

Council Members

District 2: Charlene McGriff, Chair

District 6: Allen Blackmon

District 5: Steve Harper

**County Attorney**

John K. DuBose III

Clerk to Council

Sherrie Simpson

September 15, 2020**10:00 AM****101 North Main Street
Lancaster, SC 29720**

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

AGENDA

1. Call to Order - Committee Chair Charlene McGriff**2. Approval of the Agenda**

[deletions and additions of non-substantive matters]

3. Citizens Comments

[While in-person Citizens Comments are not currently suspended, due to public health and safety considerations and the need for continued social distancing, the County is strongly encouraging citizen input and comments be submitted in writing prior to the meeting. Comments may be submitted via mail to ATTN: Sherrie Simpson, Post Office Box 1809, Lancaster, SC, 29721, email at ssimpson@lancastersc.net or by using the following link on our website where you can submit Citizens Comments online (look for the link on the right hand side of the page) - <https://www.mylancastersc.org/index.asp?SEC=DF11C6C4-BC53-4CD5-8A07-0847EAA1F478> Comments must be no longer than approximately 3 minutes when read aloud. Comments received will be acknowledged during the Citizens Comments portion of the meeting. Comments will need to be received prior to 4:00 p.m. on the day before the meeting. Please use the same link above in order to submit input/comments for Public Hearings.]

4. Approval of Minutes

- a. Approval of Minutes from the July 21, 2020 Administration Committee Regular Meeting

5. Discussion/Action Items

- a. Monthly Budget Report June 2020 - Kim Belk

This is the monthly report for the month of June 2020. This is **not** a final audit statement. Revenues will continue to be posted back until the end of August.

- b. Potential Donation of Property by Forfeited Land Commission - Steve Willis/Carrie Helms

- c. Revised Organizational Chart - Steve Willis

6. Adjournment

Anyone requiring special services to attend this meeting should contact 285-1565 at least 24 hours in advance of this meeting. Lancaster County Administration Committee agendas are posted at the Lancaster

County Administration Building and are available on the Website: www.mylancastersc.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: 9/15/2020

Issue for Consideration:

Approve or amend the minutes from the July 21, 2020 Administration Committee regular meeting.

Points to Consider:

The minutes from the July 21, 2020 Administration Committee meeting are attached for the Committee's review and approval.

Funding and Liability Factors:

N/A

Options:

The Committee can approve or amend the minutes.

Recommendation:

Approve the minutes as written.

ATTACHMENTS:

Description	Upload Date	Type
Draft Minutes from the 7-21-2020 Administration Committee Regular Meeting	9/9/2020	Backup Material

Council Members

District 2: Charlene McGriff, Chair
District 6: Allen Blackmon
District 5: Steve Harper

**County Attorney**

John K. DuBose III

Clerk to Council

Sherrie Simpson

July 21, 2020

10:00 AM

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

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

MINUTES

Committee Members present: Steve Harper and Charlene McGriff.

Committee Members absent: Allen Blackmon

Staff Members present: Steve Willis, County Administrator; Alison Alexander, Deputy County Administrator; Sherrie Simpson, Clerk to Council; Ashley Davis, Planner; Veronica Thompson, Chief Financial Officer; Kim Belk, Budget Director; Jamie Gilbert, Economic Development Director; Cathy McDaniel, Procurement Director; Chelsea Gardner, Deputy Clerk to Council; and various Department Heads.

A quorum of the Lancaster County Administration 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 - Committee Chair Charlene McGriff

Committee Chair Charlene McGriff called the Administration Committee meeting to order at approximately 10:00 a.m.

Approval of the agenda

Steve Harper moved to approve the Agenda. Motion Passed 2-0. Absent: Blackmon

Citizens Comments

The following citizens submitted written comments for the meeting: None.

The following citizens signed up for and spoke during Citizens Comments: None.

Approval of Minutes

Steve Harper moved to approve the minutes from the June 2, 2020 Administration Committee regular meeting.

Motion Passed 2-0. Absent: Blackmon

Discussion/Action Items

a. Capital Improvement Plan Schedule/Update - Kim Belk

Kim Belk provided the Committee with the proposed schedule for updating the Capital Improvement Plan (CIP). She noted that the County is currently undergoing a Facility Needs Study, which will be incorporated into the CIP. She noted that the Facility Needs Study would potentially come before Council in August, but that the CIP would incorporate more information than just the Facility Needs Study. She explained that she would be meeting with Department Heads to determine what other capital needs the County may have. She further noted that the CIP will probably come to the Administration Committee for discussion in October and that it will also possibly go to the Planning Commission in October and then on to Council. She also explained that the CIP would include projects from the Capital Project Sales Tax. She noted that she will be giving the Committee monthly CIP updates as part of the budget report.

b. Revised Organizational Chart - Alison Alexander

Steve Harper moved to send the Organizational chart to full Council with a positive recommendation. Motion Passed 2-0. Absent: Blackmon

c. Bailey Bill Revisions - Ashley Davis

Ashley Davis provided to the Committee two pages of handouts entitled, "Bailey Bill Process for Historic Properties and Bailey Bill Process for Low Income Properties," and the handouts are attached as Schedule A to the written minutes in the Clerk to Council's office.

Steve Harper moved to send the revised Ordinance to full Council with a positive recommendation. Motion Passed 2-0. Absent: Blackmon

d. Inducement Resolution for CrossRidge Center Class A Office Spec Building

Resolution Title: A Resolution To State The Commitment Of Lancaster County To Enter Into A Fee Agreement With Crossridge Center, LLC, And/Or Its Designee Or Nominee; To Provide The General Terms Of The Fee Agreement Including The Provision Of Special Source Revenue Credits; To Provide That This Resolution Is An Inducement Resolution For Purposes Of The Fee In Lieu Of Tax Simplification Act; And To State The Commitment Of Lancaster County To Place Project Property In A Multi-County Park.

Jamie Gilbert provided to the Committee a four page handout entitled, "For Lease," and that handout is attached as Schedule B to the written minutes in the Clerk to Council's office.

Steve Harper moved to send the Resolution to full Council with a positive recommendation. Motion Passed 2-0. Absent: Blackmon

e. Ordinance for CrossRidge Center Class A Office Spec Building

Ordinance Title: An Ordinance To Authorize The Execution And Delivery Of A Fee Agreement By And Between Lancaster County And Crossridge Center, LLC, Providing For The Payment Of A Fee-In-Lieu Of Taxes And The Provision Of Special Source Revenue Credits; And To Express The Intention Of Council To Provide Monies To The Economic Development Fund.

