

Committee Members

Charles Deese, Chair
Stuart Graham
Bjorn Hansen
Al Simpson
Shirley Morrow Washington
Matt Williamson, Vice-Chair



County Attorney
John K. DuBose III

Clerk to Council
Sherrie Simpson

January 22, 2020

6:00 PM

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

**LANCASTER COUNTY
Capital Project Sales Tax Committee
County Council Chambers, County Administration Building, 101 North Main Street,
Lancaster, SC 29720**

AGENDA

1. **Call to Order and Welcome - Committee Chair Charles Deese**
2. **Approval of the Agenda**
[deletions and additions of non-substantive matters]
3. **Citizens Comments**
4. **Approval of Minutes**
 - a. Approval of Minutes from the January 8, 2020 Capital Project Sales Tax Committee Meeting
5. **Discussion Items**
 - a. Projections Overview - Frannie Heizer
 - b. Process and Criteria - Steve Willis
 - c. Setting Future Meeting Dates and Public Input Dates - Charles Deese
6. **Committee Question/Answer/Comments**
7. **Adjournment**

Anyone requiring special services to attend this meeting should contact 285-1565 at least 24 hours in advance of this meeting. Lancaster County Capital Project Sales Tax Committee agendas are posted at the Lancaster County Administration Building and are available on the Website: www.mylancaster.org

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Sherrie Simpson/Clerk to Council

Department: County Clerk

Date Requested to be on Agenda: 1/22/2020

Issue for Consideration:

Approve or amend the minutes from the January 8, 2020 Capital Project Sales Tax Committee meeting.

Points to Consider:

The draft minutes from the January 8, 2020 Capital Project Sales Tax Committee meeting are attached for the Committee's review and consideration.

Recommendation:

Approve the minutes as written.

ATTACHMENTS:

Description	Upload Date	Type
Draft Minutes from the 1-8-2020 Capital Project Sales Tax Committee Meeting	1/17/2020	Backup Material

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Matt Williamson



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John K. DuBose III

Clerk to Council
Sherrie Simpson

January 8, 2020

6:00 PM

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

**LANCASTER COUNTY
Capital Project Sales Tax Committee
Administration Office Conference Room, County Administration Building, 101 North Main
Street, Lancaster, SC 29720**

MINUTES

DRAFT

Committee Members present at the Capital Project Sales Tax Committee meeting were Charles Deese, Stuart Graham, Bjorn Hansen, Al Simpson and Matt Williamson; however, Committee Member Shirley Morrow Washington was absent from the meeting. Also present at the meeting were County Administrator Steve Willis, Deputy County Administrator Alison Alexander, County Attorney John DuBose, Clerk to Council Sherrie Simpson, Chief Financial Officer Veronica Thompson, Budget Director Kim Belk, Attorney Frannie Heizer with Burr, Forman & McNair, Council Member Billy Mosteller, Council Member Steve Harper, various Department Heads, various elected officials, various staff, the press and spectators. A quorum of the Capital Project Sales Tax Committee was present for the meeting.

The following press were notified of the meeting by e-mail in accordance with the Freedom of Information Act: *The Lancaster News*, *Kershaw News Era*, *The Rock Hill Herald*, Cable News 2, Channel 9 and the local Government channel. The agenda was posted in the lobby of the County Administration Building and also on the county website the required length of time.

Call to Order / Welcome / Introduction - Steve Willis

Steve Willis asked if any citizens would like to sign up for Citizens Comments but no citizens came forward to sign up and speak.

County Administrator Steve Willis called the Capital Project Sales Tax Committee meeting to order at approximately 6:00 p.m. He welcomed everyone to the meeting and he noted that Committee Member Shirley Washington was absent due to illness. He provided the Invocation. Each Committee member introduced himself to the group. Steve Willis noted that the Capital Project Sales Tax Committee is a public body subject to the Freedom of Information Act requirements. He also noted that County staff would act as support staff for the Committee.

Approval of the Agenda

Charles Deese moved to approve the agenda. The motion was seconded by Al Simpson. The Committee approved the agenda by a vote of 5-0.

