

COUNTY OF LEXINGTON
ANNUAL BUDGET
NON-GENERAL FUND - BOOK TWO
FISCAL YEAR 2024-25

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**COUNTY OF LEXINGTON
ANNUAL BUDGET
NON-GENERAL FUND - BOOK TWO
FISCAL YEAR 2024-25**

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February, 13 2024

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

Dear Mr. Sturkie

The Finance Committee of the Lexington County Library Board met on January 24, 2024, to review and approve the Library's Requested Budget for FY 2024-25. The Budget Request was recommended for approval to the full Library Board during their regular meeting on January 29. During this meeting, the Requested Budget was approved by the Library Board. According to SC Code of Laws Section 4-9-37, it is the Library Board's responsibility to approve the Budget before it's recommended to 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. I have included an allocation in personnel contingency to be used for potential salary increases to stress the importance of staff retention.

This year there are several new program costs to continue to provide optimal library services. As an involved Board, they supported the following New Program requests:

	\$76,746 Business Analyst Grade 209
\$74,824	\$73,696 Librarian III Grade 209
	\$83,258 Library Administrator Grade 211
	\$68,000 Librarian I Grade 207
	\$21,646 Clerk Part Time Grade 101
	\$323,346 324,474

The Library also requests to use approximately \$250,000 from it's Infrastructure Contingency account for facility planning. And requests to use the Library's Fund Balance or contingency funds for the following one-time capital projects:

\$150,000 Lexington Main carpet replacement
\$25,000 Cayce-West Columbia chair lift replacement
\$100,000 Cayce-West Columbia children's room renovation
\$301,000 275,000

At the time of this request, it is not possible to fully predict revenue. Therefore, the request is prioritized based on need. As you know, the needs of each department continue to grow. The Library's current library operations staffing level is 120.5 FTEs. This is of great concern as it should be at least 152 FTEs (South Carolina Public Library Standards).

This budget request will allow the Library to offer the best service for the current needs of citizens and businesses of Lexington County and prevent us from falling further behind in staffing and service levels.

Thank you for your continued support of library services.

Sincerely,

Kelly R. Poole
Library Director

**COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year 2024-25
Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*County Library Operations 2300:								
Revenues:		<u>5,919 Mills</u>		<u>5,919 Mills</u>	<u>5,919 Mills</u>	<u>5,919 Mills</u>	<u>5,919 Mills</u>	<u>5,919 Mills</u>
410000	Current Property Taxes	7,060,621	977,430	7,557,442	7,557,442	7,557,442		
410500	Homestead Exemption	304,717	0	290,000	290,000	290,000		
410520	Manufacturer's Tax Exemption	50,078	0	50,000	50,000	50,000		
410521	Manufacturer Partial Prop Tx Exempt	53,643	0	0	0	0		
410530	State Sales and Use Tax Credit	31,015	15,739	37,977	37,977	37,977		
411000	Current Vehicle Taxes	1,064,449	471,832	1,163,231	1,163,231	1,163,231		
412000	Current Tax Penalties	11,991	(359)	10,000	10,000	1,000		
413000	Delinquent Tax	195,027	67,612	200,000	200,000	200,000		
414000	Delinquent Tax Penalties	29,487	10,142	30,000	30,000	30,000		
417100	Fee in Lieu of Taxes	351,067	12,382	360,000	360,000	360,000		
417120	Fee in Lieu of Taxes - Prior Year	(2,880)	(2,280)	0	0	0		
417130	Fee in Lieu of Taxes - Manuf. Tax Exemption	36,267	0	30,000	30,000	30,000		
417150	Fee in Lieu of Taxes - Fee for Services	2,730	0	2,500	2,500	2,500		
418000	Motor Carrier Payments	28,875	10,181	25,000	25,000	25,000		
418100	Heavy Equip. Rental Surcharge	13,244	8,549	5,000	5,000	5,000		
419000	Merchants Exemptions	28,550	14,275	28,550	28,550	28,550		
Total Property Tax Revenue		9,258,881	1,585,503	9,789,700	9,789,700	9,780,700	0	0
Other Revenues:								
437609	Copy Sales - Library	(3,227)	4,249	9,000	9,000	9,200		
437620	Fax Sales - Library	10,911	3,881	10,500	10,500	10,000		
438300	Vending Machine Sales	(87)	69	250	250	250		
449000	Library Book Fines	81,093	28,115	80,000	80,000	80,000		
461000	Investment Interest	313,008	171,342	0	0	171,342		
469200	Donated Capital Items	0	0	500	500	500		
469900	Miscellaneous Revenues	364	340	100	100	100		
Total Other Revenue		402,062	207,996	100,350	100,350	271,392	0	0
** Total Revenue		9,660,943	1,793,499	9,890,050	9,890,050	10,052,092	0	0
Existing Programs								
** Total Appropriations					13,338,732	10,405,112	0	0
Budget Over/(Short)						(353,020)	0	0
Fund Balance								
Budget Over/(Short)						(353,020)	0	0
FUND BALANCE								
Beginning of Year					9,145,550	5,696,868	5,696,868	5,696,868
FUND BALANCE - Projected End of Year					5,696,868	5,343,848	5,696,868	5,696,868

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2023-24

Fund 2300
Division: Library
Organization Recap

BUDGET

Object Expenditure Code Classification	2023-24 Approved	General Admn. 230005	Batesburg/Leesville 230010	Lexington 230020	Cayce / W. Columbia 230030	Irmo 230040	Chapin 230050	South Congaree 230055	Swansea 230060	Gaston 230070	Pelton 230080	Gilbert/Summit 230090	Non-Departmental 230099
Personnel													
510100 Salaries & Wages	4,251,611	1,606,419	187,537	677,783	575,186	567,103	123,004	127,405	84,414	88,314	116,954	97,492	0
510200 Overtime	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000
510300 Part Time	885,337	60,419	30,038	208,292	140,513	172,592	82,230	16,463	41,366	42,011	47,968	43,445	0
511112 FICA - Employer's Portion	397,977	127,513	16,644	67,785	54,751	56,587	15,700	11,006	9,622	9,970	12,617	10,782	5,000
511113 SCRS - Employer's Portion	885,973	282,953	36,652	152,804	120,764	124,999	35,838	24,682	24,076	22,177	27,243	23,785	10,000
511120 Employee Insurance - Employer's Portion	748,800	249,600	39,000	124,800	109,200	109,200	23,400	23,400	15,600	15,600	23,400	15,600	0
511130 Workers Compensation	38,515	23,262	673	2,748	3,294	4,485	636	446	389	635	511	436	1,000
519999 Personnel Commgency	387,138	0	0	0	0	0	0	0	0	0	0	0	387,138
* Total Personnel	7,596,351	2,350,166	310,544	1,234,212	1,003,708	1,034,966	280,808	203,402	175,467	178,707	228,693	191,540	404,138
Operating Expenses													
520100 Contracted Maintenance	23,915	0	0	0	0	0	0	0	0	0	0	0	23,915
520103 Landscape/Grounds Maintenance	68,953	0	7,085	8,084	5,925	7,085	5,902	5,902	5,902	5,993	6,082	5,993	5,000
520200 Contracted Services	140,810	0	0	3,125	57,477	57,408	0	0	0	0	0	0	22,800
520213 Contracted Literacy Programs	27,000	0	0	0	0	0	0	0	0	0	0	0	27,000
520220 Book Binding	2,000	0	0	0	0	0	0	0	0	0	0	0	2,000
520231 Garbage Pick-up Service	6,159	0	644	943	943	787	644	644	0	644	644	266	0
520233 Towing Service	90	0	0	0	0	0	0	0	0	0	0	0	90
520242 Hazardous Material Disposal	0	0	0	0	0	0	0	0	0	0	0	0	0
520300 Professional Services	1,500	0	0	0	0	0	0	0	0	0	0	0	1,500
520303 Accounting/Auditing Services	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000
520400 Advertising & Publicity	5,000	0	0	0	0	0	0	0	0	0	0	0	5,000
520500 Legal Services	0	0	0	0	0	0	0	0	0	0	0	0	0
520702 Technical Currency & Support	193,193	0	0	0	0	0	0	0	0	0	0	0	193,193
520703 Computer Hardware Maintenance	49,990	0	0	0	0	0	0	0	0	0	0	0	49,990
521000 Office Supplies	36,650	8,400	1,250	8,500	5,300	5,200	1,700	1,700	1,100	1,300	1,700	500	0
521100 Duplicating	4,634	1,200	300	1,350	326	720	225	85	88	120	185	35	0
521200 Operating Supplies	58,175	21,295	910	1,600	6,000	4,950	1,200	950	500	850	1,200	400	18,320
522000 Building Repairs & Maintenance	30,000	0	0	0	0	0	0	0	0	0	0	0	30,000
522001 Carpet/Floor Cleaning	7,500	0	0	0	0	0	0	0	0	0	0	0	7,500
522200 Small Equipment Repairs & Maint.	2,800	0	0	0	0	0	0	0	0	0	0	0	2,800
522300 Vehicle Repairs & Maintenance	50,748	0	3,675	8,656	13,220	9,137	5,097	2,132	2,474	1,893	2,423	2,041	0
524000 Building Insurance	6,335	0	0	0	0	0	0	0	0	0	0	0	6,335
524100 Vehicle Insurance	6,349	0	0	0	0	0	0	0	0	0	0	0	6,349
524201 Comprehensive Vehicle Insurance	6,092	2,270	252	987	798	840	210	147	126	126	210	126	0
524202 General Tort Liability Insurance	0	0	0	0	0	0	0	0	0	0	0	0	0
524203 Surety Bonds	1,899	0	0	0	0	0	0	0	0	0	0	0	1,899
524900 Data Processing Equip. Insurance	41,144	8,927	2,137	7,002	4,098	5,617	2,887	2,968	2,283	2,658	1,025	1,542	0
525000 Telephone	1,018	0	0	0	0	0	0	0	0	0	0	0	1,018
525004 WAN Service Charges	0	0	0	0	0	0	0	0	0	0	0	0	0
525006 GPS Monitoring Charges	0	0	0	0	0	0	0	0	0	0	0	0	0
525020 Pagers and Cell Phones	7,458	0	0	0	0	0	0	0	0	0	0	0	7,458
525021 Smart Phone Charges	21,285	6,192	903	3,999	3,096	3,354	903	516	516	516	774	516	0
525041 E-mail Service Charges	4,261	1,558	58	600	1,250	530	85	50	30	15	65	20	0
525100 Postage													

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2023-24

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

Object Expenditure Code Classification	2021-22 Expenditure	2022-23 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages	4,064,384	2,179,051	4,446,570	4,446,570	0	0
510200 Overtime	1,112	477	1,000	1,000	0	0
510300 Part Time	822,487	495,072	1,034,892	1,034,892	0	0
511112 FICA - Employer's Portion	353,139	193,732	425,647	425,647	0	0
511113 State Retirement - Employer's Portion	812,622	453,304	942,952	942,952	0	0
511120 Insurance Fund Contribution	748,800	374,400	748,800	782,100	0	0
511130 Workers Compensation	24,052	13,897	52,048	52,048	0	0
511131 S.C. Unemployment	0	0	0	0	0	0
519999 Personnel Contingency	0	0	324,786	193,813	0	0
511213 SCRS - Emplr. Port. (Retiree)	2,221	290	0	7,176	0	0
* Total Personnel	6,828,817	3,710,223	7,976,695	7,886,198	0	0
Operating Expenses						
520100 Contracted Maintenance	19,104	12,597	25,047	23,915	0	0
520103 Landscape/Grounds Maintenance	56,010	19,605	61,447	68,953	0	0
520200 Contracted Services	72,096	35,065	124,963	140,810	0	0
520213 Contracted Literacy Programs	7,342	0	22,000	27,000	0	0
520220 Book Binding	93	0	2,000	2,000	0	0
520231 Garbage Pickup Charges	5,177	2,470	5,919	6,159	0	0
520233 Towing Service	0	0	90	90	0	0
520300 Professional Services	0	0	0	1,500	0	0
520303 Accounting/Auditing Services	5,000	5,000	5,000	5,000	0	0
520400 Advertising & Publicity	7,841	0	5,000	5,000	0	0
520702 Technical Currency & Support	148,478	173,251	199,145	193,193	0	0
520703 Computer Hardware Maintenance	35,433	23,300	43,642	49,990	0	0
521000 Office Supplies	34,818	11,974	30,775	36,650	0	0
521100 Duplicating	4,657	2,162	3,495	4,634	0	0
521200 Operating Supplies	47,525	18,757	51,110	58,175	0	0
522000 Building Repairs & Maintenance	78,768	16,234	30,000	30,000	0	0
522001 Carpet/Floor Cleaning	6,283	2,630	7,500	7,500	0	0
522200 Small Equipment Repairs & Maintenance	0	0	2,000	2,000	0	0
522300 Vehicle Repairs & Maintenance	3,473	1,232	2,175	2,800	0	0
524000 Building Insurance	37,727	49,262	38,865	30,000	0	0
524100 Vehicle Insurance	5,647	3,075	5,818	6,335	0	0
524101 Comprehensive Vehicle Insurance	2,520	6,046	4,900	6,349	0	0
524201 General Tort Liability Insurance	5,350	5,801	5,625	6,092	0	0
524202 Surety Bonds	0	0	969	0	0	0
524900 Data Processing Equip. Insurance	1,843	1,843	1,899	1,899	0	0
525000 Telephone	37,710	25,002	41,144	41,144	0	0
525006 GPS Monitoring Charges	847	277	1,018	1,018	0	0
525020 Pagers and Cell Phones	274	0	0	0	0	0
525021 Smart Phones Charges	4,266	2,098	7,458	7,458	0	0
525041 E-mail Service Charges	18,661	8,019	21,414	21,285	0	0
525100 Postage	4,881	2,555	3,604	4,261	0	0
525210 Conference, Meeting & Training Expenses	490	27	5,500	7,500	0	0
525211 Library Board Expenses	236	13	2,000	2,000	0	0
525230 Subscriptions, Dues, & Books	210,243	212,951	277,800	249,700	0	0
525240 Personal Mileage Reimbursement	13,246	4,145	10,000	15,000	0	0
525250 Motor Pool Reimbursement	0	0	0	0	0	0

**COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2021-22 Expenditure	2022-23 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Cont'd Operating Expenditures						
525377 Utilities - County Branch Library	313,923	166,135	289,590	323,490	0	0
525400 Gas, Fuel, & Oil	10,849	4,640	12,000	12,000	0	0
525600 Uniforms & Clothing	492	0	1,000	1,000	0	0
525700 Employee Service Awards	121	121	200	200	0	0
526500 License & Permits	5,030	5,280	5,330	5,586	0	0
529903 Contingency	0	0	1,199,612	0	0	0
537699 Cost of Copy Sales	0	6,248	0	14,840	0	0
538300 Retainage Payable Expense	0	0	0	0	0	0
* Total Operating	1,206,454	827,815	2,557,054	1,422,526	0	0
**Total Personnel & Operating	8,035,271	4,538,038	10,533,749	9,308,724	0	0
Capital						
540000 Small Tools & Minor Equipment	11,940	0	14,000	10,000	0	0
540002 Microforms	13,961	0	0	0	0	0
540006 Library Materials (Book, Audio Visual)	675,102	199,394	1,229,783	650,000	0	0
540010 Minor Software	2,880	8,688	11,050	9,985	0	0
549902 R22 Unit A/C Contingency	0	0	0	0	0	0
549904 Capital Contingency	0	0	0	0	0	0
549914 Infrastructure Contingency	0	0	751,119	0	0	0
All Other Equipment	297,967	69,717	482,331	285,655	0	0
Library Materials (Books, Audio Visual)	1,001,850	277,799	2,488,283	955,640	0	0
Other Financing Uses						
812340 Op Trn to Library Federal Funds	0	0	0	0	0	0
**Total Other Financing Uses	0	0	0	0	0	0
*** Total Budget Appropriation	9,037,121	4,815,837	13,022,032	10,264,364	0	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2024-25

Fund 2300
Division: Library
Organization: 230005 - Administration

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 32	1,564,570	857,821	1,606,419	<u>1,606,419</u>		
510200 Overtime	1,112	350	66	<u>66</u>		
510300 Part Time - 4 (2 - FTE)	60,911	34,479	71,358	<u>71,358</u>		
511112 FICA - Employer's Portion	115,440	63,627	127,513	<u>127,513</u>		
511113 State Retirement - Employer's Portion	273,077	151,810	282,953	<u>282,953</u>		
511120 Insurance Fund Contribution - 32	249,600	124,800	249,600	<u>260,800</u>		
511130 Workers Compensation	11,805	6,883	23,262	<u>23,262</u>		
511213 SCRS - Emplr. Port. (Retiree)	0	763	0	<u>0</u>		
519999 Personnel Contingency	0	0	0	<u>0</u>		
* Total Personnel	2,276,515	1,240,533	2,361,171	<u>2,372,371</u>	0	0
Operating Expenses						
520702 Technical Currency & Support	0	0	0	<u>0</u>		
521000 Office Supplies	7,798	2,397	6,700	<u>8,400</u>		
521100 Duplicating	1,228	790	950	<u>1,200</u>		
521200 Operating Supplies	18,823	9,860	21,295	<u>21,295</u>		
524201 General Tort Liability Insurance	1,881	2,161	1,976	<u>2,270</u>		
524202 Surety Bonds	0	0	227	<u>0</u>		
525000 Telephone	7,787	5,227	8,927	<u>8,927</u>		
525021 Smart Phone Charges	0	0	0	<u>0</u>		
525041 E-mail Service Charges - 36	4,795	2,161	6,192	<u>6,192</u>		
525100 Postage	2,422	1,073	1,450	<u>1,558</u>		
525240 Personal Mileage Reimbursement	0	0	0	<u>0</u>		
* Total Operating	44,734	23,669	47,717	<u>49,842</u>	0	0
**Total Personnel & Operating	2,321,249	1,264,202	2,408,888	<u>2,422,213</u>	0	0
Capital						
540010 Minor Software	0	0	0	<u>0</u>		
All Other Equipment	0	310,306	310,528			
**Total Capital	0	310,306	310,528	<u>0</u>	0	0
*** Total Budget Appropriation	2,321,249	1,574,508	2,719,416	<u>2,422,213</u>	0	0

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 5	179,485	102,880	210,140	<u>210,140</u>		
510200 Overtime	0	0	0	<u>0</u>		
510300 Part Time - 2 (1 - FTE)	30,013	17,613	35,895	<u>35,895</u>		
511112 FICA - Employer's Portion	15,134	8,731	16,644	<u>16,644</u>		
511113 State Retirement - Employer's Portion	35,004	20,692	36,652	<u>36,652</u>		
511120 Insurance Fund Contribution - 5	39,000	19,500	39,000	<u>40,750</u>		
511130 Workers Compensation	650	375	673	<u>673</u>		
* Total Personnel	299,286	169,791	339,004	<u>340,754</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	6,150	2,250	6,806	<u>7,085</u>		
520200 Contracted Services	460	245	540	<u>0</u>		
520231 Garbage Pickup Service	540	270	619	<u>644</u>		
521000 Office Supplies	933	328	1,450	<u>1,250</u>		
521100 Duplicating	334	77	200	<u>300</u>		
521200 Operating Supplies	910	471	900	<u>910</u>		
524000 Building Insurance	3,003	3,567	3,094	<u>3,675</u>		
524201 General Tort Liability Insurance	230	240	242	<u>252</u>		
524202 Surety Bonds	0	0	45	<u>0</u>		
525000 Telephone	1,974	1,052	2,137	<u>2,137</u>		
525041 E-mail Service Charges - 7	849	451	1,032	<u>903</u>		
525100 Postage	14	29	70	<u>58</u>		
525377 Utilities - County Branch Library	10,465	5,995	10,487	<u>11,000</u>		
537699 Cost of Copy Sales	0	131	0	<u>0</u>		
* Total Operating	25,862	15,106	27,622	<u>28,214</u>	0	0
**Total Personnel & Operating	325,148	184,897	366,626	<u>368,968</u>	0	0
Capital						
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	325,148	184,897	366,626	<u>368,968</u>	0	0