Steve Willis explained that the Resolution and Ordinance for the CrossRidge Center went together.

f. Ordinance 2020-1677 regarding an Update to the Procurement Code

Ordinance Title: An Ordinance To Amend The Lancaster County Procurement Code, So As To

Include Additional Legal Construction Project Delivery Methods, Add Cooperative Purchasing As An Allowed Procurement Method, And Provide Clarity On Existing Procurement Procedures

Steve Harper moved to send Ordinance 2020-1677 to full Council with a positive recommendation. Motion Passed 2-0. Absent: Blackmon

g. Discussion of UV Light HVAC Disinfecting System - Steve Willis

Steve Harper moved to send the purchase of UV Light HVAC Disinfecting system to full Council with a negative recommendation. Charlene McGriff agreed that the item should go to full Council with a negative recommendation.

Adjournment

Steve Harper moved to adjourn the Administration Committee regular meeting. Motion Passed 2-0. Absent: Blackmon. There being no further business, the Administration Committee meeting adjourned at approximately 10:36 a.m.

DRAFT

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Kimberly Belk/Finance

Department: Finance

Date Requested to be on Agenda: 9/15/2020

Issue for Consideration:

See attached.

Points to Consider:

See attached.

Funding and Liability Factors:

See attached.

Options:

N/A--Information Only.

Recommendation:

N/A

ATTACHMENTS:

Description	Upload Date	Type
Monthly Budget Report June 2020	8/18/2020	Executive Summary
Attachment A: Gen. Fund Rev./Exp. Summary	8/18/2020	Exhibit
Attachment B: Gen. Fund Department Summary	8/18/2020	Exhibit

Budget Monitoring Report

Month of June 2020



County Council 8/24/2020

Prepared by Kimberly Belk, Budget Director

This is an unaudited report to management and is intended for informational purposes only.

Contents:

General Fund Revenue Overview	2-3
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General Fund Department Summary	Attachment B

General Fund Revenue Overview

Major Revenue Source - Property Taxes

These revenues are comprised of ad-valorem real property taxes, personal property taxes, vehicle taxes, 1% local option sales taxes for property tax reduction, and property tax reimbursements from the State of SC such as homestead, manufacturer's, and motor carrier.

June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	% of Target
\$1,953,232	\$40,472,929	\$37,751,878	\$38,384,701	105.44%

Major Revenue Source - Other Taxes

These FY2020 revenues come from road improvement fees.

June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	Current % of Target
\$292,220	\$2,813,201	\$2,487,225	\$2,575,473	109.23%

Major Revenue Source – Intergovernmental Revenue

This revenue source consists of the following payment types: State Aid to Subdivisions, State Salary Participation, State DSS 4D Funds, State Election Commission, State Veterans Affairs, some State & Federal grants, and intergovernmental payments from other governments.

June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	% of Target
\$224,256	\$4,385,209	\$4,982,949	\$4,966,855	88.29%

Major Revenue Source – Charges for Services

The majority (\$2,600,000 FY2020) of these revenues come from ambulance fees. Other sources are solid waste fees, convenience fee for SCDMV stickers, and delinquent tax costs.

June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	% of Target
\$297,706	\$4,195,166	\$3,309,056	\$4,245,600	98.81%

Major Revenue Source - Licenses and Permits

These revenues are associated with land ownership transfers and new home and commercial construction. The majority (\$2,915,630) of FY2020 budgeted revenues in this category come from anticipated building permit revenue.

June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	% of Target
\$548,845	\$7,380,235	\$6,912,416	\$4,623,744	159.62%

Non-Major Revenue Sources— Fines and Fees, Contributions & Donations, Miscellaneous

These revenues are considered non-major sources. Fines & Fees include Magistrate fines, Family Court fees, civil paper fees, costs of court, and library fines. Contributions & Donations include any donations or contributions made to the varying departments in the County. Miscellaneous includes interest income, rental income, and inmate commissary commission income.

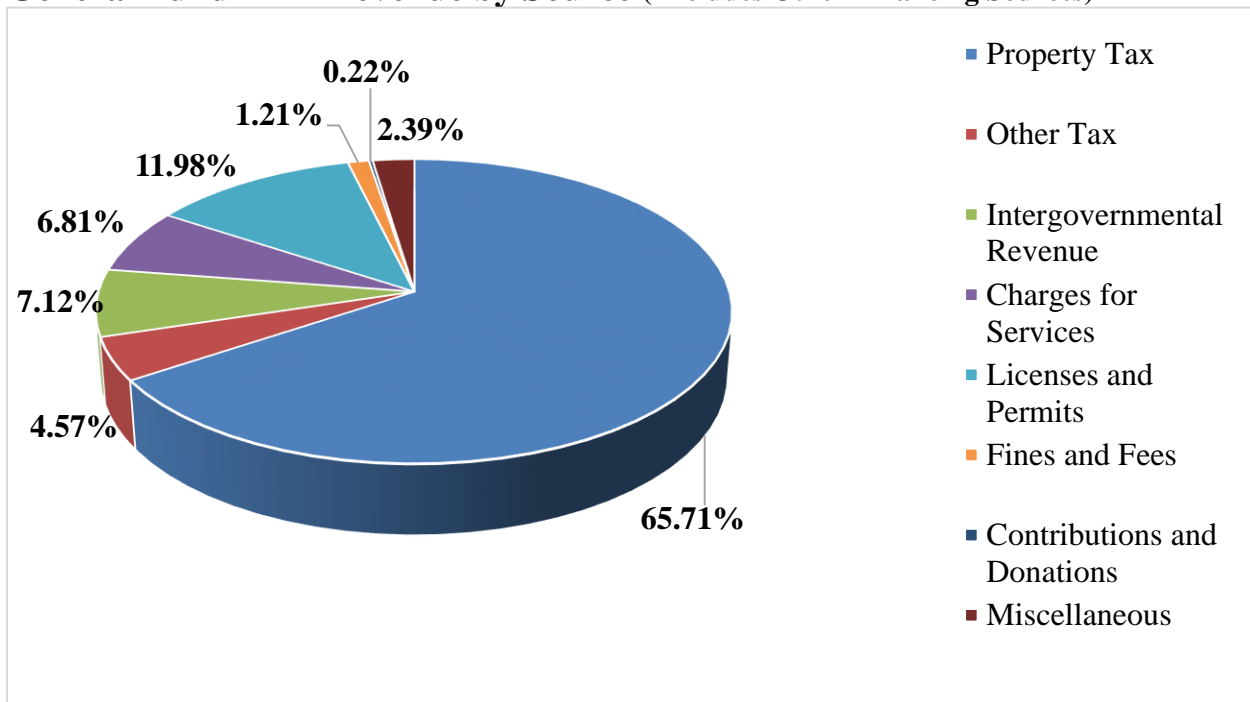
	June Collections	Current YTD Collections	Previous YTD Collections	Total Budgeted Collections	% of Target
Fines & Fees	\$99,525	\$744,248	974,883	\$814,750	91.35%
Contributions & Donations	\$198	\$133,739	420,983	\$53,000	252.34%
Miscellaneous	\$328,782	\$1,471,534	974,736	\$631,180	233.14%

