORING CHARGES **$4,068**

This account covers cost for GPS monitoring and activation.

Monitoring of 20 Units x $16.95/unit	$	339.00
Months	x	12
Total	$	4,068.00

525030 - 800 MHZ RADIO SERVICE CHARGES **$5,832**

This account covers cost for nine (9) 800 MHz Radios and are assigned to the following:

Service for (9) Radios x $54.00 (5 site rate + airtime & tax)/ month =	$	486.00
Month	x	12
Total	$	5,832.00

525031 - 800 MHZ RADIO MAINTENANCE **$810**

This account covers cost for required maintenance of nine (9) 800 MHz Radios
X $115.60 = $1,040.40. Two (2) radio's are new and under warranty x $115.60= $231.20.
$1,040.40 minus $231.20 = $809.20.

Total	$	809.20

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 **$1,342**

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
Spill Prevention Course (2)	300.00
3 nights lodging	$ 414.00
Per Diem	$ 78.00
Total	$ 1,342.00

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 **$110,511**

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 $ 2.35 a gal. For FY 2018/2019.**

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
Chevy Dump Truck Co# 00000	$ 300.00
623 Pan Co # 26019	$ 894.90
Dump Truck Co # 25839	$ 463.19
Low Boy Co # 14962	$ 332.88
430-E Backhoe Co # 35427	$ 1,773.05
826-H Compactor Co # 00000	$ 10,326.15
826-H Compactor Co # 34291	$ 15,844.59
287-C Skid Steer Co# 36827	$ 1,174.77
329 Track hoe CO# 37205	$ 5,031.32
Challenger CO. # 33386	$ 631.28
Primax water pump CO. # 41091	$ 2,500.00
Rotochopper CO #40460	$ 250.00
Heli Forklift CO# 41093	$ 500.00

Kenworth Boom Truck Co # 00000		$ 2,000.00
Co # 00000 VOLVO Hydraulic Excavator		$ 10,000.00
622 Edge Trommel Screen CO. # 00000		$ 1,000.00
938 M Cat Front-End Loader Co. # 40942		$ 1,500.00
Utility Tractor Co # 35963		$ 100.00
Motor Grader Co # 28298		$ 1,095.26
Hydro Seeder CO. # 35070		$ 1,000.00
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		$ 12,360.00
Total		$ 110,510.77

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
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 **$600,000**

This cost will cover the Depreciation of for FY 18/19.

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 HEOS and Landfill Supervisor

5AJ000 – MATERIAL DISTRIBUTION CONCRETE PAD WITH LOADING DOCK **$50,000**

This account will cover the cost to build a concrete pad and loading dock for compost, mulch, boiler fuel, and waste tires. The pad and loading dock is needed to store clean material after screening and to prevent any contaminates from being mixed in during loading. The new pad and loading dock would be six (6) feet above the ground to accommodate the larger transfer trucks, making it safer and easier to load. Some of the trailers we load are near maximum legal height of 13'6", while we are trying to load them with equipment that only has a maximum reach of 9'. With the acceptance of our material for boiler fuel, the increase in used tires we anticipate additional trailers to load.

Additionally, the existing tire dock would be repurposed and used for the storage and sale of colored mulch.

5AJ000 – ARM & BUCKET FOR JOHN DEERE TRACTOR **$8,000**

This account will cover the cost to install hydraulic arms and a bucket on the front of the John Deere 3520 tractor. The tractor is currently used to mow the landfill with a bush hog on the back. Since the tractor is only used during the growing season, the additions would allow the staff to use the equipment to load vehicles with compost and mulch the rest of the year.

5AJ000 – CAMERAS (REPLACEMENT) **$6,600**

This account will cover the cost to upgrade the security camera system at the Edmund Landfill. The existing system is limited on the support it can provide in identifying vehicles or individuals. The upgrade would provide new technology with High Definition equipment and expand the current coverage area.

5AJ000 – (1) USED DUMP TRUCK **$22,500**

This account will cover the cost to purchase a used dump truck from the public works fleet which is on the County Replacement Schedule. This equipment will be used in the grinding and compost area to move mulch, and build wind rows. A dump truck works better when building windrows, as the load is the correct size for the windrow turner.

5AJ000 – (1) ROAD TRACTOR (REPLACEMENT) **$75,000**

This account will cover the cost to purchase a used road tractor from the public works fleet. The vehicle has 227,664 miles and is recommended for replacement by Fleet Services. Also, once Public Works purchases their new vehicle, the opportunity to replace the 1992 vehicle will not be available again for 5 – 6 years.

5AJ000 – (1) NEW EDGE TR622 TROMMEL DRUM **$40,000**

This account will cover the cost to purchase a new trommel drum for the screener. This drum is needed to screen out the lager particles of wood for colored mulch. This drum also will be used to provide a consistent sized material

required for boiler fuel while removing finer material not desired by boiler fuel users. The finer materials, consisting of soil and humus can also be marketed, increasing revenues.

5AJ000 - RELOCATION OF FUEL TANK COMPLEX **$300,000**

This account will cover the cost for removal of the existing fuel tank complex and construction of the new facility at a different location on the Landfill property. This is necessary to accommodate the expansion of the transfer station. Based on initial drawings, the new facility will encroach into the existing fuel area.

TRANSFERS

815701 – OP TRN TO SOLID WASTE POST CLOSURE CARE COST **$485,768**

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 IIIA

COUNTY OF LEXINGTON
New Departmental Program Request Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste / Landfill Operations

Object Expenditure Code	Classification	Program # 1	Program # 2	Program #3	Program #4	Total 2018-2019 Requested	
	Program Title:	Wood Grinder	Maintenance Assistant I (2)	Land Purchase			
	Personnel						
510100	Salaries #_1_	0	28,144	0	0	28,144	
510300	Part Time #___	0	0	0	0	0	
511112	FICA Cost	0	2,154	0	0	2,154	
511113	State Retirement	0	4098 3,113	0	0	3,113	4098
511114	Police Retirement	0	0	0	0	0	
511120	Insurance Fund Contribution #_1_	0	7,800	0	0	7,800	
511130	Workers Compensation	0	2,460	0	0	2,460	
511131	S.C. Unemployment	0	0	0	0	0	
	*** Total Personnel**	0	44,656 43,671	0	0	43,671	44,656
	Operating Expenses						
520100	Contracted maintenance	30,802	0			30,802	
520200	Contracted Services	0	0	0	0	0	
520300	Professional Services	0	0	15,000	0	15,000	
520302	Drug Testing Service	0	0	0	0	0	
520305	Infectious Disease Services	0	310	0	0	310	
520500	Legal Service	0	0	10,000	0	10,000	
521100	Duplicating	0	0	0	0	0	
521200	Operating Supplies	0	328	0	0	328	
522100	Heavy Equipm. Repairs & Mainten	5,000	0	0	0	5,000	
522200	Small Equipment Repairs & Maint.	0	0	0	0	0	
522300	Vehicle Repairs & Maintenance	0	0	0	0	0	
523000	Land Rental	0	0	0	0	0	
524000	Building Insurance	0	0	0	0	0	
524100	Vehicle Insurance #___	0	0	0	0	0	
524101	Comprehensive Insurance #_1_	7,085	0	0	0	7,085	
524201	General Tort Liability Insurance	0	456	0	0	456	
524202	Surety Bonds	0	0	0	0	0	
525000	Telephone	0	0	0	0	0	
525006	GPS Monitoring Charges	204	0	0	0	204	
525030	800 Radio Service Charge	0	703 623	0	0	623	703
525031	800 Radio Maintenance	0	0	0	0	0	
525210	Conference & Meeting Expenses	0	0	0	0	0	
525230	Subscriptions, Dues, & Books	0	0	0	0	0	
525___	Utilities - _____	0	0	0	0	0	
525400	Gas, Fuel, & Oil	5,640	0	0	0	5,640	
525600	Uniforms & Clothing	0	600	0	0	600	
526500	Licenses & Permits	0	0	0	0	0	
	*** Total Operating**	48,731	2,397 2,317	25,000	0	76,048	76,128
	**** Total Personnel & Operating**	48,731	47,053 45,988	25,000	0	119,719	120,784
	**** Total Capital (From Section IV)**	650,000	5,700	600,000	0	1,255,700	
	***** Total Budget Appropriation**	698,731	52,753 51,688	625,000	0	1,375,419	1,376,484

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 — Fund Title: Solid Waste Management
Organization # 121204 — Organization Title: Solid Waste Landfill Operations
Program # 1 — Program Title: Track Mounted Wood Grinder

Object Expenditure Code	Classification	Total 2018-2019 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	30,802
		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	5,000
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__	7,085
524201	General Tort Liability Insurance	0
524202	Surety Bonds	0
525000	Telephone	0
525006	GPS Monitoring Charges	204
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	5,640
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	48,731
	**** Total Personnel & Operating**	48,731
	**** Total Capital (From Section IV)**	650,000
	***** Total Budget Appropriation**	698,731

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste / Landfill Operations
Program # 1 Program Title: Track mounted horizontal grinder

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Track mounted horizontal grinder	$650,000

**** Total Capital (Transfer Total to Section III)** **650,000**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1– Track Mounted Horizontal Wood Grinder

Program 1: Track Mounted Horizontal Wood Grinder

Objectives:

This account will cover the cost of a new track mounted horizontal wood grinder. The grinder will be used to grind all the wood waste material being diverted from the Edmund C&D landfill to include trees, limbs, leaves, pine straw, stumps, pallets etc. The wood grinding and composting program was started in February of 2010 at a contracted price of $7.50 per ton. In FY 13/14, the contract was rebid and increased to $14.00 per ton, through June 30, 2019. It is anticipated that the new contract beginning July 1, 2019 will include an increase in the cost per ton - estimated at $18.00 per ton. To-date, the wood grinding and composting program has diverted over 65,000 tons, enough material to extend the life of the Landfill for an additional full year.

In accordance with the contract, the vendor is required to grind at least once per quarter. In between grindings, approximately 2,500 tons of material accumulates. Grinding material that is stock piled, builds up high temperatures which provides for the potential of a fire. At the present time the department has no way to control the temperatures in the wood waste stockpile. With a County owned grinder, the stock pile could be ground on a monthly basis or as needed, decreasing the risk of fire.

Having a grinder on site would also increase efficiency by reducing the number of times the wood waste material is handled. A county owned grinder would allow for the material to be loaded directly into a dump truck and placed into windrows as it is being ground. A grinder would also reduce the amount of time spent to stockpile the material and to clean up after the wood waste is ground.

Additionally, new outlets for our ground material are becoming available. Santee Cooper uses ground/chipped material (pallets and clean wood) as fuel in their boiler plants (Dorchester and Allendale). They have inspected our material and confirm that it's a viable source of material. Having regular access to a grinder would allow for a consistent flow of material to their plant, rather than once per quarter when the material is ground by the contractor. The material could also be loaded directly into the hauler's vehicles, reducing handling. It is estimated that approximately 1,500 tons per year could be processed through the boiler fuel outlet, reducing the volume of material being processed through composting and providing a revenue return.

In the event of severe weather conditions, (i.e. ice, snow and wind storms) storm debris could be stockpiled in a central location reducing the number of trips the public works dump trucks would have to make to the landfill. The grinder could be loaded onto the low boy with the track hoe and transported to the central location site. Once the debris is ground, the dump trucks could be loaded with three times the amount of material before grinding, decreasing the number of trips it will take to move the material to the landfill.

Listed below are the tons of material ground and contract expenditures for grinding since FY 11/12 and estimated for the current fiscal year.

Volume of waste ground	Actual FY 11/12	Actual FY 12/13	Actual FY 13/14	Actual FY 14/15	Actual FY 15/16	Actual FY 16/17	Estimate FY 17/18
Tons	3,975.12	5,426.35	6,963.77	8,056.20	7,729.28	10,960.24	14,000.00
Expenditures	$29,813	$40,698	$52,228	$112,787	$108,210	$153,443	$196,000

Maintenance is a major concern when owning a wood grinder. While this is true for a company that runs their grinder six (6) or seven (7) days a week for 10 to 12 hours a day, the maintenance can be a large expenditure. Most companies move a grinder from one job to the next without doing the proper maintenance in between. With the plan the department has, the grinder will operate an average of 20 hours per month or approximately 240 hours a year. This would greatly reduce the amount of maintenance required and would provide the opportunity between jobs to properly maintain the grinder. With the life expectancy of 8,000 to 10,000 hours and the average run time of 240 hours a year the grinder would have a significant operational life, reducing the annual operation cost.

Listed below are the projected monthly and annual expenses based on 20 hours monthly.

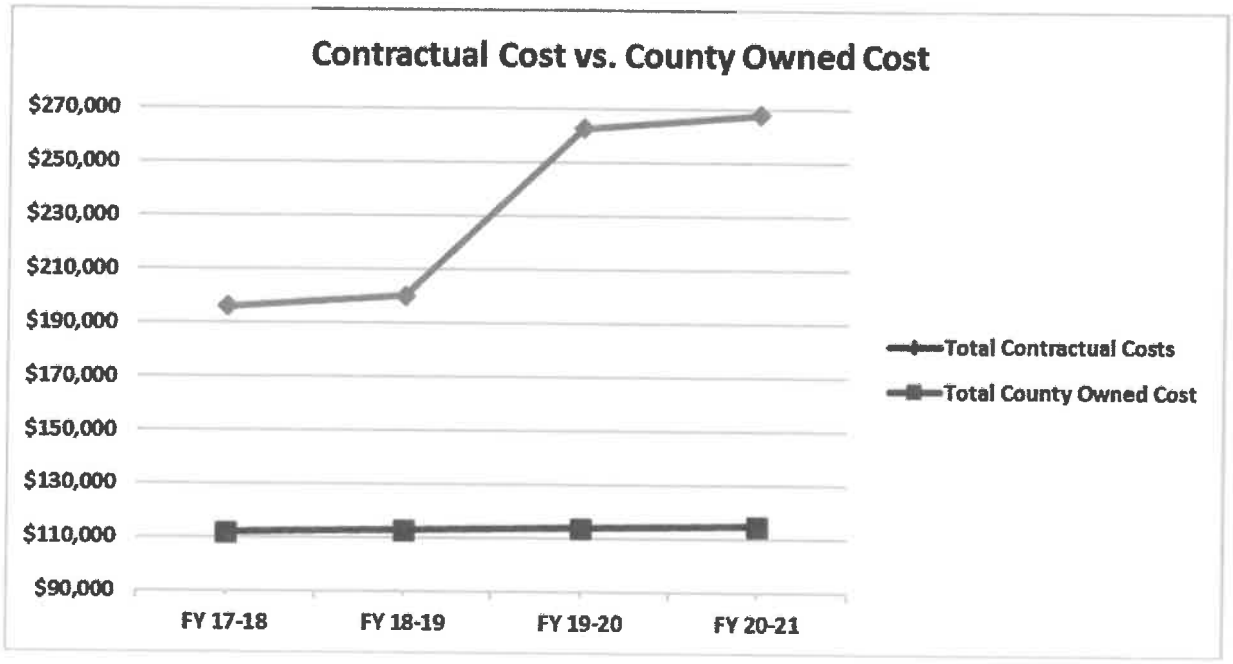
	Monthly	**ANNUAL**
TM&R	$2,500.00	$30,000.00
Fuel	470.00	5,640.00
Parts/Repairs	416.66	5,000.00
Insurance	590.40	7,084.80
Fire inspection	66.78	801.43
TOTAL	**$3,759.51**	**$48,526.23**
Depreciation (15 years)		54,666.67
Labor Costs*		11,117.00
Total Operating Costs		**$114,309.90**

- Labor cost – This does not include any new heavy equipment operators – the labor costs are only shown during the operation of the grinder for informational and comparison purposes.

The current contractual operating cost to grind the material is $14.00 per ton. The projected annual operating cost for a County owned grinder would be $8.17 per ton, ($114,309.90 divided by 14,000 tons = $8.17), or a difference of $5.83/ton, a savings in the first year of $81,620.

It is anticipated that the current contractual operating cost would increase, either through the contractual CPI or when the contract is re-bid next fiscal year. However, the in-house cost increase per year would be limited to fuel, maintenance, insurance and labor. Also, any increase in the amount of material ground would be a direct increase at the contract price of $14.00 per ton versus the County owned grinder, which can utilize economies of scale and would be able to process more material with minimal or no cost increase (see graph below).

The original cost to grind the material has risen from $7.50 to $14.00 per ton in a few short years. Based on the cost per ton that other bidders provided in the last bid, the County estimates an increase to $18.00 per ton or higher, when it is re-bid. Along with the increase in the contracted costs ($18 per ton) and the increased amount of material being diverted (14,000 tons estimated for FY 17/18), it would be more economical to purchase a grinder.



Tonnages

1. Contractual Cost remained constant at $14/ton until FY 19-20. New contract cost estimated at $18/ton.

Tonnages FY 17-18 – 14,000 tons
FY 18-19 – 14,300 tons
FY 19-20 – 14,600 tons
FY 20-21 – 14,900 tons

2. Increased County cost by $1,000 per year for fuel/labor.

SECTION VI. – LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE $30,802

This account will cover the expenditures for the grinder to include Total Maintenance & Repair (TM&R) mechanical and general maintenance, fire protection systems and an auto lube system.

Co. # 00000 track mounted horizontal wood grinder

Total Maintenance & Repair (TM&R) per month.	$ 2,500.00
	x 12
Total	$ 30,000.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.43
Total inspection	$ 801.43
Total Contracted Maintenance	$ 30,801.43

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE $5,000

This account covers repairs to the wood grinder that are not included in contracted maintenance and includes items such as cutting blades, damage repairs, etc.

Estimated cost for repairs	$ 5,000.00

524101 - COMPREHENSIVE INSURANCE/LANDFILL EQUIP. $7,085

This account is for insurance to cover: Inland, Marine, Fire, Vandalism, etc. for the wood grinder.

525006 – GPS MONITORING CHARGES $204

This account covers cost for GPS monitoring and activation.

Monitoring of 1 Unit at $16.95/month	$ 16.95
Months	x 12
Total	$ 203.40

525400 - GAS, FUEL & OIL $5,640

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 $ 2.35 a gal. for this FY.**

Wood grinder: 10 gallons per hr. x 240 hrs = 2,400 gallons x $2.35 gal.	$ 5,640.00

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AJ000 - TRACK MOUNTED HORIZONTAL WOOD GRINDER $650,000

This account will cover the cost to purchase a new track mounted horizontal wood grinder. The equipment will be used to maintain the wood grinding material being diverted from the Edmund C&D landfill.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 — Fund Title: Solid Waste Management
Organization # 121204 — Organization Title: Solid Waste Landfill Operations
Program # 2 — Program Title: Maintenance Assistant I's

Object Code	Expenditure Classification	Total 2018-2019 Requested
	Personnel	
510100	Salaries #_1_	28,144
510300	Part Time #___	0
511112	FICA Cost	2,154
511113	State Retirement	4,098
511114	Police Retirement	0
511120	Insurance Fund Contribution #_1__	7,800
511130	Workers Compensation	2,460
511131	S.C. Unemployment	0
	*** Total Personnel**	44,656
	Operating Expenses	
520100	Contracted maintenance	0
		0
520200	Contracted Services	0
		0
520305	Infectious Disease Services	310
520400	Advertising	0
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	328
		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	456
524202	Surety Bonds	0
525030	800 MHZ Radio Service Charges	703
525031	800 MHZ Radio Maintenance	0
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	600
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	2,397
	**** Total Personnel & Operating**	47,053
	**** Total Capital (From Section IV)**	5,700
	***** Total Budget Appropriation**	52,753

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste / Landfill Operations
Program # 2 Program Title: Maintenance Assistant I (1)

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	800 MHZ Mobile Radio	$5,700

**** Total Capital (Transfer Total to Section III)** **5,700**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 2 – Maintenance Assistant I (1)

Program 2: Maintenance Assistants I (1)

Objectives:

A Maintenance Assistant I position is being requested to assist with the overall daily solid waste facility operations, as well as labor required for maintenance duties.