**COUNTY OF LEXINGTON
LIBRARY
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Fiscal Year - 2024-25**

Fund 2300
Division: Library
Organization: 230020 - Lexington Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 16	657,741	342,453	734,311	<u>734,311</u>		
510300 Part Time - 15 (6.75 - FTE)	197,400	119,157	253,108	<u>253,108</u>		
511112 FICA - Employer's Portion	61,625	33,543	67,785	<u>67,785</u>		
511113 State Retirement - Employer's Portion	141,954	77,939	152,804	<u>152,804</u>		
511120 Insurance Fund Contribution - 16	124,800	62,400	124,800	<u>130,400</u>		
511130 Workers Compensation	2,655	1,435	2,748	<u>2,748</u>		
511131 S.C. Unemployment	0	0	0	<u>0</u>		
511213 SCRS - Emplr. Port. (Retiree)	0	0	0	<u>0</u>		
* Total Personnel	1,186,175	636,927	1,335,556	<u>1,341,156</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	7,055	2,390	7,776	<u>8,084</u>		
520200 Contracted Services	3,540	3,270	5,665	<u>3,125</u>		
520231 Garbage Pickup Service	790	395	906	<u>943</u>		
521000 Office Supplies	8,461	2,287	5,500	<u>8,500</u>		
521100 Duplicating	1,282	478	960	<u>1,350</u>		
521200 Operating Supplies	1,578	695	1,600	<u>1,600</u>		
524000 Building Insurance	6,470	8,403	6,665	<u>8,656</u>		
524201 General Tort Liability Insurance	899	940	944	<u>987</u>		
524202 Surety Bonds	0	0	195	<u>0</u>		
525000 Telephone	6,468	5,611	7,002	<u>7,002</u>		
525041 E-mail Service Charges - 31	3,934	1,527	3,999	<u>3,999</u>		
525100 Postage	617	276	500	<u>600</u>		
525110 Other Parcel Delivery Service	0	0	0	<u>0</u>		
525377 Utilities - County Branch Library	125,055	61,614	110,995	<u>128,070</u>		
537699 Cost of Copy Sales	0	104	0	<u>0</u>		
* Total Operating	166,149	87,990	152,707	<u>172,916</u>	0	0
**Total Personnel & Operating	1,352,324	724,917	1,488,263	<u>1,514,072</u>	0	0
Capital						
540006 Library Materials (Book, Audio Visual)	0	0	0	<u>0</u>		
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	1,352,324	724,917	1,488,263	<u>1,514,072</u>	0	0

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 14	543,888	293,738	621,339	<u>621,339</u>		
510200 Overtime	176	0	0	<u>0</u>		
510300 Part Time - 10 (5.0 - FTE)	129,901	75,864	167,877	<u>167,877</u>		
511112 FICA - Employer's Portion	49,495	26,810	54,751	<u>54,751</u>		
511113 State Retirement - Employer's Portion	110,865	62,523	120,764	<u>120,764</u>		
511120 Insurance Fund Contribution - 14	109,200	54,600	109,200	<u>114,100</u>		
511130 Workers Compensation	3,276	1,870	3,294	<u>3,294</u>		
511213 SCRS - Emplr. Port. (Retiree)	2,221	290	0	<u>0</u>		
* Total Personnel	949,022	515,695	1,077,225	<u>1,082,125</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,141	1,883	5,692	<u>5,925</u>		
520200 Contracted Services	40,938	20,180	46,663	<u>57,477</u>		
520231 Garbage Pickup Service	790	395	906	<u>943</u>		
521000 Office Supplies	4,837	3,042	5,250	<u>5,300</u>		
521100 Duplicating	423	154	270	<u>326</u>		
521200 Operating Supplies	5,716	2,433	3,800	<u>6,000</u>		
524000 Building Insurance	10,612	12,834	10,931	<u>13,220</u>		
524201 General Tort Liability Insurance	774	760	813	<u>798</u>		
524202 Surety Bonds	0	0	151	<u>0</u>		
525000 Telephone	4,125	2,721	4,098	<u>4,098</u>		
525041 E-mail Service Charges - 24	2,881	1,075	3,096	<u>3,096</u>		
525100 Postage	1,248	782	720	<u>1,250</u>		
525377 Utilities - County Branch Library	47,996	28,555	44,815	<u>49,170</u>		
537699 Cost of Copy Sales	0	131	0	<u>0</u>		
* Total Operating	125,481	74,945	127,205	<u>147,603</u>	0	0
**Total Personnel & Operating	1,074,503	590,640	1,204,430	<u>1,229,728</u>	0	0
Capital						
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	1,074,503	590,640	1,204,430	<u>1,229,728</u>	0	0

**COUNTY OF LEXINGTON
LIBRARY
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Fund 2300
Division: Library
Organization: 230040 - Irmo Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 14	500,251	245,413	583,238	583,238		
510200 Overtime	0	127	127	127		
510300 Part Time - 12 (6.0 - FTE)	153,180	103,173	211,434	211,434		
511112 FICA - Employer's Portion	46,935	25,103	56,587	56,587		
511113 State Retirement - Employer's Portion	108,516	58,041	124,999	124,999		
511120 Insurance Fund Contribution - 14	109,200	54,600	109,200	114,100		
511130 Workers Compensation	2,965	1,836	4,485	4,485		
511131 S.C. Unemployment	0	0	0			
511213 SCRS - Emplr. Port. (Retiree)	722	1,414	0	3,328		
* Total Personnel	921,769	489,707	1,090,070	1,094,970	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	6,150	2,100	6,806	7,085		
520200 Contracted Services	3,460	3,230	46,663	57,408		
520231 Garbage Pickup Service	660	330	756	787		
521000 Office Supplies	4,788	965	4,500	5,200		
521100 Duplicating	719	350	505	720		
521200 Operating Supplies	4,557	2,303	3,900	4,950		
524000 Building Insurance	7,235	8,870	7,453	9,137		
524201 General Tort Liability Insurance	836	800	878	840		
524202 Surety Bonds	0	0	164	0		
525000 Telephone	5,187	3,080	5,617	5,617		
525041 E-mail Service Charges - 26	2,795	1,247	3,354	3,354		
525100 Postage	375	257	580	530		
525377 Utilities - County Branch Library	68,598	36,456	64,201	69,040		
537699 Cost of Copy Sales	0	149	0	0		
* Total Operating	105,360	60,137	145,377	164,668	0	0
**Total Personnel & Operating	1,027,129	549,844	1,235,447	1,259,638	0	0
Capital						
**Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	1,027,129	549,844	1,235,447	1,259,638	0	0

1,098,298

1,262,966

1,262,966

COUNTY OF LEXINGTON
LIBRARY
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Fund 2300
Division: Library
Organization: 230050 - Chapin Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 3	117,157	66,931	136,754	<u>136,754</u>		
510300 Part Time - 4 (1.75 - FTE)	78,749	44,992	91,987	<u>91,987</u>		
511112 FICA - Employer's Portion	14,822	8,488	15,700	<u>15,700</u>		
511113 State Retirement - Employer's Portion	32,872	19,204	35,838	<u>35,838</u>		
511120 Insurance Fund Contribution - 2	23,400	11,700	23,400	<u>24,450</u>		
511130 Workers Compensation	609	348	636	<u>636</u>		
* Total Personnel	267,609	151,663	304,315	<u>305,365</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,125	1,750	5,670	<u>5,902</u>		
520200 Contracted Services	540	110	540	<u>0</u>		
520231 Garbage Pickup Service	540	270	619	<u>644</u>		
521000 Office Supplies	1,735	1,204	1,400	<u>1,700</u>		
521100 Duplicating	223	131	130	<u>225</u>		
521200 Operating Supplies	1,190	716	1,000	<u>1,200</u>		
524000 Building Insurance	3,921	4,948	4,039	<u>5,097</u>		
524201 General Tort Liability Insurance	188	200	198	<u>210</u>		
524202 Surety Bonds	0	0	45	<u>0</u>		
525000 Telephone	2,582	1,763	2,887	<u>2,887</u>		
525041 E-mail Service Charges - 7	763	322	903	<u>903</u>		
525100 Postage	64	29	95	<u>85</u>		
525377 Utilities - County Branch Library	14,044	7,862	12,505	<u>14,260</u>		
537699 Cost of Copy Sales	0	48	0	<u>0</u>		
* Total Operating	30,915	19,353	30,031	<u>33,113</u>	0	0
**Total Personnel & Operating	298,524	171,016	334,346	<u>338,478</u>	0	0
Capital						
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	298,524	171,016	334,346	<u>338,478</u>	0	0

COUNTY OF LEXINGTON
LIBRARY
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Fund 2300
Division: Library
Organization: 230055 - South Congaree Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 3	124,412	66,072	134,907	<u>134,907</u>		
510200 Overtime	0	0	0	<u>0</u>		
510300 Part Time - 1 (1.0 - FTE)	14,643	9,141	17,977	<u>17,977</u>		
511112 FICA - Employer's Portion	10,175	5,572	11,006	<u>11,006</u>		
511113 State Retirement - Employer's Portion	23,167	12,854	24,682	<u>24,682</u>		
511120 Insurance Fund Contribution - 3	23,400	11,700	23,400	<u>24,450</u>		
511130 Workers Compensation	432	234	446	<u>446</u>		
* Total Personnel	196,229	105,573	212,418	<u>213,468</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,125	1,875	5,670	<u>5,902</u>		
520200 Contracted Services	480	200	504	<u>0</u>		
520231 Garbage Pickup Service	540	270	619	<u>644</u>		
521000 Office Supplies	1,650	766	1,400	<u>1,700</u>		
521100 Duplicating	77	26	80	<u>85</u>		
521200 Operating Supplies	901	605	920	<u>950</u>		
524000 Building Insurance	924	2,069	952	<u>2,132</u>		
524201 General Tort Liability Insurance	123	140	130	<u>147</u>		
524202 Surety Bonds	0	0	26	<u>0</u>		
525000 Telephone	2,689	1,530	2,968	<u>2,968</u>		
525041 E-mail Service Charges - 5	408	215	516	<u>516</u>		
525100 Postage	48	24	50	<u>50</u>		
525377 Utilities - County Branch Library	11,159	5,427	10,640	<u>11,900</u>		
537699 Cost of Copy Sales	0	25	0	<u>0</u>		
* Total Operating	24,124	13,172	24,475	<u>26,994</u>	0	0
**Total Personnel & Operating	220,353	118,745	236,893	<u>240,462</u>	0	0
Capital						
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	220,353	118,745	236,893	<u>240,462</u>	0	0

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LIBRARY
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Fund 2300
Division: Library
Organization: 230060 - Swansea Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	77,093	47,281	96,632	<u>96,632</u>		
510200 Overtime	0	0	0	<u>0</u>		
510300 Part Time - 2 (1.25 - FTE)	41,360	22,374	44,349	<u>44,349</u>		
511112 FICA - Employer's Portion	8,916	5,280	9,622	<u>9,622</u>		
511113 State Retirement - Employer's Portion	17,821	11,987	24,076	<u>24,076</u>		
511120 Insurance Fund Contribution - 2	15,600	7,800	15,600	<u>16,200</u>		
511130 Workers Compensation	368	217	389	<u>389</u>		
511213 SCRS - Emplr. Port. (Retiree)	1,896	0	0	<u>0</u>		
* Total Personnel	163,054	94,939	190,668	<u>191,268</u>	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,125	1,750	5,670	<u>5,902</u>		
520200 Contracted Services	480	160	504	<u>0</u>		
521000 Office Supplies	955	184	1,100	<u>1,100</u>		
521100 Duplicating	67	31	100	<u>88</u>		
521200 Operating Supplies	424	337	580	<u>500</u>		
524000 Building Insurance	1,189	2,401	1,225	<u>2,474</u>		
524201 General Tort Liability Insurance	84	120	89	<u>126</u>		
524202 Surety Bonds	0	0	26	<u>0</u>		
525000 Telephone	2,107	1,287	2,283	<u>2,283</u>		
525041 E-mail Service Charges - 4	548	226	516	<u>516</u>		
525100 Postage	26	12	32	<u>30</u>		
525377 Utilities - County Branch Library	6,905	3,849	7,775	<u>8,200</u>		
537699 Cost of Copy Sales	0	43	0	<u>0</u>		
* Total Operating	17,910	10,400	19,900	<u>21,219</u>	0	0
**Total Personnel & Operating	180,964	105,339	210,568	<u>212,487</u>	0	0
Capital						
**Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	180,964	105,339	210,568	<u>212,487</u>	0	0

COUNTY OF LEXINGTON
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Fund 2300
Division: Library
Organization: 230070 - Gaston Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	86,687	44,801	92,359	92,359		
510200 Overtime	0	0	0	0		
510300 Part Time - 2 (0.5 - FTE)	28,634	22,269	44,185	44,185		
511112 FICA - Employer's Portion	8,496	4,922	9,970	9,970		
511113 State Retirement - Employer's Portion	19,073	11,538	22,177	22,177		
511120 Insurance Fund Contribution - 2	15,600	7,800	15,600	16,200		
511130 Workers Compensation	358	209	635	635		
511131 S.C. Unemployment	0	0	0			
* Total Personnel	158,848	91,539	184,926	185,526	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,207	1,902	5,757	5,993		
520200 Contracted Services	480	160	504	0		
520231 Garbage Pickup Service	540	270	619	644		
521000 Office Supplies	1,491	489	1,200	1,300		
521100 Duplicating	98	65	100	120		
521200 Operating Supplies	861	705	1,055	850		
524000 Building Insurance	1,515	1,837	1,561	1,893		
524201 General Tort Liability Insurance	82	120	88	126		
524202 Surety Bonds	0	0	26	0		
525000 Telephone	2,455	1,307	2,658	2,658		
525041 E-mail Service Charges - 4	441	215	516	516		
525100 Postage	1	18	30	15		
525377 Utilities - County Branch Library	8,164	4,677	8,042	9,000		
537699 Cost of Copy Sales	0	49	0	0		
* Total Operating	21,335	11,814	22,156	23,115	0	0
**Total Personnel & Operating	180,183	103,353	207,082	208,641	0	0
Capital						
**Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	180,183	103,353	207,082	208,641	0	0

COUNTY OF LEXINGTON
LIBRARY
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Fund 2300
Division: Library
Organization: 230080 - Pelion Branch

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 3	117,288	61,828	126,297	126,297		
510200 Overtime	0	0	0	0		
510300 Part Time - 3 (1.5 - FTE)	43,502	25,165	53,277	53,277		
511112 FICA - Employer's Portion	11,738	6,349	12,617	12,617		
511113 State Retirement - Employer's Portion	26,772	14,720	27,243	27,243		
511120 Insurance Fund Contribution - 3	23,400	11,700	23,400	24,450		
511130 Workers Compensation	499	270	511	511		
511213 SCRS - Emplr. Port. (Retiree)	0	148	0	3,848		
* Total Personnel	223,199	120,180	243,345	248,243	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,290	1,930	5,843	6,082		
520200 Contracted Services	440	200	540	0		
520231 Garbage Pickup Service	540	270	619	644		
521000 Office Supplies	1,694	272	1,500	1,700		
521100 Duplicating	183	46	160	185		
521200 Operating Supplies	1,200	344	900	1,200		
524000 Building Insurance	1,913	2,352	1,971	2,423		
524201 General Tort Liability Insurance	148	200	156	210		
524202 Surety Bonds	0	0	38	0		
525000 Telephone	913	456	1,025	1,025		
525041 E-mail Service Charges - 6	667	301	774	774		
525100 Postage	29	5	65	65		
525377 Utilities - County Branch Library	12,421	6,753	11,682	14,150		
537699 Cost of Copy Sales	0	37	0	0		
* Total Operating	25,438	13,166	25,273	28,458	0	0
**Total Personnel & Operating	248,637	133,346	268,618	276,701	0	0
Capital						
**Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	248,637	133,346	268,618	276,701	0	0

**COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	95,812	49,833	104,174	104,174		
510200 Overtime	0	0	0	0		
510300 Part Time - 2 (1.25 - FTE)	44,194	20,845	43,445	43,445		
511112 FICA - Employer's Portion	10,363	5,307	10,782	10,782		
511113 State Retirement - Employer's Portion	23,501	11,996	23,785	23,785		
511120 Insurance Fund Contribution - 2	15,600	7,800	15,600	16,200		
511130 Workers Compensation	435	220	436	436		
* Total Personnel	189,905	96,001	198,222	198,822	0	0
Operating Expenses						
520103 Landscape/Grounds Maintenance	5,642	1,775	5,757	5,993		
520200 Contracted Services	480	200	540	0		
520231 Garbage Pickup Service	237	0	256	266		
521000 Office Supplies	476	40	775	500		
521100 Duplicating	23	14	40	35		
521200 Operating Supplies	398	288	500	400		
524000 Building Insurance	945	1,981	974	2,041		
524201 General Tort Liability Insurance	105	120	111	126		
524202 Surety Bonds	0	0	26	0		
525000 Telephone	1,423	968	1,542	1,542		
525041 E-mail Service Charges - 4	580	279	516	516		
525100 Postage	37	50	12	20		
525377 Utilities - County Branch Library	9,116	4,947	8,448	8,700		
537699 Cost of Copy Sales	0	23	0	0		
* Total Operating	19,462	10,685	19,497	20,139	0	0
**Total Personnel & Operating	209,367	106,686	217,719	218,961	0	0
Capital						
**Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	209,367	106,686	217,719	218,961	0	0

COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2024-25

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

Object Expenditure Code Classification	<i>BUDGET</i>					
	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510200 Overtime	0	0	807	<u>1,000</u>		
511112 FICA - Employer's Portion	0	0	32,670	<u>32,670</u>		
511113 SCRS - Employer's Portion	0	0	66,979	<u>66,979</u>		
511130 Workers Compensation	0	0	14,533	<u>14,533</u>		
519999 Personnel Contingency	0	0	324,786	<u>193,813</u>		
* Total Personnel	0	0	439,775	<u>308,995</u>	0	0
Operating Expenses						
520100 Contracted Maintenance	19,104	12,597	25,047	<u>23,915</u>		
520103 Landscape/Grounds Maintenance	0	0	5,000	<u>5,000</u>		
520200 Contracted Services	20,798	7,110	22,300	<u>22,800</u>		
520213 Contracted Literacy Programs	7,342	0	22,000	<u>27,000</u>		
520220 Book Binding	93	0	2,000	<u>2,000</u>		
520233 Towing Service	0	0	90	<u>90</u>		
520300 Professional Services	2,118	0	0	<u>1,500</u>		
520303 Accounting/Auditing Services	5,000	5,000	5,000	<u>5,000</u>		
520400 Advertising & Publicity	7,841	0	5,000	<u>5,000</u>		
520702 Technical Currency & Support	148,478	173,251	199,145	<u>193,193</u>		
520703 Computer Hardware Maintenance	35,433	23,300	43,642	<u>49,990</u>		
521200 Operating Supplies	10,967	0	14,660	<u>18,320</u>		
522000 Building Repairs & Maintenance	78,768	16,234	30,000	<u>30,000</u>		
522001 Carpet/Floor Cleaning	6,283	2,630	7,500	<u>7,500</u>		
522200 Small Equipment Repairs & Maintenance	0	0	2,000	<u>2,000</u>		
522300 Vehicle Repairs & Maintenance	3,473	1,232	2,175	<u>2,800</u>		
524100 Vehicle Insurance - 7	5,647	3,075	5,818	<u>6,335</u>		
524101 Comprehensive Vehicle Insurance	2,520	6,046	4,900	<u>6,349</u>		
524900 Data Processing Equip. Insurance	1,843	1,843	1,899	<u>1,899</u>		
525000 Telephone	163	0	0	<u>0</u>		
525006 GPS Monitoring Charges - 4	847	277	1,018	<u>1,018</u>		
525020 Pagers and Cell Phones - 0	274	0	0	<u>0</u>		
525021 Smart Phone Charges - 11	4,266	2,098	7,458	<u>7,458</u>		
525210 Conference, Meeting & Training Expenses	490	27	5,500	<u>7,500</u>		
525211 Library Board Expenses	236	13	2,000	<u>2,000</u>		
525230 Subscriptions, Dues, & Books	210,243	212,951	277,800	<u>249,700</u>		
525240 Personal Mileage Reimbursement	13,246	4,145	10,000	<u>15,000</u>		
525250 Motor Pool Reimbursement	0	0	0	<u>0</u>		
525400 Gas, Fuel, & Oil	10,849	4,640	12,000	<u>12,000</u>		
525600 Uniforms & Clothing	492	0	1,000	<u>1,000</u>		
525700 Employee Service Awards	121	121	200	<u>200</u>		
526500 License & Permits	5,030	5,280	5,330	<u>5,586</u>		
529903 Contingency	0	0	1,199,612	<u>0</u>		
537699 Cost of Copy Sales	0	5,508	0	<u>14,840</u>		
* Total Operating	601,965	487,378	1,920,094	<u>726,993</u>	0	0
**Total Personnel & Operating	601,965	487,378	2,359,869	<u>1,035,988</u>	0	0

**COUNTY OF LEXINGTON
LIBRARY
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Capital						
540000 Small Tools & Minor Equipment	11,940	0	14,000	<u>10,000</u>		
540002 Microforms	13,961	0	0	<u>0</u>		
540006 Library Materials (Book, Audio Visual)	675,102	199,394	1,229,783	<u>650,000</u>		
540010 Minor Software	2,880	8,688	11,050	<u>9,985</u>		
549902 R22 Unit A/C Contingency	0		0			
549914 Infrastructure Contingency	0	0	751,119			
All Other Equipment	297,967	69,717	482,331	285,655		
**Total Capital	1,001,850	277,799	2,488,283	<u>955,640</u>	0	0
Other Financing Uses						
812340 Op Trn to Library Federal Funds	0	0	0			
812350 Op Trn to Library E-Rate Program	2,865	1,172	1,172			
**Total Other Financing Uses	2,865	1,172	1,172	<u>0</u>	0	0
*** Total Budget Appropriation	1,606,680	766,349	4,849,324	<u>1,991,628</u>	0	0

SECTION IV

COUNTY OF LEXINGTON
 Capital Item Summary
 Fiscal Year - 2024-25

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

BUDGET
 2024-25
 Requested

Qty	Item Description	Amount
540000	Small Tools & Minor Equipment	10,000
540002	Microforms	0
540006	Library Materials (Books, Audio Visual)	611,500,000
540010	Minor Software	9,985
5A	Computers Optiplex 7010 (44) Rpl F1	46,940
5A	Monitors 24" (20) Rpl	2,975
5A	Flooring Lexington Main Rpl	150,000
5A	Security Cameras and DVR Pelion Rpl	3,254
5A	Parking lot resurface and stripe Swansea	6,000
5A	Cabinets Meeting Room Gaston	9,121
5A	Storage cabinets Cayce-West Columbia	24,000
5A	Lighting and data upgrade lower level Cayce-West Columbia	6,000
5A	Concrete pad for programs/events Gaston	9,750
5A	Concrete pad for programs/events Swansea	15,615
		12,000
		285,655

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

1,055,640

1,055,640

955,640

SECTION V. - PROGRAM OVERVIEW

The Lexington County Public Library exists to provide library and information services to the citizens of Lexington County. (SC 1976 Code 60-1-80) The Library Board of Trustees adopted the following mission statement in 2022:

Promote lifelong learning for the Lexington County community.