Total Revenue June: \$3,746,689

Major Revenue Sources:

Local Option Rollback	\$983,559
Local Option Revenue	\$425,375
Vehicle Taxes—Current	\$351,005
Building Permits	\$342,396
Road Improvement Fee	\$292,220

General Fund YTD Revenue by Source (Excludes Other Financing Sources)



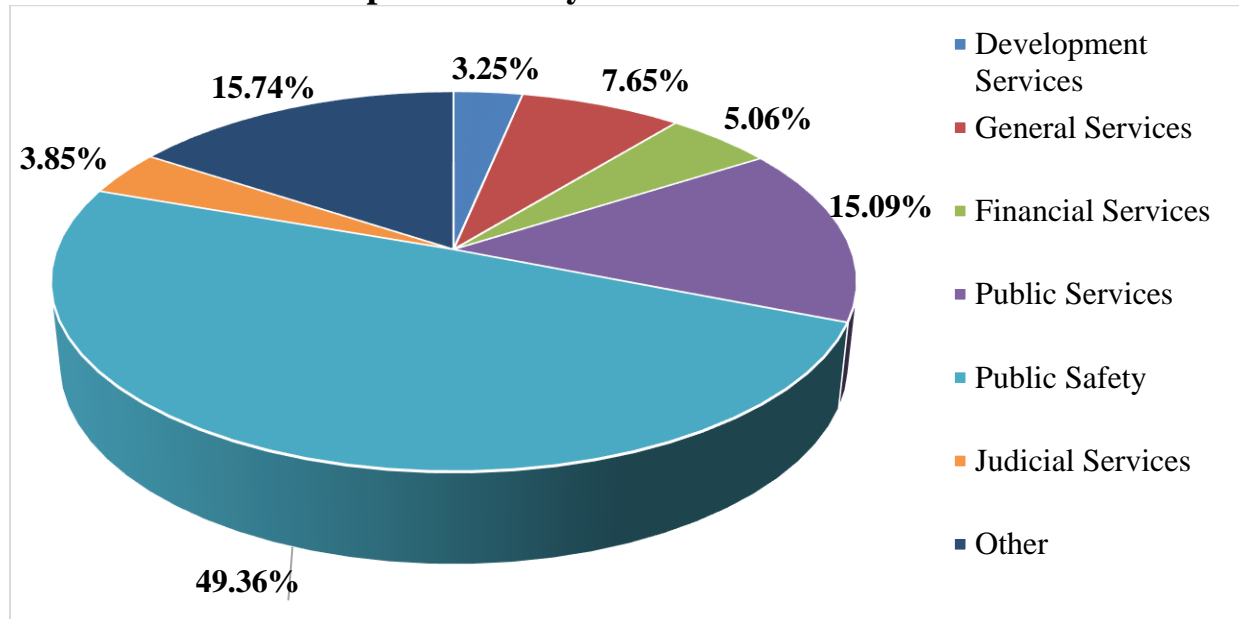
General Fund Expenditure Overview

Total Expenditures June: \$6,297,786

Major Expenditures:

Wages & Salaries	\$2,681,556
Special Projects	\$890,850
Fringe Benefits	\$797,552
Contractual	\$315,266
Disposal Contract	\$227,874

General Fund YTD Expenditures by Division



General Fund

CATEGORY	BUDGET	YTD	%
Revenues	56,395,303	61,679,157	109.37%
Expenditures	-66,746,564	-58,829,060	88.13%
Other Financing Source	11,538,898	0	0.00%
Other Financing Use	-1,187,637	-1,187,637	100%
Revenues Over (Under) Expenditures	0	1,662,460	

Fund Balance Estimates

Estimated Unassigned Fund Balance (GF): \$25,904,857 which is about 38% of the total GF for FY 2020 budget. In the new fiscal year, the County assigned \$5,830,405 of that balance towards additional one-time projects/items. That brings the unassigned fund balance within 30.6% of the FY2021 GF budget.

Overall the GF expenditure budget reflects a remaining percentage of 88%. Revenue collections are at 109% of estimates.

	Current Year	Prior Year
Nonspendable	\$1,630,643	\$1,053,048
Restricted	\$2,145,867	\$2,403,626
Committed	-	-
Assigned	\$12,506,079	\$6,868,557
Unassigned	\$25,904,857	\$29,249,962
Fund Balance End of June	\$42,187,446	\$39,575,193

Fund balance terminology (GASB 54)

There are five components of fund balance:

1. Nonspendable-examples would include inventory and prepaid items
2. Restricted-externally enforceable by law, etc.
3. Committed-self-imposed limitations (requires ordinance-highest level)
4. Assigned-intended use limitations
5. Unassigned

Requests for Information

This financial report is designed to provide a general overview of Lancaster County's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Kimberly Belk

Budget Director

kbelk@lancastercountysc.net

Major Projects Tracker

<u>Department</u>	<u>Item</u>	<u>Budget</u>	<u>Notes</u>
Assessor	Reassessment for 2020	58,700	Implementation postponed. Funding carried forward in the budget.
Detention Center	Upgrades for Audio/Video Surveillance System	225,000	Vendor selected. Work did not begin until new fiscal year so project carried forward.
Detention Center	Door replacement and cell repairs	46,840	Completed. Savings from went towards shower upgrades which were completed by the end of the fiscal year.
Building Maintenance	Repairs/Upgrades to current facilities	400,000	Complete--\$38,000 carried forward to finish register of deeds office upgrades and renovations.
Solid Waste	Convenience Site Upgrades	360,000	Paving is bid but has not been completed due to COVID delays with the contractor.