The Department has experienced a significant reduction in the provision of Community Service personnel. In the past, the Community Service personnel assisted with the completion of a large number of the maintenance duties at the landfill. These included litter collection both on landfill lane and windblown litter on the landfill, additional debris cleanup around the transfer station chute area and waste water recovery system, heavy equipment cleaning, weekly grass cutting at the landfill and along both sides of landfill lane (1mile long), etc.

In 2007, Community Service hours for the year equaled 5,526 or approximately 3.0 laborers per day (M –Sat). Since 2007 the number of hours of community service has diminished. In 2017, the number of service hours totaled 1,686 which is less than 1.0 laborer per day. The other problem of relying on Community Service personnel is that the staff never knows when one has been assigned by the courts to work at the landfill or when they will show up. This makes it very difficult to schedule maintenance using the Community Service personnel.

When a Community Service person does show up, the Heavy Equipment Operator working in the transfer station has to stop and supervise the activities of this person throughout the day. With a Maintenance Assistant, this position can perform maintenance duties and also supervise these individuals to ensure their safety and that they are being productive.

Additionally, the Maintenance Assistant will free up the Heavy Equipment Operators from the routine maintenance functions. The SC DHEC inspectors have become much more stringent on their inspections, citing litter, or area's that need mowing. Without the Community Service personnel or the Maintenance Assistant, a heavy equipment operator has to be pulled from their responsibility operating equipment to pick up litter, or cut grass. With the increase in waste coming into the facility, the Heavy Equipment Operators are needed on the equipment.

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	General Fund	Other Fund	Total	Band
PT Maintenance Assistants I	1		1	1	105
Total Positions	1		1	1	

Requested Personnel Budget:

510100 - SALARIES AND WAGES (4.0) **$28,144**

(1) Maintenance Assistant I (Band 105) x $28,144 Salary per year = $ 28,144.00

511112 - FICA COSTS **$2,154**

FICA 7.65 % x $28,144 = $ 2,153.02

511113 - STATE RETIREMENT **$4,098**

Retirement 14.56 % x $28,144 = $ 4,097.77

511120 – HEALTH INSURANCE **$7,800**

(1) Maintenance Assistant I – not eligible for insurance = $7,800.00

511130 - WORKERS COMPENSATION (1.0 FTE) **$2,460**

Workers Compensation $28,144 x 0.0874 (6217) = $2,459.79

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520305 – INFECTIOUS DISEASE SERVICES **$310**

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 $310 x (1) employee = $310

521200 - OPERATING SUPPLIES **$328**

This account covers the cost for operating supplies used daily, to include safety glasses, gloves, etc.

524201 - GENERAL TORT LIABILITY INSURANCE **$456**

This account covers cost for the FY 18-19

525030 - 800 MHZ RADIO SERVICE CHARGES **$703**

This account covers cost for (1) 800 MHz Radios.

Service for (1) 800 MHz Radio x $58.58/each	$	58.58
Month	x	12
Total	$	702.96

525031 - 800 MHZ RADIO MAINTENANCE **$0**

This account covers cost for needed maintenance for (1) 800 MHz Radios x $0/year (under warranty).

525400 - UNIFORMS & CLOTHING **$600**

This account covers cost for one employee who 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. This includes but not limited to safety boots, pants, tee shirts, sweatshirt, etc.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AJ000 - (1) 800 MHZ RADIO **$5,700**

This account will cover the cost for One (1) 800 MHz radio for the requested positions to provide continuous communication with the department or other agencies.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 — Fund Title: Solid Waste Management
Organization # 121204 — Organization Title: Solid Waste Landfill Operations
Program # 3 — Program Title: Land Purchase

Object Code	Expenditure Classification	Total 2018-2019 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	15,000
520500	Legal Fees	10,000
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
525___	Utilities - _____	0
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	25,000
	**** Total Personnel & Operating**	25,000
	**** Total Capital (From Section IV)**	600,000
	***** Total Budget Appropriation**	625,000

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste / Landfill Operations
Program # 3 Program Title: Land Purchase (Edmund)

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Land Purchase	$600,000

**** Total Capital (Transfer Total to Section III)** **600,000**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 3– Land Purchase (Edmund)

Program 3: Land Purchase (Edmund)

Objectives:

This program is being requested to extend the life expectancy of the Edmund landfill and allow for expansion of future Solid Waste Management activities to include, New Scale facility and a New Administration Building. It is estimated that the current life of the landfill is approximately 70 years based on the existing County owned property. With the purchase of the 100+/- acres of land directly adjacent to the northwestern side of the existing landfill, the life expectancy could be extended by approximately 30 - 50 years. This property adjoins the existing permitted landfill space on the northwestern side of the Landfill property.

As mentioned above, this property is located in an area that is adjacent to the landfills next Cell (Cell 3). With the current growth levels, it is anticipated that within the next 6 – 8 years, we will be moving into Cell 3. The purchase of this property would enable the County to expand the permitted area of Cell 3.

Based on the growth of the County's population and the uncertainty of available land for future landfills, it is recommended that the County acquire this property to ensure availability of future solid waste management facilities.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520300 – PROFESSIONAL SERVICES **$15,000**

To cover the cost for a survey of the property.

520500 - LEGAL FEES **$10,000**

To cover the cost of an Attorney to handle the closing on the property to include: draw up the contract, review the documents, file the deed, etc.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AJ000 – LAND PURCHASE (EDMUND) $600,000

This account will cover the cost to purchase 100+/- acres of land connecting to the Northwestern side of the existing landfill. Estimated price per acre $6,000 x 100 = $ 600,000

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COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121205 - Solid Waste / 321 Reclamation/Close/Superfund

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
	*** Total Personnel**	0	0	0	0		
	Operating Expenses						
520200	Contracted Services	37,000	22,435	64,500	59,000		
520300	Professional Services	160,604	64,624	182,260	181,760		
520620	EPA Cost	23,938	34,674	50,000	40,000		
521100	Duplicating	6	2	15	14		
522000	Building Repairs & Maintenance	40,008	0	0	0		
525315	Utilities - Landfill/Cayce 321	21,719	11,805	32,000	28,000		
526500	Licenses & Permits	1,502	1,505	2,000	2,000		
530100	Depreciation	5,284	0	5,500	5,000		
538500	Property Taxes	1,928	1,911	2,200	2,200		
	*** Total Operating**	**291,989**	**136,956**	**338,475**	**317,974**		
	**** Total Personnel & Operating**	**291,989**	**136,956**	**338,475**	**317,974**		
	Capital						
599999	Capital Clearing	(40,008)	0	0	0		
	All Other Equipment	40,008	0	0	0		
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Expenses**	**291,989**	**136,956**	**338,475**	**317,974**		

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 $ 59,000

This account includes the cost of Operation, maintenance and sampling/analysis of methane and groundwater systems.

520300 - PROFESSIONAL SERVICES $ 181,760

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 $ 40,000

This account includes payment to the USEPA based on costs incurred for managing this site.

521100 – DUPLICATING $ 14

This account includes cost of duplication for 321 Landfill account 476 copies x $0.0285/ copy = $13.56.

52315 – UTILITIES $ 28,000

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 $ 5,000

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.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121206 - Solid Waste / Transfer Station

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2.5	99,536	43,699	109,575	103,671		
510199	Special Overtime	49	0	0	0		
510200	Overtime	9,359	5,912	16,000	16,000		
511112	FICA Cost	8,569	3,599	9,415	9,155		
511113	State Retirement	6,480	312	16,689	17,424		
511120	Insurance Fund Contribution - 2.5	19,500	9,750	19,500	19,500		
511130	Workers Compensation	11,496	4,885	9,490	10,825		
511213	State Retirement - Retiree	14,812	5,258	0	0		
	*** Total Personnel**	**169,801**	**73,415**	**180,669**	**176,575**		
	Operating Expenses						
520100	Contracted Maintenance	25,880	8,769	39,692	32,016		
520200	Contracted Services	4,811,350	2,033,849	5,247,803	5,382,512		
520219	Water & Other Beverage Service	1,017	439	1,100	1,100		
520300	Professional Services	25,500	0	6,125	17,635		
520302	Drug Testing Services	0	0	339	489		
520305	Infectious Disease Services	0	0	301	310		
521000	Office Supplies	263	224	500	500		
521100	Duplicating	31	10	51	46		
521200	Operating Supplies	2,390	450	4,849	4,849		
522000	Building Repairs & Maintenance	55,467	8,720	50,800	58,850		
522100	Heavy Equipment Repairs & Maintenance	73,654	284	96,755	120,481		
522200	Small Equipment Repairs & Maintenance	2,173	1,259	6,780	6,780		
522201	Fuel Site Repairs & Maintenance	0	0	225	300		
523200	Equipment Rental	86	49	2,074	2,074		
524000	Building Insurance	896	896	1,120	1,288		
524101	Comprehensive Insurance	1,630	2,376	2,376	2,307		
524201	General Tort Liability Insurance	761	723	808	929		
524202	Surety Bonds	0	0	25	0		
525006	GPS Monitoring Charges - 2	227	106	455	407		
525021	Smart Phone Charges - 1	646	285	713	648		
525030	800MHz Radio Service Charges - 3	1,669	752	1,908	1,944		
525031	800 MHz Radio Maintenance - 2	344	0	232	232		
525041	E-mail Service Charges - .5	65	27	65	65		
525210	Conference, Meeting & Training Expenses	1,050	76	1,834	1,834		
525230	Subscriptions, Dues, & Books	0	0	110	110		
525317	Utilities - County L/F Edmund	5,541	2,745	17,230	9,000		
525400	Gas, Fuel, & Oil	14,684	6,564	16,222	15,277		
525600	Uniforms & Clothing	951	416	3,067	3,069		
526500	Licenses & Permits	500	500	700	700		
530100	Depreciation	69,094	0	55,000	75,000		
538000	Claims & Judgments	0	0	100	100		
	*** Total Operating**	**5,095,869**	**2,069,519**	**5,559,359**	**5,740,852**		
	**** Total Personnel & Operating**	**5,265,670**	**2,142,934**	**5,740,028**	**5,917,427**		

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121206 - Solid Waste / Transfer Station

Object Code	Expenditure Classification	2014-15 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Capital						
540000	Small Tools & Minor Equipment	337	340	500	750		
599999	Capital Clearing	-344,302	0	0	0		
	All Other Equipment	344,302	50,500	4,490,500	0		
	**** Total Capital**	**337**	**50,840**	**4,491,000**	**750**		
	***** Total Expenses**	**5,266,007**	**2,193,774**	**10,231,028**	**5,918,177**		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2018-2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste/ Transfer Station
Program # Program Title: Transfer Station

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Small Tools & Minor Equipment	750

**** Total Capital (Transfer Total to Section I and IA)** **750**

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 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Landfilled Tons	122,146	132,630	137,325	144,490
Transferred Tons	120,128	131,270	134,460	141,182

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 **$32,016**

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. #40667 Caterpillar 938M Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	$ 1,297.00
	x 12
Total	$ 15,564.00
Fire protection inspection (quarterly)	$ 187.25
	x 4
S.C. sale tax @7%	$ 52.23
Total inspection	$ 801.43
Estimated cost for replacement part for the fire protection system	$ 3,000.00
Total	$ 19,365.43

A maintenance contract for inspecting and testing one (1) scale monthly 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 based on their weights.

Estimated replacement parts	$ 8,000.00
Inspections per month (6 x $375 = $2,250.00)	$ 2,250.00
Inspections per month (6 x $400 = $2,400.00)	x 2,400.00
Total	$ 4,650.00
Total estimated scale maintenance contract	$ 12,650.00
TOTAL CONTRACTED MAINTENANCE	$ 32,015.43

520200 - CONTRACTED SERVICES **$5,382,512**

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. 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 18/19, 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 17/18 is 134,460 tons. Projected increase for FY 18/19 is an estimated tonnage of 141,182 tons. Current FY 17/18 base rate for transporting is $ 8.99/ton adjusted annually in accordance with the CPI for the previous calendar year of 2.13% for the operating portion (71%) of the base rate. FY 18/19 estimated rate is $9.13 per ton.

Cost per ton	$ 9.13
First quarter estimated tonnage	x 35,562
Total	$ 324,681.06
Cost per ton	$ 9.13
Second quarter tonnage	x 33,104
Total	$ 302,239.52
Cost per ton	$ 9.13
Third quarter tonnage	x 35,049
Total	$ 319,997.37
Cost per ton	$ 9.13
Fourth quarter tonnage	x 37,467
Total	$ 342,073.71
Total Transporting Cost	$ 1,288,991.66

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 17/18 is 137,320 tons. Projected increase for FY 18/19 is an estimated tonnage of 144,490 tons. The contract rate for disposal is a fixed rate of $28.00/ton for the FY 18/19

Cost per ton	$ 28.00
Total estimated tonnage	x 144,490
Total Disposal Cost	$ 4,045,720.00

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	$ 5,382,511.66

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 **$17,635**

This account covers cost associated with several types' services: South Carolina Department of Health & Environmental Control (SCDHEC)

Annual drinking water fee	$ 135
Laboratory analysis for Transfer Station (UST) Leachate for random samples	
Each Test Sample $1,000 x 1 sample =	$ 1,000
Semi-annual Structural Steel inspection Transfer Station Hopper (Inspection $3,000 x 2 per year = $6,000)	$ 6,000
Engineering services – design, transfer station pedestal cranes	$ 10,500
Total Professional Services	$ 17,635

520302 - DRUG TESTING SERVICES **$489**

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 $100/test)	$ 300.00
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	$ 489.00

520305 – INFECTIOUS DISEASE SERVICES **$310**

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 $310 x 1 employees = $310.

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 **$46**

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	0.0285
Total	$	45.60

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 with tax	$	1,476.60
Total	$	4,848.60

522000 - BUILDING REPAIRS & MAINTENANCE **$58,850**

This account covers cost for needed repairs to all structures and grounds maintenance pertaining to the Transfer Station. Water well and (UST) drainage systems are also included.

Estimated building repairs	$	15,000.00
Pressure Wash/Clean inside and front of building	$	40,000.00
S.C. SALE TAX @ 7%	$	3,850.00
Total	$	58,850.00

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 938M 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 938M	$ 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 — $300

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 **$1,288**

This account is for insurance to cover Transfer Station and its contents. FY 2018-2019 amended Dec. budget $1,120 x 15% = $1,288

524101 - COMPREHENSIVE INSURANCE **$2,307**

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 **$929**

This account covers cost for the FY 18/19 and is for the current number of employees. FY 2017-2018 Amended Dec budget $808 + 15% = $929

524201 - SURETY BONDS **$0**

This account fee covers the cost for Surety Bonds 2.5 FTE's x $0 = $ for FY 18/19. Non bond year.

525006 – GPS MONITORING CHARGES **$407**

This account covers cost for GPS monitoring and activation.

Monitoring For 2 Units x $16.95/mo.	$	33.90
Month	x	12
Total	$	406.80

525021 - SMART PHONE CHARGES **$648**

To cover the cost of Smart Phone for the Landfill Supervisor for the period of July1, 2018 through June 30, 2019. ($54.00 a month)

$54.00/month x 12 = 648.00

525030 - 800 MHZ RADIO SERVICE CHARGES **$1,944**

This account covers cost for (3) 800 MHz Radios.

Service for (3) Radios x $54.00 (5 site rate + airtime & tax)/month=	$	162.00
Month	x	12
Total	$	1,944.00

525031 - 800 MHZ RADIO MAINTENANCE **$232**

This account covers cost for needed maintenance for:

(2) 800 MHz Radios x $115.60/year = $231.20

(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 **$15,277**

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 $ 2.35 a gal. for FY 2018-2019.**

938H Loader CO #40667		$ 13,776.41
Misc. equipment		$ 1,500.00
	Total	$ 15,276.41

525400 - UNIFORMS & CLOTHING **$3,069**

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

Belts	(3 @ $15.48)	$ 46.44
Safety Boots	(6 @ $135.00)	$ 810.00
Work Pants	(13 @ $17.14)	$ 222.82
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%		$ 200.71
Total		$ 3,068.05

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 **$75,000**

This cost will cover the depreciation of our heavy 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 **$750**

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

SECTION IIIA

COUNTY OF LEXINGTON
New Departmental Program Request Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste / Transfer Station

Object Expenditure Code Classification	Program # 1	Program # 2	Program #3	Program #4	Total 2018-2019 Requested
Program Title:	New Scale System	Remote Stationary Cranes (2)			
Personnel					
510100 Salaries #__	0	0	0	0	0
510300 Part Time #___	0	0	0	0	0
511112 FICA Cost	0	0	0	0	0
511113 State Retirement	0	0	0	0	0
511114 Police Retirement	0	0	0	0	0
511120 Insurance Fund Contribution #___	0	0	0	0	0
511130 Workers Compensation	0	0	0	0	0
511131 S.C. Unemployment	0	0	0	0	0
*** Total Personnel**	0	0	0	0	0
Operating Expenses					
520100 Contracted maintenance	0	0			0
520200 Contracted Services	0	0	0	0	0
520300 Professional Services	0	0	0	0	0
520302 Drug Testing Service	0	0	0	0	0
520305 Infectious Disease Services	0	0	0	0	0
521000 Office Supplies	0	0	0	0	0
521100 Duplicating	0	0	0	0	0
521200 Operating Supplies	0	0	0	0	0
522100 Heavy Equipm. Repairs & Mainten	0	0	0	0	0
522200 Small Equipment Repairs & Maint.	0	0	0	0	0
522300 Vehicle Repairs & Maintenance	0	0	0	0	0
523000 Land Rental	0	0	0	0	0
524000 Building Insurance	357	0	0	0	357
524100 Vehicle Insurance #___	0	0	0	0	0
524101 Comprehensive Insurance #_1__	0		0	0	0
524201 General Tort Liability Insurance	0	0	0	0	0
524202 Surety Bonds	0	0	0	0	0
525000 Telephone	600	0	0	0	600
525030 800 Radio Service Charge	0	0	0	0	0
525031 800 Radio Maintenance	0	0	0	0	0
525210 Conference & Meeting Expenses	0	0	0	0	0
525230 Subscriptions, Dues, & Books	0	0	0	0	0
525317 Utilities - Edmund	1,000	5,000	0	0	6,000
525400 Gas, Fuel, & Oil	0	0	0	0	0
525600 Uniforms & Clothing	0	0	0	0	0
526500 Licenses & Permits	0	0	0	0	0
530100 Depreciation	0	16,800			16,800
*** Total Operating**	1,957	21,800	0	0	6,957 23,757
**** Total Personnel & Operating**	1,957	21,800	0	0	6,957 23,757
**** Total Capital (From Section IV)**	750,429	251,965	0	0	1,002,394
***** Total Budget Appropriation**	752,386	273,765	0	0	1,026,151

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste/Transfer Station
Program # 1 Program Title: Transfer Station/Landfill New Scale Complex

Object Code	Expenditure Classification	Total 2018-2019 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	357
524100	Vehicle Insurance #___	0
524101	Comprehensive Insurance #_1__	0
524201	General Tort Liability Insurance	0
524202	Surety Bonds	0
525000	Telephone	600
		0
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525317	Utilities - Edmund	1,000
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
		0
		0
		0
		0
		0
		0
	*** Total Operating**	1,957
	**** Total Personnel & Operating**	1,957
	**** Total Capital (From Section IV)**	750,429
	***** Total Budget Appropriation**	752,386

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste / Transfer Station
Program # 1 Program Title: Transfer Station/Landfill New Scale Complex

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools and Equipment	$1,000
	Engineering Cost - Scale Complex Design/Construction Management	$130,000
	Construction Cost - Scale Complex	$595,000
4	Cameras	$22,400
1	F1A Computer	$872
1	Printer	$609
1	19" Flat Panel Monitor	$198
1	Scale Chair	$350

**** Total Capital (Transfer Total to Section III)** **750,429**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Transfer Station/Landfill New Scale Complex

Program 1: Transfer Station/Landfill New Scale Complex

Objectives:

Construction of a new two scale (both inbound and outbound) complex to service the landfill, transfer station, grinding-compost and recovered material recycling facilities.