Library services take many formats: traditional library resources such as hard copy materials and literary programs, online resources, technology training, and meeting spaces. These are vital services that enhance the quality of life for all residents. The Library System consists of the Main Library, nine community branches, and one Mobile Library. Library facilities are open a combined total of 471 hours per week, including evening and weekend hours. In addition, the Mobile Library provides outreach services to a multitude of childcare and senior centers. The Library has only 149 library service staff, including 92 full time and 57 part-time, for a total of 120.5 library FTEs. Knowledgeable and well-trained staff are the library's most vital asset.

The Library is the community's primary resource for equal access to authoritative information and literary resources. Library staff judiciously evaluate library services, resources and hard copy materials, ensuring that the residents have the best available to them. The community's reliance on these core services are reflected by that fact that 108,605 are active cardholders and use the library on a regular basis and hard copy circulation each grew by over 37% from last fiscal year. The Library's research databases and reference assistance are an invaluable resource for our citizens and business owners. In FY 23, individual reference transactions for the public were upwards of 120,000 (25% increase) and database retrievals are averaging 700,000 annually.

Some services and priorities shifted during the first phases of the pandemic, creating new opportunities that have been incorporated into regular library services. Establishing more options and service points for patrons better meets their unique needs and expectations but also exacerbates current staffing levels and resources. Service levels are on track to exceed pre-pandemic rates, this is especially evident in door counts, program attendance, and circulation statistics. Early literacy and STEAM programs continue to be a mainstay of services and adult programming is stronger than ever before. Programs with community partners, such as the Lexington County Museum and Master Gardeners provide opportunities to meet citizens' interest in local history and green spaces as noted in the Lexington County Comprehensive plan.

In addition to providing programs, our staff are actively engaged in assisting and instructing individuals and organizations in developing and enhancing their technology and workforce skills. The Library provides technology workshops and individual assistance to help patrons navigate new technologies, including software, personal devices and digital content. Meeting and study rooms are in high demand as citizens seek safe, public spaces to study and collaborate with others.

In FY 2024-25, the Library will continue to provide a core of knowledgeable and well-trained staff, a balanced collection of resources, literacy and life-long learning programs, and facilities with meeting rooms and technology resources.

Goals and objectives as part of the Library's Strategic Plan spanning 2022-2024.

Goal 1: Increase Library Services

Objectives:

- Provide online payment system
- Expand materials types to meet broader needs of the community
- Improve functionality of, and access to, patron-facing technology
- Augment Local History collection
- Provide a broader range of programs and events that reflect the community
- Support local businesses and increase business-related services

Goal 2: Provide Easier Access to Library Resources

Objectives

- Improve access to library card ownership
- Improve access to services for non-English speaking community
- Improve online access to library services
- Provide library facilities that are appealing and accessible to a wider range of patrons
- Improve customer service experience
- Promote a culture of inclusivity

Goal 3: Improve Community Awareness of Library Services

Objectives

- Increase social media presence
- Increase Advocacy, Outreach and Partnerships
- Increase non-social media marketing presence

Goal 4: Support & Develop Trained, Knowledgeable Staff

Objectives

- Improve retention in order to reduce turnover and to retain trained and knowledgeable staff
- Expand recruitment efforts to attract more qualified applicants
- Expand the Staff Development Program to support new succession development opportunities

Key Service Levels	Actual FY 21/22	Actual FY22/23	YTD Dec FY 23/24	Estimated FY 23/24	Projected FY 24/25
Active Library Card Holders	112,546	101,267*	108,605	118,000	120,000
New Cards	9,771	12,998	6,128	14,000	12,000
Reference Services					
Research Assistance	86,132	108,438	51,209	106,000	110,000
Job-Related Assistance	976	1,550	961	1,200	1,400
Technology Assistance	5,246	7,798	4,923	10,000	11,000
Downloads Assistance	2,643	2,514	1,504	3,200	3,300
Via Email/Chat	641	477	181	400	500
Public Programs and Training					
Literacy and Learning Programs	2,120	3,994	2,019	5,000	5,100
Literacy and Learning Programs Attendance	36,140	94,738	38,289	106,000	110,000
1 on 1 Appointment Attendance	58	188	112	250	300
Outreach Programs	522	1,294	575	1,500	1,525
Outreach Programs Attendance	26,313	48,568	15,837	50,000	52,000
Materials and Resources					
Downloadable books & databases	1,077,221	1,376,162	1,315,572	1,400,000	1,500,000
Downloads (checked out)	332,004	356,712	198,568	405,000	415,000
Database retrievals	699,653	608,049	707,683	1,500,000	1,550,000
Hard copy materials (owned)	549,886	549,378	516,947	550,000	550,000
Hard copy circulation	1,171,769	1,606,389	613,307	1,720,000	1,800,000
Interlibrary Loan requests	641	755	286	650	700
Website Visits	227,726	178,847	77,678	185,000	190,000
Computer usage	29,175	32,209	26,105	53,000	55,000
Children's Computer Usage	No Data	14,449	9,348	20,000	22,000
Wi-Fi usage	69,105	65,404	37,311	72,000	75,000
Mobile Printing (Jobs)	No Data	7,071	3,050	7,200	7,500
Meeting and Study Room usage	5,999	3,556	2,825	5,750	5,900
Notary	No Data	1,355	1,250	2,800	3,200
Door Count	520,236	594,062	298,200	650,000	675,000
Staff Training					
Training attendance	1,851	1,985	589	2,000	2,100
Training hours	2,672	3,161	1,838	3,200	3,300

*Database inventory and purge

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

437609 – COST OF COPY	\$9,200
The Library provides photocopies for the public for both personal, educational and/or business needs. The Library charges \$.25 per page for B & W and \$1.00 per page color. (estimated)	
437620 – FAX SALES	\$10,000
Facsimile (FAX) transmission is often required for medical, legal and financial documents. The Library provides FAX service for the public at \$1.00 per page. (estimated)	
438300 – VENDING MACHINE SALES	\$200 250
Contracted sales of vending machines in staff breakroom at 3 branches. (estimated)	
449000 – LIBRARY BOOK FINES	\$80,000
Fees from lost or damaged library materials. Miscellaneous fees. 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	\$313,008 171,342
Revenue based on estimate of FY 22-23 interest.	
469200 – DONATED CAPITAL ITEMS	\$500
The Library receives capital item donations from the Friends of the Library and/or the public, such as computer hardware, technology equipment and/or furniture. (estimated)	
469900 – MISCELLANEOUS REVENUE	\$100
Revenue from rebates and refunds. (estimated)	

SECTION VI. B. - PERSONNEL LINE ITEM NARRATIVES

510100 – SALARIES AND WAGES	\$4,446,570
Salaries and wages for 96 full time staff in Library Administration, Main Library, 9 branches and 2 Mobile Libraries. The staff covers 471 service hours per week in addition to the Mobile Library service 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	\$1,034,892
Salaries for 56 regular part-time employees plus 1 Student Intern.	
511112 - FICA – EMPLOYER’S PORTION	\$425,647
511113 – SCRS – EMPLOYER’S PORTION	\$942,952

511120 – EMPLOYEE INSURANCE – EMPLOYER’S PORTION	\$782,100
511130 – WORKER’S COMPENSATION	\$52,048
511131 - SC UNEMPLOYMENT	\$0
511213 – STATE RETIREMENT - RETIREE	\$7,176
511214 – POLICE RETIREMENT – RETIREE	\$0
519901 – SALARY & WAGES ADJUSTMENT ACCOUNT	\$0
519999 – PERSONNEL CONTINGENCY	\$193,813

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level: 153 Total – 96 full time and 57 part time

<u>Location</u>	<u>Job Title</u>	<u>Positions</u>	<u>FTE</u>	<u>Grade</u>
Administration				
	Director	1	1	217
	Deputy Director	2	2	215
	Systems Librarian	1	1	213
	Staff Development Coordinator	1	1	212
	Library Administrator	6	6	211
	Network Administrator	1	1	210
	Web Developer	1	1	209
	Librarian III	1	1	209
	Executive Assistant	1	1	208
	Librarian I	1	1	207
	Financial Coordinator	1	1	112
	PC/LAN Specialist II	2	2	112
	Outreach Librarian	1	1	110
	Admin & Marketing Coordinator	2	2	107
	Library Assistant III - Bookmobile	3	3	107
	Library Assistant II – Floater	2	1	105
	Cataloger	2	2	105
	Library Assistant II – Tech/Acq	1	0.5	105
	Administrative Assistant II	1	1	106
	Library Assistant I – Tech/Acq	1	0.5	103
	Custodial Worker	2	2	102
	Library Courier	2	2	101
	Total	<u>36</u>	<u>34</u>	

<u>Location</u>	<u>Job Title</u>	<u>Positions</u>	<u>FTE</u>	<u>Grade</u>
Batesburg-Leesville Branch				
	Branch Librarian III	1	1	209
	Library Assistant III	2	2	107
	Library Assistant II	4	3	105
	Total	<u>7</u>	<u>6</u>	

<u>Location</u>	<u>Job Title</u>	<u>Positions</u>	<u>FTE</u>	<u>Grade</u>
Lexington Main Library				
	Librarian IV	1	1	210
	Librarian III	1	1	209
	Librarian II	2	2	208
	Librarian I	4	4	207
	Circulation Coordinator	1	1	107
	Library Assistant III	8	6	107
	Library Assistant I	10	6.5	103
	Clerk	3	1.5	101
	Student Intern	1	0.25	101
	Total	<u>31</u>	<u>23.25</u>	

Cayce-West Columbia Branch

Librarian IV	1	1	210
Librarian III	1	1	209
Librarian II	2	2	208
Librarian I	2	2	207
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	<u>24</u>	<u>19</u>	

Irmo Branch

Librarian IV	1	1	210
Librarian III	1	1	209
Librarian II	2	2	208
Librarian I	2	2	207
Circulation Coordinator	1	1	107
Library Assistant III	6	4.5	107
Library Assistant I	9	6	103
Custodian	1	1	102
Clerk	3	1.5	101
Total	<u>26</u>	<u>20</u>	

Chapin Branch

Branch Librarian III	1	1	209
Library Assistant III	3	2.25	107
Library Assistant II	3	2.0	105
Total	<u>7</u>	<u>5.25</u>	

<u>Location</u>	<u>Job Title</u>	<u>Positions</u>	<u>FTE</u>	<u>Grade</u>
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South Congaree-Pine Ridge Branch

Branch Librarian III	1	1	209
Library Assistant III	3	2.5	107
Total	<u>4</u>	<u>3.5</u>	

Swansea Branch

Branch Librarian III	1	1	209
Library Assistant III	3	2.25	107
Total	<u>4</u>	<u>3.25</u>	

Gaston Branch

Branch Librarian III	1	1	209
Library Assistant III	3	2	107
Total	<u>4</u>	<u>3</u>	

Pelion Branch

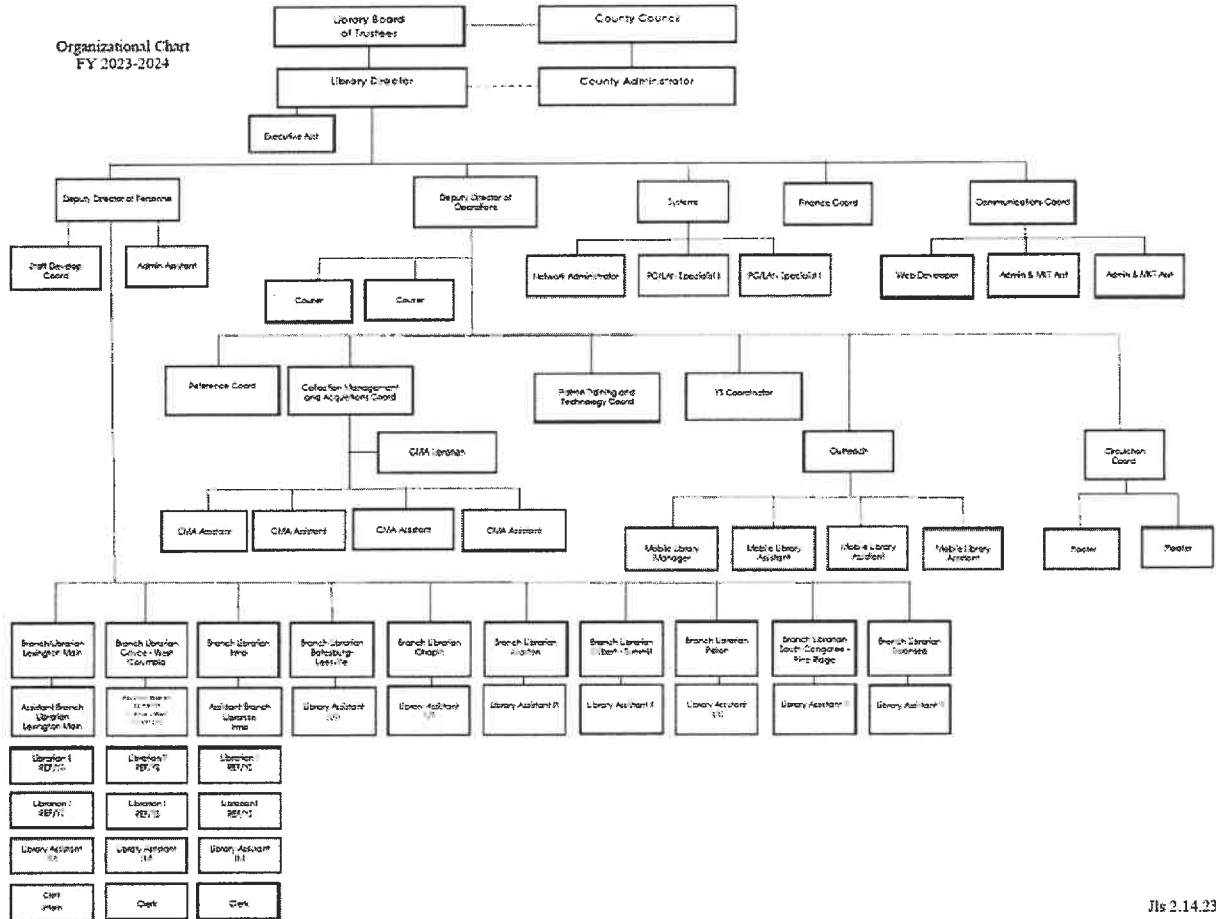
Branch Librarian III	1	1	209
Library Assistant III	3	2	107
Library Assistant II	2	1.5	105
Total	<u>6</u>	<u>4.5</u>	

Gilbert-Summit Branch

Branch Librarian III	1	1	209
Library Assistant III	3	2.25	107
Total	<u>4</u>	<u>3.25</u>	

Total Library	<u>152</u>	<u>122</u>	
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ORGANIZATIONAL CHART



Jls 2.14.23

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520100 – CONTRACTED MAINTENANCE **\$23,915**

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

- (3) Microfilm Reader/Printers – \$3,305
- (10) Security and Fire System and panic button monitoring and maintenance for 10 buildings – \$10,219
- (1) Elevator (3) Lifts (2) Dumbwaiters - \$7,500
- Lowman (Open PO) - \$2,000
- Fire Extinguishers – \$500
- Garage Doors – \$391

520103 – LANDSCAPING/GROUNDS/MAINTENANCE **\$5,000**

520200 – CONTRACTED SERVICES **\$22,800**

- DNS - \$2,000
- Teracycle - \$300
- UMS - \$20,000
- Terminix - \$500

520213 – CONTRACTED LITERACY PROGRAMS **\$27,000**

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. The budgeted amount reflects that need and costs increases due to inflation. (Additional funds in SC State Aid)

- Children’s Programs: \$12,000
- Tween Programs: \$5,000
- Teen Programs: \$5,000
- Adult Programs: \$5,000

520220 – BOOK BINDING **\$2,000**

For professional bookbinding of periodicals and books of historical value or significant importance that cannot be cost effectively replaced. Cost quoted by vendor for number of items scheduled to be bound in FY 24.

520233 – TOWING SERVICE **\$90**

Towing services for Library vehicles

520242 – HAZARDOUS MATERIALS DISPOSAL **\$0**

Professional cleanup of bio-hazardous materials.

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

520300 – PROFESSIONAL SERVICES **\$1,500**

Professional services such as facility studies and E-rate and Strategic Planning Consulting. It is important to include these consulting services in the regular, local budget request. Previously, State Aid was utilized.

520303 – ACCOUNTING/AUDITING SERVICES **\$5,000**
Library's average cost for annual audit

520400 – ADVERTISING & PUBLICITY **\$5,000**
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 (3 seasons), flyers, digital advertising, annual reports, etc. Request includes utilization of county print shop. (Additional funds in SC State Aid)

520500 – LEGAL SERVICES **\$0**
Attorney fees related to legal services for the Library.

520702 – TECHNICAL CURRENCY & SUPPORT **\$193,193**
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) – \$139,377
- Business Oriented Software (BOSS) – \$1,855
- Cortex – \$22,143
- Dell VMware Support – renew every 3 years/due in 12/25
- Digicert - \$3,485
- Envisionware total = \$19,990
 - LPT1 Print Management/PC Reservation
 - LPT 1 Print Management/Mobile Library
 - Envisionware Mobile Printing (10)
 - Envisionware SCKO
 - Envisionware online service management
- Software House Intl (Deepfreeze) – \$1,875
- Software House Intl (Solarwinds Dameware) - \$468
- 37 Gears – \$4,000
- Team Software (every other year)
- Advanced Video Channel Player

520703 – COMPUTER HARDWARE MAINTENANCE **\$49,988**
Maintenance of library computer hardware, including switches, firewall, wifi, router. (Quote from DataNetwork Solutions; increased cost due to hardware expansion in FY 24)

521200 – OPERATING SUPPLIES **\$18,320**
Operating costs for system literacy 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 Summer Reading Programs. Includes:

- Reading Program tracking sheets
- Adult Program and incentives
- Youth Services Program and incentives
- Mobile Library incentives

522000 – BUILDING REPAIRS AND MAINTENANCE **\$30,000**
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 wall-pack lights; parking bollards; fencing, etc. Based on 5-year trend.

522001 – CARPET/FLOOR CLEANING **\$7,500**

Professional carpet, tile and laminate floor cleaning and/buffing is scheduled for 10 facilities on a 2-3 year rotation throughout the Library System. The quote is based on the County contract cost per square foot. Priority is placed on the heavy traffic areas. (some services were under building maintenance in previous years)

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.