Other Fund Overview-June 30, 2020

CAPITAL IMPROVEMENT FUND

CATEGORY	BUDGET	YTD	%
Revenues	1,990,000	2,163,713	108.73%
Expenditures	-2,767,348	-2,735,718	98.85%
Other Financing Source	777,348	0	
Revenues Over (Under) Expenditures	0	-572,005	

COURT MANDATED SECURITY

CATEGORY	BUDGET	YTD	%
Revenues	1,504,706	1,641,018	109.06%
Expenditures	-1,504,706	-1,377,914	91.57%
Other Financing Source	0	0	
Revenues Over (Under) Expenditures	0	263,104	

VICTIMS SERVICES FUND

CATEGORY	BUDGET	YTD	%
Revenues	76,500	56,589	73.97%
Expenditures	-76,500	-73,014	95.44%
Other Financing Source	0	0	
Revenues Over (Under) Expenditures	0	-16,425	

E-911

CATEGORY	BUDGET	YTD	%
Revenues	734,013	640,274	87.23%
Expenditures	-872,389	-752,366	86.24%
Other Financing Source	138,376	0	
Revenues Over (Under) Expenditures	0	-112,092	

HOSPITALITY TAX FUND

CATEGORY	BUDGET	YTD	%
Revenues	1,280,000	1,491,209	116.50%
Expenditures	-144,736	-81,090	56.03%
Other Financing Source	57,741	0	

Other Financing Use	-1,193,005	0
Revenues Over (Under) Expenditures	0	1,410,119

STATE ACCOMMODATIONS TAX FUND

CATEGORY	BUDGET	YTD	%
Revenues	180,000	523	0.29%
Expenditures	-248,050	-114,350	46.10%
Other Financing Source	201,550	0	
Other Financing Use	-133,500	0	
Revenues Over (Under) Expenditures	0	-113,827	

STORMWATER FUND

CATEGORY	BUDGET	YTD	%
Revenues	1,316,505	1,507,861	114.54%
Expenditures	-1,356,815	-880,085	64.86%
Other Financing Source	40,310	0	
Revenues Over (Under) Expenditures	0	627,776	

COUNTY TRANSPORTATION COMMISSION FUND

CATEGORY	BUDGET	YTD	%
Revenues	1,800,000	1,515,990	84.22%
Expenditures	-1,873,708	-917,783	48.98%
Other Financing Source	73,708	0	
Revenues Over (Under) Expenditures	0	598,207	

INDIAN LAND FIRE PROTECTION DISTRICT FUND

CATEGORY	BUDGET	YTD	%
Revenues	850,000	876,692	103.14%
Expenditures	-971,380	-865,385	89.09%
Other Financing Source	161,420	0	
Other Financing Use	-40,040	0	
Revenues Over (Under) Expenditures	0	11,307	

LOCAL ACCOMODATIONS TAX FUND

CATEGORY	BUDGET	YTD	%
Revenues	100,000	163,113	163.11%

Expenditures	-100,000	-6,025	6.03%
Other Financing Source	0	0	
Revenues Over (Under) Expenditures	0	157,088	

DEBT SERVICE FUND

CATEGORY	BUDGET	YTD	%
Revenues	4,481,593	4,770,030	106.44%
Expenditures	-8,233,643	-10,659,608	129.46%
Other Financing Source	3,752,050	3,752,050	100.00%
Other Financing Use	0	0	0.00%
Revenues Over (Under) Expenditures	0	-2,137,528	

CAPITAL PROJECT SALES TAX FUND 2

CATEGORY	BUDGET	YTD	%
Revenues	8,500,000	11,611,416	136.60%
Expenditures	-19,473,390	-14,095,857	72.39%
Other Financing Source	14,725,440	0	0.00%
Other Financing Use	-3,752,050	-3,752,050	100.00%
Revenues Over (Under) Expenditures	0	-6,236,491	

AIRPORT FUND

CATEGORY	BUDGET*	YTD*	%
Revenues	165,233	203,074	122.90%
Expenditures	-239,863	-270,203	112.65%
Other Financing Source	74,630	74,630	
Revenues Over (Under) Expenditures	0	7,501	

*Does not include grant revenue or expenditures

PLEASANT VALLEY FIRE PROTECTION DISTRICT FUND

CATEGORY	BUDGET	YTD	%
Revenues	683,080	667,048	97.65%
Expenditures	-786,933	-690,588	87.76%
Other Financing Source	103,853	0	0.00%
Other Financing Use	0	0	0.00%
Revenues Over (Under) Expenditures	0	-23,540	

DEVELOPMENT AGREEMENT FUND

CATEGORY	BUDGET	YTD	%
Expenditures	-2,057,920	-1,986,427	96.52%
Other Financing Source	2,057,920	730,063	35.48%
Other Financing Use	0	0	
Revenues Over (Under) Expenditures	0	-1,256,364	

*Fund Balance total is budgeted.