The population in the County is expected to increase by 8.1 percent between FY 2018-19 (312,739 residents) through FY 2022-23 (337,984 residents). Municipal Solid Waste (MSW) processed at the County Transfer Station is projected to increase by 17 percent or 24,461 tons during this time frame to approximately 165,651 tons per year. Construction and Demolition Waste (C&D) processed at the Edmund C&D Landfill is projected to increase by 4.2 percent per year or a total of 22,294 tons, including a healthy diversion program. Wood Waste and pallets being delivered to the Edmund Grinding and Compost Facility is projected to be over 14,000 tons in FY 2018-2019. Growth will nearly double this amount by FY 2022-2023. Other materials that are delivered to the facility and use the scale include Asphalt, concrete and porcelain (over 2,000 tons), mattresses and electronics (750 tons).

SC DHEC requires that all vehicles that enter the landfill, transfer station, compost facility or the materials recovery facility are weighed in and reported annually to them. With the growth noted above, it is anticipated that an increasing number of additional vehicles will be serviced through the scale system at the Edmund facility (See Chart 2). The County Council took steps to expand the County's Transfer Station in FY 2017-2018 budget and that project is progressing. However, based on the increasing scale traffic entering the Transfer Station, Landfill, Compost Facility and outbound weighing of primarily recyclable materials, staff has determined that the current one scale system will become a bottle neck in servicing all of the solid waste facilities at Edmund. The first step in determining the amount of material that can be handled at the Edmund Facility is dictated by how fast it can be processed across the scale.

Additional challenges and improvements include:

- Increased need for outgoing weights for newer programs such as compost and mulch sales, boiler fuel sales, etc. In addition, increasing outbound weighing for existing programs such as tractor trailers loaded with tires, electronics, mattresses and glass. Currently, all of these vehicles have to sit and wait to enter the existing scale in reverse to oncoming traffic entering the facility. Growth will increase this backup.
- The existing scale is only sixty (60) feet long and cannot accommodate the longer tractor trailers. Separate weights of the trailer and tractor are now made, taking more time to calculate the total vehicle weight.
- One additional improvement that will be obtained with the new two scale system is more accurate weights. Currently, many non-paying resident vehicles weights are estimated to eliminate coming back across the scale and holding up incoming traffic.

The new scale complex will include two 75 foot scales, one inbound and one out bound. The system will be able to process the increased traffic far into the future.

If the new scale complex is approved in the FY 2018-2019 budget and as outlined in Solid Waste Management's five year strategic plan, additional staffing to include 1 full time scale master and 1 part-time scale master will be requested in FY 2019-2020 budget. The additional staff is necessary to cover the outbound lane in the new scale complex.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Service Levels – Edmund Solid Waste Facilities (Chart 1)	Actual FY 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Tons Land filled	60,996	65,773	77,789	85,568
Tons Wood Waste	8,352	13,509	12,354	14,300
Tons MSW Transferred	109,827	120,128	131,270	141,182
Tons Glass Outbound	508	389	400	410
Tons Asphalt/ Concrete/	2,481	1,432	1,935	2,000
Porcelain	13	10	13	14
Tons Appliance/ Metals	246	281	313	320
Tons Mattresses Outbound	181	153	131	131
Tons Electronics Outbound	359	349	350	355
Tons Aluminum Outbound	26	26	28	30
Tons Tires Outbound	670	783	900	1,000

Transfer Station/C&D Landfill – Customer Vehicle Traffic (Inbound & Outbound) (Chart 2)

Tons per Day	Actual FY 14/15	Actual FY 15/16	Actual FY 16/17	Projected FY17/18	Projected FY18/19
Vehicles per Day	236	274	302	344	379
Vehicles per Year	61,551	71,229	78,438	89,364	98,573

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

524000 – BUILDING INSURANCE **$357**

This account covers the cost of building insurance for the new scale/house.

525000 - TELEPHONE **$600**

This account covers the cost of a phone line in the new scale house. $50 month x 12 = $600

525317 - UTILITIES **$1,000**

This account covers the increase in cost for the new scale over the existing.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS AND EQUIPMENT **$1,000**

This account will cover the cost of small equipment such as computer battery back-up for the new computer, telephones, etc.

5AJ000 – ENG. COST- SCALE COMPLEX DESIGN **$130,000**

This account will cover the cost of services by a consulting engineering firm for permitting, preparation of design plans, assistance with procurement and include construction management as a part of the construction of the expanded station and access roadway improvements.

5AJ000 – CONSTRUCTION COST/SCALE EQUIPMENT/BUILDING **$595,000**

This account will cover the cost to construct a new scale building, install two (2) new scales and associated entrance and exit road construction/paving.

5AJ000 – (4) CAMERAS **$22,400**

This account will cover the cost of four (4) cameras for the new scale complex. $5,600 each x 4 = $22,400

5AJ000 – (1) F1A COMPUTERS **$872**

This account will cover the cost of one (1) F1A computer for the new scale complex outbound scale. The existing scale computer will be relocated to the inbound scale office.

5AJ000 – (1) PRINTER **$609**

This account will cover the cost of one (1) printer for the new scale complex outbound scale.

5AJ000 – (1) 20" FLAT PANEL MONITOR **$198**

This account will cover the cost of one (1) 20" Flat panel monitor for the outbound scale – scale system needs two monitors each station.

5AJ000 – (1) SCALE CHAIR **$350**

This account will cover the cost of one (1) 20" Flat panel monitor for the outbound scale – scale system needs two monitors each station.

SECTION III

COUNTY OF LEXINGTON
New Program Request
Fiscal Year - 2018-2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste/Transfer Station
Program # 2 Program Title: Remote Electric Stationary Cranes - Transfer Station

Object Code	Expenditure Classification	Total 2018-2019 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
520200	Contracted Services	0
520300	Professional Services	0
520400	Advertising	0
521000	Office Supplies	0
521100	Duplicating	0
521200	Operating Supplies	0
		0
522100	Equipment Repairs & Maintenance	0
522200	Small Equipment Repairs & Maint.	0
522300	Vehicle Repairs & Maintenance	0
523000	Land Rental	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
525100	Postage	0
525210	Conference & Meeting Expenses	0
525230	Subscriptions, Dues, & Books	0
525317	Utilities - Edmund	5,000
525400	Gas, Fuel, & Oil	0
525600	Uniforms & Clothing	0
526500	Licenses & Permits	0
530100	Depreciation	16,800
		0
		0
		0
		0
		0
	*** Total Operating**	21,800
	**** Total Personnel & Operating**	21,800
	**** Total Capital (From Section IV)**	251,965
	***** Total Budget Appropriation**	273,765

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121206 Organization Title: Solid Waste / Transfer Station
Program # 2 Program Title: Transfer Station - Remote Electric Stationary Cranes

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Remote Electric Stationary Crane	$251,965

**** Total Capital (Transfer Total to Section III)** **251,965**

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 2 – Transfer Station – Remote Electric Stationary Crane (1)

Program 2: Transfer Station – Remote Electric Stationary Crane

Objectives:

Purchase of a remote electric stationary crane to assist tractor trailer loading in the expanded transfer station on one hopper/trailer station.

It is estimated that Municipal Solid Waste (MSW) processed at the Edmund Transfer Station will increase nearly 17 percent or 24,461 tons between FY 2018-19 and FY 2022-23 to an annual total of 165,651 tons. In FY 2017-2018, the County Council approved the expansion of the Edmund Transfer Station to provide for this increase in MSW tonnage. This request is to add one Remote Electric Stationary Crane to the expanded facility to further increase the output efficiency of the station.

The remote stationary crane will tamp the waste being pushed by a loader in the hopper/trailer and then level the load for tarping. This eliminates the loss in loading time in the existing operation, which requires the operator to uncouple the bucket after loading and picking up the tamp to finish loading, uncoupling the tamp and reconnecting the bucket to push in more material, etc.. With the crane doing the tamping, the loader operator can be loading the second trailer and pushing more material into the first trailer, reducing down time and moving more trailer loads through the station.

Currently, loading a tractor trailer using the removable bucket/tamp takes an average of 8 minutes. With two trucks being loaded at a time in the expanded station, the loader can push material into the one hopper/trailer, leave the tamping/leveling the load to the crane and load the second truck. This cuts the loading time down by approximately 4 minutes or a savings of nearly 2 hours of loading time per day based on the FY 2018-2019 estimated station tonnage (28 trailers – average number of tractor trailer loads per day).

Ultimately, additional cranes will be purchased and included in the Transfer Station operation to increase loading efficiency as the MSW tonnage increases over the next several years.

SERVICE LEVELS

Service Level Indicators:
Program 1:

Transfer Station – Annual Tons Processed & Avg. # Tractor Trailer Loads/day (Chart 1)

Services Provided	Actual FY 14/15	Actual FY 15/16	Actual FY 16/17	Projected FY 17/18	Projected FY 18/19
MSW Processed (Tons)	109,827	120,128	131,270	134,460	141,182
Avg. # loads/day	22	24	26	27	28

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 **$5,000**

This account covers the cost of utilities associated with the remote electric stationary crane and operations booth.

530100 - DEPRECIATION **$16,800**

To cover the cost of allocated depreciation.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AJ000 – (1) REMOTE ELECTRIC STATIONARY CRANE **$251,965**

This account will cover the cost of one (1) remote electric stationary crane and installation for the expanded transfer station, increasing loading time at the facility and tamping of the loads.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
510100	Salaries and Wages - .5	25,003	11,784	25,533	25,533		
510300	Part Time - 8 (5.80 - FTE)	141,635	70,763	165,888	165,222		
511112	FICA Cost	12,698	6,295	14,309	14,593		
511113	State Retirement	26,591	9,748	25,363	27,774		
511114	Police Retirement	0	-167	0	0		
511120	Insurance Fund Contribution - .5	3,900	1,950	3,900	3,900		
511130	Workers Compensation	15,518	7,323	17,321	17,158		
511214	Police Retirement - Retiree	4,925	0	0			
	*** Total Personnel**	**230,270**	**107,696**	**252,314**	**254,180**		
	Operating Expenses						
520200	Contracted Services	51,018	18,258	69,404	73,335		
520233	Towing Service	150	0	1,000	500		
520239	E-Waste Recycling	84,461	39,325	107,400	117,000		
520302	Drug Testing Services	0	0	250	250		
520305	Infectious Disease Services	162	0	301	310		
521000	Office Supplies	98	42	150	250		
521100	Duplicating	59	14	111	100		
521200	Operating Supplies	5,509	979	4,000	4,000		
521402	Occupational Health Supplies	0	0	200	200		
522100	Heavy Equipment Repairs & Maintenance	1,779	0	2,500	2,500		
522200	Small Equipment Repairs & Maintenance	12,883	6,767	30,000	30,000		
522300	Vehicle Repairs & Maintenance	8,419	3,517	10,000	9,000		
524100	Vehicle Insurance - 3	1,590	1,590	1,638	1,671		
524101	Comprehensive Insurance	440	399	535	641		
524201	General Tort Liability Insurance	219	450	450	279		
524202	Surety Bonds	0	0	63	0		
525006	GPS Monitoring Charges - 3	682	423	910	814		
525030	800 MHz Radio Service Charges - 3	1,639	761	1,980	2,109		
525031	800 MHz Radio Maintenance - 3	344	0	348	347		
525400	Gas, Fuel, & Oil	13,850	7,416	18,281	21,858		
525600	Uniforms & Clothing	3,225	2,549	4,372	5,383		
530100	Depreciation	48,295	0	50,000	60,000		
538000	Claims & Judgments	45	0	100	100		
	*** Total Operating**	**234,867**	**82,490**	**303,993**	**330,647**		
	**** Total Personnel & Operating**	**465,137**	**190,186**	**556,307**	**584,827**		
	Capital						
540000	Small Tools & Minor Equipment	378	0	1,000	1,000		
599999	Capital Clearing	(9,625)	0	0	0		
	All Other Equipment	9,625	7,139	169,997	100,443		
	**** Total Capital**	**378**	**7,139**	**170,997**	**101,443**		
	***** Total Expenses**	**465,515**	**197,325**	**727,304**	**686,270**		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2018-2019

Fund # 5700 Fund Title: Solid Waste
Organization # 121207 Organization Title: Solid Waste/Recycling
Program # 1 Program Title: Recycling

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools & Minor Equipment	1,000
	Signs	3,000
	Recyclable Glass Containment Area (Replacement)	79,000
	Mobile Stretch Wrap Machine	14,858
	96 Gallon Roll Carts (Replacement)	3,585

**** Total Capital (Transfer Total to Section I and IA)** **101,443**

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 Agencies. 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 15/16	Actual Tons FY 16/17	Projected Tons FY 17/18	Projected Tons FY 18/19
Aluminum (UBC)	26.00	25.75	34.00	30.00
Antifreeze	40.71	37.76	28.00	30.00
Batteries – Lead Acid	54.98	59.86	55.00	52.00
Cardboard*	1014.20	1117.72	1,020.00	1000.00
Carpet & Foam Pad*	171.77	133.08	95.00	80.00
Co-Mingled (Franchise)	4538.67	5075.17	4,500.00	5200.00
Cooking Oil*	32.22	38.16	38.00	40.00
Electronics*	343.39	310.28	295.00	300.00
Glass - Brown	150.24	134.94	152.00	145.00
Glass - Clear	201.41	162.52	200.00	180.00
Glass – Green	86.44	91.37	99.00	95.00
Glass – Mix	69.28	0.00	0.00	0.00
Mattresses*	180.48	153.01	125.00	150.00
Metal	2,271.28	2502.01	2,700.00	2500.00
Newspaper/Magazines*	632.20	566.84	501.00	550.00
Office Paper	67.93	67.97	69.00	68.00
Oil Filters	20.91	13.58	12.00	14.00
Oil Liquid*	203.97	218.77	210.00	215.00
Plastic	236.04	223.21	228.00	232.00
Textiles	36.32	32.04	25.00	25.00
Tires	669.51	782.32	900.00	1,000.00

* 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 $73,335

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. (Note: Charges include estimated cost increase for new contract 5/18)

Trailer Rental (2 per month @ $350.00)	12 months	@ $ 700.00	$ 8,400
Transportation Fee	48 Loads	@ $ 275.00	$ 13,200
Fuel Surcharge	48 Loads	@ $ 85.00	$ 4,080
Processing Fee	6,000 mattresses	@ $ 5.00	$ 30,000
	Total		$ 55,680

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.

Shipping and Processing	10 pallets per year @ $1,650.00	$ 16,500.00
S.C. Sales Tax		$ 1,155.00
	Total	$ 17,655.00

520233 – TOWING $500

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 $117,000

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 18-19. (Average cost per trailer from the Edmund facility in the YTD 17-18 is $2,808 per load).

Trailer Load	$ 2,800.00 x 36 Loads	$ 100,800.00
E-Waste Recycling Events	$ 2,700.00 x 6 Events	$ 16,200.00

520302 - DRUG TESTING SERVICES **$250**

This account covers any potential need for drug testing of employees.

520305 – INFECTIOUS DISEASE SERVICES **$310**

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 $310 x 1 employees = $310

521000 - OFFICE SUPPLIES **$250**

This account covers any office supplies to include: file folders, pens, pencils, pads, calendars, etc.

521100 - DUPLICATING **$100**

This account covers any duplication required for worksheets, time sheets, recycling reports, etc.

Number of Copies 3500 x $0.0285 = $99.75

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 **$2,500**

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 **$30,000**

To cover repairs and maintenance of the recycling trailers and containers to include: lights, tires, roll carts, etc. There are approximately 70 trailers, with most of them over 20 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 $1,500 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 **$9,000**

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 (New Vehicle 1)	$ 2,000
F-450 Flat Bed (New Vehicle 2)	2,000
F-450 Flat Bed (Co# 37004)	3,000
Sub-total	$ 7,000
Misc. parts & repairs	2,000
Total	$ 9,000

524100 - VEHICLE INSURANCE (3) **$1,671**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management.

$557 per vehicle x 3 vehicles = $1,671

524101 – COMPREHENSIVE INSURANCE **$641**

To cover the cost of Comprehensive Insurance (Inland Marine) for the following vehicles and equipment: F-450 #00000 ($213.66), F-450 #00000 ($213.66), and F-450 #37004 ($213.66) estimated at a total of $640.98 increase per Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE (6.3) FTE'S **$279**

To cover the cost of allocated general tort liability insurance for .50% of Collection and Recycling Center Coordinator and 8 part time recycling collectors. $242 + 15% increase = $ 278.30 or $279. This figure provided by Risk Management.

524202 – SURETY BONDS **$0**

Cover the cost of surety bonds for full-time equivalent employees. 6.3 FTE's x $0 per FTE = $0. This figure provided by Risk Management. This is a non-surety bond year.

5250006 – GPS MONITORING CHARGES **$814**

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 @ $16.95/month = $67.80 x 12 months @ $67.80 = $813.60 or $814

525030- -800 MHZ RADIO SERVICE CHARGE **$2,109**

This account covers the cost for three (3) 800 MHz Radios

Service for three (3) Radios @ $58.58 (6 site rate + airtime & tax) each	$	175.74
Month	x	12
Total	$	2,108.88

525031 - 800 MHZ RADIO MAINTENANCE **$347**

This account covers the cost for yearly maintenance of three (3) 800 MHz Radios @ $115.60 each = $346.80 or $347.

525400 - GAS, FUEL & OIL — $21,858

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 $ 2.35/gallon for diesel this FY.**

Ford Flat Bed (New Vehicle)	40gal/week @ $2.35/gal=	$94.00/week x 52 weeks =	$ 4,888.00
Ford Flat Bed (New Vehicle)	65gal/week @ $2.35/gal=	$152.75/week x 52 weeks=	$ 7,943.00
Ford Flat Bed Co #37004	65gal/week @ $2.35/gal=	$152.75/week x 52 weeks=	$ 7,943.00
Yale Forklift Co #37206	10gal/month @ $2.35/gal=	$23.50/month x 12 months=	$ 282.00
Urea	3 @ $133.70		$ 401.10
Misc Equip (compressor/welder)			$ 400.00
Total			**$ 21,857.10**

525600 - UNIFORMS & CLOTHING — $5,383

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. The increase in this line item is due to the recyclers needing more than one pair of boots each year.

Safety Shoes	16 Pair @ $135.00	$ 2,160.00
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%		$ 352.12
Total		$ 5,382.44

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.

5AJ000 – 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.

5AJ000 – RECYCLABLE GLASS CONTAINMENT AREA (REPLACEMENT) $79,000

This account will cover the cost of replacing the current Recyclable Glass Containment Area. The current area needs to be replaced because it will be in the way of the transfer station expansion that was approved in last year's budget. The current area also needs to be replaced, for safety reasons, because it has been damaged by vehicles on several occasions.

5AJ000 – MOBILE STRETCH WRAP MACHINE $14,858

This account will cover the cost of a Mobile Stretch Wrap Machine. This machine will be used wrap pallets of electronics, bagged compost, and bagged mulch. With the addition of colored mulch for sale, that will be available in the near future, it is anticipated that there will be hundreds of pallets that will need to be wrapped every month. Currently over 70 pallets of electronics are being wrapped per month. Under the current system, the pallets are wrapped by hand which presents a significant fall hazard due to an employee having to walk around the pallet several times to wrap it properly. The purchase of a mobile version is beneficial because it will allow for pallets to be wrapped in several locations and it will not take up permanent space in any building.