522300 – VEHICLE REPAIRS & MAINTENANCE **\$2,800**

The Library has 7 vehicles: 2 mobile libraries, 2 vans, and 3 utility vehicles that staff use to conduct programs and services, as well as, distribute library materials and equipment. (Cost estimate based on trend analysis and addition of 2nd mobile library.)

524100 – VEHICLE INSURANCE **\$6,335**

This amount will cover 7 vehicles: 2 mobile libraries, 2 vans, and 3 utility vehicles. Amount based on information provided by Risk Manager.

524101 – COMPREHENSIVE INSURANCE **\$6,349**

Amount based on information provided by Risk Manager.

524900 – DATA PROCESSING EQUIPMENT INSURANCE **\$1,899**

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

525006 – GPS MONITORING CHARGES **\$1,018**

Monitoring charges for (5) Library vehicles.

525020 – PAGERS AND CELL PHONES **\$0**

525021 – SMART PHONE **\$7,458**

Smart phone (11) service and hotspots (1) for Library Admin and support services. Necessary to communicate and conduct business with staff and other agencies throughout the day and night when needed and smart phone services for Mobile Library 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.

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. (Expenses trended down during COVID; however, expenses must be eligible for reimbursement in FY 24.)

525230 – SUBSCRIPTIONS, DUES, AND BOOKS **\$249,700**

The largest expenditure in this account is for periodicals, magazines and newspapers that the Library purchases for public use at 10 branches and Mobile Libraries. It also includes the cost of subscribing to and maintaining cataloging databases, platforms for downloadable books and magazines) 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, American Library Association and the Association of Public Library Administrators.

- Periodicals (print and online)
 - Ebsco - \$64,000
 - Twin City - \$118
 - The Chronicle \$500
 - Overdrive emagazines - \$17,500
- Electronic Platform/Subscriptions
 - Overdrive - \$12,000
 - OCLC - \$18,000
 - EBSCO Discovery - \$33,751
 - Ingram - \$2,100
- Databases - \$95,988
- Dues - \$5,743

525240 – PERSONAL MILEAGE REIMBURSEMENT **\$15,000**

Mileage reimbursement for Library staff who are required to travel within the service area as part of their job as well as for those attending local and regional meetings and workshops. \$.67/mile. (Adjustment due to service level changes and increase in rate/mile.)

525250 – MOTOR POOL REIMBURSEMENT **\$0**

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 **\$12,000**

Provides funds for gas, diesel fuel, and oil for 7 vehicles utilized to provide consistent library services and programs. Cost estimate based on \$3.40 (gas) and \$4.35 (diesel) and \$2.30 DEF per gallon from Fleet Services Manager. Based on 5-year trend analysis and additional mobile library, increased cost per gallon.

525600 – UNIFORMS & CLOTHING **\$1,000**

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

525700– EMPLOYEE SERVICE AWARDS **\$200**

This is the cost of related awards and incentives as outlined in the Library's Strategic Plan, Goal 4. This does not have a 5-year trend because it began in FY 19.

526500 – LICENSES & PERMITS **\$5,586**

- Movie Licensing and Labor - \$5,386
 - 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. (Quote from sole source vendor)
- Department of Labor, Licensing and Regulations total - \$100
 - (2) boilers at Lexington Main - \$25 each for total of \$50
 - (1) elevator at Lexington Main - \$50

529903 – CONTINGENCY **\$0**

Contingency funds to address emergency building maintenance and general operations including unforeseen changes in pricing due to the change in supply and demand, ie inflation. FY 24 funds will be carried over.

537699 – COST OF COPY SALE **\$14,840**

Cost of leasing Coin-Op machine and price/copy.

LIBRARY ACCOUNTS BY BRANCH

520103 – LANDSCAPE/GROUNDS MAINTENANCE **\$63,953**

Annual contracted landscaping and ground maintenance costs for 10 library facilities. (with 4.1% CPI)

230005 – \$0	230055 – \$5,902
230010 – \$7,085	230060 – \$5,902
230020 – \$8,084	230070 – \$5,993
230030 – \$5,925	230080 – \$6,082
230040 – \$7,085	230090 – \$5,993
230050 – \$5,902	

520200 – CONTRACTED SERVICES **\$118,010**

Contracted costs for to recycling, security guard services and elevator inspections.

230005 – \$0	230055 – \$0
230010 – \$0	230060 – \$0
230020 – \$3,125	230070 – \$0
230030 – \$57,477	230080 – \$0
230040 – \$57,408	230090 – \$0
230050 – \$0	

520231 – GARBAGE PICKUP SERVICE **\$6,159**

Contracted weekly garbage service pick up for 10 branches.

230005 - \$0	230055 - \$644
230010 - \$644	230060 - \$0
230020 - \$943	230070 - \$644
230030 - \$943	230080 - \$644
230040 - \$787	230090 - \$266
230050 - \$644	

521000 – OFFICE SUPPLIES **\$36,650**

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.. Shifts in amounts allocated to each account reflect 5-year trend analysis, high increase in services and costs post Covid.

230005 - \$8,400	230055 - \$1,700
230010 - \$1,250	230060 - \$1,100
230020 - \$8,500	230070 - \$1,300
230030 - \$5,300	230080 - \$1,700
230040 - \$5,200	230090 - \$500
230050 - \$1,700	

521100 – DUPLICATING **\$4,634**

Pays for the contracted per-copy cost for the public photocopiers. Cost based on public usage. Changes due to usage reports.

230005	\$1,200	230055	\$85
230010	\$300	230060	\$88
230020	\$1,350	230070	\$120
230030	\$326	230080	\$185
230040	\$720	230090	\$35
230050	\$225		

521200 – OPERATING SUPPLIES **\$39,855**

The amount in #230005 (Administration) is for supplies such as all housekeeping and cleaning supplies for the Main Library building, and all cataloging and 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. Increase based on inflation rates for cataloging supplies.

All general housekeeping supplies for each building, for both staff and patrons. The items are distributed by library staff and contracted cleaning services. Based on 5-year trend analysis, plus increases cost of household items.

230005	\$21,295	230055	\$950
230010	\$910	230060	\$500
230020	\$1,600	230070	\$850
230030	\$6,000	230080	\$1,200
230040	\$4,950	230090	\$400
230050	\$1,200		

524000 – BUILDING INSURANCE **\$50,748**

Premiums for 10 facilities based on information from Risk Management.

230005	\$0	230055	\$2,132
230010	\$3,675	230060	\$2,474
230020	\$8,656	230070	\$1,893
230030	\$13,220	230080	\$2,423
230040	\$9,137	230090	\$2,041
230050	\$5,097		

524201 – GENERAL TORT LIABILITY INSURANCE **\$6,092**

Premiums based on information from Risk Management.

230005	\$2,270	230055	\$147
230010	\$252	230060	\$126
230020	\$987	230070	\$126
230030	\$798	230080	\$210
230040	\$840	230090	\$126
230050	\$210		

524202 – SURETY BONDS **\$0**

Premiums based on information from Risk Management. Paid every three years. (budgeted FY 2024)

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

525000 – TELEPHONE **\$41,144**

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

230005	\$8,927	230055	\$2,968
230010	\$2,137	230060	\$2,283
230020	\$7,002	230070	\$2,658
230030	\$4,098	230080	\$1,025
230040	\$5,617	230090	\$1,542
230050	\$2,887		

525041 – EMAIL SERVICE CHARGES **\$21,285**

Cost based on \$10.75 per account each month. Changes based on POSN report.

230005	\$6,192	230055	\$516
230010	\$903	230060	\$516
230020	\$3,999	230070	\$516
230030	\$3,096	230080	\$774
230040	\$3,354	230090	\$516
230050	\$903		

525100 - POSTAGE **\$4,261**

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). Based on 5-year trend analysis.

230005	\$1,558	230055	\$50
230010	\$58	230060	\$30
230020	\$600	230070	\$15
230030	\$1,250	230080	\$65
230040	\$530	230090	\$20
230050	\$85		

525377 - UTILITIES **\$323,490**

Cost of utilities at 10 library branches. Based on current 5-year trend.

230005	\$0	230055	\$11,900
230010	\$11,000	230060	\$8,200
230020	\$128,070	230070	\$9,000
230030	\$49,170	230080	\$14,150
230040	\$69,040	230090	\$8,700
230050	\$14,260		

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

ORGANIZATION 230099 – LIBRARY/NON-DEPARTMENTAL

540000 – SMALL TOOLS & MINOR EQUIPMENT \$10,000

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

540002 - MICROFORMS \$0

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

540006 – LIBRARY MATERIALS \$650,000

Funds are used to purchase hard copy and e-materials. Includes books, DVDs and audio materials. Unexpended funds from FY 23 will be carried over and supplemented by funds from SC State Aid.

540010 –MINOR SOFTWARE \$9,985

Software applications Adobe Creative Suite, MS Office for Mobile Library laptops

5A CAPITAL ITEMS \$285,655

	Computers OptiPlex 7010 (44) Rpl F1	\$46,940
5A	Monitors 24" (20) Rpl	\$2,975
5A	Flooring Lexington Main Rpl	\$150,000
5A	Security Camera & DVR Pelion Rpl	\$3,254
5A	Parking Lot resurface & stripe Swansea	\$6,000
5A	Storage cabinets Gaston	\$9,121
5A	Storage cabinets Cayce-West Columbia	\$24,000
5A	Lighting and data upgrade lower level Cayce-West Columbia	\$6,000
5A	Concrete pad for programs/events Gaston	\$9,750
5A	Concrete pad for programs/events Swansea	\$15,615
5A	Water fountain rehab (1) Irmo	\$8,000
5A	Water fountain rehab (1) Cayce-West Cola	\$8,000

**** Total Capital \$ 955,640**

SECTION V. – NEW PROGRAMS PROGRAM OVERVIEW

The Library is a significant contributor to the quality of life that our community values. Residents expect high-quality resources to meet their educational and recreational needs. The library staff are its greatest asset. Investing in their growth and retention is imperative. Family literacy programs, local history, and study spaces are of high interest. Local partnerships are advantageous in advocating and expanding bilingual and small business programs and resources. Community events are pivotal in promoting library services. (Summary of Strategic Plan 22 -24)

The County's Comprehensive Plan shows a projected 10% increase in population by 2025 and a steady rise beyond that. As Lexington County grows, so must library resources and staffing to meet the community's demand. The Library's current Strategic Plan had four goals based on community input: to increase services, to provide easier access to resources, to improve community awareness, and to recruit, support and develop trained, knowledgeable staff.

One resource that is in high demand is downloadable formats, including eBooks, creating the need for a full time Librarian dedicated to evaluating, maintaining and expanding this collection insuring it meets the Library's Collection Development standards. Circulation of books and other physical items is also increasing, the highest increase this past fiscal year occurring at Lexington Main and the Chapin Library creating increased workflows. New software, apps, the ability to accept credit card payments, digitization of historical data, circulation of laptops and other technology, Spanish Inets, ADA accessible technology, WiFi, mobile printing, and maintenance of current technology has created an increased workload for Systems staff. Outreach efforts to reach underserved areas of the County, provide services to those who may not be able to physically come to a branch, and to promote the expanding services offered by our branches has made huge impacts in the communities since adding an Outreach Librarian and an additional mobile library. This has led to the requirement for an Outreach Coordinator to oversee this expanding department (mobile branch) of the system.

In order to maintain current service levels and meet expectations regarding needed services, it's crucial that the Library improve its staffing levels. South Carolina Public Library Standards indicate minimum staffing levels of .5 FTE per 1000 capita and a target staffing rate of .75 FTE per 1000. The Library currently has 96 full time staff and 57 part-time staff. This reflects a total of 124.5 FTEs; however, only 120.5 are library service FTEs. Based on Census data the population estimates for July 1, 2022 for Lexington County is projected to be 304,797, the Library should have a minimum of 152 FTEs with a target of 228 FTEs. This leaves the Library with a deficit of 56 FTEs.

As library programs, resources, and technology continue to expand, so do the responsibilities of library personnel. The Library instituted a staffing plan to address these needs. The Library must improve staffing thresholds now in order to conduct daily operations and not fall further behind as the service population continues to grow.

This is a total of increase of 5.5 FTEs, bringing the Library Service FTEs from 120.5 to 126 and closer to the minimum recommendation of 152. The total cost of the personnel request is \$323,346

230005 - New Program
Business Analyst – Library Systems Analyst
New
Band 209

To stay relevant and meet patron expectations, the Library is constantly monitoring technology changes and trends, adopting new technologies, and maintaining as well as updating current technologies. Examples include upgrading bandwidth, improved WiFi connectivity, and updated applications so end users have reliable access. In the last 5 years, the Library has added the following for patron use: iMacs and Adobe content creation software, ADA accessible technology, Spanish Internet computers, mobile printing, self-checkout kiosks, circulating laptops, and color copiers. Behind the scenes additions include: improved anti-virus software, PDQ software to routinely update public and staff computers, digitization hardware and application/software for archival tasks, LibInsight software for statistical data, and Sharepoint for improved document sharing of project planning and committee work. The mobile library has served as hotspots in communities with limited internet access with the addition of WiFi and routers. An app for patrons to access their account and the Library catalog, myLIBRO, has been piloted, as well as the ability to accept credit cards for payment in the future; both services are requested frequently by patrons.

Currently the Library Systems Department is led by the Systems (Technology Services) Librarian with a team consisting of a Network Administrator and two PC/LAN Specialist IIs. Systems works in conjunction with the Circulation Coordinator on upgrading and maintaining Polaris, our integrated library system and catalog, to troubleshoot issues and improve user experience. They currently oversee an inventory of 277 desktops, 91 laptops, 8 Macs, 20 AWE early literacy computers, 70 printers, 3 physical servers, 20 virtual servers, 26 network switches, 2 wireless routers, a firewall, a data backup device, an anti-virus system, and Microsoft licenses for 153 staff and 100 public computers. They closed out 757 BOSS help desk tickets last year, a 28% increase since 2020. The Systems Librarian serves as a goal champion for Goal 1 of the Strategic Plan – Increase Services and has searched for, analyzed, and obtained quotes for various software and applications for the Library as part of this and other work objectives. The Business Analyst position is required to coordinate some of this work with staff, review and analyze current workflow and the necessary requirements, and track and report progress towards these objectives. This would enable the Systems Librarian to prioritize planning and development.

The addition of a Library Systems Business Analyst would help support the Systems Department of the Library in project management; follow-up and analysis related to new programs and help desk tickets; identifying, analyzing and obtaining quotes for maintenance and support renewals and new hardware, software, and other applications; and communicating with established vendors on issues or enhancement requests. They would provide analysis and support for various applications and integrations such as Sharepoint, myLIBRO and LibInsight. Evaluating staff and patron needs and communicating with potential vendors would be part of the weekly job responsibilities. This includes managing replacement and upgrade schedules related to the software, applications, and hardware and planning the deployment and integration with Library Administration. They would also assist the Systems Librarian with the E-Rate process by evaluating needs with the consultant, tracking data, managing processes, and compiling reports needed for the annual E-Rate grant applications. This year the Library received \$43,370 from a Federal grant and \$26,572 from a State grant to fund the infrastructure for reliable, high speed internet and WiFi to the public.

The Library Systems Analyst/ Business Analyst (Band 209) would report to the Systems Librarian.
The cost to add this position is \$ 76,746

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM - Business Analyst - Band 209
 2300
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2300
 Division: Library
 Organization: 230005 (Admin)

		<i>BUDGET</i>		
Object Expenditure		2024-25	2024-25	2024-25
Code	Classification	Requested	Recommend	Approved
Personnel				
510100	Salaries & Wages -	50,513		
510200	Overtime	0		
511112	FICA Cost	3,864		
511113	State Retirement	9,375		
511120	Insurance Fund Contribution -	8,100		
511130	Workers Compensation	1,566		
511213	State Retirement - Retiree			
	* Total Personnel	73,418		
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	360		
525021	Smart Phone Charges			
525041	E-mail Service Charges -	129		
525100	Postage			
525110	Other Parcel Delivery Service			
525210	Conference & Meeting Expense			
525230	Subscriptions, Dues, & Books			
525240	Personal Mileage Reimbursement			
525300	Utilities - Admin. Bldg.			
	* Total Operating		489	
	** Total Personnel & Operating		73,907	
Capital				
540000	Small Tools & Minor Equipment			
540010	Minor Software		267	
	All Other Equipment			
5A	Computer 7010		1,067	
5A	Laptop with 16 RAM		1,356	
5A	Monitor		149	
	** Total Capital		2,839	
	*** Total Budget Appropriation		76,746	

230005 - New Program
Collection Management and Acquisitions Librarian III
New
Band 209

Library acquisitions changed drastically with the introduction of eBooks. Since their introduction, the Library has had various collection development workflows in selecting, deselecting, and maintaining eBooks. Vendors and platforms continue to evolve and have to be evaluated to determine if they fit within the Library's budget, Collection Development Policy, and technology abilities as well as which platforms best meet the needs of the community. Publishers continue to change the lending parameters and pricing for eBooks and these trends have to be monitored as well. Platforms have expanded offerings to include not only eBooks, but several downloadable formats such as magazines, audio, and video content.

The Library currently offers two platforms, Libby and Hoopla. Downloadable formats, including eBooks, magazines, audio, and video, accounted for 22% of the Library's circulation last fiscal year. The platforms are vastly different in their model and offerings and require different workflows on the back end. Currently, several staff from the Director, Deputy Director, Systems Librarian, and Collection Management and Acquisitions Coordinator are involved in the evaluation of the technology and maintenance processes for eBook platforms. Ordering of eBooks has shifted from branch librarians across the system, to the Librarian I in Collection Management and Acquisitions with the realization that eBooks have grown to the extent that a dedicated librarian is needed to manage the collections and online displays/bookshelves as well as the parameters within these platforms. With Libby, the eBook and audiobook collection has to be selected and maintained. Libby has added a feature where patrons can request titles in the platform, creating a need for staff to monitor patron requests, as well as monitoring holds lists for existing popular titles. Hoopla's offerings of music, movies, audiobooks, graphic novels, and business books, as well as its feature of simultaneous check-outs, meaning no wait lists, outweighs the one disadvantage in that we have to deselect titles that don't meet our Collection Development Policy. As the interest and need for these collections grow, the staff are unable to do due diligence to support and maintain these aspects.

A Librarian III is needed to manage the Library's downloadable offerings and platforms which now account for 30% of the Library's collection budget. This person would evaluate current and new platforms, communicate with vendors, establish a budget and Collection Development Plan for both the platforms and materials within, maintain the downloadable collections, select and deselect as needed to conform to the Library's Collection Development Policy, monitor and analyze patron requests, and stay current on trends and make recommendations on the Library's downloadable offerings and platforms.

The Librarian III (Band 209) would report to the Collection Management & Acquisitions Coordinator/Library Administrator. The cost to add this position is \$ ~~73,696~~.

74,824

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM - Librarian III - Pay Band 209
 2300
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2300
 Division: Library
 Organization: 230005 (Admin)

	<i>BUDGET</i>		
Object Expenditure Code Classification	2024-25 Requested	2024-25 Recommend	2024-25 Approved

Personnel

510100	Salaries & Wages -	50,513	
510200	Overtime	0	
511112	FICA Cost	3,864	
511113	State Retirement	9,375	
511120	Insurance Fund Contribution -	8,100	
511130	Workers Compensation	1,566	
511213	State Retirement - Retiree		

*** Total Personnel** 73,418

Operating Expenses

520209	Drivers History		
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 -	129	
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** 129

**** Total Personnel & Operating** 73,547

Capital

540000	Small Tools & Minor Equipment		
540010	Minor Software	61	
	All Other Equipment		
5A	Computer 7010	1,067	
5A	Monitor	149	
	** Total Capital	1,277	

***** Total Budget Appropriation** 73,696

74,824

230005 - New Program
Library Administrator/Outreach Coordinator
New
Band 211

An Outreach Coordinator is needed to manage Library initiatives in the community which include bringing library information and services to civic groups, community events, and underserved populations. Some outreach is planned and conducted by the Outreach Librarian, while other services are implemented by the Mobile Library/Bookmobile team. The Outreach program has grown so large that it needs one Coordinator for the Library System to establish best practices and oversight. This position would be in line with other Library Administrators coordinating programs for the Library System.