REVENUE & EXPENDITURE STATEMENT

COUNTY OF LANCASTER

06/01/2020 To 06/30/2020

FY 2019-2020

	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Remaining Balance (\$)	% Used
10 General Fund					
Revenue					
400 Current Property Taxes Subtotal	\$28,436,208.00	\$355,908.78	\$29,502,578.03	-\$1,066,370.03	104
410 Delinquent Property Taxes Subtotal	\$816,500.00	\$164,611.99	\$1,074,630.71	-\$258,130.71	132
417 Property Taxes-State Reim Subtotal	\$2,099,905.00	\$23,777.29	\$2,160,624.12	-\$60,719.12	103
418 Property Taxes-Lost Rev Subtotal	\$7,012,088.00	\$1,408,933.62	\$7,719,758.11	-\$707,670.11	110
419 Multi County Filot Subtotal	\$20,000.00	\$0.00	\$15,337.62	\$4,662.38	77
422 Other Taxes Subtotal	\$2,575,473.00	\$292,219.85	\$2,813,200.64	-\$237,727.64	109
430 State Grants Subtotal	\$100,000.00	\$397.80	\$82,897.80	\$17,102.20	83
434 Intergovernmental- State Subtotal	\$3,457,875.00	\$67,959.73	\$2,718,546.31	\$739,328.69	79
435 State Aid to Library Subtotal	\$160,000.00	\$0.00	\$153,304.00	\$6,696.00	96
436 Intergovernmental- Local Subtotal	\$1,348,980.00	\$156,296.56	\$1,479,686.73	-\$130,706.73	110
437 FEMA Subtotal	\$0.00	\$0.00	\$30,647.26	-\$30,647.26	0
439 Other Governmental Rev. Subtotal	\$0.00	\$0.00	\$3,024.39	-\$3,024.39	0
441 License- Franchise Subtotal	\$518,614.00	\$1,815.13	\$441,389.72	\$77,224.28	85
442 Lic & Permits- Bldg Subtotal	\$3,099,630.00	\$379,677.32	\$5,188,131.57	-\$2,088,501.57	167
444 Lic & Permits- Planning Subtotal	\$47,500.00	\$9,890.00	\$148,034.75	-\$100,534.75	312
446 Lic & Permits- Rod Subtotal	\$955,000.00	\$156,812.11	\$1,592,448.96	-\$637,448.96	167
448 Lic & Permits- Coroner Subtotal	\$3,000.00	\$650.00	\$10,230.00	-\$7,230.00	341
450 Chgs. For Svcs.- Public W Subtotal	\$78,900.00	\$27,742.68	\$99,758.60	-\$20,858.60	126
451 Program Revenue Subtotal	\$1,200,000.00	\$29,605.91	\$818,485.81	\$381,514.19	68
455 Chgs. For Svcs.- Fees Subtotal	\$272,500.00	\$15,201.77	\$274,827.70	-\$2,327.70	101
456 Chgs. For Svcs.- Copies Subtotal	\$19,000.00	\$734.27	\$14,420.87	\$4,579.13	76
457 Chgs. For Svcs.- Other Subtotal	\$28,200.00	\$3,198.50	\$22,629.59	\$5,570.41	80
458 Chgs. For Svcs.- Ems Subtotal	\$2,600,000.00	\$213,576.60	\$2,893,101.30	-\$293,101.30	111
459 Chgs. For Svcs.- Misc Subtotal	\$47,000.00	\$7,646.50	\$71,941.63	-\$24,941.63	153
461 Fines & Fees- Courts Subtotal	\$678,500.00	\$97,939.53	\$659,668.23	\$18,831.77	97
463 Fines & Fees- Druf Forf Subtotal	\$0.00	\$0.00	\$6,812.00	-\$6,812.00	0
464 Fines & Fees- Other Subtotal	\$10,000.00	\$425.00	\$9,615.00	\$385.00	96
466 Fines & Fees- Other Subtotal	\$15,000.00	\$950.00	\$8,567.00	\$6,433.00	57
467 Fines & Fees- Other Subtotal	\$43,000.00	\$210.00	\$29,237.00	\$13,763.00	68
468 Fees- Bank Subtotal	\$68,250.00	\$1,528.15	\$30,349.04	\$37,900.96	44
470 Contribution & Donations Subtotal	\$25,000.00	\$150.00	\$71,113.87	-\$46,113.87	284
471 Library Donations Subtotal	\$28,000.00	\$48.11	\$62,625.01	-\$34,625.01	224
480 Interest Income Subtotal	\$519,500.00	\$83,115.20	\$655,698.01	-\$136,198.01	126
490 Other Income Subtotal	\$70,180.00	\$244,733.28	\$777,332.92	-\$707,152.92	1,108
491 Other Income Subtotal	\$40,000.00	\$933.10	\$38,503.08	\$1,496.92	96
495 Other Income Subtotal	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0
Revenue Subtotal	\$56,395,303.00	\$3,746,688.78	\$61,679,157.38	-\$5,283,854.38	109
Expenditure					
500 Wages Subtotal	\$26,077,261.00	\$2,681,556.14	\$25,111,469.99	\$965,791.01	96
510 Fringe Subtotal	\$11,576,181.00	\$797,551.75	\$9,940,705.77	\$1,635,475.23	86