Mobile Stretch Wrap Machine		$	13,685.65
Shipping		$	200.00
S.C. Sales Tax		$	972.00
	Total:	$	14,857.65

5AJ000 – 96 GALLON ROLL CARTS (REPLACEMENT) $3,585

This account will cover the cost of replacing 96 gallon roll carts. Theses roll carts are used in the collection and transportation of recyclable commodities from the 11 Collection and Recycling Centers. It has been several years since any of the carts have been replaced and several have been destroyed due to being unable to repair them. There are several more carts in our inventory that need to be retired due to common wear and tear.

96 Gallon Roll Carts		$	3,000
Shipping		$	350
S.C. Sales Tax		$	235
	Total:	$	3,585

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121210 - Solid Waste / Litter Control Operations

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510300	Part Time - 4 (2.96 FTE)	0	0	65,625	65,637		
511112	FICA Cost - Salary Adjustment	0	0	5,020	5,021		
511113	State Retirement - Sal. Adjustment	0	0	8,323	9,557		
511130	Workers Compensation - Sal. Adjustment	0	0	6,733	6,537		
	*** Total Personnel**	**0**	**0**	**85,701**	**86,752**		
	Operating Expenses						
520233	Towing	0	0	75	75		
520305	Infectious Disease Services	0	0	1,204	930		
521200	Operating Supplies	0	94	4,000	3,000		
522300	Vehicle Repairs & Maintenance	0	0	500	500		
524100	Vehicle Insurance	0	0	546	557		
524201	General Tort Liability Insurance	0	225	576	663		
524202	Surety Bonds	0	0	30	0		
525006	GPS Monitoring Charges	0	0	228	204		
525030	800 MHz Radio Service Charge	0	0	660	703		
525400	Gas, Fuel, & Oil	0	0	6,450	2,756		
525600	Uniforms & Clothing	0	0	2,098	2,175		
530100	Depreciation	0	0	0	5,000		
	*** Total Operating**	**0**	**319**	**16,367**	**16,563**		
	**** Total Personnel & Operating**	**0**	**319**	**102,068**	**103,315**		
	Capital						
540000	Small Tools & Minor Equipment	0	52	114	500		
	All Other Equipment	0	4,852	34,100	0		
	**** Total Capital**	**0**	**4,904**	**34,214**	**500**		
	***** Total Expenses**	**0**	**5,223**	**136,282**	**103,815**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121210 Organization Title: Solid Waste / Litter Control Operation
Program # Program Title: Litter Control Operation

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Small Tools and Minor Equipment	$500

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Litter Collection Crew

Program 1: Litter Collection Crew

Objectives:

The program provides weekly litter collection service (3 days per week) using four (4) part-time positions and accompanying equipment. The staff picks up litter along the roadside throughout the County.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

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:

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING **$75**

These funds cover the cost of towing the Litter Crew's vehicle if required.

520305 – INFECTIOUS DISEASE SERVICES **$930**

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 $310 per employee x 3 employees = $930

521200 - OPERATING SUPPLIES **$3,000**

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) **$557**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management.

Insurance (1) pickup truck $ 557

524201 - GENERAL TORT LIABILITY INSURANCE **$663**

This account fee covers the cost for the FY 18/19 for (4) employees. $576 (FY 17-18) + 15% = $662.40 per Risk Management estimate.

524202 – SURETY BONDS **$0**

This account fee covers the cost for Surety Bonds for FY 18/19. This is a non-surety bond year. Cost $0 per employee x 2.91 FTE's = $0.

525006 – GPS MONITORING CHARGES **$204**

This account covers cost for GPS monitoring and activation.

Monitoring cost of unit $16.95 x 12 months = $203.40

525030 - 800 MHZ RADIO SERVICE CHARGES **$703**

This account covers cost for one (1) 800 MHz Radio.

Service for (1) 800 MHz Radio x $58.58 (6 site rate + airtime & tax)/month x 12 = $ 702.96

525031 - 800 MHZ RADIO MAINTENANCE **$0**

This account covers cost for required maintenance of one (1) 800 MHz Radio. The radio is under warranty and there will not be a charge during this fiscal year.

525400 - GAS FUEL & OIL **$2,756**

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 $ 2.12 a gal. for FY 2018/2019.**

Pickup truck – 25 gallons per week x 52 weeks = 1,300 gal. x $2.12/gallon = $ 2,756

525600 - UNIFORMS & CLOTHING **$2,175**

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 @ $59.56	$ 238.24
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 @ $14.25	$ 171.00
Work Pants	16 @ $17.14	$ 274.24
Belt	4 @ $13.54	$ 54.16
Summer Caps	4 @ $7.50	$ 30.00
County Patch	8 @ $0.76	$ 6.08
Sewing on Patch	8 @ $0.80	$ 6.40
S.C. Sales tax @ 7%		$ 142.25
Total		$ 2,174.37

530100 - DEPRECIATION **$5,000**

This cost will cover the depreciation of vehicles and equipment.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

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

This account will cover the cost to purchase small tools.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2018-19

Fund: 5700
Division: Public Works
Organization: 121299 - Solid Waste / Non-Departmental

Object Code	Expenditure Classification	2016-17 Expenses	2017-18 Expenses (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
511112	FICA Cost - Salary Adjustment	0	0	2,989	3,322		
511113	State Retirement - Sal. Adjustment	0	0	5,298	6,323		
511130	Workers Compensation - Sal. Adjustment	0	0	3,770	3,005		
519901	Salaries & Wages Adjustment Account	129,815	0	138,252	43,423		
	*** Total Personnel**	**129,815**	**0**	**150,309**	**56,073**		
	Operating Expenses						
529903	Contingency	2,123,167	0	2,118,901	0		
	*** Total Operating**	**2,123,167**	**0**	**2,118,901**	**0**		
	**** Total Personnel & Operating**	**2,252,982**	**0**	**2,269,210**	**56,073**		
	Transfers						
815701	Op Trn to Solid Waste Post Closure	0	0	**0**	**0**		
	**** Total Transfers**	**0**	**0**	**0**	**0**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Expenses**	**2,252,982**	**0**	**2,269,210**	**56,073**		

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 $1,447,433)

511112 - FICA COSTS – SALARY ADJUSTMENT **$3,322**

$43,423 x .0765 (7.65%) = $3,322

511113 - STATE RETIREMENT (L/S) **$6,323**

$43,423 x .1456 (14.56%) = $6,323

511130 - WORKERS COMPENSATION (1.0 FTE) **$3,005**

$43,423 x 0.0692 (average factor for Department) = $3,005

519901–SALARIES&WAGESADJUSTMENTACCOUNT **$43,423**

$1,447,433 x 1.03 (3%) = $1,490,856 – Increase $43,423

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY **$0**

COUNTY OF LEXINGTON
SW POST CLOSURE SINKING FUND
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** SW Post Closure Sinking Fund 5701:**							
	Revenues:							
461000	Investment Interest	45,702	32,309	41,724	41,724	65,000		
805700	Op Trn from Solid Waste	118,525	86,040	86,040	86,040	485,768		
	**** Total Revenue**	**164,227**	**118,349**	**127,764**	**127,764**	**550,768**		
	*****Total Appropriation**				1,212,653	377,689		
	Contingency				114,728	0		
	FUND BALANCE Beginning of Year - cash				3,056,808	2,086,647		
	FUND BALANCE - Projected End of Year - cash				2,086,647	2,259,726		

Fund: 5701
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520200	Contractual Service	0	0	12,000	20,000		
520300	Professional Services	0	31,950	70,500	122,000		
520601	L/F Well Monitoring - Batesburg/Leesville	0	27,000	55,500	57,500		
520602	L/F Well Monitoring - Edmund	0	17,500	32,500	41,000		
520603	L/F Well Monitoring - Chapin	0	18,000	36,000	38,000		
520612	Closure/PostClosure Care Cost	3,479,784	0	798,656	0		
521220	Closure/PostClosure Operating Supplies	0	0	92,769	99,189		
529903	Contingency	0	0	114,728	0		
	*** Total Operating**	**3,479,784**	**94,450**	**1,212,653**	**377,689**		
	****Total Personnel & Operating**	**3,479,784**	**94,450**	**1,212,653**	**377,689**		
	Capital						
	****Total Capital**	**0**	**0**	**0**	**0**		
	**** Total Budget Appropriation**	**3,479,784**	**94,450**	**1,212,653**	**377,689**		

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 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
# of Class 3 Land fills Closed	**3**	**3**	**3**	**3**
# of Class 2 Cells Closed	**0**	**1**	**1**	**1**

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES $20,000

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 $5,000 per service x (2) sites = $20,000.

520300 - PROFESSIONAL SERVICES $122,000

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 Edmund Class 2 Landfill and services for the closed Class 3 Landfills at Edmund, Batesburg/Leesville and Chapin.

Engineering Services – Final Closure (Batesburg/Leesville LF)	$ 40,000
Engineering Services – Final Closure (Chapin LF)	42,000
Corrective Measures &Compliance (Batesburg/Leesville LF)	$ 15,000
Corrective Measures & Compliance (Chapin Landfill)	$ 25,000
Total Professional Services	$ 122,000

520601 - L/F WELL MONITORING - BATESBURG/LEESVILLE $57,500

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 $41,000

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 $38,000

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 **$99,189**

Edmund construction and demolition – Cell One 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	$	65,000.00
Erosion Reinforcement Materials	$	6,500.00
S.C. Sale tax @ 7%	$	6,489.00
Total	$	99,189.00

Solid Waste Closure/Post Closure Sinking Fund
Summary – FY 2018-2019 Cell 2

	FY2018-19
- Closure (Cell Two)	$322,829
- Post Closure (Cell Two)	162,939
Total	$485,768

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)	31,088	
Capacity as of 7/01/17	467,850	7.39
Disposed FY 2017/2018	77,789	
Capacity as of 7/01/18	390,061	6.16
Disposed FY 2018/2019	85,568	
Capacity as of 7/01/19	304,493	4.81
Disposed FY 2019/2020	0	
Capacity as of 7/01/20	304,493	4.81
Disposed FY 2020/2021	0	
Capacity as of 7/01/21	304,493	4.81
Disposed FY 2021/2022	0	
Capacity as of 7/01/22	304,493	4.81
Disposed FY 2022/2023	0	
Capacity as of 7/01/23	304,493	4.81
Disposed FY 2023/2024	0	
Capacity as of 7/01/12	304,493	4.81
Disposed FY 2024/2025	0	
Capacity as of 7/01/13	304,493	4.81
Disposed FY 2025/2026	0	
Capacity as of 7/01/14	304,493	4.81
Disposed FY 2026/2027	0	
Capacity as of 7/01/15	304,493	4.81
Disposed FY 2027/2028	0	
Capacity as of 7/01/16	304,493	4.81
Disposed FY 2028/2029	0	
Capacity as of 7/01/17	304,493	4.81
Disposed FY 2029/2030	0	
Capacity as of 7/01/18	304,493	4.81
Disposed FY 2030/2031	0	
Capacity as of 7/01/19	304,493	4.81
Disposed FY 2031/2032	0	
Capacity as of 7/01/20	304,493	4.81

As of 1/8/18

(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	6.16	4.81	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	1.84	3.19	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	$219,190	$380,009	$953,000	$953,000	$953,000	$953,000
ORIGINAL ALLOCATION FROM GENERAL FUND	$0	$0	$0	$0	$0	$0
BALANCE REQUIRED	$219,190	$380,009	$953,000	$953,000	$953,000	$953,000
LESS PREVIOUS ADDITION TO FUND 5701	$0	($57,180)	$0	$0	$0	$0
		(1)	(2)	(3)	(4)	(4)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	$0	$322,829	$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	6.16	4.81	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	1.84	3.19	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	$110,630	$191,799	$481,000	$481,000	$481,000	$481,000
ORIGINAL ALLOCATION FROM GENERAL FUND	$0	$0	$0	$0	$0	$0
BALANCE REQUIRED	$110,630	$191,799	$481,000	$481,000	$481,000	$481,000
LESS PREVIOUS ADDITION TO FUND 5701	$0	($28,860)	$0	$0	$0	$0
		(1)	(2)	(3)	(4)	(4)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	$0	$162,939	$481,000	$481,000	$481,000	$481,000

(1) Addition based on Budget estimate 2/02/17

Note: FY17-18 includes FY16-17 half year of landfilling and FY 17-18 full year.

COUNTY OF LEXINGTON
SOLID WASTE TIRES
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solid Waste Tire 5710:**							
	Revenues:							
422000	Landfill - Tires	114,183	60,236	114,000	114,000	120,000		
461000	Investment Interest	2,242	1,476	2,000	2,000	2,800		
	**** Total Revenue**	116,425	61,712	116,000	116,000	122,800		
	*****Total Appropriation**				118,000	124,522		
	Noncash Expenses:							
	Depreciation				2,000	5,000		
	FUND BALANCE							
	Beginning of Year (Fund Bal. minus F/A)				52,270	52,270		
	FUND BALANCE - Projected							
	End of Year				52,270	55,548		

Fund: 5710
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520100	Contracted Maintenance	17,577	4,927	15,000	13,193		
520200	Contracted Services	0	0	5,000	5,000		
520240	Tire Disposal	73,665	44,456	56,483	98,500		
522100	Heavy Equipment Rep. & Maint.	26,824	0	0	0		
522300	Vehicle Repairs & Maintenance	510	0	0	0		
524101	Comprehensive Insurance	1,516	0	1,517	2,329		
525006	GPS Monitoring Charge	228	0	0	0		
530100	Depreciation Expense	3,857	0	2,000	5,000		
	*** Total Operating**	**124,177**	**49,383**	**80,000**	**124,022**		
	****Total Personnel & Operating**	**124,177**	**49,383**	**80,000**	**124,022**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	500	500		
599999	Capital Clearing	(19,895)	0	0	0		
	All Other Equipment	19,895	34,561	37,500	0		
	****Total Capital**	**0**	**34,561**	**38,000**	**500**		
	**** Total Budget Appropriation**	**124,177**	**83,944**	**118,000**	**124,522**		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary
Fiscal Year - 2018-2019

Fund # 5710 Fund Title: Solid Waste Management
Organization # 121204 Organization Title: Solid Waste/ State Tire
Program # Program Title: State Tire

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
1	Small Tools & Minor Equipment	500

**** Total Capital (Transfer Total to Section I and IA)** **500**

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 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Tons	590	1234	900	1,000

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 **$13,193**

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. # 40942 Cat 938 M Front-End Loader Serviced by Blanchard.

Total Maintenance & Repair (TM&R) per month.	$	965.00
	x	12
S.C. SALE TAX @ 7%	$	810.60
Total TM&R	$	12,390.60
Fire protection inspection (quarterly)		$187.25
	x	4
S.C. sale tax @7%	$	52.43
Total inspection	$	801.43
Total	$	13,192.03

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 **$98,500**

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: 1,000 tons x $98.50/ton = $98,500.00

524101 - COMPREHENSIVE INSURANCE **$2,329**

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 **$5,000**

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.

COUNTY OF LEXINGTON
SOLID WASTE DHEC MANAGEMENT GRANT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***Solid Waste DHEC Management Grant 5720:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	2,536	0	10,000	10,000	50,000		
	**** Total Revenue**	2,536	0	10,000	10,000	50,000		
	*****Total Appropriation**				10,000	50,000		
	FUND BALANCE Beginning of Year				1,444	1,444		
	FUND BALANCE - Projected End of Year				1,444	1,444		

Fund: 5720
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	***BUDGET*** 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
520400	Advertising & Publicity	2,303	2,303	2,480	23,240		
521213	Public Education Supplies	233	233	0	0		
525100	Postage	0	0	7,520	0		
	*** Total Operating**	**2,536**	**2,536**	**10,000**	**23,240**		
	****Total Personnel & Operating**	**2,536**	**2,536**	**10,000**	**23,240**		
	Capital	0	0	0	26,760		
	****Total Capital**	**0**	**0**	**0**	**26,760**		
	**** Total Budget Appropriation**	**2,536**	**2,536**	**10,000**	**50,000**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5720 Fund Title: SW/Solid Waste Grant
Organization # 121207 Organization Title: Recycling
Program # Program Title: Solid Waste Reduction & Recycling Grant

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Construction - Glass Bunkers/Sorting Area	$25,000
11	Platforms	$1,760

**** Total Capital (Transfer Total to Section III)** **26,760**

SECTION V. – PROGRAM OVERVIEW

Summary of Program

DHEC Solid Waste Management Grant

Objective:

This program is a proposed grant application with the South Carolina Department of Health and Environmental Control (DHEC). DHEC is offering grant funds to help local governments increase recycling rates, decrease the amount of Municipal Solid Waste (MSW) disposed of per person per day and/or to educate the public on how to decrease contamination of residential recyclables and how to decrease food waste. The proposed grant funding request would make it easier for residents to recycle correctly and would help Lexington County Solid Waste Management to reduce the amount of contamination in the recyclables collected in curbside bins, at the Collection and Recycling Centers and in the glass bins at the Edmund Landfill. It would also help to increase the overall recycling rate and decrease the amount of MSW disposed of per person per day.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME **$50,000**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 – ADVERTISING AND PUBLICITY **$23,240**

Funds will be used to implement a coordinated campaign using a variety of media all designed to increase recycling and decrease contamination in recyclables while promoting the RecycleMoreSC and Don't Waste Food logos.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

5AJ000 – CONSTRUCTION – GLASS BUNKERS/SORTING AREA **$25,000**

(1) Construction of bunkers and new glass sorting area at the Edmund Recovered Materials Processing Facility. The new sorting area will be larger, allowing for the collection and recycling of more glass, and will allow for safer and easier access by large trucks.

5AJ000 – (11) PLATFORMS **$1,760**

(11) Platforms (new) made of composite material with RecycleMoreSC logo x $160 = $1,760
Platforms will be constructed and placed under a trailer at each of the Collection and Recycling Centers to help height-challenged residents safely and easily reach the opening at the top of the trailers. This will allow them to more easily put recyclables into the trailer and to more easily empty recyclables from plastic bags, thus reducing contamination.

COUNTY OF LEXINGTON
SOLID WASTE TIRE GRANT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Waste Tire Grant 5721:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	5,062	0	8,810	8,810	59,750		
	**** Total Revenue**	5,062	0	8,810	8,810	59,750		
	*****Total Appropriation**				8,810	59,750		
	FUND BALANCE							
	Beginning of Year				224	224		
	FUND BALANCE - Projected							
	End of Year				224	224		

Fund: 5721
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520400	Advertising & Publicity	2,877	0	1,500	1,600		
521213	Public Education Supplies	1,991	0	3,500	2,400		
525210	Conference, Meeting & Training Expenses	193	0	750	750		
	*** Total Operating**	**5,061**	**0**	**5,750**	**4,750**		
	****Total Personnel & Operating**	**5,061**	**0**	**5,750**	**4,750**		
	Capital						
	All Other Equipment	0	0	3,060	55,000		
	****Total Capital**	**0**	**0**	**3,060**	**55,000**		
	**** Total Appropriation**	**5,061**	**0**	**8,810**	**59,750**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5721 Fund Title: SW/ Waste Tire Grant
Organization # 121207 Organization Title: Recycling
Program # Program Title: Waste Tire Grant

Qty	Item Description	***BUDGET*** 2018-2019 Requested Amount
	Construction - Tire Dock	$50,000
	Signs	$5,000

**** Total Capital (Transfer Total to Section III)** **55,000**

SECTION V – PROGRAM OVERVIEW

Summary of Program

DHEC Waste Tire Grant

Objective:

This program is a proposed grant application with the South Carolina Department of Health and Environmental Control (DHEC).