Over the last 3 years, the Outreach program has greatly expanded its efforts and worked to reach marginalized communities to connect them to Library services. Initiatives include partnerships with Lutheran Services of the Carolinas, PASOS, First Steps, Reading is Power International and Clayton Rawl Farms. Outreach staff serve on the West Columbia-Cayce Food Policy Coalition and have built relationships with Lexington Medical Center and Lexington County Blowfish as well as local school districts and senior centers. Staff try to attend local health and job fairs, festivals, and special events held by local schools and businesses to connect with citizens within their neighborhoods.

Participating in these events and collaborating with community leaders has led to partnerships and grant awards including the community garden at the Gaston Library with Brooklyn-Lakeview Empowerment Center, USDA and Natural Resource Conservation Services and the Summer Reading grant that funded 10 Little Free Libraries to improve access to reading materials in communities across the County. The impact of outreach staff has been substantial and allowed for system-wide initiatives and partnerships that have strengthened community connections and improved community members' understanding of all the services their local library provides, while expanding staff awareness and attention to the needs of underserved populations.

The Outreach Department includes mobile library services. The addition of another mobile library/bookmobile will double the route capacity to senior centers, retirement homes, child care centers, schools, and community centers. The newer mobile library has expanded technology, however, both buses allow for Mobile Printing and WiFi as well as the capability of adding patron laptops at 2 stations in each bus. In the future, offering laptops and assisting patrons with ebook platforms and research databases will help communities that have limited access to these resources. For customer service and safety reasons, each mobile library requires 2 full-time staff to operate, stock and provide services at all stops. This leaves the office unstaffed 75% of the time while reader's advisory questions, returning calls, and processing requests for service fall behind.

The mobile library staff also manage the Materials by Mail program and deliveries to those who are homebound with a qualifying need for the service. Currently, the mobile library department completes 22 visits monthly serving 1,159 seniors, adults, and children. Materials by Mail currently serves 87 patrons, and on average adds a patron each month. Three mini libraries are maintained in local senior centers and two parks are visited biweekly.

As outreach services have expanded with both the Outreach staff's efforts and the Mobile Library expanding to two busses in addition to Materials by Mail and in-person deliveries, there has become an evident need for an Outreach Coordinator to oversee outreach for the system and to support the mobile library department with training, collection development, formation of new partnerships, grant opportunities, and project management so they can continue to expand services while developing a unified approach to outreach.

The Library Administrator/Outreach Coordinator (Band 211) would report to the Deputy Director of Operations. The cost to add this position is \$ 83,258.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM - Library Administrator - Pay Band 211
 2300
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2300
 Division: Library
 Organization: 230005 (Admin)

	<i>BUDGET</i>		
Object Expenditure Code Classification	2024-25 Requested	2024-25 Recommend	2024-25 Approved

Personnel

510100	Salaries & Wages -	56,757
510200	Overtime	0
511112	FICA Cost	4,342
511113	State Retirement	10,534
511120	Insurance Fund Contribution -	8,100
511130	Workers Compensation	1,759
511213	State Retirement - Retiree	_____

*** Total Personnel** **81,492**

Operating Expenses

520209	Drivers History	_____
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	360
525021	Smart Phone Charges	_____
525041	E-mail Service Charges -	129
525100	Postage	_____
525110	Other Parcel Delivery Service	_____
525210	Conference & Meeting Expense	_____
525230	Subscriptions, Dues, & Books	_____
525240	Personal Mileage Reimbursement	_____
525300	Utilities - Admin. Bldg.	_____

*** Total Operating** **489**

**** Total Personnel & Operating** **81,981**

Capital

540000	Small Tools & Minor Equipment	_____
540010	Minor Software	61
	All Other Equipment	_____
5A	Computer 7010	1,067
5A	Monitor	149
	** Total Capital	1,277

***** Total Budget Appropriation** **83,258**

230050 - New Program
Librarian I
Band 207

The Chapin Library has the 4th highest circulation of all Library branches circulating 93,139 items last fiscal year. Program attendance rose to 9,053 with an offering of 339 literacy, technology, and outreach programs. The current staff allocation is only 5 FTEs. There are 3 full time staff and 4 part time staff. The branch is currently open 44 hours a week and serves a rapidly growing community.

The branch has always focused on services to families and the youth of the community with a full time Library Assistant III and currently two part time Library Assistant III. They are dedicated to the programming, outreach, and services to this audience and demand in this area has grown over the years. This has left the Branch Librarian III/Manager to plan and implement adult programming and a reliance on outside presenters and volunteers to manage programs and book clubs, which is atypical in the Library system. Over the past several years, Branch Librarians have been tasked with participating more on system-wide committees, offering notary service in their branches, and participating in community events to learn firsthand what the needs are. Currently, the Branch Librarian III has the sole responsibility for Collection Development for the entire branch's collection, with input from the full time LA III for the youth collections. The Branch Librarian is responsible for not only managing the staff (training, coaching, evaluating, scheduling) but also responsible for managing the facility reporting issues as they arise with housekeeping, maintenance, and lawn care. Each year they are tasked with identifying and prioritizing the needs of the branch in regards to staffing, services, and facility upgrades in a report to the Director and Library Board members. Inadequate space for parking, inadequate interior space for patron use and programming, the need for a Librarian to share Collection Development and facility management duties, and the need for a person dedicated to adult programming and outreach to local senior centers, recreational organizations and local businesses are items that have been identified.

The addition of a Librarian I is critical at this time. While the need for a larger library facility to serve the Chapin community, which will transition the branch to a model closer to the larger three branches of the system is evident, the daily demand for services has already increased exponentially. The Librarian I will assist in the management of the current facility, plan and conduct adult programs and training, expand outreach efforts to the adults in the community and assist in collection development for the branch. A Librarian I will help the Librarian III in establishing and maintaining partnerships and long range planning that will help ensure the Library meets the current and future demands for this community.

The Librarian I (band 207) would report to the Branch Librarian.
The cost to add this position is \$ 68,000.

230020 - New Program
Library Clerk
Band 101

Lexington Main Library is the largest branch of the Library system and serves 31,831 active card holders. The collection spans 35,000 sq. ft. of the two floor facility. Circulation has increased annually by more than 100,000 items the past three years with 522,050 items circulating last fiscal year.

The Main Library currently has 3 part time Clerks who each work 40 hours a pay period. In addition to shelving items, they assist patrons in the stacks with locating materials, retrieve items from the outside book drops several

times a day, check in materials, and pull items to fulfill patron requests. They also change the outdoor marquee, pick up litter inside and outside the facility, and assist with maintaining the public areas of the library.

The increase in patrons coming into the facility and the increase in the number of circulating items that have to be checked back in and shelved has expanded the work load for the current 3 Clerks beyond what they can accomplish during their scheduled times. Additional staff, including Librarians, fill the gap daily in order to get the items checked in and back on the shelf in a timely manner. This is not an efficient use of professional staff. This would be the first addition of a clerk position in 25 years and is necessary to improve customer service and more efficient work flows.

The Library Clerk (Band 101) would report to the Branch Librarian.
The cost to add this position is \$ 21,646.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM - Clerk Part time - Band 101
 2300
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2300
 Division: Library
 Organization: 230020 (Lexington)

		<i>BUDGET</i>		
Object Expenditure		2024-25	2024-25	2024-25
Code	Classification	Requested	Recommend	Approved
<i>510300</i>	Personnel			
510100	Salaries & Wages - <i>Part Time</i>	16,640		
510200	Overtime	0		
511112	FICA Cost	1,273		
511113	State Retirement	3,088		
511120	Insurance Fund Contribution -	0		
511130	Workers Compensation	516		
511213	State Retirement - Retiree			
	* Total Personnel	21,517		
	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 -	129		
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	129		
	** Total Personnel & Operating	21,646		
	Capital			
540000	Small Tools & Minor Equipment			
540010	Minor Software			
	All Other Equipment			
	** Total Capital	0		
	*** Total Budget Appropriation	21,646		

SECTION III

COUNTY OF LEXINGTON

2300
Annual Budget
Fiscal Year - 2024-25

Fund: 2300
Division: Library
Organization: 2300099

		<i>BUDGET</i>		
Object Expenditure Code	Classification	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel				
510100	Salaries & Wages -			
510200	Overtime			
511112	FICA Cost			
511113	State Retirement			
511120	Insurance Fund Contribution -			
511130	Workers Compensation			
511213	State Retirement - Retiree			
* Total Personnel				
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				
** Total Personnel & Operating				
Capital				
540000	Small Tools & Minor Equipment			
540010	Minor Software			
	All Other Equipment			
5A	Irmo Parking lot resurfacing		150,000	
5A	Cayce-West Columbia Chair lift		25,000	
5A	Cayce-West Columbia YS Renovation		100,000	
** Total Capital			275,000	
*** Total Budget Appropriation			275,000	

**COUNTY OF LEXINGTON
LIBRARY ESCROW
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Library Escrow 2310:								
Revenues:								
417100	Fee in Lieu of Taxes	115	0	900	900	900		
417130	FILOT - Manufacturers Tax Exemption	14	0	125	125	125		
Total Property Tax Revenue		129	0	1,025	1,025	1,025	0	0
Other Revenues:								
434900	Library Non-Resident User Fee	16,605	6,087	17,000	17,000	15,000		
461000	Investment Interest	996	598	125	125	125		
469100	Gifts & Donations	857	250	500	500	500		
Total Other Revenue		18,458	6,935	17,625	17,625	15,625	0	0
Capital Contingency - Add-Back						27,552		
** Total Revenue		18,587	6,935	18,650	18,650	44,202	0	0
***Total Appropriation					45,702	44,202	0	0
FUND BALANCE								
Beginning of Year					67,545	40,493	40,493	40,493
FUND BALANCE - Projected								
End of Year					40,493	40,493	40,493	40,493

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

Object Code	Expenditure Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses							
520103	Landscaping/Ground Maintenance	6,204	0	7,500	5,000		
* Total Operating		6,204	0	7,500	5,000	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	10,650	0		
549904	Capital Contingency	0	0	27,552	39,202		
** Total Capital		0	0	38,202	39,202	0	0
*** Total Budget Appropriation		6,204	0	45,702	44,202	0	0

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 \$15,000

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 \$125

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 \$5,000

521200 – OPERATING SUPPLIES \$0

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS AND EQUIPMENT \$0

Items to support the services and programs of the library. Includes book carts, display boards, small appliances, etc. These funds are non-designated.

549904 – CAPITAL CONTINGENCY \$39,202

Total capital \$44,202

**COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Library State Funds 2330:								
Revenues:								
429000	State Aid	661,694	165,424	661,694	661,694	661,694		
469900	Miscellaneous Revenues	0	664	0	0	0		
** Total Revenue		<u>661,694</u>	<u>166,088</u>	<u>661,694</u>	<u>661,694</u>	<u>661,694</u>	<u>0</u>	<u>0</u>
***Appropriation Total					716,411	<u>661,694</u>	0	0
FUND BALANCE								
Beginning of Year					65,142	10,425	10,425	10,425
FUND BALANCE - Projected								
End of Year					<u>10,425</u>	<u>10,425</u>	<u>10,425</u>	<u>10,425</u>

**COUNTY OF LEXINGTON
LIBRARY STATE FUNDS
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
520213 Contracted Literacy Programs	26,996	21,100	35,500	34,500		
520300 Professional Services	873	0	2,500	2,500		
520400 Advertising & Publicity	23,854	10,505	21,000	21,000		
520702 Technical Currency & Support	0	6,825	52,512	26,555		
521200 Operating Supplies	25,733	4,606	32,860	30,382		
525000 Telephone	1,789	976	2,078	2,078		
525210 Conference, Meeting & Training Expenses	46,891	27,328	61,300	50,310		
525211 Library Board Expenses	776	795	1,000	1,000		
525230 Subscriptions, Dues, & Books	8,874	12,715	26,000	49,000		
525600 Uniforms & Clothing	249	0	1,600	2,000		
529903 Contingency	0	0	81,237	83,109		
** Total Operating Expenses	136,035	84,850	317,587	302,434	0	0
Capital						
540000 Small Tools & Minor Equipment	20,178	11,481	19,000	19,000		
540002 Microforms	0	0	0	0		
540006 Library Materials (Books, Audio Mat.)	330,510	147,200	256,051	250,000		
540010 Minor Software	3,461	792	10,000	24,505		
All Other Equipment	187,085	21,799	113,773	65,755		
** Total Capital	541,234	181,272	398,824	359,260	0	0
Other Financing Uses						
812340 Op Trn to Library Federal Funds	73	0	0			
812350 Op Trn to Library E-Rate Program	1,691	0	0			
**Total Other Financing Uses	1,764	0	0	0	0	0
*** Total Budget Appropriation	679,033	266,122	716,411	661,694	0	0

SECTION IV

COUNTY OF LEXINGTON
 Capital Item Summary
 Fiscal Year - 2024-25

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

BUDGET
 2023-24
 Requested

Qty	Item Description	Amount
540000	Small Tools & Equipment	19,000
540006	Library Materials	250,000
540010	Minor Software	24,505
5A	Computers Dell Optiplex 7010 (25) Rpl	26,670
5A	Monitors 22" (25) Rpl	3,237
5A	Printers 3001dw (2) Rpl	392
5A	Mac Studio Ultra M2 with Display (3) Rpl	19,233
5A	Standard Color Printer HP 5700dn (3) Rpl	3,069
5A	USB Thermal Receipt Printers (3)	1,261
5A	FAX (1) Irmo Rpl	290
5A	Camera	4,850
5A	Chairs (5) Rpl	3,400
5A	MacBook Pro	3,353
		65,755
** Total Capital (Transfer Total to Section III)		359,260

SECTION V. – STATE AID PROGRAM OVERVIEW

State Aid provides additional funding for public libraries to assist them in maintaining basic service levels to South Carolina citizens. Funds can be allocated towards 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 24-25, the Library will use the SC State Aid to continue our scheduled replacement program of PCs, laptops and related equipment. A portion of the FY 24-25 State Aid funds will be used to supplement the local fund, focusing on literacy programs and training and conference attendance for our staff. State Aid funds always supplement our local budget for books, eBooks, and other library materials. The revenue amount used for budget purposes for State Aid is \$2.25 per capita.

SECTION VI - LINE ITEM NARRATIVES

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

429000 –STATE AID **\$661,694**

This amount of State Aid is based on the SC Legislature’s estimated approval of \$2.25 per capita. 2020 Census figures reflect Lexington County population was 293,991.

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

520213 – CONTRACTED LITERACY PROGRAMS \$34,500

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. Programs may be in-person or virtual.

Children’s Programs:	\$16,500
Tween Programs:	\$5,000
Teen Programs:	\$5,000
Adult Programs:	\$8,000

520300 – PROFESSIONAL SERVICES \$2,500

Consultations for E-Rate projects; strategic planning and fundraising.

520702 – ADVERTISING & PUBLICITY \$21,000

Public relations are vital to inform citizens and businesses of all the library services and resources available. Advertising may be in print or online, includes radio, social media and billboards. May include –

Annual Reports
Posters/Bookmarks
Media advertising
Bill Boards

520702 – TECHNICAL CURRENCY AND SUPPORT \$26,555

Envisionware ecommerce - \$18,190
PDQ - \$1,365
My Libro - \$7,000

521200 – OPERATING SUPPLIES \$30,382

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

525000 – TELEPHONE \$2,078

Mobile hot spots used for outreach and training programs.

525210 – CONFERENCE, MEETING & TRAINING EXPENSES \$50,310

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 **\$1,000**

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 **\$49,000**

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 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.

Some costs include:

Marketing Subscriptions - \$18,550
LinkedIn Learning - \$18,450
BT Cat - \$12,000

525600 – UNIFORMS **\$2,000**

Summer Reading t-shirts for staff to promote and advocate programs and services

83,109

529903 – CONTINGENCY

~~557,533~~

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. The library will allocate and expend contingency funds for technology, operating, and books and material costs after the state budget is approved.

**COUNTY OF LEXINGTON
LIBRARY LOTTERY FUNDS
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Library Lottery Funds 2331:								
Revenues:								
429100	State Lottery Funds	0	0	0	0	0		
461000	Investment Interest	0	0	0	0	0		
** Total Revenue		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
***Appropriation Total					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>528</u>	<u>528</u>	<u>528</u>	<u>528</u>
FUND BALANCE - Projected								
End of Year					<u>528</u>	<u>528</u>	<u>528</u>	<u>528</u>

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
520300	Professional Services	5,959	0	0	0	
520400	Advertising & Publicity	0	0	0	0	
529903	Contingency	0	0	0	0	
* Total Operating		<u>5,959</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
** Total Personnel & Operating		<u>5,959</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital						
540000	Small Tools & Minor Equipment	0	0	0	0	
540006	Library Materials (Books, Audio Mat.)	0	0	0	0	
540010	Minor Software	0	0	0	0	
	All other Equipment	2,433	0	0	0	
** Total Capital		<u>2,433</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Budget Appropriation		<u>8,392</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**COUNTY OF LEXINGTON
LIBRARY FEDERAL FUNDS
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Library Federal Funds 2340:								
Revenues:								
457000	Federal Grant Income	15,873	3,820	4,290	4,290	0		
469100	Gifts & Donations	0	0	0	0	0		
802330	Op Trm from Library State Funds	0	0	0	0	0		
** Total Revenue		15,873	3,820	4,290	4,290	0	0	0
***Appropriation Total					4,290	0	0	0
FUND BALANCE Beginning of Year					3,427	3,427	3,427	3,427
FUND BALANCE - Projected End of Year					3,427	3,427	3,427	3,427

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

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
520213	Contracted Literacy Programs	0	0	0	0	
521200	Operating Supplies	3,178	0	0	0	
525210	Conference, Meeting, & Training Expense	3,296	2,093	4,290	0	
525230	Subscriptions, Dues, & Books	281	0	0	0	
529903	Contingency	0	0	0	0	
* Total Operating		6,755	2,093	4,290	0	0
** Total Personnel & Operating		6,755	2,093	4,290	0	0
Capital						
540000	Small Tools & Minor Equipment	3,266	0	0	0	
540006	Library Materials (Books, Audio Mat.)	0	0	0	0	
540010	Minor Software	0	0	0	0	
	All other Equipment	4,159	0	0	0	
** Total Capital		7,425	0	0	0	0
*** Total Budget Appropriation		14,180	2,093	4,290	0	0

**COUNTY OF LEXINGTON
LIBRARY E-RATE PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Library E-Rate Program 2350:								
Revenues:								
457020	Library E-Rate - Federal Reimb.	16,818	26,448	42,370	42,370	0		
458020	Library E-Rate - State Reimb.	10,696	0	27,364	27,364	0		
802300	Op Trn from Library Operations	2,865	1,172	1,172	1,172	0		
802330	Op Trn from Library State Funds	1,691	0	0	0	0		
** Total Revenue		32,070	27,620	70,906	70,906	0	0	0
***Appropriation Total					75,905	0	0	0
FUND BALANCE Beginning of Year					1,734	(3,265)	(3,265)	(3,265)
FUND BALANCE - Projected End of Year					(3,265)	(3,265)	(3,265)	(3,265)

Fund 2350
Division: Library Division
Organization: 230099 - Non-departmental

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
520703	Computer Hardware Maintenance	1,019	754	2,264	0	
525021	Smart Phone Charges	1,369	570	5,016	0	
* Total Operating		2,388	1,324	7,280	0	0
** Total Personnel & Operating		2,388	1,324	7,280	0	0
Capital						
540000	Small Tools & Minor Equipment	7,121	0	0		
540006	Library Materials (Books, Audio Mat.)	0	0	0		
	All other Equipment	21,016	44,436	68,625		
** Total Capital		28,137	44,436	68,625	0	0
*** Total Budget Appropriation		30,525	45,760	75,905	0	0

SECTION I

**COUNTY OF LEXINGTON
SOL / DRUG COURT
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2024-25
Estimated Revenue**

Fund: 2460
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
431002	Drug Court Application Fee	100	420	1,400	1,500		
461000	Investment Interest	0	0	0	0		
802611	Op Trn from Solicitor State Funds	45,200	305	3,104	2,454		
** Total Revenue (Section II)		<u>45,300</u>	<u>725</u>	<u>4,504</u>	<u>3,954</u>		
*** Total Appropriation (Section III)				<u>3,893</u>	<u>4,624</u>		
FUND BALANCE							
Beginning of Year				<u>59</u>	<u>670</u>		
FUND BALANCE - Projected							
End of Year				<u>670</u>	<u>0</u>		

SECTION III

COUNTY OF LEXINGTON
DRUG COURT
Annual Budget
Fiscal Year - 2024-25

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Drug Court 2460:								
Revenues:								
431002	Drug Court Application Fee	420	200	1,400	1,400	1,500		
461000	Investment Interest	0	0	0	0	0		
802611	Op Trn from Sol/State Fund	305	0	3,104	3,104	2,454		
**Total Revenue		725	200	4,504	4,504	3,954		
***Total Appropriations					3,893	4,624		
FUND BALANCE								
Beginning of Year					59	670		
FUND BALANCE - Projected								
End of Year					670	0		

Fund 2460
 Division: Judicial
 Organization: 141200 - Solicitor

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	0		
Operating Expenses							
521000	Office Supplies	47	83	250	250		
521100	Duplicating	47	0	60	70		
524302	Court Ref Volunteer Liability Insurance	146	0	165	175		
525041	E-mail Service Charges -1	32	54	129	129		
525210	Conference, Meeting & Training Expense	361	70	3,189	3,900		
* Total Operating		633	207	3,793	4,524		
** Total Personnel & Operating		633	207	3,793	4,524		
Capital							
540000	Small Tools & Minor Equipment	0	0	100	100		
	All Other Equipment	0	0	0			
** Total Capital		0	0	100	100		
*** Total Budget Appropriation		633	207	3,893	4,624		

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	Actual	Actual	Estimated	Projected
	FY 21/22	FY 22/23	July - Dec FY 23/24	FY 23/24	FY 24/25
Accepted	3	15	6	12	15
Active Cases	4	23	20	25	25
Terminated	0	10	3	5	5
Graduated	2	3	3	5	6

Glossary of Terms

- **Accepted** - Individuals who apply to the program.
- **Active Cases** - Individuals who are participating in 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 15 applicants completing the pre-screen eligibility process, thus paying the fee within the fiscal year.