	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Remaining Balance (\$)	% Used
520 Other Personnel Expenditu Subtotal	\$662,995.00	\$17,744.12	\$462,524.36	\$200,470.64	70
530 Travel, Training, & Dues Subtotal	\$588,725.00	\$41,835.40	\$419,587.85	\$169,137.15	71
540 Supplies Subtotal	\$546,120.00	\$77,133.59	\$477,111.82	\$69,008.18	87
541 Postage Subtotal	\$519,495.00	\$107,390.77	\$528,038.88	-\$8,543.88	102
542 Clothing Subtotal	\$218,500.00	\$28,123.28	\$175,079.11	\$43,420.89	80
543 Supplies- Laundry Subtotal	\$289,240.00	\$21,685.66	\$261,333.91	\$27,906.09	90
544 Supplies- Public Works Subtotal	\$667,342.00	\$69,194.00	\$627,498.46	\$39,843.54	94
545 Supplies- Custodial Subtotal	\$20,000.00	\$2,092.02	\$14,274.05	\$5,725.95	71
546 Supplies-Materials/Buildings Subtotal	\$52,350.00	\$6,793.68	\$49,910.86	\$2,439.14	95
547 Supplies- Animal Food Subtotal	\$5,000.00	\$12.08	\$2,022.60	\$2,977.40	40
548 Supplies- Hand Tools Subtotal	\$20,000.00	\$113.40	\$23,512.04	-\$3,512.04	118
549 Supplies- Welcome Center Subtotal	\$4,000.00	\$0.00	\$7.12	\$3,992.88	0
550 Equipment- Non Capital Subtotal	\$138,515.00	\$25,325.92	\$116,553.26	\$21,961.74	84
551 Equipment- General Subtotal	\$721,340.00	\$83,462.04	\$629,793.89	\$91,546.11	87
560 Capital Equipment Subtotal	\$3,059,929.00	\$62,166.79	\$2,938,363.32	\$121,565.68	96
570 Utilities Subtotal	\$1,542,000.00	\$100,400.73	\$1,358,201.43	\$183,798.57	88
571 Utilities- Telephone Subtotal	\$589,595.00	\$98,195.95	\$563,923.51	\$25,671.49	96
580 Rent Subtotal	\$7,500.00	\$0.00	\$5,190.00	\$2,310.00	69
581 Rent- Building Subtotal	\$79,778.00	\$4,200.00	\$82,759.34	-\$2,981.34	104
582 Rent- Equipment Subtotal	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0
590 Maintenance Subtotal	\$1,756,400.00	\$184,984.28	\$1,693,056.88	\$63,343.12	96
591 Maintenance- General Subtotal	\$176,500.00	\$44,057.48	\$156,843.99	\$19,656.01	89
593 Maintenance-Svc Agreement Subtotal	\$654,300.00	\$38,980.28	\$484,094.95	\$170,205.05	74
594 Maintenance- Bldg Subtotal	\$206,090.00	\$18,905.67	\$184,606.95	\$21,483.05	90
595 Maintenance Parks Subtotal	\$20,000.00	\$5,984.03	\$37,645.20	-\$17,645.20	188
600 Contractual Services Subtotal	\$3,349,245.00	\$315,265.83	\$3,355,994.09	-\$6,749.09	100
604 Ps-Medical & Professional Subtotal	\$1,112,820.00	\$175,123.44	\$1,210,463.00	-\$97,643.00	109
605 Cs- Printing Subtotal	\$575,295.00	\$42,959.97	\$462,681.72	\$112,613.28	80
612 Cs-Disposal Contract Subtotal	\$1,480,000.00	\$227,874.11	\$1,371,356.80	\$108,643.20	93
613 Demolition Expense Subtotal	\$80,000.00	\$11,000.00	\$69,100.00	\$10,900.00	86
620 Direct Assistance Subtotal	\$13,041.00	\$0.00	\$13,040.77	\$0.23	100
625 Direct Assistance Subtotal	\$1,446,008.00	\$504.54	\$1,420,062.39	\$25,945.61	98
640 Lanc City Fire & Rescue Subtotal	\$163,790.00	\$35,563.42	\$153,859.89	\$9,930.11	94
650 Insurance Subtotal	\$1,160,383.00	\$0.00	\$1,167,606.00	-\$7,223.00	101
670 Advertising Subtotal	\$87,400.00	\$24,166.41	\$93,794.89	-\$6,394.89	107
680 Fee Reimbursement Subtotal	\$600.00	\$50.00	\$250.00	\$350.00	42
690 Special Projects Subtotal	\$3,265,218.00	\$890,850.31	\$2,297,662.21	\$967,555.79	70
691 Sp- Promotions Subtotal	\$56,000.00	\$6,690.31	\$48,514.42	\$7,485.58	87
700 Program Expense Subtotal	\$317,288.00	\$25,880.01	\$354,091.35	-\$36,803.35	112
740 Land/Bldg. Cap Projects Subtotal	\$2,375,000.00	\$0.00	\$0.00	\$2,375,000.00	0
750 Equipment Lease Subtotal	\$158,900.00	\$16,451.80	\$150,895.92	\$8,004.08	95
760 Grants Match Subtotal	\$742,625.00	-\$7,477.70	\$57,988.88	\$684,636.12	8
771 Ds- Lease Purchase Subtotal	\$50,000.00	\$0.00	\$50,000.00	\$0.00	100
780 Miscellaneous Subtotal	\$43,500.00	\$480.00	\$15,150.00	\$28,350.00	35

	Budget (\$)	Current Period (\$)	YTD With Encumbrance (\$)	Remaining Balance (\$)	% Used
781 Miscellaneous Subtotal	\$64,725.00	\$10,462.98	\$107,642.14	-\$42,917.14	166
782 Over/Short Subtotal	\$570.00	\$140.68	-\$62.81	\$632.81	-11
783 Drug Forfeiture Subtotal	\$0.00	\$3,350.00	\$17,145.99	-\$17,145.99	0
786 Donations Subtotal	\$0.00	\$560.83	\$66,871.53	-\$66,871.53	0
Expenditure Subtotal	\$66,746,564.00	\$6,297,786.00	\$58,828,218.72	\$7,918,345.28	88
Before Transfers Deficiency Of Revenue Subtotal		-\$10,351,261.00	-\$2,551,097.22	\$3,800,731.05	-37
Other Financing Source					
801 Transfer In Subtotal	\$32,750.00	\$0.00	\$0.00	\$32,750.00	0
810 Ofs Fund Balance Subtotal	\$11,506,148.00	\$0.00	\$0.00	\$11,506,148.00	0
Other Financing Source Subtotal	\$11,538,898.00	\$0.00	\$0.00	\$11,538,898.00	0
Other Financing Use					
950 Transfers Subtotal	\$1,187,637.00	\$1,187,637.00	\$1,187,637.00	\$0.00	100
Other Financing Use Subtotal	\$1,187,637.00	\$1,187,637.00	\$1,187,637.00	\$0.00	100
After Transfers Deficiency Of Revenue Subtotal		\$0.00	-\$3,738,734.22	\$2,613,094.05	0