The funds will be used to construct a new tire dock, purchase signs for the Collection and Recycling centers and to educate the public about proper tire disposal with educational materials and advertising. 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 **$59,750**

SECTION VI. B – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 - ADVERTISING AND PUBLICITY **$1,600**

The funds will be used to advertise and promote the County's Tire Recycling Program.

521213 - PUBLIC EDUCATION SUPPLIES **$2,400**

The funds will cover the purchase of mouse pads, jar openers, insulated shopping bags, tire pressure gauges and other promotional items related to or made from recycled tires to help promote tire 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

CAPITAL REQUEST

5AJ000 – CONSTRUCTION - TIRE DOCK **$50,000**

Construction of a new tire dock in a new location. The new dock will be larger, allowing for the collection and recycling of more tires and reducing the need for more frequent pick-ups which helps to reduce expenses. The previous location will be repurposed and used for the storage and sale of mulch and compost.

5AJ000 – SIGNS **$5,000**

New signs with pictures will be designed and placed at the Collection and Recycling Centers to clearly identify the container for tires and containers for other recyclables. New more precisely worded signs are needed to educate residents to prevent the contamination of recyclable materials and to make it easier for residents to recycle.

COUNTY OF LEXINGTON
DHEC USED OIL GRANT
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***DHEC Used Oil Grant 5722:**							
	- Reimbursement Grant -							
	Revenues:							
458000	State Grant Income	12,548	398	41,863	41,863	31,250		
	**** Total Revenue**	12,548	398	41,863	41,863	31,250		
	*****Total Appropriation**				41,863	31,250		
	FUND BALANCE							
	Beginning of Year				209	209		
	FUND BALANCE - Projected							
	End of Year				209	209		

Fund: 5722
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	***BUDGET*** 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520400	Advertising and Publicity	2,780	0	1,000	1,000		
521200	Operating Supplies	7,062	792	6,988	8,700		
521213	Public Education Supplies	1,997	0	3,500	3,000		
525210	Conference, Meeting & Training Expense	704	0	750	750		
	*** Total Operating**	**12,543**	**792**	**12,238**	**13,450**		
	****Total Personnel & Operating**	**12,543**	**792**	**12,238**	**13,450**		
	Capital						
599999	Capital Clearing	(23,153)	0	0	0		
	All Other Equipment	23,153	0	29,625	17,800		
	****Total Capital**	**0**	**0**	**29,625**	**17,800**		
	**** Total Appropriation**	**12,543**	**792**	**41,863**	**31,250**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

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*** 2018-2019 Requested Amount
3	20' x 20' Carport Covers (REPLACEMENT)	$7,800
	Signs	$10,000

**** Total Capital (Transfer Total to Section III)** **17,800**

SECTION V – PROGRAM OVERVIEW

Summary of Programs

DHEC Used Oil Recycling Grant

Objective:

This program is a proposed grant application with the South Carolina Department of Health and Environmental Control (DHEC). Funding is being requested to purchase oil spill containment platforms, used oil bottle bags, oil dry, oil collection funnels, and spill absorbent socks. Funding is also being requested to replace three carport covers and for the improvement of signage at all eleven Collection and Recycling Centers. 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 sessions.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – State Grant Income **$31,250**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 - ADVERTISING AND PUBLICITY **$1,000**

Funds will be used to advertise and promote the county's used oil recycling program.

521200 - OPERATING SUPPLIES **$8,700**

(6) Oil spill containment platforms x $325/each = $1,950
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.

(22) Boxes of Oil Bottle Bags (box of 50 bags) x $135/box = $2,970
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 $10/Bag = $1,200
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.

(11) Funnels x $220 each = $2,420
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 $80 = $160
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 **$3,000**

Funds will be used to purchase branded reusable oil funnels and reusable oil rags.

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

CAPITAL REQUEST

5AJ000 – (3) METAL CARPORT COVERS (REPLACEMENT) $7,800

(3) Replacement metal carport covers (20' x 20') with partial sides x $2,600 = $7,800
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.

5AJ000 – SIGNS $10,000

New signs will be placed on the carport covers at all eleven (11) Collection and Recycling Centers to clearly identify the oil collection area and other new and replacement signs will be placed on site to help clearly identify where specific types of oils and other recyclables should be placed to prevent contamination.

COUNTY OF LEXINGTON
SW/DHEC Compost Bin Grant
Annual Budget
Fiscal Year - 2018-19

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***DHEC Compost Bin Grant 5726:**							
	Revenues:							
438803	Compost Bin Sales	2,645	320	4,500	4,500	4,000		
	**** Total Revenue**	2,645	320	4,500	4,500	4,000		
	*****Total Appropriation**				4,500	4,622		
	FUND BALANCE Beginning of Year				5,585	5,585		
	FUND BALANCE - Projected End of Year				5,585	4,963		

Fund: 5726
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	*BUDGET* 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Operating Expenses						
520400	Advertising & Publicity	0	0	648	0		
521213	Public Education Supplies	0	0	0	0		
	*** Total Operating**	**0**	**0**	**648**	**0**		
	****Total Personnel & Operating**	**0**	**0**	**648**	**0**		
	Capital						
599999	Capital Clearing	0	0	0	0		
	All Other Equipment	0	0	3,852	4,622		
	****Total Capital**	**0**	**0**	**3,852**	**4,622**		
	**** Total Appropriation**	**0**	**0**	**4,500**	**4,622**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018 - 2019

Fund # 5726 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*** 2018-2019 Requested Amount
120	5JA000 - Compost Bin "Earth Machine"	$4,622

**** Total Capital (Transfer Total to Section III)** **4,622**

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 **$4,000**

Sale of 100 compost bins at $40 each.

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AI000 – (120) COMPOST BIN "EARTH MACHINE" **$4,622**

(120) 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 120 x $36 + tax = $4,622

SECTION I

COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT
Annual Budget
FY 18-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	Lexington County Airport 5800:							
	Revenues:							
438430	Aviation Fuel Sales	48,798	16,378	59,198	59,198	65,118		
438431	Aviation Fuel Cost	(43,201)	(14,429)	(48,299)	(48,299)	(53,129)		
450000	Rental Income	46,129	7,027	57,150	57,150	57,150		
461000	Investment Interest	5,413	3,383	1,200	1,200	1,200		
801000	Op Trn from General Fund	50,000	50,000	50,000	50,000	50,000		
	**** Total Revenue (Section II)**	**107,139**	**62,359**	**119,249**	**119,249**	**120,339**		
	Expenses:							
	Total Personnel & Operating	70,076	11,413	120,169	37,963	47,044		
	Total Capital	0	3,817	5,200	5,200	0		
	Depreciation	51,106	0	82,206	82,206	82,206		
	Operating Transfer	56735	231,450	250,000	250,000	0		
	Total Expense	**177,917**	**246,680**	**457,575**	**375,369**	**129,250**		
	Noncash Expenses:							
	Depreciation: Add Back In		0	82,206	82,206	82,206		
	Net Cash		**(184,321)**	**(256,120)**	**(173,914)**	**73,295**		
	Add back Contingency							
	FUND BALANCE Beginning - Cash/Fund Balance				675,005	501,091		
	FUND BALANCE End of Year - Projected - Cash/Fund Balance				501,091	574,386		

SECTION III

COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT
Annual Budget
Fiscal Year - 2018-19

Fund: 5800
Division: Airport
Organization: 580010 - Airport Administration

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2087-19 Requested	2087-19 Recommend	2087-19 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	0	0	0	4,560		
520200	Contracted Services	4,560	2,090	5,000	5,000		
520400	Advertising & Publicity	0	0	100	100		
520500	Legal Services	0	300	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	0	0	995	995		
522000	Building Repairs & Maintenance	1,032	1,675	10,000	10,000		
522200	Small Equipment Repair & Maintenance	1,414	0	4,860	7,000		
522201	Fuel Site Repair & Maintenance	514	346	1,000	1,000		
524000	Building Insurance	3,151	3,152	3,245	4,255		
525000	Telephone	228	114	300	300		
525004	WAN Service Charges	0	0	1,500	1,500		
525210	Conference, Meeting & Training Expense	1,005	0	1,200	1,800		
525230	Subscriptions, Dues, & Books	40	40	40	40		
525240	Personal Mileage Reimbursement	0	0	200	200		
525390	Utilities - Lexington County Airport at Pelion	6,526	3,196	7,229	8,000		
526500	Licenses & Permits	500	500	500	500		
529903	Contingency	0	0	0	0		
530100	Depreciation Expense	51,106	0	82,206	82,206		
	*** Total Operating**	**70,076**	**11,413**	**120,169**	**129,250**		
	**** Total Personnel & Operating**	**70,076**	**11,413**	**120,169**	**129,250**		
	Capital						
540000	Small Tools & Minor Equipment	0	3,817	5,200	0		
540010	Minor Software	0	0	0	0		
	**** Total Capital**	**0**	**3,817**	**5,200**	**0**		
	Other Financing Uses						
815801	Op Trn to Lex Cty Airport Capital Projects	56,735	231,450	250,000	0		
	Total Other Financing Uses	**56,735**	**231,450**	**250,000**	**0**		
	***** Total Budget Appropriation**	**126,811**	**246,680**	**375,369**	**129,250**		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 5800 Fund Name: Lexington County Airport

Organ. #: 580010 Organ. Name: Operations

Revenue Code	Fee Title	Actual Fees FY 2015-16	Actual Fees FY 2016-17	12/31/2017 Year-to-Date FY 2017-18	Anticipated Fiscal Year Total FY 2017-18	Budget Units of Service	Budget Current Fee	Budget Current Total Estimated Fees FY 2018-19	Proposed Fee Change	Total Proposed Estimated Fees FY 2018-19
438430	Aviation Fuel Sales	$ 45,282	$ 48,798	$ 16,378	$ 59,198			$ 65,118		$ 65,118
438431	Aviation Fuel Costs	$ (38,609)	$ (43,201)	$ (14,429)	$ (48,299)			$ (53,129)		$ (53,129)
450000	Rental Income	$ 32,360	$ 46,129	$ 7,027	$ 57,150			$ 57,150		$ 57,150
461000	Investment Interest	$ 2,990	$ 5,413	$ 3,383	$ 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 V. - PROGRAM OVERVIEW

Program: **Lexington County Airport**

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.

Improvements to the runway 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 was bid out in the Summer of 2017. The newly constructed runway is 75 feet wide and 4,335 feet long. The construction of the runway was completed in late December 2017 and project closeout will be in the Spring of 2018.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A - LISTING OF REVENUES

438430 – AVIATION FUEL SALES **$65,118**

Estimated fuel sales for FY 2018-19

525410 – AVIATION OPERATIONS FUEL EXPENSES **($53,129)**

Estimated fuel costs for FY 2018-19

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

461000 – INTEREST INCOME **$1,200**

Interest Income = $1,200

801000 – OP TRN FROM GENERAL FUND **$50,000**

General Fund amount required = $50,000

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**

Covers tree removal costs 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 **$4,255**

To cover the cost of allocated building insurance per Risk Management. FY 16-17 was $3152. FY 17-18 is $3151 through December 2017.

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.

525004 – WAN SERVICE CHARGES **$1,500**

This appropriation is to cover the cost of WIFI for the Weather Hawk Weather system located on the terminal building and for providing WIFI the pilots to log flight plans.

525210 – CONFERENCE & MEETING EXPENSE **$1,800**

To cover the cost of attending the South Carolina Aviation Association Annual Conference (SCAA) and Federal Aviation Administration (FAA) Southern Region 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 **$8,000**

To cover the cost of electricity, and water for the terminal building and hangars.

FY 15-16 $6,056
FY 16-1 $6,526
FY 17-18 $3,196 through December 2017

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
Annual Budget
FY 18-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	*** Airport Capital Projects 5801:**							
	Revenues:							
457001	FAA Funding (AIP)	0	0	4,166,100	4,166,100	103,500		
458003	State Aeronautics Funds	0	0	231,450	231,450	56,157		
805800	Op Trn from Airport	56,735	231,450	231,450	231,450	0		
821000	RET from General Fund	50,000	0	0	0	50,000		
	**** Total Revenue**	**106,735**	**231,450**	**4,629,000**	**4,629,000**	**209,657**		
	*****Total Appropriation**				4,702,403	**168,060**		
	Contingency				0	0		
	FUND BALANCE Beginning - Cash/Fund Balance				213,139	139,736		
	FUND BALANCE End of Year - Projected - Cash/Fund Balance				139,736	181,333		

SECTION III

COUNTY OF LEXINGTON
AIRPORT CAPITAL PROJECTS
Annual Budget
Fiscal Year - 2018-19

Fund: 5801
Division: Airport
Organization: 580020 - Airport Projects
Organization: 580021 - Airport General Projects

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel (Organization- 580020)						
	***Total Personnel**	0	0	0	0		
	Operating Expenses (Organization-580020)						
530100	Depreciation Expense	182,058	0	0	0		
	***Total Operating**	**182,058**	**0**	**0**	**0**		
	****Total Personnel and Operating**	**182,058**	**0**	**0**	**0**		
	Capital (Organization - 580020)						
599999	Capital Clearing	(14,950)	0	0	0		
	North Apron Reconstruction	0	0	0	115,000		
	Taxiway System Rejuvenation	0	0	0	53,060		
	All Other Equipment	14,950	2,597,604	4,638,586	0		
	** **Total Capital**	**0**	**2,597,604**	**4,638,586**	**168,060**		
	Capital (Organization - 580021)						
522000	Building Repairs & Maintenance	38850	0	0			
599999	Capital Clearing	(42,918)	0	0			
	All Other Equipment	42,918	0	63,817			
	** **Total Capital**	**38,850**	**0**	**63,817**	**0**		
	*** **Total Budget Appropriation**	**220,908**	**2,597,604**	**4,702,403**	**168,060**		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 5801 Fund Name: Lexington County Airport

Organ. #: 580020 Organ. Name: Enterprise

						Budget				
Revenue Code	Fee Title	Actual Fees FY 2015-16	Actual Fees FY 2016-17	12/31/2017 Year-to-Date FY 2017-18	Anticipated Fiscal Year Total FY 2017-18	Units of Service	Current Fee	Current Total Estimated Fees FY 2018-19	Proposed Fee Change	Total Proposed Estimated Fees FY 2018-19
457001	FAA Funding (AIP)	$ -	$ -	$ -	$4,166,100			$ 103,500		$ 103,500
458003	State Aeronautics Funds	$ 154,327	$ -	$ -	$ 231,450			$ 56,157		$ 56,157
461000	Investment Interest	$ -	$ -	$ -	$ -			$ -		$ -
805800	Op Trn from Airport	$ -	$ 56,735	$ 231,450	$ 231,450			$ -		$ -
821000	RET from General Fund	$ 50,000	$ 50,000	$ -	$ -			$ 50,000		$ 50,000

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund #	5801	Fund Title:	Lexington County Airport	
Organization #	580020	Organization Title:	Airport General Projects	***BUDGET***
Program #		Program Title:		2018-19
				Requested

Qty		Item Description	Amount
1	EA	North Apron Reconstruction	$ 115,000.00
1	EA	Taxiway System Rejuvenation	$ 53,060.00

**** Total Capital (Transfer Total to Section I and IA)** **$168,060**

SECTION V. - PROGRAM OVERVIEW

Program: **Lexington County Airport**

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.

Improvements to the runway 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 was bid out in the Summer of 2017. The newly constructed runway is 75 feet wide and 4,335 feet long. The construction of the runway was completed in late December 2017 and project closeout will be in the Spring of 2018.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A – REVENUE LINE ITEM NARRATIVES

821000 - RET FROM GENERAL FUND **$50,000**

To cover the Lexington County (Local Match) portion of future Grants from the FAA or South Carolina Aeronautics Commission (SCAC). This request for funding is for the professional services to design, permit, and bid the North Apron Reconstruction Project. It is anticipated that funding for construction will be in FY 2019.

SECTION VI.B – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

North Apron Reconstruction **$115,000**

This portion of the apron pavement was originally constructed in 1987 and has had no major rehabilitation efforts since then. There has been some crack sealing and rejuvenation, but that is now in dis-repair. The apron pavement is in POOR condition and is exhibiting severe oxidation, longitudinal and transverse cracking, block cracking and weathering. These distresses have begun to cause moderate Foreign Object Debris (FOD) issues. By visual inspection, there does not appear to be any subgrade failure issues. According to the 2016 South Carolina Aeronautics Commission (SCAC) Pavement Study, the Pavement Condition Index (PCI) for this portion of the Apron is 50.

Estimated Design, Permit and Bid cost is $115,000.
FAA Share (90%) is $103,500
State Aeronautics share (5%) is $5,750
Lexington County share (5%) is $5,750

Taxiway System Rejuvenation **$53,060**

This request is also for funding the Taxiway System Crack Seal, Rejuvenate, and Re-Mark through a grant obtained by the South Carolina Aeronautics Commission.
Estimated cost is $53,060
State Aeronautics share (95%) is $50,407
Lexington County share (5%) is $2,653

SECTION 1

COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2018-19

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Summary Page	2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
Activity From Operations:						
Revenues:						
438700 Motor Pool Service Charges	44,419	18,830	37,450	42,510		
461000 Investment Interest	6,264	4,124	2,000	2,000		
490100 Sale of Fixed Assets	0	0	2,000	10,000		
490300 Gain on Sale of Fixed Assets	16,328	0	0	0		
Total Revenues	**67,011**	**22,954**	**41,450**	**54,510**		
Expenditures:						
Operations	19,134	11,129	57,760	54,706		
Depreciation	38,494	0	15,000	15,000		
Capital Outlay	0	51,735	52,350	200 0		
Total Expenditures	**57,628**	**62,864**	**125,110**	~~69,706~~ 69,906		
Noncash Expenses:						
Depreciation: Add Back In	38,494	0	15,000	15,000		
Net Cash	**47,877**	**(39,910)**	**(68,660)**	~~(196)~~ (396)		
Income Calculation:						
Capital Outlay: Add Back In	0	51,735	52,350	200		
Net Income (Loss)	**9,383**	**11,825**	**(31,310)**	**(15,196)**		
FUND BALANCE Beginning of Year			875,360	806,700		
FUND BALANCE End of Year			806,700	806,304		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2018-2019

Fund #: 6590 Fund Name: Motor Pool

Organ. #: 111500 Organ. Name: Motor Pool

						Budget				
Revenue Code	Fee Title	Actual Fees FY 2015-16	Actual Fees FY 2016-17	12/31/2017 Year-to-Date FY 2017-18	Anticipated Fiscal Year Total FY 2017-18	Units of Service	Current Fee	Total Estimated Fees FY 2018-19	Proposed Fee Change	Total Proposed Estimated Fees FY 2018-19
438700	Service Charge	$43,000	$43,497	$18,830	$37,660	78,000	0.535	41,730	0.545	42,510
461000	Investment Interest	$3,394						$ 2,000		$ 2,000
490100	Sale of Fixed Assets	6750	$18,000	$0	$10,000	0	$ -	$ 10,000	$ -	$ 10,000
490300	Gain on Sale of Fixed Assets	$143,154		$ -	$ -					

SECTION III

COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2018-19

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**			
	Operating Expenses						
520233	Towing Service	0	0	150	**150**		
522300	Vehicle Repairs & Maintenance	2,386	689	4,300	**4,200**		
524100	Vehicle Insurance - 14	6,890	6,360	7,644	**7,798**		
524500	Aircraft Insurance	0	0	0	**0**		
525006	GPS Monitoring Charges - 14	2,956	1,183	3,411	**2,848**		
525400	Gas, Fuel, & Oil	6,902	2,897	12,255	**9,710**		
529903	Contingency	0	0	30,000	**30,000**		
530100	Depreciation	38,494	0	15,000	**15,000**		
	*** Total Operating**	**57,628**	**11,129**	**72,760**	69,706		
	**** Total Personnel & Operating**	**57,628**	**11,129**	**72,760**	69,706		
	Capital						
540000	Small Tools & Minor Equipment	0	105	350	**200**		
599999	Capital Clearing	0	0	0	**0**		
	All Other Equipment	0	51,630	52,000	**0**		
	**** Total Capital**	**0**	**51,735**	**52,350**	**200**		
	***** Total Budget Appropriation**	**57,628**	**62,864**	**125,110**	**69,906**		

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-2019

Fund # 6590
Organizatio 111500 Organization Title: Motorpool

Qty	Item Description	*BUDGET* 2018 - 2019 Requested Amount
540000	Small Tools and Minor Equipment	200
540010	Minor Software	0

ALL OTHER EQUIPMENT

Qty	Item Description	Amount

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

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 2015-16	Actual FY 2016-17	Estimated FY 2017-18	Projected FY 2018-19
Miles Driven	**76,611**	**82,352**	**77,500**	**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 $0.545 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 **4,200**

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 **7,798**

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 $557.00 X 14 = $8,190

525006 – GPS MONITORING CHARGES **2,848**

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 $16.95 per unit for monitoring per month. (14 x $16.95 x 12 months) = $2,847.60

525400 – GAS, FUEL, & OIL **9,710**

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.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – Small Tools and Minor equipment **200**

This account is for the purchase of relatively low cost tools and equipment used in the Motor Pool that has a useful life of less than 2 years. This account also will fund the addition and replacement of any GPS units that may be required.