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS **\$ 2,454**

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

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

This fund does not have any personnel.

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 **\$ 70**

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

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **\$ 175**

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 premium is \$3,500.

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 **\$ 3,900**

To cover the cost of the Director of Diversion Programs to attend the National Drug Court Conference.

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 I

**COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2500
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
456100	Program Income	48,919	48,919	48,919	48,919		
801000	Op Trn from General Fund	61,000	76,000	76,000	76,000		
802611	Op Trn from Solicitor State Funds	38,272	48,660	62,080	90,710		
	** Total Revenue (Section II)	<u>148,191</u>	<u>173,579</u>	<u>186,999</u>	<u>215,629</u>		
	*** Total Appropriation (Section III)			<u>197,605</u>	<u>204,954</u>		
	FUND BALANCE						
	Beginning of Year			<u>(69)</u>	<u>(10,675)</u>		
	FUND BALANCE - Projected						
	End of Year			<u>(10,675)</u>	<u>0</u>		

SECTION III

**COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Victim Witness Program 2500:								
Revenues:								
456100	Program Income	48,919	18,450	48,919	48,919	<u>48,919</u>		
801000	Op Trn from General Fund	76,000	76,000	76,000	76,000	<u>76,000</u>		
802611	Op Trn from Solicitor State Fund	48,660	0	62,080	62,080	<u>90,710</u>		
** Total Revenue		<u>173,579</u>	<u>94,450</u>	<u>186,999</u>	<u>186,999</u>	<u>215,629</u>		
** Total Appropriation					<u>197,605</u>	<u>204,954</u>		
FUND BALANCE								
Beginning of Year						<u>(69)</u>	<u>(10,675)</u>	
FUND BALANCE - Projected								
End of Year						<u>(10,675)</u>	<u>0</u>	

**COUNTY OF LEXINGTON
VICTIM WITNESS PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Fund: 2500
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET	
					2024-25 Requested	2024-25 Recommend Approved
Personnel						
510100	Salaries & Wages - 2.75	120,056	63,218	120,205	<u>131,659</u>	
510200	Overtime	344	0	0	<u>0</u>	
511112	FICA - Employer's Portion	8,199	4,313	9,196	<u>10,072</u>	
511113	State Retirement - Employer's Portion	20,230	10,768	22,310	<u>24,436</u>	
511120	Employee Insurance - 3	23,400	11,700	23,400	<u>24,450</u>	
511130	Workers Compensation	446	234	444	<u>487</u>	
519999	Personnel Contingency	0	0	15,172	<u>8,333</u>	
	* Total Personnel	172,675	90,233	190,727	<u>199,437</u>	
Operating Expenses						
524201	General Tort Liability Insurance	0	390	322	<u>410</u>	
524202	Surety Bonds - 3	0	0	19	<u>0</u>	
525041	E-mail Service Charges - 3	387	161	387	<u>387</u>	
525210	Conference, Meeting & Training Expense	410	2,803	5,750	<u>4,320</u>	
525230	Subscriptions, Dues, & Books	0	0	400	<u>400</u>	
	* Total Operating	797	3,354	6,878	<u>5,517</u>	
	** Total Personnel & Operating	173,472	93,587	197,605	<u>204,954</u>	
Capital						
	** Total Capital	0	0	0	<u>0</u>	
	*** Total Budget Appropriation	173,472	93,587	197,605	<u>204,954</u>	

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 ITEM 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 **\$ 76,000**

Since Fiscal Year 2004-05, Lexington County Council has authorized operational transfers from the General Fund to help support mandated Victim Services within the County due to the lack of sufficient funds from other sources. Victim Service Providers are funded through the Victim Witness Program (Fund 2500) and the Victims' Bill of Rights (Fund 2620).

802611 – OP TRN FROM SOLICITOR STATE FUNDS **\$ 90,710**

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:

<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
Victim Service Provider	<u>2.75</u>		<u>2.75</u>	<u>2.75</u>	109
Total Positions	<u>2.75</u>		<u>2.75</u>	<u>2.75</u>	

All of the above positions require insurance.

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

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 410**

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

524202 – SURETY BONDS - 3 **\$ 0**

No surety bonds are required.

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

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 4,320**

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 to attend the S.C. Victims' Rights Week Conference and the Annual South Carolina Solicitors' Association Conference.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 400**

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

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

None.

SECTION I

**COUNTY OF LEXINGTON
 JUVENILE ARBITRATION PROGRAM
 SUMMARY OF DEPARTMENTAL REVENUES
 Annual Budget
 FY 2024-25 Estimated Revenue**

Fund: 2501
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
458000	State Grant Income	60,000	60,000	60,000	60,000		
461000	Investment Interest	103	1,384	1,000	1,400		
801000	Op Trn from General Fund	43,412	43,412	43,412	43,412		
802140	Op Trn from Temporary Alcohol Bev	53,176	53,176	53,176	53,176		
** Total Revenue (Section II)		<u>156,691</u>	<u>157,972</u>	<u>157,588</u>	<u>157,988</u>		
*** Total Appropriation (Section III)				<u>179,367</u>	<u>187,192</u>		
FUND BALANCE							
Beginning of Year				<u>98,895</u>	<u>77,116</u>		
FUND BALANCE - Projected							
End of Year				<u>77,116</u>	<u>47,912</u>		

SECTION III

**COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Juvenile Arbitration 2501:								
Revenues:								
458000	State Grant Income	60,000	15,000	60,000	60,000	<u>60,000</u>		
461000	Investment Interest	1,384	832	1,000	1,000	<u>1,400</u>		
801000	Op Trn from General Fund	43,412	43,412	43,412	43,412	<u>43,412</u>		
802140	Op Trn from Temporary Alcohol Bev	53,176	53,176	53,176	53,176	<u>53,176</u>		
** Total Revenue		<u>157,972</u>	<u>112,420</u>	<u>157,588</u>	<u>157,588</u>	<u>157,988</u>		
***Total Appropriation					<u>179,367</u>	<u>187,192</u>		
FUND BALANCE								
Beginning of Year					<u>98,895</u>	<u>77,116</u>		
FUND BALANCE - Projected								
End of Year					<u>77,116</u>	<u>47,912</u>		

**COUNTY OF LEXINGTON
JUVENILE ARBITRATION PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Fund: 2501
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 2	109,795	57,398	109,467	119,801		
510300	Part-time - 1 (0.5 - FTE)	0	0	0	0		
511112	FICA - Employer's Portion	7,660	3,977	8,374	9,165		
511113	State Retirement - Employer's Portion	18,579	9,766	20,317	22,235		
511120	Employee Insurance - 2	15,600	7,800	15,600	16,300		
511130	Workers Compensation	406	213	365	443		
511213	State Retirement - Employer's Portion (Retiree)	0	0	0	0		
519999	Personnel Contingency	0	0	13,816	7,582		
* Total Personnel		152,040	79,154	167,939	175,526		
Operating Expenses							
520703	Computer Hardware Maintenance	150	0	250	250		
521000	Office Supplies	666	149	1,323	1,155		
521100	Duplicating	628	238	988	1,000		
524201	General Tort Liability Insurance	0	260	278	273		
524202	Surety Bonds - 2	0	0	13	0		
524302	Court Ref Volunteer Liab Ins	1,024	0	1,155	1,225		
525000	Telephone	482	241	823	585		
525021	Smart Phone Charges	586	244	665	665		
525041	E-mail Service Charges - 2	258	107	258	258		
525100	Postage	740	306	1,100	950		
525210	Conference, Meeting & Training Expense	2,755	1,160	3,760	4,795		
525230	Subscriptions, Dues, & Books	80	0	365	160		
525240	Personal Mileage Reimbursement	0	0	250	150		
* Total Operating		7,369	2,705	11,228	11,466		
** Total Personnel & Operating		159,409	81,859	179,167	186,992		
Capital							
540000	Small Tools & Minor Equipment	31	49	200	200		
540010	Minor Software	0	0	0	0		
	All Other Equipment	2,203	0	0	0		
** Total Capital		2,234	49	200	200		
*** Total Budget Appropriation		161,643	81,908	179,367	187,192		

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. 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. Upon completion of the program, juveniles become aware that their actions have consequences thus reducing the likelihood that they will reoffend as juveniles and adults.

Service Standards:

Service Level Indicators:	SERVICE LEVELS				
	Actual FY 21/22	Actual FY 22/23	Actual July - Dec. FY 23/24	Estimated FY 23/24	Projected FY 24/25
Cases referred	261	205	177	250	275
# Of arbitration hearings	254	240	140	230	250
# Of community service hours completed	996	1,349	242	450	500
Amount of victim restitution	\$2,727	\$3,307	\$7,144	\$8,000	\$4,000
Charitable donations to local charities	\$650	\$100	\$0	\$100	\$250

** Statistics reflect closed cases.*

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 **\$ 1,400**

Interest earned.

801000 – OP TRN FROM GENERAL FUND **\$ 43,412**

In Fiscal Year 2009-10, County Council agreed to fund the Juvenile Arbitration Program if the Solicitor's Office kept a key position vacant in their General Fund Budget. The cost savings of this vacant position, estimated at that time to be \$63,412, was to be applied to the Juvenile Arbitration Program. The position remained vacant under this agreement until it was eliminated from the General Fund Budget in Fiscal Year 2012-13. In Fiscal Year 2016-17, County Council began to fluctuate the amount provided by the Temporary Alcohol Beverage Fee based on the monies available in the fund in order to reduce the operating transfer from the General Fund to Juvenile Arbitration. When revenues decreased in the Temporary Alcohol Beverage Fee, County Council increased the General Fund operating transfer to Juvenile Arbitration and reduced the Temporary Alcohol Beverage Fee operating transfer for Juvenile Arbitration. The General Fund operating fund transfer request is the same amount appropriated by County Council for the current fiscal year.

802140 – OP TRN FROM TEMPORARY ALCOHOL BEVERAGE FEE **\$ 53,176**

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". In Fiscal Year 2016-17, County Council began to fluctuate the amount provided by the Temporary Alcohol Beverage Fee based on the monies available in the fund in order to reduce the operating transfer from the General Fund to Juvenile Arbitration. When revenues decreased in the Temporary Alcohol Beverage Fee, County Council increased the General Fund operating transfer to Juvenile Arbitration and reduced the Temporary Alcohol Beverage Fee operating transfer for Juvenile Arbitration.

SECTION VI. B. – LISTING OF POSITIONS

Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>			<u>Total</u>	<u>Band</u>
	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>		
Director	<u>1</u>		<u>1</u>	<u>1</u>	210
Case Manager I	<u>1</u>		<u>1</u>	<u>1</u>	111
Total Positions	<u>2</u>		<u>2</u>	<u>2</u>	

The above positions above require health insurance.

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

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520703 – COMPUTER HARDWARE MAINTENANCE **\$ 250**

This request is for hardware maintenance contract for an HP LaserJet M611. The contract includes parts (e.g. maintenance kit) and labor.

521000 – OFFICE SUPPLIES **\$ 1,155**

To cover the cost of office supplies and toners:

Office supplies (printer paper, pens, staples, file folders, etc.).....	\$ 500
One HP CC364X toner for LaserJet P4515 printer	\$ 296
One HP W1470Y toner for LaserJet M611 printer	\$ 359

521100 – DUPLICATING **\$ 1,000**

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

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 273**

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

524202 – SURETY BONDS – 2 **\$ 0**

No surety bonds are required.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **\$ 1,225**

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 premium is \$3,500.

525000 – TELEPHONE **\$ 585**

This account will cover the cost of telephone service.

525021 – SMART PHONE CHARGES **\$ 665**

To cover the cost of service for a smart phone used by the Juvenile Arbitration staff.

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

The cost of e-mail services is \$10.75 per month per account.

525100 – POSTAGE **\$ 950**

To cover the cost of postage used to correspond with different parties such as victims, juveniles, arbitrators, law enforcement, etc.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 4,795**

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

Anger Management and Life Skills classes for juveniles.....	\$ 550
Refreshments for classes	\$ 600
Victim’s Right Week Conference	\$ 450
PreTrial Workshop	\$ 125
Annual Volunteer Awards Ceremony	\$ 1,000
Annual Solicitor’s Conference	\$ 2,070

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 160**

This account will pay for dues to the Pre-Trial Intervention Association.

525240 – PERSONAL MILEAGE REIMBURSEMENT **\$ 150**

To cover the cost of reimbursing staff for mileage when using personal vehicles for work related business (e.g., community service site visit).

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

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

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

540010 – MINOR SOFTWARE **\$ 0**

None.

SECTION I

**COUNTY OF LEXINGTON
SOLICITOR / FORFEITURE (NARCOTICS) FUND
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2610
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
456400	Narcotics Confiscation	27,354	19,662	10,000	10,000		
461000	Investment Interest	292	3,781	2,500	3,400		
** Total Revenue (Section II)		<u>27,646</u>	<u>23,443</u>	<u>12,500</u>	<u>13,400</u>		
*** Total Appropriation (Section III)				<u>194,085</u>	<u>211,616</u>		
Contingency:							
Unused				(194,085)			
FUND BALANCE							
Beginning of Year				<u>185,716</u>	<u>198,216</u>		
FUND BALANCE - Projected							
End of Year				<u>198,216</u>	<u>0</u>		

SECTION III

**COUNTY OF LEXINGTON
SOLICITOR / FORFEITURE (NARCOTICS) FUND
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Forfeiture (Narcotics) Fund 2610:								
Revenues:								
456400	Narcotics Confiscation	19,662	13,631	10,000	10,000	10,000		
461000	Investment Interest	3,781	2,272	2,500	2,500	3,400		
** Total Revenue		23,443	15,903	12,500	12,500	13,400		
***Appropriation Total					194,085	211,616		
Contingency:								
Unused					(194,085)			
FUND BALANCE Beginning of Year					185,716	198,216		
FUND BALANCE - Projected End of Year					198,216	0		

Fund: 2610
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET		
						2024-25 Recommend	2024-25 Approved	
Personnel								
* Total Personnel		0	0	0	0	0	0	
Operating Expenses								
529903	Contingency	0	0	194,085	211,616			
* Total Operating		0	0	194,085	211,616	0	0	
** Total Personnel & Operating		0	0	194,085	211,616	0	0	
Capital								
** Total Capital		0	0	0	0	0	0	
*** Total Budget Appropriation		0	0	194,085	211,616	0	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 **\$ 3,400**

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

\$ 211,616

To cover the cost of any unanticipated expenditures.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION I

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2611
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
443500	Bond Estreatments	76,938	29,560	5,000	5,000		
451500	Circuit Solicitor - State Supplement	331,111	304,246	697,843	899,615		
	** Total Revenue (Section II)	408,049	333,806	702,843	904,615		
	*** Total Appropriation (Section III)			881,554	904,615		
	Contingency						
	Vacant Positions -2/FT w/fringes			(168,442)			
	Unused Personnel Contingency			(9,019)			
	FUND BALANCE						
	Beginning of Year			1,250	0		
	FUND BALANCE - Projected						
	End of Year			0	0		

SECTION III

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / State Funds 2611:								
Revenues:								
443500	Bond Estreatments	29,560	1,107	5,000	5,000	<u>5,000</u>		
451500	Circuit Solicitor - State Supplement	304,246	76,106	697,843	697,843	<u>899,615</u>		
** Total Revenue		<u>333,806</u>	<u>77,213</u>	<u>702,843</u>	<u>702,843</u>	<u>904,615</u>		
***Appropriation Total					881,554	<u>904,615</u>		
Contingency:								
Vacant Positions - 2/FT w/ fringes					(168,442)			
Unused Personnel Contingency					(9,019)			
FUND BALANCE								
Beginning of Year					<u>1,250</u>	<u>0</u>		
FUND BALANCE - Projected								
End of Year					<u>0</u>	<u>0</u>		

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
Fiscal Year - 2024-25**

Fund: 2611
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 8	157,228	161,599	453,221	492,564		
510200	Overtime	0	7	0	0		
511112	FICA - Employer's Portion	11,752	12,131	34,672	38,459		
511113	State Retirement - Employer's Portion	25,866	28,759	84,117	93,307		
511120	Employee Insurance - 8	24,050	20,150	62,400	35,200		
511130	Workers Compensation	563	590	1,624	1,860		
519999	Personnel Contingency	0	0	50,017	31,174		
	* Total Personnel	219,459	223,236	686,051	692,564		
Operating Expenses							
520233	Towing	0	0	100	100		
521000	Office Supplies	0	0	500	500		
522300	Vehicle Repairs & Maintenance - 3	6	51	1,625	2,825		
524100	Vehicle Insurance - 3	1,845	2,460	1,845	1,845		
524101	Comprehensive Insurance - 2	283	262	298	300		
524201	General Tort Liability Insurance	0	860	832	905		
524202	Surety Bonds - 8	0	0	51	0		
525021	Smart Phone Charges	386	0	665	0		
525041	E-mail Service Charges - 38	2,709	1,258	3,999	4,902		
525210	Conference, Meeting & Training Expense	3,703	6,797	12,500	16,580		
525230	Subscriptions, Dues, & Books	1,004	2,035	5,100	8,095		
525400	Gas, Fuel, & Oil	1,783	558	4,650	4,650		
529903	Contingency	0	0	0	0		
	* Total Operating	11,719	14,281	32,165	40,702		
	** Total Personnel & Operating	231,178	237,517	718,216	733,266		
Capital							
540000	Small Tools & Minor Equipment	0	0	300	500		
	All Other Equipment	0	0	0	0		
	** Total Capital	0	0	300	500		
Other Financing Uses							
812460	Op Trn to Drug Court	306	0	3,104	2,454		
812500	Op Trn to Sol/Victim Witness	48,660	0	62,080	90,710		
812612	Op Trn to Pre-Trial Intervention Program	52,413	0	94,724	77,685		
812613	Op Trn to Worthless Check Unit	0	0	3,130	0		
	***Total Other Financing Uses	101,379	0	163,038	170,849		
	*** Total Budget Appropriation	332,557	237,517	881,554	904,615		

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 **\$ 5,000**

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 \$5,000 and \$10,000, 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 will be approximately \$5,000.

451500 – CIRCUIT SOLICITOR – STATE SUPPLEMENT **\$ 899,615**

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

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

	<u>Full Time Equivalent</u>				
<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
Attorney II	<u>2</u>		<u>2</u>	<u>2</u>	215
Attorney I	<u>4</u>		<u>4</u>	<u>4</u>	213
Paralegal	<u>1</u>		<u>1</u>	<u>1</u>	108
Administrative Assistant II	<u>1</u>		<u>1</u>	<u>1</u>	106
	Total		<u>8</u>	<u>8</u>	

The above positions require health insurance.

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

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520233 – TOWING **\$ 100**

To cover the cost of any needed towing services.

521000 – OFFICE SUPPLIES **\$ 500**

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

522300 – VEHICLE REPAIRS & MAINTENANCE - 3 **\$ 2,825**

To cover the cost of routine repairs and maintenance for three Solicitor's Office vehicles based on Fleet Service's repair and maintenance schedule. It is estimated that new tires will be required on two vehicles.