BUDGET REPORT BY FUND - EXPENDITURE

Fiscal Year Start Date: 07/01/2019

Current Period End Date: 06/30/2020

County Of Lancaster

FY 2019-2020

Ideal Remaining Percent: 0 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 10 General Fund						
005 Non-Departmental	1,710,821.00	18,320.29	1,517,509.69	0.00	193,311.31	11
007 Cnty Economic Dev. Dept.	478,188.00	42,810.48	494,723.69	0.00	-16,535.69	-3
011 County Council	6,357,011.00	1,629,183.67	3,362,265.76	264,837.26	2,729,907.98	43
012 Council Transfers	74,630.00	74,630.00	74,630.00	0.00	0.00	0
014 Direct Assistance	1,296,986.00	504.54	1,271,040.16	0.00	25,945.84	2
020 Procurement	208,425.00	19,621.11	185,325.05	0.00	23,099.95	11
021 Administrator	733,930.00	56,354.01	572,672.66	31,057.00	130,200.34	18
022 Legal Team	279,000.00	72,227.30	350,459.45	0.00	-71,459.45	-26
023 Finance	644,570.00	69,128.14	573,488.02	4,545.00	66,536.98	10
024 Human Resources	701,630.00	40,520.08	645,840.63	0.00	55,789.37	8
025 Risk Management	109,590.00	14,853.69	111,645.31	0.00	-2,055.31	-2
026 Mis	1,414,310.00	157,776.69	1,224,627.74	48,343.40	141,338.86	10
027 Gis	122,205.00	29,910.33	84,869.59	0.00	37,335.41	31
029 Zoning	454,049.00	36,392.52	365,387.08	0.00	88,661.92	20
031 Building	1,139,065.00	137,054.40	1,082,922.51	105,106.00	-48,963.51	-4
032 Planning	768,477.00	64,012.49	458,622.98	74,284.00	235,570.02	31
041 Assessor	1,001,965.00	109,209.03	927,339.35	1,175.73	73,449.92	7
043 Auditor	299,960.00	27,699.22	292,607.66	0.00	7,352.34	2
044 Treasurer	420,155.00	45,199.31	492,889.63	0.00	-72,734.63	-17
045 Delinquent Tax	361,985.00	49,133.53	339,263.13	0.00	22,721.87	6
051 Registration & Elect	471,525.00	112,098.41	423,896.42	0.00	47,628.58	10
060 Register Of Deeds	371,608.00	39,808.37	344,056.83	0.00	27,551.17	7
061 Circuit Court	85,710.00	3,080.69	58,735.42	0.00	26,974.58	31
063 Clerk Of Court	367,380.00	35,183.36	363,034.30	0.00	4,345.70	1
064 Family Court	404,497.00	29,648.85	323,411.05	0.00	81,085.95	20
068 Coroner	585,470.00	87,984.59	682,689.11	0.00	-97,219.11	-17
069 Probate Court	506,193.00	47,442.75	427,669.06	21,842.00	56,681.94	11
070 Mag-Countywide	1,101,535.00	99,060.73	1,085,372.45	0.00	16,162.55	1
110 Sheriff	9,538,163.00	912,050.90	8,860,083.01	34,711.39	643,368.60	7
111 Sher:Drug Asset Forf	0.00	3,350.00	17,145.99	0.00	-17,145.99	0
117 Sheriff Dpt- Town Of Kers	556,185.00	55,439.17	551,522.49	0.00	4,662.51	1
120 Detention Center	3,041,028.00	431,771.68	2,807,446.73	173,607.77	59,973.50	2
121 School Resource Officers	578,175.00	44,022.45	539,100.64	0.00	39,074.36	7
130 Communications	2,524,285.00	217,898.12	2,152,926.85	68,147.55	303,210.60	12
140 Emergency Management	386,560.00	171,477.71	572,361.41	120,171.04	-305,972.45	-79
141 Fire Service	3,722,572.00	139,560.55	3,711,269.99	72,520.43	-61,218.42	-2
142 Town Of Kershaw- Fire	165,150.00	16,834.51	154,865.34	0.00	10,284.66	6
144 Lanc. County Firefighters	1,988,525.00	191,479.41	1,622,551.90	0.00	365,973.10	18
153 Lancaster Ems	7,941,734.00	736,002.60	7,187,846.45	12,958.41	740,929.14	9
202 Road Maintenance	3,395,757.00	278,439.89	3,016,668.16	344,228.63	34,860.21	1

BUDGET REPORT BY FUND - EXPENDITURE

Fiscal Year Start Date: 07/01/2019

Current Period End Date: 06/30/2020

County Of Lancaster

FY 2019-2020

Ideal Remaining Percent: 0 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
210 Fleet Maintenance	663,075.00	68,233.21	660,569.47	97.19	2,408.34	0
251 Building Maintenance	2,281,879.00	304,622.42	1,994,703.44	64,812.00	222,363.56	10
310 Landfill-Solid Waste	56,503.00	19,749.48	23,849.48	0.00	32,653.52	58
312 Solid Waste Collect	3,284,125.00	385,731.90	2,693,417.19	206,366.59	384,341.22	12
318 Animal Shelter	483,090.00	53,675.78	460,182.93	0.00	22,907.07	5
330 Health Services	85,040.00	4,674.83	68,421.92	0.00	16,618.08	20
601 Dept. Of Social Services	74,989.00	4,263.81	51,869.93	0.00	23,119.07	31
602 D.S.S. Family Indep	59,650.00	5,918.91	63,712.80	0.00	-4,062.80	-7
610 Veterans Affairs	240,575.00	25,758.23	226,538.01	0.00	14,036.99	6
801 Recreation-Operation	2,030,725.00	140,486.31	1,440,692.46	265.00	589,767.54	29
815 Recreation,Programs	1,079,656.00	-8,209.63	875,436.53	0.00	204,219.47	19
840 Library	1,285,890.00	133,342.18	1,175,885.48	10,468.78	99,535.74	8
10 General Fund	67,934,201.00	7,485,423.00	59,066,063.33	1,659,545.17	7,208,592.50	11
Report Totals Net	\$67,934,201.00	\$7,485,423.00	\$59,066,063.33	\$1,659,545.17	\$7,208,592.50	11

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Steve Willis/Administration and Carrie Helms/Treasurer

Department: Administration

Date Requested to be on Agenda: 9/15/2020

Issue for Consideration:

Potential disposal of land that has been under Forfeited Land Commission (FLC) control for many years.

Points to Consider:

Attached is a list of properties that have been under FLC control for a decade or longer. These properties routinely go to the tax sale where nobody bids on them. They then revert back to FLC control and the process repeats the following year.

Every year we must go through the process of sending certified letters to the last known owner and posting the property. During this time another year of property tax has been added to the amount owed.

I would describe this as a "doom loop" as nobody will bid on the parcels as the taxes owed exceeds the value of the land. In addition, a number of these parcels are not suitable for building new structures as the house that previously was there was built prior to modern zoning codes with required setbacks.

After consulting with Treasurer Carrie Helms I propose the following:

The FLC will contact the Katawba Valley Land Trust and Habitat for Humanity to see if any of these parcels may be useful to them. The list has been submitted to them.

Allow the FLC to contact adjacent property owners regarding the potential donation of the remaining property. They would likely merge the parcel in with their existing property.

The FLC will nulla bona the past due taxes, which wipes them off the books.

The County will pay for the attorney fees to deed the property to whatever party accepts it. The cost will be roughly \$120 per parcel.

The FLC will present to the receiving party a tax deed for the property which places it back on the tax rolls (except for the KVLTL).

Funding and Liability Factors:

There are 51 parcels. At \$120 per parcel the total outlay to remove these parcels from perpetual tax sale is \$6,120.