ALL OTHER EQUIPMENT

COUNTY OF LEXINGTON
WORKER'S COMPENSATION INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6710
Division: Non-departmental
Organization 999900 - Non-departmental

Summary Page		2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
Activity From Operations:							
Revenues:							
439601	Employer Insurance Contributions	2,546,558	1,363,068	2,661,967	2,808,406		
439630	TPA Insurance Reimbursements	35,930	20,793	0	0		
461000	Investment Interest	35,373	37,450	16,116	37,450		
463005	Ins. Prorated Premium Adj.	0	0	0			
	Total Revenues	**2,617,861**	**1,421,311**	**2,678,083**	**2,845,856**		
Expenditures:							
	Operations	1,760,796	871,242	2,674,052	2,612,771		
	Operating Transfer to Risk Management	187,685	160,844	160,844	172,894		
	Total Expenditures	**1,948,481**	**1,032,086**	**2,834,896**	**2,785,665**		
Noncash Expenses:							
					0		
	Net Cash	**669,380**	**389,225**	**(156,813)**	**60,191**		
Income Calculation							
	Net Income (Loss)	**669,380**	**389,225**	**(156,813)**	**60,191**		
	FUND BALANCE - Estimated Beginning of Year			6,447,522	6,290,709		
	FUND BALANCE - Projected End of Year			6,290,709	6,350,900		

COUNTY OF LEXINGTON
WORKER'S COMPENSATION INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6710
Division: Non-departmental
Organization 999900 - Non-departmental

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**			
	Operating Expenses						
520206	Background History Screening	8,698	5,260	13,000	**23,375**		
520209	Driver History Screening	1,282	965	2,400	**3,400**		
520301	Safety Management Services	0	0	6,000	**6,000**		
520302	Drug Testing Services	13,953	7,872	20,940	**27,590**		
521214	Safety Supplies	0	0	686	**1,202**		
525210	Conference & Meeting Expense	2,291	2,950	6,685	**5,685**		
525710	Safety Awards	0	0	1,000	**1,000**		
527307	SC Workers Compensation Taxes	28,645	0	45,000	**44,000**		
527308	WC Second Injury Assessments	58,250	0	120,000	**65,000**		
527309	Workers Compensation Ins. Premiums	633,897	372,833	722,739	**727,888**		
527351	WC - Medical Expense	481,885	220,515	671,817	**623,111**		
527352	WC - Legal Expense	41,567	6,952	64,837	**56,646**		
527353	WC - Indemnity Expense	511,109	273,366	694,947	**725,075**		
527358	WC - Recoveries	(25,555)	(19,637)	(32,000)	**-31,991**		
527359	WC - Miscellaneous Expense	4,774	166	12,540	**11,329**		
529903	Contingency	0	0	323,461	**323,461**		
	*** Total Operating**	**1,760,796**	**871,242**	**2,674,052**	**2,612,771**		
	**** Total Personnel & Operating**	**1,760,796**	**871,242**	**2,674,052**	**2,612,771**		
	Transfers:						
816790	Operating Transfer to Risk Management	187,685	160,844	160,844	**172,894**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**1,948,481**	**1,032,086**	**2,834,896**	**2,785,665**		

SECTION VI. - SUMMARY OF REVENUES

439601 – Employer Insurance Contributions **$2,808,406**

This figure reflects the adjusted budget as of 12/31/2017. Workers' compensation rates are payroll driven and this figure is subject to adjustment prior to releasing the Recommended Budget.

461000 – Investment Interest **$37,450**

Projection based on current budget status.

SECTION VI – OPERATING LINE ITEM NARRATIVES

520206 – Background History Screening **$23,375**

To cover the cost new-hire background screenings.

(425 annually x $55.00 National Check = ~~$5,500~~ 23,375)

520209 – Driver History Screening **$3,400**

A driving history will be performed for all conditionally hired employees in accordance with County policy.

(425 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 **$27,590**

Pre-employment Drug Screen (10 Panel Screens)
425 x $40/test = $~~11,600~~ 17,000

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 $55 = $550 (includes alcohol test)

Post accident drug and alcohol testing –estimate
8 x $250 = $2,000

521214 – Safety Supplies **$1,202**

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
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
Puncture Protect Glove	20	x	41.99	=	839.80
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
					$1,201.89

525210 – Conference, Meeting & Training Expense **$5,685**

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) $1,925.00

Annual SC Counties Workers' Compensation Trust Meeting
(Lodging, Per Diem, Mileage) $535.00

Certified Workers' Compensation Counselor Program
(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 **$44,000**

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 2016-17.

527308 – WC Second Injury Fund Assessment **$65,000**

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 2017. 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 **$727,888**

Recommend continuing the Large Deductible option of a $300,000 Self Insured Retention (SIR) per occurrence. The current Self-Insured Retention Premium is .278 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 $74,912,931. Payroll includes exposure for Reserve Deputies, Inmate Labor, and any Sub-contractors who may not have insurance. WC Code rates have been consistent, the increases in premium can largely be attributed to a growing payroll.

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 2018.

Total Estimated Premium ($300,000) Large Deductible Program **$727,888**

Lexington County Workers' Compensation Self Insured Premium

Plan Year	SIR Premium
2017-2018	$699,814
2016-2017	$645,355
2015-2016	$562,201

527351 – Workers Compensation Medical Expense **$623,111**

527352 – Workers Compensation Legal Expense **$56,646**

527353 – Workers Compensation Indemnity Expense **$725,075**

527358 – Workers Compensation Recoveries **$(31,991)**

527359 – Workers Compensation Miscellaneous Expense **$11,329**

529903 – Contingency **$323,461**

This contingency line item will act as an additional funded loss-control measure.

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page		2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
Activity From Operations:							
Revenues:							
439601	Employer Insurance Contributions	9,854,350	5,572,940	10,500,000	12,441,000		
439602	Employee Health Ins Premiums (P/D)	3,425,104	1,697,621	3,487,386	3,746,479		
439604	Post-Employment Insurance Premiums	489,456	268,839	493,347	540,215		
439606	Cobra Payments	39,597	33,376	37,812	66,752		
439607	Employer Subsidy - Post Employment	311,627	138,935	320,024	277,870		
439608	Employee Life Insurance Premiums (P/D)	158,968	79,807	158,912	183,080		
439609	Employee Dental Ins Premiums (P/D)	230,738	116,018	228,990	232,036		
439610	Insurance Co-pay Fees	495	0	900	900		
439630	TPA Insurance Reimbursements	76,080	46,564	63,828	93,128		
439632	Stop-Loss Insurance	2,171,277	175,370	930,180	350,740		
461000	Investment Interest	69,535	61,481	68,000	68,000		
806731	Op Trn from 2009 Post Emp. Ins Fund	5,000,000	0	0	0		
	Total Revenues	**21,827,227**	**8,190,951**	**16,289,379**	**18,000,200**		
Expenditures:					20,599,018		
	Non-Departmental - Operations	17,391,436	6,532,301	15,352,207	~~20,572,760~~		
	Wellness Center - Operations	1,191,878	593,419	1,330,741	1,359,211		
	Wellness Center - Capital	28,611	0	918	0		
	Total Expenditures	**18,611,925**	**7,125,720**	**16,683,866**	~~21,931,971~~ 21,958,229		
Noncash Expenses:							
	Transfer to Wellness Center - subtract out				(3,958,029)		
	Net Cash	**3,215,302**	**1,065,231**	**(394,487)**	~~(3,931,771)~~		
Income Calculation:							
	Capital Outlay: Add Back In	0	0	918	0		
	Net Income (Loss)	**3,215,302**	**1,065,231**	**(393,569)**	~~(3,931,771)~~ (3,958,029)		
	FUND BALANCE Beginning of Year			12,070,519	11,676,032		
	FUND BALANCE - Projected End of Year			11,676,032	7,718,003 ~~7,744,261~~		

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**			
	Operating Expenses						
520201	Physical Fitness Program	7,710	2,855	10,000	**15,000**		
520308	Health Screening Services	0	21,761	25,350	**31,740**		
520313	Actuarial Services	3,500	8,000	9,000	**9,000**		
520314	Employee Benefit Consulting Services			2,500	**2,500**		
520800	Outside Printing	0	0	1,500	**3,500**		
521100	Duplicating	0	0	100	**0**		
525100	Postage	0	0	5,000	**0**		
525210	Conference, Meeting & Training Exp.	0	1,519	1,250	~~4,385~~ 4900		
527303	Life Insurance Premiums	322,321	162,425	334,094	~~371,057~~ 351492		
527304	Stop-Loss Insurance Premiums	1,058,883	251,514	593,575	**589,476**		
527310	Pharmacy Claims	2,654,458	1,215,321	2,436,067	**3,139,283**		
527312	Health Care Reform Fees	59,211	0	63,620	**63,620**		
527313	Medical Insurance Claims	12,185,779	4,446,485	10,500,000	**14,799,092**		
527314	Dental Insurance Claims	621,267	259,277	485,512	**509,788**		
527315	Medical Administrative Costs	316,952	118,421	421,944	~~524,234~~ 537614		
527316	Dental Administrative Costs	27,347	13,835	33,771	**38,401**		
527317	HRA/HSA Administrative Costs	16,314	9,281	35,124	**41,197**		
	3rd Party Administrator Costs (HSA)						
	3rd Party Administrator Costs (HRA)						
	3rd Party Administrator Costs (FSA,DCA)						
527318	Cobra Administrative Costs	11,886	4,936	12,600	~~11,845~~ 13773		
527319	Compliance Testing	1,940	1,990	2,000	**2,000**		
527320	Online Benefits System	15,368	14,681	18,000	**28,692**		
527330	Wellness Program Incentives	88,500	0	117,200	**137,950**		
529903	Contingency	0	0	244,000	**250,000**		
	*** Total Operating**	**17,391,436**	**6,532,301**	**15,352,207**	~~**20,572,760**~~ 20,599,018		
	**** Total Personnel & Operating**	**17,391,436**	**6,532,301**	**15,352,207**	~~**20,572,760**~~ 20,599,018		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**17,391,436**	**6,532,301**	**15,352,207**	20,599,018 ~~**20,572,760**~~		

COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
WELLNESS CENTER
Annual Budget
Fiscal Year - 2018-19

Fund 6730
Division: Non-departmental
Organization: 999901 - Wellness Center

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**			
	Operating Expenses						
520248	Alarm Monitoring and Maintenance	0	0	378	**378**		
520309	Medical Services	1,140,244	565,492	1,216,130	**1,237,152**		
521000	Office Supplies	0	0	100	**200**		
521405	Pharmaceuticals	44,483	23,673	53,984	**56,143**		
524000	Building Insurance	0	303	303	**303**		
525000	Telephone	915	500	964	**994**		
525004	WAN Service Charges	861	514	1,264	**1,264**		
525210	Conference, Meeting & Training Exp.	99	0	1,500	**1,600**		
525385	Utilities - Auxiliary Admin. Bldg.	5,276	2,937	7,036	**7,177**		
529903	Contingency	0	0	49,082	**53,000**		
	*** Total Operating**	**1,191,878**	**593,419**	**1,330,741**	**1,358,211**		
	**** Total Personnel & Operating**	**1,191,878**	**593,419**	**1,330,741**	**1,358,211**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	918	**1,000**		
	All Other Equipment	28,611	0	0	**0**		
	**** Total Capital**	**28,611**	**0**	**918**	**1,000**		
	***** Total Budget Appropriation**	**1,220,489**	**593,419**	**1,331,659**	**1,359,211**		

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.

520308 – Health Screening Services $31,740

Employee Health & Wellness initiative biometric screening fees for Lexington Medical Center's services.
FY 17-18 screenings – 429 employees
FY 18-19 screenings projected 529 @ $60.00 = **$31,740** per screening

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 will be required to assist with communicating benefit plan and rate changes.

520800 – Outside Printing $3,500

Printing of benefit related items, including open enrollment materials.

521100 – Duplicating $0

521100 – Postage $0

Mailing of benefit related items.

525210 – Conferences, Meeting & Training 4,900 ~~$4,385~~

International Foundation of Employee Benefit Plans membership ($395), CEBS (Certified Employee Benefit Specialist) certification coursework requires GBA1 certification, coursework materials, book and study guide ($410), online class instruction ($220) and exam fee ($450) = ~~$1050~~ 1475. Annual IFEBP Conference ($1565), travel and lodging ($1420) = **$2985**. Life, Accident and Health Insurance Certification and License, course ($345), SLED Criminal Background Check ($45), application fee ($25), license fee ($25) = **$440**.

527313 – Medical Insurance Claims $14,799,092

Claims funding based upon PAI projections, trend analysis less anticipated stop-loss reimbursements reconciled to PAI paid claims. Based on 1594 full time, benefits eligible employees.

527314 – Dental Insurance Claims $509,788

Claims funding based upon trend analysis.

527315 – Third Party Administrator Costs (Medical) 537,614 ~~$524,234~~

Fixed Costs Effective 1/1/17 – Administrative Fees paid to PAI for claims adjudication.

1594 eligible employees x $25.34 x 12 = **$484,703.52** subtotal

174 vacancies x 25.34* x 12 = **$52,909.92** subtotal
$537,613.44 total

527316 – Third Party Administrator Costs (Dental) **$38,401**

Fixed cost effective 1/1/18

1594 benefit eligible employees x 1.81 = $2885.12 x 12 = **$34621.68**
174 vacancies x 1.81 = $314.94 x 12 = **$3779.28**

381,492

527303 – Life Insurance Premiums ~~$371,057~~

Basic Life Plan based on subscriber count /volume as of 2/1/18.

Subscriber Count 1594 (Volume = $79,7000,00/1000 x .185 x 12 = **$176,934**) + *174 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 12/31/2017 = **$183,080.88**
Dependent Life. Based on average as of 12/31/2017 = **$10,488.00**

527304 – Stop Loss Premiums **$589,476**

Based on renegotiated stop-loss coverage levels and associated premium.

527310 – Advance PCS Claims **$3,139,283**

Based on average monthly Prescription Drug coverage activity as of 12/31/2017 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 **$137,950**

Estimated participation of 469 * $250 screenings incentive = **$117,250**. 350 * $50 dental cleaning incentive = **$17,500**.
Other Program Incentives/Giveaways = $3,200

527317 – HRA/HSA/FSA/DCA Administrative Costs **$41,197**

(HSA) Based on current participation of 42 employees + estimated 10% increase. 51*3.08 = 157.08 * 12 = **$1884.96**. (HRA) Based on average participation of 354 employees + estimated 10% increase in participation. 389*4.00 = 1556 * 12 = **$18,672**. FSA/DCA administration costs based on 360 participants (360 *4.50 *12 = $19,440 plus $1200 client relationship manager fee = **$20,640.00**)

527319 – Compliance Testing **$2,000**

Mandated nondiscrimination testing for Cafeteria plan, FSA, DCA.

527320 – Online Benefit System **$28,692**

1594 Benefit eligible employees * $1.50 per employee per month * 12 = $28,692

13,773

527318 – COBRA Administrative ~~$11,845~~

1594 Benefit eligible employees at .72 a month = ~~1550~~ *12 = ~~$13,426.56~~
1147.68 13,772.16

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.

SECTION VI – OPERATING LINE ITEM NARRATIVES

520248 – Alarm Monitor and Maintenance **$378**

520309 – Medical Services **$1,237,152**

Employee Health & Wellness Center Administrative costs per contractual agreement.

521000 – Office Supplies **$200**

521405 – Pharmaceuticals **$56,143**

Prescription Drugs dispensed at the Employee Health and Wellness Center

524000 – Building Insurance **$303**

Printing of benefit related items, including open enrollment materials.

525000 – Telephone **$994**

525004 – WAN Line Services **$1264**

Mailing of benefit related items.

525210 – Conferences, Meeting & Training $1,600

Marathon Health Customer Forum travel and lodging expenses.

525385 – Utilities Auxiliary Administration Building **$7,177**

529903 – Contingency **$53,000**

540000- Small Tools **$1,000**

This is to purchase any small tools pursuant to any employee ADA accommodation requests.