524100 – VEHICLE INSURANCE – 3 **\$ 1,845**

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

524101 – COMPREHENSIVE INSURANCE – 2 **\$ 300**

To cover the cost of comprehensive insurance on the Solicitor's Office 2011 Ford Crown Victoria and 2020 Chevrolet Tahoe.

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 905**

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

524202 – SURETY BONDS - 8 **\$ 0**

No surety bonds are required.

525041 – E-MAIL SERVICE CHARGES - 38 **\$ 4,902**

To cover the cost of email accounts. The cost of e-mail services is \$10.75 per month per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 16,580**

To cover the cost of conferences and training for attorneys to maintain their licenses and for other staff.

525230 – SUBSCRIPTIONS, DUES & BOOKS **\$ 8,095**

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.

525400 – GAS, FUEL, & OIL **\$ 4,650**

To cover the cost of gas, fuel, and oil for three Solicitor's Office vehicles.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT

\$ 500

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

OTHER FINANCING USES

812460 – OP TRN TO DRUG COURT **\$ 2,454**

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

812500 – OP TRN TO SOL/VICTIM WITNESS **\$ 90,710**

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

²
812613 – OP TRN TO PRE-TRIAL INTERVENTION PROGRAM **\$ 77,685**

The Solicitor’s State Funds for the Pre-Trial Intervention Program.

812613 – OP TRN TO WORTHLESS CHECK UNIT **\$ 0**

The Solicitor’s State Funds for the Worthless Check Unit.

SECTION I

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
SUMMARY OF DEPARTMENTAL REVENUES
NEW PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2611
 Division: Judicial
 Organization: 141200 - Solicitor

Object Code	Revenue Account Title	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:				
451500	Circuit Solicitor - State Supplement	<u>53,495</u>		
	** Total Revenue (Section II)	<u>53,495</u>		
	*** Total Appropriation (Section III)	<u>53,495</u>		

SECTION III

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
Fiscal Year - 2024-25**

Fund: 2611
Division: Judicial
Organization: 141200 - Solicitor

		New Position	BUDGET		
Object Expenditure Code Classification		(1) Administrator Assistant III Band 107	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel					
510100	Salaries & Wages - 1		35,609	35,609	
511112	FICA Cost		2,724	2,724	
511113	State Retirement		6,609	6,609	
511120	Insurance Fund Contribution - 1		8,150	8,150	
511130	Workers Compensation		132	132	
	* Total Personnel		53,224	53,224	
Operating Expenses					
521000	Office Supplies		100	100	
524201	General Tort Liability Insurance		42	42	
525041	E-Mail Service Charges - 1		129	129	
	* Total Operating			271	
	** Total Personnel & Operating			53,495	
Capital					
	** Total Capital			0	

***** Total Budget Appropriation**

53,495

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

New Administrative Assistant III position

Program:

Objective:

The 11th Judicial Circuit Solicitor is the prosecuting agency for the four counties comprising the Circuit. Those counties include Edgefield, Lexington, McCormick and Saluda. In addition to handling prosecution of adult and juvenile offenders in these counties, the Solicitor is also responsible for running diversion programs such as PTI, Expungements, Juvenile Arbitration, Drug Court, and the Worthless Check Unit in the various counties. Furthermore, the Solicitor is responsible for providing victim services for people who have suffered property damage or physical and emotional injuries as a result of criminal behavior. Many of these programs are not financed by the citizens of Lexington County through the General Fund (Fund 1000), but through the use of money appropriated by the General Assembly to the Solicitor or through the use of fees charged to the offender, which are set by the General Assembly. The majority of State appropriations and fees are restricted in their use and any shortage of funds in a restricted program, must be offset by the use of non-restricted funds.

In Fiscal Year 2023-24, the General Assembly provided funds for Assistant Solicitor Personnel and Retention (“ASPR”) and Assistant Public Defender Personnel and Retention. The funds are to be used to retain current assistant solicitors and hire new full-time attorneys. The Solicitor used his ASPR appropriations to fill four vacant non-general fund attorney positions in fund 2611. Additionally, the Solicitor has requested four new non-general fund attorney positions in his County of Lexington Fiscal Year 2024-25 using the recurring ASPR appropriations. The ASPR appropriations only cover personnel costs of assistant solicitors. This budget request is to add one non-general fund support staff to assist with the requested attorneys.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

451500 – CIRCUIT SOLICITOR – STATE SUPPLEMENT	\$ 53,495
State appropriation to provide supplemental funding for the Eleventh Judicial Circuit Solicitor’s Office.	

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>			<u>Total</u>	<u>Band</u>
	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>		
Administrative Assistant III	<u>1</u>		<u>1</u>		107
Total Positions	<u>1</u>		<u>1</u>	<u>1</u>	

All of the above positions require insurance.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **\$ 100**

To cover the initial cost of office supplies for new hires

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 42**

To cover the cost of general tort liability insurance coverage.

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

The cost of e-mail services is \$10.75 per month per account.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

None.

SECTION I

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
SUMMARY OF DEPARTMENTAL REVENUES
NEW PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2611
 Division: Judicial
 Organization: 141200 - Solicitor

Object Code	Revenue Account Title	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:				
451500	Circuit Solicitor - State Supplement	<u>590,911</u>		
	** Total Revenue (Section II)	<u>590,911</u>		
	*** Total Appropriation (Section III)	<u>590,911</u>		

SECTION III

**COUNTY OF LEXINGTON
SOLICITOR STATE FUNDS
Annual Budget
Fiscal Year - 2024-25**

Fund: 2611
Division: Judicial
Organization: 141200 - Solicitor

New Positions

BUDGET

Object Expenditure Code Classification	(2) Attorney I Band 213	(4) Attorney II Band 215	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel					
510100 Salaries & Wages - 6	129,961	297,586	427,547		
511112 FICA Cost	9,942	22,765	32,707		
511113 State Retirement	24,121	55,232	79,353		
511120 Insurance Fund Contribution - 6	16,300	32,600	48,900		
511130 Workers Compensation	481	1,101	1,582		
* Total Personnel	180,805	409,284	590,089		
Operating Expenses					
524201 General Tort Liability Insurance	274	548	822		
* Total Operating			822		
** Total Personnel & Operating			590,911		
Capital					
** Total Capital			0		

***** Total Budget Appropriation**

181,079 409,832 590,911

SECTION IV

**COUNTY OF LEXINGTON
NEW PROGRAM
Capital Item Summary
Fiscal Year – 2024-25**

Fund #	<u>2611</u>	Fund Title:	<u>Solicitor State Funds</u>
Organization #	<u>141200</u>	Organization Title:	<u>Solicitor</u>
Program #	<u></u>	Program Title:	<u>Solicitor State Funds</u>

**BUDGET
2024-25
Requested**

Qty	Item Description	Amount
	<u>Small Tools & Minor Equipment</u>	<u>\$ 0</u>
** Total Capital (Transfer Total to Section III)		<u>\$ 0</u>

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

Attorney Positions

Program:

Objective:

The 11th Judicial Circuit Solicitor is the prosecuting agency for the four counties comprising the Circuit. Those counties include Edgefield, Lexington, McCormick and Saluda. In addition to handling prosecution of adult and juvenile offenders in these counties, the Solicitor is also responsible for running diversion programs such as PTI, Expungements, Juvenile Arbitration, Drug Court, and the Worthless Check Unit in the various counties. Furthermore, the Solicitor is responsible for providing victim services for people who have suffered property damage or physical and emotional injuries as a result of criminal behavior. Many of these programs are not financed by the citizens of Lexington County through the General Fund (Fund 1000), but through the use of money appropriated by the General Assembly to the Solicitor or through the use of fees charged to the offender, which are set by the General Assembly. The majority of State appropriations and fees are restricted in their use and any shortage of funds in a restricted program, must be offset by the use of non-restricted funds.

In Fiscal Year 2023-24, the General Assembly provided funds for Assistant Solicitor Personnel and Retention (“ASPR”) and Assistant Public Defender Personnel and Retention. The funds are to be used to retain current assistant solicitors and hire new full-time attorneys. The Solicitor used his ASPR appropriations to fill four vacant non-general fund attorney positions in fund 2611. Prior to receiving the ASPR appropriations, the Solicitor did not have funds to fill those four positions. Additionally, the ASPR appropriations were used to retain non-general fund attorneys by applying the County of Lexington’s retention measures taken in FY2023-24 for General Fund attorneys to all assistant solicitors across the circuit. The Solicitor’s ASPR appropriations can only be used for personnel costs assistant solicitors. The General Assembly has indicated that the ASPR appropriations will be recurring.

This budget request is to add six non-general fund attorney positions.

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

451500 – CIRCUIT SOLICITOR – STATE SUPPLEMENT **\$ 590,911**
State appropriation to provide supplemental funding for the Eleventh Judicial Circuit Solicitor’s Office.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

	<u>Full Time Equivalent</u>				
<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
Attorney II	<u>4</u>		<u>4</u>	<u>4</u>	215
Attorney I	<u>2</u>		<u>2</u>	<u>2</u>	213
Total Positions	<u>6</u>		<u>6</u>	<u>6</u>	

All of the above positions require insurance.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 – GENERAL TORT LIABILITY INSURANCE

\$ 822

To cover the cost of general tort liability insurance coverage.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

None.

SECTION III

**COUNTY OF LEXINGTON
PRE-TRIAL INTERVENTION GRANT
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Pre-Trial Intervention Fund 2612:								
Revenue:								
456100	Program Income	141,187	42,750	111,250	111,250	164,000		
802611	Op Trn from Solicitor State Funds	52,413	0	94,724	94,724	77,685		
** Total Revenue		193,600	42,750	205,974	205,974	241,685		
***Total Appropriation					218,386	229,273		
FUND BALANCE								
Beginning of Year								
						0	(12,412)	
FUND BALANCE - Projected								
End of Year								
						(12,412)	0	

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

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 2	141,049	74,096	140,664	154,680		
511112	FICA - Employer's Portion	9,834	5,185	10,761	11,833		
511113	State Retirement - Employer's Portion	23,659	12,623	26,107	28,709		
511120	Employee Insurance - 2	15,600	7,800	15,600	16,300		
511130	Workers Compensation	522	275	521	572		
519999	Personnel Contingency	0	0	17,753	9,790		
* Total Personnel		190,664	99,979	211,406	221,884		
Operating Expenses							
521000	Office Supplies	0	0	300	300		
521100	Duplicating	503	573	1,186	1,500		
524201	General Tort Liability Insurance	0	260	425	273		
524202	Surety Bonds - 2	0	0	13	0		
524302	Court Ref Volunteer Liab Ins	1,462	0	1,650	1,750		
525041	E-mail Service Charges - 4	516	215	516	516		
525210	Conference, Meeting & Training Expense	375	1,815	2,565	2,725		
525230	Subscription, Dues & Book	80	0	225	225		
* Total Operating		2,936	2,863	6,880	7,289		
** Total Personnel & Operating		193,600	102,842	218,286	229,173		
Capital							
540000	Small Tools & Minor Equipment	0	0	100	100		
	All Other Equipment	0	0	0	0		
** Total Capital		0	0	100	100		
*** Total Budget Appropriation		193,600	102,842	218,386	229,273		

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:	<u>Actual FY 21/22</u>	<u>Actual FY 22/23</u>	<u>Actual July - Dec. FY 23/24</u>	<u>Estimated FY 23/24</u>	<u>Projected FY 24/25</u>
Applications	377	470	213	490	525
Accepted	311	389	209	400	450
Rejected	180	219	105	205	225
Terminated	40	48	25	50	60
Completed	311	301	158	340	360

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

456100 – PROGRAM INCOME **\$ 164,000**

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 \$52,500 (525 applicants x \$100) and the participation fees are estimated at \$111,500 (450 participants x \$250 - \$1,000 waived fees).

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS **\$ 77,685**

The Solicitor's State funding for the Pre-Trial Intervention.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
Director	1		1	1	210
Case Manager II	1		1	1	113
Total Positions	<u>2</u>		<u>2</u>	<u>2</u>	

All of the above positions require insurance.

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

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **\$ 300**

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

Office Supplies, to include\$ 300

- 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

521100 – DUPLICATING **\$ 1,500**

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.

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 273**

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

524202 – SURETY BONDS - 2 **\$ 0**

No surety bonds are required.

524302 – COURT REF VOLUNTEER LIABILITY INSURANCE **\$ 1,750**

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 premium is \$3,500.

525041 – E-MAIL SERVICE CHARGES – 4 **\$ 516**

The cost of e-mail services is \$10.75 per month per account. 4 accounts @ \$10.75 per account times 12 months.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,725**

To cover the cost of conferences and training, such as the PTI statewide conference and the Annual Solicitor's Conference.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 225**

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
PRE-TRIAL INTERVENTION GRANT
Annual Budget
Fiscal Year - 2024-25**

Fund: 2612
Division: Judicial
Organization: 141200 - Solicitor

		New Position	BUDGET		
Object Expenditure		(1) Administrator	2024-25	2024-25	2024-25
Code	Classification	Assistant III Band 107	Requested	Recommend	Approved
Personnel					
510100	Salaries & Wages - 1	35,609	35,609		
511112	FICA Cost	2,724	2,724		
511113	State Retirement	6,609	6,609		
511120	Insurance Fund Contribution - 1	8,150	8,150		
511130	Workers Compensation	132	132		
	* Total Personnel	53,224	53,224		
Operating Expenses					
521000	Office Supplies	100	100		
524201	General Tort Liability Insurance	42	42		
525041	E-Mail Service Charges - 1	129	129		
	* Total Operating		271		
	** Total Personnel & Operating		53,495		
Capital					
	** Total Capital		0		

***** Total Budget Appropriation**

53,495

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

New Administrative Assistant III position

Program:

Objective:

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.

In Fiscal Year 2019-2020, the Pre-Trial Intervention (PTI) program had five full-time positions. A decrease in the number of participants led to the self-funded program unable to sustain itself. The number of full-time positions were decreased to two and the Solicitor supplemented the program using his Circuit State Funds. The number of participants has increased and the PTI program require additional personnel to handle its workload. This budget request is for one full-time Administrative Assistant for the PTI program. The Solicitor will continue to supplement the PTI program using his Circuit State Funds.

Service Level Indicators:	<u>Actual FY 21/22</u>	<u>Actual FY 22/23</u>	<u>Actual July - Dec. FY 23/24</u>	<u>Estimated FY 23/24</u>	<u>Projected FY 24/25</u>
Applications	377	470	213	490	525
Accepted	311	389	209	400	450
Completed	311	301	158	340	360

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - SUMMARY OF REVENUES

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS **\$ 53,495**
State appropriation to provide supplemental funding for the Eleventh Judicial Circuit Solicitor’s Office.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

	<u>Full Time Equivalent</u>				
<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
Administrative Assistant III	<u>1</u>		<u>1</u>		107
Total Positions	<u>1</u>		<u>1</u>	<u>1</u>	

All of the above positions require insurance.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **\$ 100**

To cover the initial cost of office supplies for new hires

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 42**

To cover the cost of general tort liability insurance coverage.

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

The cost of e-mail services is \$10.75 per month per account.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

None.

SECTION I

**COUNTY OF LEXINGTON
 WORTHLESS CHECK UNIT
 SUMMARY OF DEPARTMENTAL REVENUES
 Annual Budget
 FY 2024-25 Estimated Revenue**

Fund: 2613
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
Revenues:							
431004	Worthless Check Fees	13,000	13,600	7,612	10,126		
802611	Op Trm from Solicitor State Funds	0	0	3,130	0		
** Total Revenue (Section II)		13,000	13,600	10,742	10,126		
*** Total Appropriation (Section III)				10,742	10,060		
FUND BALANCE							
Beginning of Year				21,212	21,212		
FUND BALANCE - Projected							
End of Year				21,212	21,278		

SECTION III

**COUNTY OF LEXINGTON
 WORTHLESS CHECK UNIT
 Annual Budget
 FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Worthless Check Unit 2613:								
Revenues:								
431004	Worthless Check Fees	13,600	5,750	7,612	7,612	10,126		
802611	Op Trn from Solicitor State Funds	0	0	3,130	3,130	0		
** Total Revenue		<u>13,600</u>	<u>5,750</u>	<u>10,742</u>	<u>10,742</u>	<u>10,126</u>		
***Total Appropriation					<u>10,742</u>	<u>10,060</u>		
FUND BALANCE								
Beginning of Year						<u>21,212</u>	<u>21,212</u>	
FUND BALANCE - Projected								
End of Year						<u>21,212</u>	<u>21,278</u>	

**COUNTY OF LEXINGTON
WORTHLESS CHECK UNIT
Annual Budget
Fiscal Year - 2024-25**

Fund: 2613
Division: Judicial
Organization: 141200 - Solicitor

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
						2024-25 Recommend	2024-25 Approved
Personnel							
	* Total Personnel	0	0	0	0		
Operating Expenses							
520200	Contracted Services	2,044	869	2,194	2,260		
521000	Office Supplies	0	0	500	500		
521100	Duplicating	0	0	198	200		
525100	Postage	880	309	2,750	2,000		
527040	Outside Personnel (Temporary)	0	0	5,000	5,000		
	* Total Operating	2,924	1,178	10,642	9,960		
	** Total Personnel & Operating	2,924	1,178	10,642	9,960		
Capital							
540000	Small Tools & Minor Equipment	0	0	100	100		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	0	0		
	** Total Capital	0	0	100	100		
	*** Total Budget Appropriation	2,924	1,178	10,742	10,060		

SECTION IV

COUNTY OF LEXINGTON
 Capital Item Summary
 Fiscal Year – 2024-25

Fund #	<u>2613</u>	Fund Title:	<u>Worthless Check Unit</u>
Organization #	<u>141200</u>	Organization Title:	<u>Solicitor</u>
Program #	<u></u>	Program Title:	<u>Worthless Check Unit</u>

BUDGET
 2024-25
 Requested

<u>Qty</u>	<u>Item Description</u>	<u>Amount</u>
	Small Tools & Minor Equipment	\$ 100
** Total Capital (Transfer Total to Section III)		\$ 100

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.

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

Service Level Indicators:	SERVICE LEVELS				
	<u>Actual FY 21/22</u>	<u>Actual FY 22/23</u>	<u>Actual July - Dec. FY 23/24</u>	<u>Anticipated FY 23/24</u>	<u>Estimated FY 24/25</u>
New Check Cases	193	212	82	175	175

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

Service Level Indicators:	SERVICE LEVELS			
	<u>Calendar Year 2020</u>	<u>Calendar Year 2021</u>	<u>Calendar Year 2022</u>	<u>Calendar Year 2023</u>
<u>Check Cases</u>				
- Received	451	222	207	179
- Collected	251	257	99	188
- Overall Collection Rate	56%	115%	48%	105%
- Avg. Solicitor Fee for Calendar Year	\$ 67.33	\$ 69.46	\$ 79.29	\$ 71.31
<u>Merchant Restitution/Service Fees</u>	\$ 106,867.58	\$ 162,284.12	\$ 77,753.53	\$ 109,005.76

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

431004 – WORTHLESS CHECK FEES \$ 10,126

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.

<u>Traditional Check Cases</u>	
FY 2024-25 estimate of checks received	175
Average collection rate	x <u>81%</u>
FY 2024-25 estimate of checks collected	142
Calendar year 2023 average Solicitor fee	x <u>\$ 71.31</u>
Traditional Check Cases estimated revenue	\$ 10,126.02

802611 – OP TRANSFER FROM SOLICITOR STATE FUNDS \$ 0

The Solicitor’s State funding for the Worthless Check Unit.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

This fund does not have any personnel.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES **\$ 2,260**

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 **\$ 500**

To cover the cost of office supplies and toners.