The alternative is to keep spending money on the tax sale process for parcels that simply will not sell.

Options:

Send this proposal to full Council with either a favorable recommendation, an unfavorable recommendation, or no recommendation.

Recommendation:

Send to Council with a favorable recommendation.

ATTACHMENTS:

Description	Upload Date	Type
FLC List	8/19/2020	Exhibit

TAX PARCEL ID#LOCATION ADDRESSCITY & STATE

1. 0087O-0L-008.00	PARK AREA	LANCASTER SC
2. 0082K-0E-006.00	W BROOKLYN AVE	LANCASTER SC
3. 0068I-0K-019.00	N/O REESE ST	LANCASTER SC
4. 0081H-0L-019.00	9TH 11TH STREET	LANCASTER SC
5. 0156A-0K-011.00	192 E 4TH ST	KERSHAW SC
6. 0068H-0A-002.01	FOOTE STREET	LANCASTER SC
7. 0082D-0N-012.00	1137 6TH STREET	LANCASTER SC
8. 0068O-0B-006.00	FRANK ST	LANCASTER SC
9. 0087G-0B-043.01	SOUTH OF WATTS DRIVE	LANCASTER SC
10. 0068I-0K-026.00	109 N HUGHES STREET	LANCASTER SC
11. 0086F-0C-003.00	1620 CARTER RD	LANCASTER SC
12. 0156O-0A-003.00	W OF HART ST	KERSHAW SC
13. 0156P-0Q-005.00	E STEVENS DR	KERSHAW SC
14. 0068J-0D-006.00	WILLOW LAKE RD	LANCASTER SC
15. 0025 -00-073.00	HWY 55	LANCASTER SC
16. 0068P-0U-005.00	E DUNLAP STREET	LANCASTER SC
17. 0081C-0D-001.00	NEAR 1225 CHESTERFIELD	LANCASTER SC
18. 0068I-0M-005.00	429 TRADERS CT	LANCASTER SC
19. 0068I-0M-005.01	JACKSON STREET	LANCASTER SC
20. 0081A-0D-019.01	ARCH ST	LANCASTER SC
21. 0156P-0S-008.00	MATSON STREET-RAILROAD	KERSHAW SC
22. 0086C-0B-023.04	ROPE LANE	LANCASTER SC
23. 0082O-0A-033.00	CARMEN RD	LANCASTER SC
24. 0068H-0A-004.00	FOOTE STREET	LANCASTER SC
25. 0081B-0J-014.04	OFF PLYER RD	LANCASTER SC
26. 0068H-0A-005.00	FOOTE STREET	LANCASTER SC
27. 0133J-0B-004.00	CAUTHEN STREET	HEATH SPRINGS SC
28. 0014-00-002.00-001	8252 HENRY HARRIS RD	INDIAN LAND SC
29. 0068O-0E-001.01	HUGHES ST	LANCASTER SC
30. 0081G-0C-016.04	N OF HAMPTON RD	LANCASTER SC
31. 0081H-0G-015.00	940 16TH ST	LANCASTER SC
32. 0082D-0F-007.00	1040 CROSS ST	LANCASTER SC
33. 0082D-0M-015.00	1127 4TH ST	LANCASTER SC
34. 0068O-0B-002.02	ALLEY OFF HUGHES ST	LANCASTER SC
35. 0068I-0L-006.01	209 N MARKET ST	LANCASTER SC
36. 0068P-0G-030.00	BLALOCK STREET	LANCASTER SC
37. 0080F-0B-011.00	BAKER PLACE ROAD	LANCASTER SC
38. 0080F-0C-010.00	106 BAKER PLACE ROAD	LANCASTER SC
39. 0080F-0E-003.00	BAKER PLACE ROAD	LANCASTER SC

Paid

Didn't do X

*paid
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*attorney
\$100
20
\$12000
pos fee*

40. 0080F-0E-009.00	BAKER PLACE ROAD	LANCASTER SC
41. 0082D-0B-033.00	WYLIE PARK ROAD	LANCASTER SC
42. 0082O-0A-047.00	CARMEL RD	LANCASTER SC
43. 0082O-0E-004.00	BELMONT CIRCLE DR	LANCASTER SC
44. 0081G-0H-027.00	HAMPTON RD	LANCASTER SC
45. 0068J-0F-020.00	107 GREGORY ST	LANCASTER SC
46. 0010M-0B-058.00	HWY 92	LANCASTER SC
47. 0081B-0B-011.00	4 SOWELL STREET	LANCASTER SC
48. 0082O-0E-002.00	BELMONT CIRCLE DR	LANCASTER SC
49. 0082E-0D-002.00	972 10TH ST	LANCASTER SC
50. 0025-00-071.00	RAILROAD	LANCASTER SC
51. 0068J-0C-039.00	WASHINGTON STREET	LANCASTER SC
52. 0068J-0C-040.00	WASHINGTON STREET	LANCASTER SC
53. 0068J-0C-041.00	WASHINGTON STREET	LANCASTER SC
54. 0081A-0B-022.00	504 ARCH STREET	LANCASTER SC
55. 0122-00-035.03	FLINT RIDGE RD	HEATH SPRINGS SC
56. 0081B-0N-019.00	305 GOOCH STREET	LANCASTER SC

needs to
be combined
with
685-C-5.00
somehow
same
owner

Agenda Item Summary

Ordinance # / Resolution #: N/A

Contact Person / Sponsor: Steve Willis/Administration

Department: Administration

Date Requested to be on Agenda: 9/15/2020

Issue for Consideration:

Revised Organizational Chart which was recommitted to Committee by full Council.

Points to Consider:

After learning that certain departments are codified within the County Code I have decided to withdraw the proposed revision to the Organizational Chart and we will ask Council to review the revised Organizational Chart after the code changes are complete.

I have asked County Attorney John DuBose for a proposal to review the County Code. We have a number of archaic sections contained within the code and I feel a thorough review of the Code is in order. With few exceptions for statutory sections, generally county departments are not created or contained within the County Code. County Council's control is budgetary while decisions on which employees report to which supervisor are the responsibility of the Administrator (obviously with the exception of elected officials and state entities as outlined in state law).

Funding and Liability Factors:

N/A at this time.

Options:

This is for information of the Committee. No action is needed at this time.

Recommendation:

N/A