COUNTY OF LEXINGTON
POST-EMPLOYMENT INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6731
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page		2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
Activity From Operations:							
Revenues:							
439601	Employer Insurance Contributions	1,791,700	549,410	1,200,000	1,115,800		
461000	Investment Interest	111,882	70,935	22,422	150,000		
816730	Op Trn to Employee Insurance Fund	5,000,000	0	0	0		
	Total Revenues	**1,903,582**	**620,345**	**1,222,422**	**1,265,800**		
Expenditures:							
	Operations	322,218	186,239	845,288	845,288		
	Total Expenditures	**322,218**	**186,239**	**845,288**	**845,288**		
Noncash Expenses:							
	Net Cash	**1,581,364**	**434,106**	**377,134**	**420,512**		
Income Calculation:							
	Net Income (Loss)	**1,581,364**	**434,106**	**377,134**	**420,512**		
	FUND BALANCE Beginning of Year			17,456,699	17,833,833		
	FUND BALANCE - Projected End of Year			17,833,833	18,254,345		

COUNTY OF LEXINGTON
POST-EMPLOYMENT INSURANCE FUND
Annual Budget
Fiscal Year - 2018-19

Fund 6731
Division: Non-departmental
Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
	Personnel						
	*** Total Personnel**	**0**	**0**	**0**	**0**		
	Operating Expenses						
527311	Ins. Premium Reimb. to Employee	322,218	186,239	845,288	845,288		
	*** Total Operating**	**322,218**	**186,239**	**845,288**	**845,288**		
	**** Total Personnel & Operating**	**322,218**	**186,239**	**845,288**	**845,288**		
	Capital						
	**** Total Capital**	**0**	**0**	**0**	**0**		
	***** Total Budget Appropriation**	**322,218**	**186,239**	**845,288**	**845,288**		

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2018-19

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Summary Page	2016-17 Actual	2017-18 Actual (Dec)	2017-18 Amended (Dec)	BUDGET 2018-19 Requested	BUDGET 2018-19 Recommend	BUDGET 2018-19 Approved
Activity From Operations:						
Revenues:						
461000 Investment Interest	955	652	467	650		
806710 Op Trn from Workers Comp Ins.	187,685	160,844	160,844	172,894		
Total Revenues	**188,640**	**161,496**	**161,311**	**173,544**		
Expenditures:						
Personnel & Operations	187,533	72,238	163,991	170,544		
Depreciation	0	0	315	350		
Capital Outlay	1,404	0	883	2,000		
Total Expenditures	**188,937**	**72,238**	**165,189**	**172,894**		
Noncash Expenses:						
Depreciation: Add Back In	0	0	315	350		
Net Cash	**(297)**	**89,258**	**(3,563)**	**1,000**		
Income Calculation:						
Capital Outlay: Add Back In	1,404	0	883	2,000		
Net Income (Loss)	**1,107**	**89,258**	**(2,995)**	**2,650**		
FUND BALANCE - Estimated Beginning of Year			(185,354)	155,677		
Add Back - Net Pension Liability deduction			341,031			
FUND BALANCE - Projected End of Year			155,677	158,327		

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2018-19

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Object Code	Expenditure Classification	2016-17 Expenditure	2017-18 Expend. (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 2	128,613	50,279	106,439	108,939		
511112	FICA - Employer Portion	8,957	3,435	8,143	8,334		
511113	State Retirement - Employer Portion	23,123	5,572	14,433	15,862		
511120	Employee Insurance - 2	15,600	7,800	15,600	15,600		
511130	Workers Compensation	2,029	948	2,014	2,052		
519999	Personnel Contingency	0	0	3,870	3,870		
	*** Total Personnel**	**178,322**	**68,034**	**150,499**	**154,657**		
	Operating Expenses						
521000	Office Supplies	465	0	450	517		
521100	Duplicating	82	2	315	627		
521200	Operating Supplies	0	58	125	500		
522200	Small Equipment Repairs and Maintenance	0	0	0	500		
524000	Building Insurance	27	28	28	32		
524201	General Tort Liability Insurance	150	98	101	116		
524202	Surety Bonds	0	0	20	0		
525000	Telephone	482	241	482	482		
525021	Smartphone Charges	1,271	326	640	696		
525041	E-mail Service Charges - 2	226	107	258	258		
525100	Postage	27	6	200	200		
525100	Other Postal Delivery	0	0	0	50		
525210	Conference, Meeting & Training Expense	3,951	919	1,925	2,375		
525230	Subscriptions, Dues, & Books	1,160	1,350	1,500	1,134		
525240	Personal Mileage Reimbursement	0	0	50	100		
525250	Motor Pool Reimbursement	271	225	250	300		
525300	Utilities / Administration Building	1,099	615	1,452	1,500		
529903	Contingency	0	0	5,696	6,000		
530100	Depreciation	0	0	315	350		
538000	Claims & Judgements (Litigation)	0	229	0	500		
	*** Total Operating**	**9,211**	**4,204**	**13,807**	**16,237**		
	**** Total Personnel & Operating**	**187,533**	**72,238**	**164,306**	**170,894**		
	Capital						
540000	Small Tools & Minor Equipment	0	0	500	500		
540010	Minor Software	0	0	383	1,500		
	All Other Equipment	1,404	0	0	0		
	**** Total Capital**	**1,404**	**0**	**883**	**2,000**		
	***** Total Budget Appropriation**	**188,937**	**72,238**	**165,189**	**172,894**		

Section V - PROGRAM OVERVIEW

Summary:

Human Resources Risk Management Administration

Human Resources (HR) 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 may assist with employee benefits as needed.

HR Risk Management Administration is responsible for managing occupational health and safety strategies, state and federal regulatory compliance (OSHA), administering loss prevention programs, and maintaining adequate coverage levels for the property & casualty, and workers' compensation insurance programs. Risk management administration would include preparing any necessary requests for proposal drafts for insurance related matters.

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's Property & Casualty Program is currently provided through the South Carolina Insurance Reserve Fund, a Division of the South Carolina State Fiscal Accountability Authority. The Insurance Reserve Fund functions as a governmental insurance operation with the mission to provide insurance specifically designed to meet the needs of governmental entities at the lowest possible cost. The Insurance Reserve Fund operates like an insurance company, by issuing policies, collecting premiums (based in consultation with actuaries), and by paying claims from the accumulated premiums in accordance with the terms and conditions of the insurance policies it has issued.

The Insurance Reserve Fund Lines of Insurance carried by the County include:

Liability Insurance: Automobile Liability
General Tort Liability
Medical Professional Liability
Property Insurance: "All Risk" Coverage on Buildings and Contents
Builders' Risk
Data Processing Equipment and Media (Computer Network Systems)
Inland Marine (Heavy and Mobile Equipment)
Business Interruption and Extra Expense

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.

Service Standards:

a. 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 services standards for reporting and investigating accidents/incidents involving employees, vehicles and equipment, and liability issues.
k. Coordinates safety training & inspections.
l. To develop departmental safety contacts and initiatives.

SERVICE LEVELS

Service Level Indicators:	Actual FY 15/16	Actual FY 16/17	Estimated FY 17/18	Projected FY 18/19
Workers' Compensation Claims (WC)	137	138	137	133
OSHA-300 (Recordable injuries)	52	38	45	41
WC Lost Time (LT) Claims	28	27	26	21
WC Incident Rate *	10.71	9.45	9.47	9.02
OSHA Recordable Incident Rate *	4.07	2.60	3.04	2.82
WC LT Incident Rate *	2.19	1.85	1.77	1.43
Total Auto Insurance Claims	41	53	41	40
General Tort Liability Claims	165	91	136	159
OSHA Countywide Self-Assessment	1	1	1	1
Large Deductible Claims Report	12	12	12	12
WC Claims Reimbursement Invoices	12	12	12	12

* *Incident Rates are per 100 Employees*

SECTION VI - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

806710 – Operations Transfer from Workers Compensation Insurance **$172,894**

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 **$517**

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 $7.80) = $93.60
Toner Cartridges - color printer (2 x $162.00) = $324.00
Pens, pencils, & other office products = $40.00
Hanging file folders (legal) (3 boxes x $9.68) = $29.04
Hanging file folders (letter) (4 boxes x $7.69) = $30.76

521100 - DUPLICATING **$627**

Copier Machine Usage cost ($0.033705) x 15,100 copies = $508.94
4 cases paper = ($2.96 x 40 reams) = $118.40

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 **$32**

Building and Personal Property Insurance for division.

524201 - GENERAL TORT LIABILITY INSURANCE **$116**
Tort Liability Premium 2 Positions

524202 – SURETY BONDS **$0**
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 **$696**

1 iPhone Plan - $54 per month x 12 = $648
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 **$200**
Postage expense for office correspondence.

525100 – OTHER POSTAL DELIVERY **$ 50**

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **$2,375**

SC Public Risk Managers Association Annual Conference	$1,125
24th Annual SHRM Conference	$1,200
SHRM Annual Legal Update	$50

525230 - SUBSCRIPTIONS, DUES & BOOKS **$1,134**

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	$209
National PRIMA Membership (2 @ $395)	$395
National Safety Council	$350

525240 – Personal Mileage **$100**

525250 – Motor Pool Reimbursement **$300**

525300 - UTILITIES - **$1500**

Based on current average monthly activity.

529903 - Contingency **$6,000**

530100 - Depreciation **$350**

5380000 - Claims & Judgements **$500**

Tort Claim Deductible (2)

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **$500**
Upgrade to office furniture.

540010 – Minor Software **$1,500**
Claims Tracking Software

Lexington County Recreation & Aging Commission
563 South Lake Drive, Lexington, South Carolina 29072
803-359-4048
Randy H. Gibson
Executive Director

February 2, 2018

Joe G. Mergo, III
County Administrator
212 South Lake Drive
Lexington, SC 29072

Dear Mr. Mergo:

Please find enclosed, our preliminary General Fund Budget for the fiscal year 2018-19. We are not asking for a millage increase other than any CPI increase that County Council may approve and the estimated population growth.

We have always enjoyed our relationship with Council in past years and look forward to working with you and your staff in the future.

If we can be of any assistance to you please do not hesitate to let us know.

Sincerely,

Randy H. Gibson

Ransom (Randy) H. Gibson, CPA
Executive Director

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2018-2019 BUDGET

DESCRIPTION		FY 18-19 ANNUAL BUDGET
Property Taxes	$	11,787,800
Interest Earned		25,000
Special Projects Income		1,812,200
Rental Income		7,000
Miscellaneous		10,000
Special Events		4,500
Registration Fees		70,000
Total Revenues	$	13,716,500
Salaries		
Administration	$	845,500
Recreation		900,100
Part-Time		1,208,200
Maintenance		1,661,460
Fringes		1,739,000
Total Salaries	$	6,354,260
Maintenance		
Oil & Gasoline	$	235,000
Repairs		230,000
Utilities		1,282,300
Radio Service		12,000
Materials & Supplies		902,500
Landfill Fees		12,000
Garbage Service		51,000
Pest Control		15,000
Small Tools & Equipment		20,000
Sports Field Bulbs		15,000
Port-O-Johns		11,000
Contract Labor		484,750
Tennis Court Resurfacing		90,000
Total Maintenance	$	3,360,550
Operations		
Travel	$	8,650
Insurance		188,000
Office Operations		111,365
Conference Expense		17,000
Professional Training		9,375
Legal & Auditing		21,000
Medical Disbursements		1,250
Telephone		87,050
Facility Rent		1,500
Total Operations	$	445,190

LEXINGTON COUNTY RECREATION & AGING COMMISSION
PRELIMINARY GENERAL FUND BUDGET
FISCAL YEAR 2018-2019

Revenues:	
Property Taxes	$ 11,787,800
Fees & Registrations	1,903,700
Other	25,000
Total Revenues	13,716,500
Expendiutres:	
Personnel	6,354,260
Maintenance	3,360,550
Operations	445,190
Programs	876,250
Capital	485,000
Total Expenditures	11,521,250
Excess Revenue Over (Under) Expenditures	2,195,250
Other Financing Sources (Uses)	
Transfer To Aging Fund	(2,595,250)
Excess Revenue And Other Financing Sources Over (Under) Expenditures And Other Sources	(400,000)
Esimated Fund Balance - Beginning	16,562,610
Projected Fund Balance - Ending	$ 16,162,610

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2018-2019 BUDGET

DESCRIPTION		FY 18-19 ANNUAL BUDGET
Program Allowances		
Athletic Supplies	$	35,000
Officials		60,000
Grants		3,800
Commission Expenses		24,000
Special Events		2,000
Marketing & Promotions		8,000
Total Program Allowances	$	132,800
Capital Outlay		
Equipment	$	250,000
Furniture & Fixtures		10,000
Vehicles		175,000
Facility Improvements		50,000
Total Capital Outlay	$	485,000
Other Financing Uses		
Transfers - Aging Fund	$	2,595,250
Transfers - Other		
Total Other Financing Uses	$	2,595,250
Special Projects		
Batesburg-Leesville	$	31,550
Lexington Leisure		75,250
Spires		12,800
Tri-City		57,650
Gilbert		8,000
Oak Grove Tennis Complex		132,200
Cayce Tennis Complex		109,000
Baseball Stadium		20,000
Oak Grove/Pine Grove		297,000
	$	743,450
Total Expenditures	$	14,116,500

IRMO CHAPIN
RECREATION
COMMISSION

January 25, 2017

Mr. Joe Mergo
County Administrator
County of Lexington
212 South Lake Drive
Lexington, South Carolina 29072

Re: FY 2018-2019 Budget

Dear Mr. Mergo,

Per your request, we are enclosing our preliminary FY 18-19 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 16th and final adoption by the Commission on May 23, 2018. 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 1.5% increase in County tax revenue over the previously budgeted amount in 2017-18. 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,

Mark Smyers
Executive Director

Enclosures

cc: Mr. Phil Yarborough
Ms. Erin Long Bergeson

Commissioners
John A. Sowards, Chairman'
William H. Harmon, Vice Chair
Timothy W. Stewart, Secretary
Bruce P. Loveless
Gary A. Boyd

Executive Director
Mark Smyers

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

Irmo Chapin Recreation Commission
General Fund
Proposed Budget for Lexington County Council
Fiscal Year 2018-2019

DESCRIPTION	FY 2018 Approved Budget	FY 2019 Requested	Increase (Decrease)	Increase (Decrease) %
REVENUE:				
Local Taxes	$ 4,286,652	$ 4,350,952	$ 64,300	1.5%
Interest Earned	5,000	5,000	0	0.0%
Building Rentals	54,200	56,910	2,710	5.0%
Outdoor Rentals	34,600	36,330	1,730	5.0%
Fitness Fees	182,000	191,100	9,100	5.0%
Chapin Splash	46,000	52,500	6,500	14.1%
I.D. Card Fees	35,650	36,363	713	2.0%
Donations & Grant Related Income	33,400	35,070	1,670	5.0%
Appeal Letter	30,000	32,500	2,500	8.3%
TR Program	80,671	85,000	4,329	5.4%
Grants & Contracts	433,000	400,000	(33,000)	-7.6%
Food Co-Op	10,000	12,000	2,000	20.0%
Gift Shop	17,400	18,500	1,100	6.3%
CLTC Income	6,000	6,000	0	0.0%
Special Events	7,815	9,000	1,185	15.2%
Miscellaneous	5,000	9,000	4,000	80.0%
Transfer from SS Foundation	5,000	5,000	0	0.0%
Employee Insurance Withholdings	199,500	160,000	(39,500)	-19.8%
Transfer from Special Revenue	767,055	782,396	15,341	2.0%
Transfer from Previous year FB	85,000	100,000	15,000	17.6%
TOTAL REVENUE	**6,323,943**	**6,383,621**	**59,678**	**0.9%**
EXPENDITURES:				
Salaries	$ 2,521,992	$ 2,585,042	$ 63,050	2.5%
Part Time Wages	480,810	519,275	38,465	8.0%
Fringe Benefits	632,947	599,979	(32,968)	-5.2%
Health Insurance Costs	619,520	535,000	(84,520)	-13.6%
Professional Development	56,033	57,434	1,401	2.5%
Staff Travel	550	1,000	450	81.8%
Office Operations	15,850	17,435	1,585	10.0%
I.D System Operations	4,040	4,141	101	2.5%
Data Processing Operations	88,450	90,661	2,211	2.5%
Office Equipment Maintenance	22,100	22,653	552	2.5%
Printing/Advertising	11,650	11,941	291	2.5%
Appeal Letter Expenses	1,100	1,500	400	36.4%
Marketing	203,900	210,017	6,117	3.0%
Telephone & Cable	140,622	144,841	4,219	3.0%
Professional Services	36,167	37,614	1,447	4.0%
Spalsh Chapin	2,000	2,050	50	2.5%
Facility Maintenance	303,200	333,520	30,320	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	26,500	29,150	2,650	10.0%
Park Equipment Maintenance	21,000	23,100	2,100	10.0%
Utilities	370,000	407,000	37,000	10.0%
Insurance	80,000	88,000	8,000	10.0%
Gift Shop	6,100	6,283	183	3.0%
Special Events	5,685	5,827	142	2.5%
Sundry Supplies	9,080	9,307	227	2.5%
Intergenereational Programs	900	923	22	2.5%
Meal Costs	60,000	65,000	5,000	8.3%
Food Co-Op Expenses	8,200	8,446	246	3.0%
GRI Expenses	9,000	9,233	233	2.6%
TR Related Expenditures	15,148	18,500	3,352	22.1%
Foundation Expenses	5,000	5,000	0	0.0%
Miscellaneous Expenditures	69,850	71,500	1,650	2.4%
Capital Outlay	349,049	175,000	(174,049)	-49.9%
Contigency	100,000	100,000	0	0.0%
Transfers to fund 40	0	135,000	135,000	100.0%
TOTAL EXPENDITURES	6,323,943	**6,383,620**	**59,677**	**0.9%**
Net	**0**	**0**	**0**	**0**

MIDLANDS
TECHNICAL COLLEGE

February 5, 2018

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 2018-2019 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 2018-2019.

As was discussed with Dr. Ronald L. Rhames in your September 18, 2017 meeting, the College is requesting a portion of the Fund Balance that the County has earmarked for the College from previous years millage, to be used for the renovation of Airport Learning Resource Center (Library), which is located on our Airport Campus. The College is requesting $2.5 million for this renovation project. This project will enable the college to modernize this facility to meet the current needs of employers as we seek to build an even stronger workforce.

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,

Debbie M Walker /ss

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. Teresa Cook, Interim Director of Operations
Ms. Jessica Booth, Director of Finance and Financial Reporting

Walker/J. Mergo 2018

MIDLANDS TECHNICAL COLLEGE
Budget Request
Fiscal Year 2018-19
Richland-Lexington Counties, South Carolina

Midlands Technical College (MTC) is pleased to submit its budget request for fiscal year 2018-19. 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 2018-19 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 2018-19 is shown below.

Lexington County	2018-19
Operating Budget	$4,066,094
Capital Budget	$1,087,221 *
Debt Service	0.5 Mil **
Airport Learning Resource Project	$2,500,000***

* $1,087,221 is for Capital Projects.

** For construction and debt service toward the 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).

*** MTC is requesting a one-time allocation of $2,500,000 for Airport Campus Learning Resource Center renovation. The project is a complete interior renovation and reallocation of spaces within the 11,275 square foot Learning Resource Center located in the Academic Center on the Airport Campus. Function of the space has dramatically changed since it was built in 1989 and so the existing space will be repurposed as the college seek to increase and build an even stronger competitive workforce to meet the needs of employers.

MIDLANDS TECHNICAL COLLEGE

Plant Operations Budget
FY 2018-19

Facilities and Operations Funding Requirements: The college's total FY 2018-19 Facilities and Operations Budget is shown below (excluding capital):

	FY 17-18	FY 18-19
UTILITIES	2,921,543	3,038,405
HOUSEKEEPING/GROUNDS	2,005,837	2,086,070
GENERAL MAINTENANCE	1,820,040	1,892,842
SECURITY	1,376,417	1,431,474
MAJOR REPAIRS/CONSTRUCTION	660,000	686,400
ADMINISTRATION	573,118	596,042
INSURANCE	158,360	164,694
TRANSPORTATION	124,000	128,960
TOTAL	**9,639,315**	**10,024,887**

FY 2018-19
COUNTY BUDGET

	FY 17-18	FY 18-19
UTILITIES	**2,921,543**	**3,038,405**
HOUSEKEEPING/GROUNDS		
Salaries - Permanent	483,435	502,772
Staff Benefits - Permanent	169,202	175,970
Salaries - Temporary	3,000	3,120
Contract Labor	989,200	1,028,768
Supplies (Housekeeping)	185,000	192,400
Supplies (Grounds)	160,000	166,400
Uniforms	1,500	1,560
Equipment	14,500	15,080
Total Housekeeping/Grounds	**2,005,837**	**2,086,070**
GENERAL MAINTENANCE		
Salaries - Permanent	558,400	580,736
Staff Benefits	195,440	203,258
Salaries - Temporary	5,000	5,200
Uniforms	2,500	2,600
General Repair/Maintenance	465,700	484,328
Professional Services	3,000	3,120
Supplies	590,000	613,600
Total General Maintenance	**1,820,040**	**1,892,842**
SECURITY		
Salaries - Permanent	290,801	302,433
Staff Benefits - Permanent	116,320	120,973
Salaries - Temporary	126,356	131,410
Contract Security	808,440	840,778
Supplies	15,100	15,704
Training & Equipment	19,400	20,176
Total Security	**1,376,417**	**1,431,474**

MAJOR REPAIRS/CONSTRUCTION		
General Alterations/Roof/Mechanical	660,000	686,400
Total Major Repairs/Construction	**660,000**	**686,400**
ADMINISTRATION		
Salaries - Permanent	410,458	426,876
Staff Benefits	143,660	149,406
Training	3,000	3,120
Travel	1,000	1,040
Office Support	15,000	15,600
Total Administration	**573,118**	**596,042**
INSURANCE		
Buildings and Contents	132,360	137,654
Motor Vehicles	26,000	27,040
Total Insurance	**158,360**	**164,694**
TRANSPORTATION		
Motor Vehicle Supplies/Repair	70,000	72,800
Vehicle Replacement	54,000	56,160
Total Transportation	**124,000**	**128,960**
TOTAL	**9,639,315**	**10,024,887**

Midlands Technical College
Projected Budgeted Revenues, Disbursements and Transfers
Fiscal Year 2018-2019
Lexington County Council

REVENUES		
Unrestricted		
Student Tuition and Fees	$	52,526,474
Government		
State		14,991,501
County		
Lexington	$	8,281,008
Richland	$	9,391,887
Fairfield	$	165,162
Auxiliary Enterprises	$	1,240,184
Other	$	1,773,850
TOTAL	**$**	**88,370,066**
Restricted		
Federal Grants	$	3,849,019
Student Financial Aid	$	32,201,078
State Grants	$	3,324,227
Other	$	198,273
TOTAL*	**$**	**39,572,597**
TOTAL REVENUES	**$**	**127,942,663**
DISBURSEMENTS AND TRANSFERS		
Disbursements		
Unrestricted		
Instruction/Academic Support	$	43,615,603
Student Support Services	$	11,512,831
Plant Operations	$	17,838,057
Institutional Support	$	12,263,417
Auxiliary Enterprises	$	355,909
TOTAL	**$**	**85,585,817**
Restricted		
TOTAL*	**$**	**39,572,597**
Transfers (Capital)		
TOTAL	**$**	**2,784,249**
TOTAL DISBURSEMENTS AND TRANSFERS	**$**	**127,942,663**

*Restricted revenues and disbursements are the same amount and must balance.