Discussion Items

a. Election of Officers - Steve Willis

Steve Willis opened the floor for nominations for Committee Chair. Matt Williamson nominated Charles Deese for Chair. Al Simpson seconded the nomination. The Committee voted to elect Charles Deese as Chair by a vote of 4-0-1. Stuart Graham, Bjorn Hansen, Al Simpson and Matt Williamson voted in favor of electing Charles Deese as Chairman, no one opposed and Charles Deese did not cast a vote.

Steve Willis opened the floor for nominations for Committee Vice-Chair. Al Simpson nominated Matt Williamson as Vice-Chair. Bjorn Hansen seconded the nomination. The Committee voted to elect Matt Williamson as Vice-Chair by a vote of 4-0-1. Charles Deese, Stuart Graham, Bjorn Hansen and Al Simpson voted in favor of electing Matt Williamson as Vice-Chairman, no one opposed and Matt Williamson did not cast a vote.

b. Capital Project Sales Tax Law and Process - Frannie Heizer/John DuBose

Frannie Heizer explained that the State legislation for the Capital Project Sales Tax Act was enacted in 1997 and was amended in 2002. She noted that the first step in the process was for Council to create the Commission, which Council has already done. She noted that the Committee is made up of County and municipal appointees. She explained that the Committee has a symbiotic relationship with Council because the Committee determines the projects included in the referendum question but the Council has to put the Capital Project Sales Tax (CPST) question on the ballot. She reviewed the process that the Committee will follow: identifying the projects, Council will pass an Ordinance regarding the CPST ballot question and hold a Public Hearing and then deliver the ballot question to the local Election Commission.

John DuBose reviewed the nature of projects allowed under State law. He reviewed a four page handout entitled, **"4-10-330. Contents of ballot question; purpose for which, SC ST 4-10-330,"** which is attached as Schedule A to the written minutes in the Clerk to Council's office. He noted that the Statute does allow for jointly operated projects. He explained that the Committee does not just have to choose one project but can choose a variety of projects. Frannie Heizer explained that an alternate means of financing for some projects is Installment Purchase Revenue Bonds, which pays for projects over time and are not subject to voter approval. She explained that, for example, the Courthouse was paid for in this manner during the first Capital Project Sales Tax (CPST). She further explained that because County Council agreed to use the Installment Purchase Revenue Bonds to pay for the Courthouse, the ballot question was worded so that all the sales tax revenue was going to pay the Installment Purchase Revenue Bonds and the voters had an option as to whether to pay the bonds with sales tax or with regular millage. She also explained that, during the second round of CPST, the County agreed to use voter approved debt up front to pay for roads and other projects that were ready to complete quickly, which is a pay as you go bond. She explained that the Committee can use either model.

c. Process of Seeking Public Input - Steve Willis

Steve Willis reviewed the process of seeking public input. He explained that, since the first CPST had only one project, the Committee determined that limited public input was needed. He explained that on the second CPST, the Committee had hearings in various parts of the County because there was a variety of projects. He further explained that the current Committee could do something different as far as public input but that they would need to let the Chair know what process they wanted. He noted that the dates for public input are determined by the Committee.

d. Setting Future Meeting Dates - Steve Willis

The Committee set the next meeting date for January 22, 2020 at 6:00 p.m.

DRAFT

Committee Question/Answer/Comments

Frannie Heizer explained that the ballot question has to have a dollar amount associated with each named project and that each project needs to have solid numbers or there can be problems. The Committee discussed that funds cannot be used for staffing projects but rather have to be used on capital projects; whether each project on the ballot has to be voted on separately or whether there can be one ballot question for all projects and Frannie Heizer stated that she will be researching and confirming that question; bonding for projects; that the excess funds from Sales Tax 2, if the tax is re-imposed, will roll into the first projects on the Sales Tax 3 lists; whether grants could be used for project short falls; how project costs are determined and that the County will add the information for CPST to its website. Frannie Heizer explained that the County's role regarding the referendum is to educate and that no public resources can be used to advocate for or against a referendum.

Adjournment

There being no further business, the Capital Project Sales Tax Committee meeting adjourned at approximately 7:05 p.m.