Estimated Fund Balance - Beginning of Fiscal Year $5,972,078
Projected Fund Balance - End of Fiscal Year $5,987,008

MIDLANDS TECHNICAL COLLEGE CAPITAL NEEDS CASH FLOW BUDGET

	BY SOURCE OF FUNDS	thru 17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	TOTAL	PROJ. T
1	LEARNING RESOURCE CENTER RENOVATIONS (AIRPORT)												
2	LEXINGTON COUNTY		$ 2,500,000									$ 2,500,000	$
3	BC LET RENOVATION/REPLACEMENT												
4	RICHLAND COUNTY	$ 4,924,904	$ 1,593,265									$ 6,518,169	
5	LEXINGTON COUNTY	$ 3,360,685	$ 1,087,221									$ 4,447,906	
6	COLLEGE/STATE FUNDS		$ 19,033,925									$ 19,033,925	$
7	INDUSTRIAL TECHNOLOGY EXPANSION												
8	RICHLAND COUNTY	$ 594,400										$ 594,400	
9	LEXINGTON COUNTY	$ 405,600										$ 405,600	
10	STATE FUNDS	$ 3,500,000										$ 3,500,000	$
11	BC WM RENOVATION												
12	STATE FUNDS							$ 16,600,000				$ 16,600,000	$
13	GRANBY RENOVATION												
14	RICHLAND COUNTY			$ 1,656,995								$ 1,656,995	
15	LEXINGTON COUNTY			$ 1,130,710								$ 1,130,710	
16	STATE FUNDS			$ 5,312,295								$ 5,312,295	$
17	PLANT PROJECTS[a]												
18	COUNTY PLANT FUNDS		$ 686,400	$ 700,128	$ 714,131	$ 728,413	$ 742,981	$ 757,841	$ 772,998	$ 788,458	$ 804,227	$ 6,695,577	
19	COLLEGE FUNDS		$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 1,800,000	$
20	MAJOR BUILDING RENOVATION												
21	RICHLAND COUNTY				$ 1,723,275	$ 1,792,206	$ 1,863,894	$ 1,938,450	$ 2,015,988	$ 2,096,627	$ 2,180,492	$ 13,610,932	
22	LEXINGTON COUNTY				$ 1,175,938	$ 1,222,976	$ 1,271,895	$ 1,322,771	$ 1,375,682	$ 1,430,709	$ 1,487,937	$ 9,287,908	$
23	DEBT SERVICE												
24	COLLEGE FUNDS		$ 952,392	$ 890,487	$ 826,107	$ 759,151	$ 689,517	$ 617,098	$ 541,782	$ 463,453	$ 381,991	$ 6,121,977	
25	RICH COUNTY HALF MIL - DEBT SERVICE		$ 919,915	$ 956,712	$ 994,980	$ 1,034,780	$ 1,076,171	$ 1,119,218	$ 1,163,986	$ 1,210,546	$ 1,258,968	$ 9,735,276	
26	RICH COUNTY HALF MIL - DEBT SERVICE		$ 919,915	$ 956,712	$ 994,980	$ 1,034,780	$ 1,076,171	$ 1,119,218	$ 1,163,986	$ 1,210,546	$ 1,258,968	$ 9,735,276	
27	LEX COUNTY HALF MIL - DEBT SERVICE		$ 627,693	$ 652,801	$ 678,913	$ 706,069	$ 734,312	$ 763,685	$ 794,232	$ 826,001	$ 859,041	$ 6,642,747	$
28	TOTAL ALL SOURCES	$ 12,785,589	$ 28,520,726	$ 12,456,840	$ 7,308,324	$ 7,478,375	$ 7,654,941	$ 24,438,279	$ 8,028,654	$ 8,226,340	$ 8,431,624	$ 125,329,693	$
29	TOTAL BY SOURCE (PER YEAR)	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	24/25	24/25	TOTAL	
30	RICHLAND COUNTY	$ 5,519,304	$ 1,593,265	$ 1,656,995	$ 1,723,275	$ 1,792,206	$ 1,863,894	$ 1,938,450	$ 2,015,988	$ 2,096,627	$ 2,180,492	$ 22,380,496	
31	LEXINGTON COUNTY	$ 3,766,285	$ 3,587,221	$ 1,130,710	$ 1,175,938	$ 1,222,976	$ 1,271,895	$ 1,322,771	$ 1,375,682	$ 1,430,709	$ 1,487,937	$ 17,772,125	
32	STATE FUNDS	$ 3,500,000	$ 19,033,925	$ 5,312,295	$ -	$ -	$ -	$ 16,600,000	$ -	$ -	$ -	$ 44,446,220	
33	COLLEGE FUNDS	$ -	$ 1,152,392	$ 1,090,487	$ 1,026,107	$ 959,151	$ 889,517	$ 817,098	$ 741,782	$ 663,453	$ 581,991	$ 7,339,986	
34	COLLEGE FUNDS (BONDS)											$ -	
35	RICH COUNTY HALF MIL - DEBT SERVICE (NE)	$ -	$ 919,915	$ 956,712	$ 994,980	$ 1,034,780	$ 1,076,171	$ 1,119,218	$ 1,163,986	$ 1,210,546	$ 1,258,968	$ 9,735,276	
36	RICH COUNTY HALF MIL - DEBT SERVICE (BELTLINE)	$ -	$ 919,915	$ 956,712	$ 994,980	$ 1,034,780	$ 1,076,171	$ 1,119,218	$ 1,163,986	$ 1,210,546	$ 1,258,968	$ 9,735,276	
37	LEX COUNTY HALF MIL - DEBT SERVICE	$ -	$ 627,693	$ 652,801	$ 678,913	$ 706,069	$ 734,312	$ 763,685	$ 794,232	$ 826,001	$ 859,041	$ 6,642,747	
38	COUNTY PLANT FUNDS		$ 686,400	$ 700,128	$ 714,131	$ 728,413	$ 742,981	$ 757,841	$ 772,998	$ 788,458	$ 804,227	$ 6,695,577	
39	TOTAL ALL SOURCES	$ 12,785,589	$ 28,520,726	$ 12,456,840	$ 7,308,324	$ 7,478,375	$ 7,654,941	$ 24,438,279	$ 8,028,654	$ 8,226,340	$ 8,431,624	$ 125,329,693	

[a] SUPPLEMENT PLANT FUNDS PARKING, PAVING, MECHANICAL SYSTEMS, ROOFING COLLEGE WIDE

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

January 30, 2018

Mr. Joe Mergo
County Administrator
County of Lexington
212 South Lake Drive
Lexington, South Carolina 29072

Dear Joe:

Enclosed please find a preliminary copy of the 2018-2019 operating budget for the Richland-Lexington Riverbanks Park Commission. Our preliminary budget includes a slight increase in County tax appropriations from both Lexington and Richland counties as well as increased contributions from Riverbanks Society and other anticipated revenue sources. The budget also reflects the utilization of the funds.

The 2018-2019 year promises to build on the incredible success made possible by the addition of Sea Lion Landing, Waterfall Junction and the other new, world class facilities and exhibits added during the Destination Riverbanks expansion. These world-class attractions in conjunction with innovative conservation partnerships and a continued focus on creating unforgettable guest experiences are sure to make this another record-breaking year.

Riverbanks Zoo and Garden is proud to be a treasured resource in the midlands and a place that our citizens can come to connect with one another and nature. We look forward to continuing to work together to ensure a brighter, more vibrant community.

Please feel free to contact me if you need any additional information.

Sincerely,

Thomas K. Stringfellow
President & CEO
Riverbanks Zoo and Garden

Cc: Riverbanks Park Commission

Enclosure:

RIVERBANKS ZOO & GARDEN
columbia south carolina

STATEMENT OF REVENUES AND EXPENSES - GENERAL FUND

	Proposed Budget FY2019	Approved Budget FY2018	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	1,944,344	1,925,093	19,251
Society operating contribution	2,088,424	2,088,424	0
Classes and program fees	442,544	442,544	0
Rides, shows & promotions	1,870,318	1,851,800	18,518
Events	713,161	706,100	7,061
Facility rental & group admission	229,661	229,661	0
Sponsorships	110,000	100,000	10,000
Miscellaneous revenues	20,556	20,556	0
Total earned revenues	13,745,462	13,690,632	54,830
Governmental support			
Lexington County	1,286,476	1,255,099	31,377
Richland County	2,302,145	2,245,995	56,150
Accom & Hosp Tax Rev & TMPP Grant	200,000	200,000	0
Total governmental support	3,788,621	3,701,094	87,527
Total revenues	17,534,083	17,391,726	142,357
Expenditures			
Administrative	2,395,205	2,375,605	19,600
Animal care	3,991,586	3,956,386	35,200
Education	267,687	265,187	2,500
Botanical, Zoo & Garden	1,213,114	1,201,914	11,200
Facility management	2,269,098	2,250,698	18,400
Marketing and public relations	1,077,808	1,069,708	8,100
Guest services	2,788,653	2,767,837	20,816
Utilities	1,714,385	1,697,411	16,974
Classes and program fees	461,025	457,025	4,000
Rides, shows & promotions	709,626	705,426	4,200
Events	408,356	406,124	2,232
Other	0	0	0
Debt service-Rivermont	188,424	188,424	0
Debt service-Ropes Course	49,116	49,116	0
Capital outlay	0	865	(865)
Total expenditures	17,534,083	17,391,726	142,357
Net change in fund balances	**$0**	**$0**	**$0**

IRMO FIRE DISTRICT

Serving since 1963

February 5th 2018

Members of Lexington County Council
212 South Lake Drive
Lexington, SC 29072

Re: Budget Request for FY 2018/19

Dear Council members:

Attached is the Irmo Fire District's budget request for fiscal year 2018/19. 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 does not include the operations of the new fire station as it is not completed at this time. 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,

Michael Sonefeld
Irmo Fire Chief

Phone: (803) 798-4979 • Fax: (803) 798-4680
6017 St. Andrews Rd. • Columbia, SC 29212

IRMO FIRE DISTRICT
FY 2019 BUDGET REQUEST

Revenue Projections

Lexington County	*$*	*2,500,000.00*	
Town of Irmo	*$*	*520,000.00*	
Rents	*$*	*16,800.00*	
Columbia Water Dept. Fire Fees	*$*	*440,000.00*	
Total for Stations 1, 2 and 3			*$ 3,476,800.00*

	Personnel			
520	Wages and Salaries	$	2,018,970.00	
522	Social Security & Medicare Taxes	$	151,790.00	
527	Workers Compensation	$	88,440.00	
	Total Personnel Expenses	$	2,259,200.00	
	Operating Expenses			
504	Professional Services	$	56,000.00	
510	Conferences and Meetings	$	7,000.00	
511	Dues and Subscriptions	$	6,000.00	
512	Fire Prevention and Community Education	$	2,000.00	
513	Employee Education & Training	$	4,000.00	
514	Fitness	$	15,000.00	
515	Uniforms	$	10,000.00	
516	Personal Protective Equipment	$	20,000.00	
524	Health/Dental/Vision/LTD Insurance	$	367,000.00	
528	Retirement	$	335,590.00	
530	Small Tools and Equipment	$	5,000.00	
531	Capital Improvements	$	359,000.00	
	New SCBA ($225,000)			
	Building & Grounds Improvements ($25,000)			
	New Bunker Gear ($28,000)			
	Hose Replacement ($16,000)			
	Tablet Computers ($26,000)			
	New Command Vehicle ($40,000)			
534	Replacement/New Radios	$	6,000.00	
534-1	Radio Parts and Repairs	$	2,000.00	
535	Computers and Electronics	$	7,000.00	
536	Office Machines and Furniture	$	6,000.00	
537	Office and Misc Operating Supplies	$	15,000.00	
538	Liability and Vehicle Insurance	$	37,000.00	
540	Software/security/email hosting	$	7,000.00	
541	Building and Grounds Maintenance	$	25,000.00	
542	Equipment Repairs	$	5,000.00	
543	Vehicle Maintenance	$	54,000.00	
544	Fuel	$	45,000.00	
545	Radio Service - Palmetto 800	$	18,000.00	
546	Mobile telephones	$	7,000.00	
547	Telephone and Internet Services	$	14,000.00	
549	Utilities	$	48,400.00	
552	Postage/Shipping	$	700.00	
	Total Operating/Capital Expenses	$	1,483,690.00	
	Total Expenses			$ 3,742,890.00
	Deficit			*$ (266,090.00)*
	Total Requested from Lexington County for Stations 1, 2 and 3			$ 2,766,090.00

GL Code.	Explanation	
504	Professional Services	Bookkeeping, IT, HRS, Payroll, Legal, Auditing
514	Fitness	Mandated Annual Fit Tests, Gym membership
516	Personal Protective Equipment	Helmets, Shields, Gloves, Boots, Gear repairs, SCBA parts, repairs and testing.
542	Equipment Repairs	HURST tools, blowers, generators, annual ladder testing

Appendix 1

LE – Off Duty Program

Fund 2647

COUNTY OF LEXINGTON
OFF DUTY PROGRAM
Annual Budget
FY 2018-19 Estimated Revenue

Object Code	Revenue Account Title	Actual 2016-17	Received Thru Dec 2017-18	Amended Budget Thru Dec 2017-18	Projected Revenues Thru Jun 2017-18	Requested 2018-19	Recommend 2018-19	Approved 2018-19
	***L/E -Off Duty Program 2647:**							
	Revenues:							
456100	Program Income	0	0	0	40,320	161,273		
461000	Investment Interest	0	0	0	0	0		
	**** Total Revenue**	0	0	0	40,320	161,273	0	0
	*****Total Appropriation**				64,973	74,552	0	0
	Contingency: Unused							
	FUND BALANCE Beginning of Year				0	(24,653)	(24,653)	(24,653)
	FUND BALANCE - Projected End of Year				(24,653)	62,068	(24,653)	(24,653)

COUNTY OF LEXINGTON
OFF DUTY PROGRAM
Annual Budget
Fiscal Year - 2018-19

Fund 2647
Division: Law Enforcement
Organization: 151105 - LE/Support Services

Object Code	Expenditure Classification	2016-17 Expend	2017-18 Expend (Dec)	2017-18 Amended (Dec)	2018-19 Requested	*BUDGET* 2018-19 Recommend	2018-19 Approved
	Personnel						
510100	Salaries & Wages - 1	0	0	34,478	43,097		
510199	Special Overtime	0	0	0	0		
511112	FICA - Employer's Portion	0	0	2,638	3,396		
511113	SCRS - Employer's Portion	0	0	4,675	6,463		
511120	Employee Insurance - 1	0	0	7,800	7,800		
511130	Workers Compensation	0	0	107	138		
519999	Personnel Contingency	0	0	0	1,293		
	*** Total Personnel**	**0**	**0**	**49,698**	**62,187**	**0**	**0**
	Operating Expenses						
521000	Office Supplies	0	0	8,300	8,300		
524201	General Tort Liability Insurance	0	0	24	24		
524202	Surety Bonds	0	0	10	0		
525000	Telephone	0	0	252	252		
525021	Smart Phone Charges	0	0	660	660		
525041	E-mail Service Charges	0	0	129	129		
525210	Conference, Meeting & Training Expenses	0	0	1,000	1,000		
529903	Contingency	0	0	0	0		
	*** Total Operating**	**0**	**0**	**10,375**	**10,365**	**0**	**0**
	**** Total Personnel & Operating**	**0**	**0**	**60,073**	**72,552**	**0**	**0**
	Capital						
540000	Small Tools & Minor Equipment	0	0	2,000	2,000		
540010	Minor Software	0	0	0			
	All Other Equipment			2,900			
	**** Total Capital**	**0**	**0**	**4,900**	**2,000**	**0**	**0**
	***** Total Budget Appropriation**	**0**	**0**	**64,973**	**74,552**	**0**	**0**

SECTION IV.

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2018-19

Fund # 2647 Fund Title: LE/Off Duty Program
Organization # 151105 Organization Title: Support Services
Program : 150 Program Title: Law Enforcement

	Item Description	***BUDGET*** 2018-19 Requested Amount
	Small Tools & Minor Equipment	2,000
	Total Capital	**2,000**

SECTION V. - PROGRAM OVERVIEW

The off duty program is a special revenue fund that is responsible for the costs associated with scheduling all employment assignments, preparing agreements, and assisting vendors with their set up in the software program, along with the liaison and technical support for the deputies and vendors as it relates to operation of the software.

SECTION VI.A. - LISTING OF REVENUE

456100 – PROGRAM INCOME **$ 161,273**

The revenue generated will cover the cost of the Human Resource Specialist position managing the program and reimburse the County for vehicle costs incurred during the extra duty hours. It is estimated that 23,039 hours will be worked in 2018-19 at a rate of $7.00 per hour ($6.00 for position and $1.00 for vehicle costs), yielding $161,273.

The vendor requesting the extra duty hours pays $42 per hour broken down as follows:

- $35.00 is paid directly to the deputies
- $ 6.00 covers the cost of the position and provides additional funds
- $ 1.00 is reimbursed to the County for vehicle costs.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent General Fund	Other Fund	Total	Grade
Law Enforcement/Support Services:					
Human Resources Specialist	1		1	1	108
Totals	1	0.000	0	1	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **$ 8,300**

Major expenditures in this account are folders, pens, laser printer cartridges etc. required for the off duty program. The amount budgeted is an estimate..

524201 - GENERAL TORT LIABILITY INSURANCE **$ 24**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 15% more than the current fiscal year's expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BONDS **$ 0**

Surety bonds are renewed every 3 years and this is the year to pay these bonds.

525000 – TELEPHONE **$ 252**

Telephone line charges are required for daily operations and voice mail. The cost per month of a landline with attached voicemail is $21 or $252 annually.

525021 – SMART PHONE CHARGES **$ 660**

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 the other services available with our current cell phone plan.

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 AND MEETING EXPENSES **$ 1,000**

All officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. Additional training will be needed for customer service.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

SMALL TOOLS & MINOR EQUIPMENT **$ 2,000**

This account is used to purchase replacement telephones, cell phones, file cabinets, shredders, chairs, and other items that may be classified as small tools & minor equipment that need replacement. The budget amount is an estimate.