521100 – DUPLICATING **\$ 200**

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

525100 – POSTAGE **\$ 2,000**

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

527040 – OUTSIDE PERSONNEL (TEMPORARY) **\$ 5,000**

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

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST:

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

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

SECTION I

**COUNTY OF LEXINGTON
ALCOHOL EDUCATION PROGRAM
SUMMARY OF DEPARTMENTAL REVENUES
Annual Budget
FY 2024-25 Estimated Revenue**

Fund: 2615
 Division: JUDICIAL
 Organization: 141200 - SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
	Revenues:						
456100	Program Income	309	292	680	700		
	** Total Revenue (Section II)	309	292	680	700		
	*** Total Appropriation (Section III)			680	700		
	FUND BALANCE						
	Beginning Year			0	0		
	FUND BALANCE - Projected						
	End of Year			0	0		

SECTION III

**COUNTY OF LEXINGTON
ALCOHOL EDUCATION PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Alcohol Education Program 2615:								
Revenues:								
456100	Program Income	292	0	680	680	700		
** Total Revenue		292	0	680	680	700		
***Total Appropriation					680	700		
FUND BALANCE								
Beginning of Year								
					0	0		
FUND BALANCE - Projected								
End of Year								
					0	0		

Fund: 2615
Division: Judicial
Organization: 141200 - Solicitor

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	0		
Operating Expenses							
521000	Office Supplies	0	0	250	250		
521100	Duplicating	0	0	100	100		
524302	Court Referred Volunteer Liability Ins	292	0	330	350		
* Total Operating		292	0	680	700		
** Total Personnel & Operating		292	0	680	700		
Capital							
** Total Capital		0	0	0	0		
 *** Total Budget Appropriation		292	0	680	700	0	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	Actual	Actual	Estimated	Projected
	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>July –Dec. FY 23/24</u>	<u>FY 23/24</u>	<u>FY 24/25</u>
Enrolled	17	23	17	25	30
Successful	16	16	13	20	25
Terminated	1	2	1	2	2

**** All Enrolled participants in the AEP program must successfully complete the Alive at 25 program administered by the South Carolina National Safety Council. ****

SECTION VI. LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

456100 – Program Income

\$ 700

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 is estimated to be 30. The Alcohol Education Program is a reimbursement program and the revenues received by Lexington County are based on expenditures occurred within the program. Therefore, the projected program income requested matches the anticipated operating expenditures.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

This fund does not have any personnel.

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 **\$ 100**

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

524302 – COURT REFERRED VOLUNTEER LIABILITY INSURANCE **\$ 350**

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 premium is \$3,500.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

No capital items are requested.

SECTION I

**COUNTY OF LEXINGTON
 BROKER DISCLOSURE PENALTY
 SUMMARY OF DEPARTMENTAL REVENUES
 Annual Budget
 FY 2024-25 Estimated Revenue**

Fund: 2616
 Division: JUDICIAL
 Organization: 141200-SOLICITOR

Object Code	Revenue Account Title	Actual 2021-22	Actual 2022-23	Anticipated 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
	Revenues:						
461000	Investment Interest	580	6,076	5,000	2,500		
	** Total Revenue (Section II)	<u>580</u>	<u>6,076</u>	<u>5,000</u>	<u>2,500</u>		
	*** Total Appropriation (Section III)			112,528	83,081		
	Contingency:						
	Unused			(112,528)			
	FUND BALANCE						
	Beginning of Year			<u>75,581</u>	<u>80,581</u>		
	FUND BALANCE - Projected						
	End of Year			<u>80,581</u>	<u>0</u>		

SECTION III

**COUNTY OF LEXINGTON
BROKER DISCLOSURE PENALTY
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solicitor / Broker Disclosure Penalty 2616:								
Revenues:								
461000	Investment Interest	6,076	1,787	5,000	5,000	2,500		
** Total Revenue		<u>6,076</u>	<u>1,787</u>	<u>5,000</u>	<u>5,000</u>	<u>2,500</u>		
***Total Appropriation					112,528	<u>83,081</u>		
Contingency:								
	Unused				(112,528)			
FUND BALANCE								
	Beginning of Year				75,581	<u>80,581</u>		
FUND BALANCE - Projected								
	End of Year				<u>80,581</u>	<u>0</u>		

Fund: 2616
Division: Judicial
Organization: 141200 - Solicitor

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
510105	Pay Supplement	85,900	0	0	0		
511112	FICA Cost	6,277	0	0	0		
511113	SCRS - Employer's Portion	15,179	(725)	0	0		
511130	Workers Compensation	318	0	0	0		
* Total Personnel		107,674	(725)	0	0		
Operating Expenses							
529903	Contingency	0	0	112,528	83,081		
* Total Operating		0	0	112,528	83,081		
** Total Personnel & Operating		107,674	(725)	112,528	83,081		
Capital							
** Total Capital		0	0	0	0		
*** Total Budget Appropriation		107,674	(725)	112,528	83,081		

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	\$2,500
Interest earned on Broker Disclosure Penalty funds.	

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

This fund does not have any personnel.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY

\$ 83,081

To cover the cost of any unanticipated expenditures.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

None.

COUNTY OF LEXINGTON
LAW ENFORCEMENT/TITLE IV-D PROCESS SERVER
Annual Budget
Fiscal Year - 2024-25

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Title IV-D Process Server 2411:								
Revenues:								
451803	IV-D Service of Process Pmts	14,058	5,197	12,360	12,360	11,292		
461000	Investment Interest	12,831	7,712	0	0	0		
** Total Revenue		26,889	12,909	12,360	12,360	11,292	0	0
***Total Appropriation					314,699	0	0	0
Unused Contingency						314,699		
FUND BALANCE Beginning of Year					419,140	116,801	116,801	116,801
FUND BALANCE - Projected End of Year					116,801	442,792	116,801	116,801

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

Object Code	Expenditure Classification	BUDGET					
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	0	0	0
Operating Expenses							
529903	Contingency	0	0	314,699	0		
* Total Operating		0	0	314,699	0	0	0
** Total Personnel & Operating		0	0	314,699	0	0	0
Capital							
** Total Capital		0	0	0	0	0	0
*** Total Budget Appropriation		0	0	314,699	0	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 \$ 11,292

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.

**COUNTY OF LEXINGTON
MULTIJURISDICTIONAL NARCOTICS TASK FORCE
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Multijurisdictional Narcotics Task Force 2436:								
Revenues:								
456400	Narcotics Confiscation	21,048	88	20,733	20,733	11,913		
461000	Investment Interest	1,421	854	0	0	0		
490110	Sale of General Fixed Assets - LE	0	0	21,459	21,459	0		
** Total Revenue		22,469	942	42,192	42,192	11,913	0	0
***Total Appropriation					88,118	0	0	0
Contingency:								
Unused						62,245		
FUND BALANCE								
Beginning of Year					109,885	63,959	63,959	63,959
FUND BALANCE - Projected								
End of Year					63,959	138,117	63,959	63,959

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Budgeted (Dec)	2024-25 Requested	BUDGET		
					2024-25 Recommend	2024-25 Approved		
Personnel								
* Total Personnel		0	0	0	0	0	0	
Operating Expenses								
525600	Uniforms & Clothing	10,700	0	0	0			
529903	Contingency	0	0	62,245	0			
* Total Operating		10,700	0	62,245	0	0	0	
** Total Personnel & Operating		10,700	0	62,245	0	0	0	
Capital								
540000	Small Tools & Minor Equipment	0	0	0	0			
	All Other Equipment	0	0	25,873				
** Total Capital		0	0	25,873	0	0	0	
*** Total Budget Appropriation		10,700	0	88,118	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 its formation as a true, separate and distinct entity, which operates through the pooling of work force, 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 **\$ 11,913**

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 five years of revenue collection including the estimated revenue for the current fiscal year.

**COUNTY OF LEXINGTON
DRUG LAB CHEMIST
Annual Budget
FY - 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Amended		Projected	Requested 2024-25	Recommend 2024-25	Approved 2024-25
			Received Thru Nov 2023-24	Budget Thru Nov 2023-24	Revenues Thru Jun 2023-24			
*L/E - Drug Lab Chemist 2445:								
Revenues:								
457000	Federal Grant Income	152,765	168,429	176,397	176,397	122,730		
801000	Op Trn from General Fund/LE	43,845	0	13,447	13,447	<u>13,637</u>		
** Total Revenue		<u>196,610</u>	<u>168,429</u>	<u>189,844</u>	<u>189,844</u>	<u>136,367</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>203,203</u>	<u>136,367</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>24,252</u>	<u>10,893</u>	<u>10,893</u>	<u>10,893</u>
FUND BALANCE - Projected End of Year					<u>10,893</u>	<u>10,893</u>	<u>10,893</u>	<u>10,893</u>

**COUNTY OF LEXINGTON
DRUG LAB CHEMIST
Annual Budget
Fiscal Year - 2024-25**

Fund: 2445
Division: Law Enforcement
Organization: 151265 - LE/Forensic Services

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 1	15,301	27,198	101,021	60,740		
510200 Overtime	0	0	5,000	3,000		
511112 FICA - Employer's Portion	1,171	2,084	8,110	4,876		
511114 Police Retirement - Employer's Portion	3,107	5,651	18,829	11,830		
511120 Insurance Fund Contribution - 1	1,950	3,900	13,650	8,150		
511130 Workers Compensation	529	943	1,681	198		
519999 Personnel Contingency	0	0	0	0		
* Total Personnel	22,058	39,776	148,291	88,794	0	0
Operating Expenses						
521000 Office Supplies	0	0	400	200		
521200 Operating Supplies	15,252	2,582	22,439	24,000		
521206 Training Supplies	0	0	550	50		
522200 Small Equip Repairs & Maintenance	0	0	2,000	4,000		
522300 Vehicle Repairs & Maintenance	0	0	6,800	0		
524201 General Tort Liability Insurance	0	1,559	3,346	1,679		
524202 Surety Bonds	0	0	0	0		
525021 Smart Phone Charges	0	225	1,200	600		
525041 E-mail Service Charges	0	43	258	129		
525210 Conference, Meeting & Training Expense	3,394	0	6,206	4,600		
525230 Subscriptions, Dues & Books	61	0	539	140		
525240 Personal Mileage Reimbursement	358	262	3,200	2,200		
525600 Uniforms & Clothing	27	0	1,074	800		
526500 Licenses & Permits	0	0	2,000	1,000		
* Total Operating	19,092	4,671	50,012	39,398	0	0
** Total Personnel & Operating	41,150	44,447	198,303	128,192	0	0
Capital						
540000 Small Tools & Minor Equipment	1,850	0	1,500	1,000		
540010 Minor Software	0	0	0	0		
All Other Equipment	129,359	0	3,400			
(1) Centrifuge w/ Rotor and Acc.				2,375		
(1) Halogen Microscope				800		
(1) Heated Evaporator/Concentrator w/ Acc.				4,000		
** Total Capital	131,209	0	4,900	8,175	0	0
*** Total Budget Appropriation	172,359	44,447	203,203	136,367	0	0

SECTION V. – PROGRAM OVERVIEW

The Lexington County Sheriff's Department (LCSD) is requesting the continuation of the additional chemist for the drug lab to conduct timely and accurate drug analysis of cases, to reduce the back log of cases, and to peer review the current chemist's reports for the timely prosecution of drug cases through the 11th Judicial Circuit Solicitor's Office and the Magistrates offices of Lexington County. The additional chemist allows new cases to be tested in a timely manner and helps reduce the backlog of 1,305 cases currently waiting to be tested. The cases are comprised of the agencies that make up the 11th Judicial Circuit. The chemist has reduced the number of cases sent to outside agencies which allows cases to be sent to court for prosecution in a timely manner. This position is located in the current lab under the direction of the Evidence Department, Major Crime unit.

The overload from the Lexington County Sheriff's Department Drug Lab in previous years was sent to both Richland County and to SLED for analyzing. The grant with the Richland County Sheriff's Department expired in September of 2021 and has not been renewed. SLED tests drug cases for 44 counties and approximately 265 local incorporated municipalities throughout the State of South Carolina. SLED analyzes cases in the order in which they receive them. For non-expedited cases the time from submission to SLED to the time the report is issued to the requesting agency is approximately 1 year. The new chemist working with our present chemist allows 90% of cases to be tested in house.

The additional chemist helps to analyze the number of outstanding lab requests for the department and surrounding agencies. The backlog of cases being analyzed in a timely manner speeds up the prosecution of drug cases for Lexington County and other law enforcement agencies.

SECTION VI. B - LISTING OF POSITIONS

Proposed Staffing Level:

<u>Job Title</u>	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Chemist	1	1	0	1	211
	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	211
Total	2	1	1	2	

SECTION VI. B. -- OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES \$ 200

Office Supplies for the Multijurisdictional Forensic Drug Lab are pens, file jackets, folders, diskettes, calendars and other general supplies that are used daily.

521200 - OPERATING SUPPLIES \$ 24,000

The grant allows the purchase of helium gas, vials, test tubes, chemicals for testing drugs, weights, all sizes heat sealed pouches, pipettes, scalpels, blades, test tubes, syringes, filaments, test tube toppers, bottle top dispensers, vial holders, and other supplies as required for the lab. Chemicals and helium gas are large charges in this account.

521206 - TRAINING SUPPLIES \$ 50

Training supplies are required for the GCMS equipment training so there will be hands-on training.

522200 - SMALL EQUIPMENT REPAIR AND MAINTENANCE \$ 4,000

Accurate weight measures for lab drugs must be certified correct for the scales and the helium must be measured accurately for the gas helium tanks.

522300 - VEHICLE REPAIRS AND MAINTENANCE \$ 0

This account is used to repair and to maintain the vehicle purchased by the grant.

524100 - VEHICLE INSURANCE \$ 0

Vehicle insurance is required for the vehicle. Cost is estimated at \$650 each.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,679

General Tort Liability Insurance is required for each person employed by the County. The amount listed is estimated by County Risk Manager.

525021 - SMART PHONE CHARGES \$ 600

A cell phone is required for immediate contact and for communication purposes for the chemist. The service for the cell phone is paid from this account.

525041 - E-MAIL SERVICE CHARGES \$ 129

E-Mail Service is required for communication and for data information.

525210 - CONFERENCE AND MEETING EXPENSE \$ 4,600

The grant requires that each person employed on the grant attend a minimum of two training classes per year. One of those classes may be for equipment training. The registration, travel, lodging, per diem, and additional fees are paid by the grant from this account.

525230 - SUBSCRIPTIONS, DUES, AND BOOKS **\$ 140**

Drug reference materials, training manuals, and other materials must be purchased.

525240 - PERSONAL MILEAGE REIMBURSEMENT **\$ 2,200**

The grant reimburses the chemist at the federal rate per mile to travel to court and to perform their duties.

525600 - UNIFORMS AND CLOTHING **\$ 800**

The chemist must have uniforms for the protection of the body when working in the laboratory.

526500 - LICENSES, FEES, PERMITS **\$ 1,000**

A laboratory license fee must be purchased for the operation of the chemical use in the lab.

SECTION VI. C. --CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT \$1,000

The laboratory must accommodate the equipment required for the lab. The office for the chemist must be established according to DHEC regulations and upgraded items must be purchased as necessary.

(1) CENTRIFUGE WITH ROTOR AND ACCESSORIES \$2,375

A centrifuge is required for the Chemist to separate fluids according to density. A centrifuge is a device that uses centrifugal force to subject a specimen to a specified constant force by spinning the fluid at high speed within a container, thereby separating fluids of different densities or liquids from solids. Rotors are the spinning part of the centrifuge that holds the tubes containing the liquid. Rotors are designed for top speeds and high volume to create the centrifugal force that causes heavier particles to fall toward the bottom of the sample, while lighter particles remain towards the top.

(1) HALOGEN MICROSCOPE AND ACCESSORIES \$ 800

A halogen microscope is needed in the Forensic Lab so that the Chemist can analyze minute particles at a much larger size for identifying the substance. Halogen light is a higher quality of lighting and provides uniform illumination even at lower intensities.

(1) HEATED EVAPORATOR/CONCENTRATOR W/ ACCESSORIES \$4,000

The heated lab evaporator allows for removing liquids from samples that need to be dry. Primary evaporator applications include sample concentration, solvent recycling, extractions, and separation of solvent mixtures. The evaporator uses motion, gas, heated or different combinations to produce a dry sample.

COUNTY OF LEXINGTON
VICTIMS OF CRIME ACT
Annual Budget
FY - 2024-25 Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Victims of Crime Act 2448:								
Revenues:								
457000	Federal Grant Income	193,204	49,736	196,063	196,063	<u>196,063</u>		
801000	Op Trn from General Fund/LE	143,063	0	188,990	188,990	<u>165,202</u>		
	** Total Revenue	<u>336,267</u>	<u>49,736</u>	<u>385,053</u>	<u>385,053</u>	<u>361,265</u>	0	0
	***Total Appropriation				482,294	<u>361,265</u>	0	0
FUND BALANCE								
	Beginning of Year				<u>226,212</u>	<u>128,971</u>	<u>128,971</u>	<u>128,971</u>
FUND BALANCE - Projected								
	End of Year				<u>128,971</u>	<u>128,971</u>	<u>128,971</u>	<u>128,971</u>

**COUNTY OF LEXINGTON
VICTIMS OF CRIME ACT
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 3	191,036	88,919	215,988	184,584		
510199 Special Overtime	13,587	7,338	9,000	15,000		
511112 FICA - Employer's Portion	15,071	6,997	17,312	15,268		
511114 Police Retirement - Employer's Portion	6,818	5,155	48,611	42,392		
511120 Insurance Fund Contribution - 3	23,400	10,400	29,250	24,450		
511130 Workers Compensation	7,210	3,395	7,918	6,906		
511214 PORS - Employer Portion (Retiree)	33,634	12,116	0	0		
515600 Clothing Allowance	3,600	1,700	5,200	3,600		
519999 Personnel Contingency	0	0	22,332	17,170		
* Total Personnel	294,356	136,020	355,611	309,370	0	0
Operating Expenses						
520110 Officer Safety Equipment	0	0	17,568	0		
520233 Towing Service	90	0	450	90		
520510 Interpreting Services	0	0	15,000	2,000		
520800 Outside Printing	0	0	15,048	2,000		
521000 Office Supplies	0	0	9,000	1,000		
521200 Operating Supplies	342	0	3,000	1,000		
521208 Police Supplies	0	0	3,000	1,000		
522300 Vehicle Repairs & Maintenance	5,004	380	7,948	5,913		
524100 Vehicle Insurance	1,845	1,845	1,845	1,845		
524101 Comprehensive Insurance	382	334	750	750		
524201 General Tort Liability Insurance	0	4,677	4,911	4,911		
524202 Surety Bonds	0	0	30	0		
525021 Smart Phone Charges	1,740	725	2,980	2,700		
525030 800 MHz Radio Service Changes	2,109	1,054	2,654	2,124		
525031 800 MHz Radio Maintenance Fee	189	187	455	255		
525041 E-mail Service Charges	580	129	487	387		
525210 Conference, Meeting & Training Expense	793	0	20,207	12,000		
525230 Subscriptions, Dues & Books	90	165	1,102	600		
525400 Gas, Fuel and Oil	4,982	1,895	13,948	10,920		
525600 Uniforms & Clothing	0	441	4,800	2,400		
529903 Contingency	0	0	0	0		
* Total Operating	18,146	11,832	125,183	51,895	0	0
** Total Personnel & Operating	312,502	147,852	480,794	361,265	0	0
Capital						
540000 Small Tools & Minor Equipment	0	0	1,500	0		
540010 Minor Software	0	0	0			
All Other Equipment	0	0	0			
** Total Capital	0	0	1,500	0	0	0
*** Total Budget Appropriation	312,502	147,852	482,294	361,265	0	0

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.

The Domestic Violence Law Enforcement Victim Advocate (LEVA) will work with the victims of crime with special attention to victims of domestic violence including 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 for behavioral problems or domestic issues that may spill over to the school setting. The LEVA will improve coordination between LCSD and the various agencies responsible for child protection and welfare. A secondary purpose is to proactively prevent further abuse by raising public awareness regarding these problems. The LEVA will receive specialized training and establish and maintain constructive relationships with entities and service providers, such as such as the Department of Social Services, 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 that substantially impairs the person from adequately providing for his or her care or protection. This includes a person who is impaired in the ability to adequately provide for the person's 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, improve coordination with the various agencies responsible for vulnerable adult/elder welfare, and to take a proactive stance to prevent further abuse by raising public awareness regarding these problems.

The Spanish-speaking bi-lingual LEVA works with victims of crime in the Hispanic communities to build trust with the people and to bridge the language barrier to serve the needs of the victims.

The LEVA offers 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 LEVAs 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 LEVAs 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 including victims with limited English proficiency.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Grade
		General Fund	Other Fund Total	
VOCA Law Enforcement Victim Advocate (LEVA)	<u>3</u>	<u>0</u>	<u>3</u>	SO3
Totals:	3	0	3	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT **\$ 0**

Currently, this equipment is only issued to uniformed officers.

520233 – TOWING SERVICE **\$ 90**

Wrecker services must be paid for the towing of County Vehicles and seized vehicles. The cost for a County Vehicle is \$90. The amount budgeted assumes that one vehicle assigned will be towed at least once during the fiscal year.

520510 – INTERPRETING SERVICES **\$ 2,000**

These services are integral in servicing victims of all nationalities and languages. This service is rare.

520800 – OUTSIDE PRINTING **\$ 2,000**

An outside printing company is now printing the pamphlets handed out to victims. It has been determined that the cost per pamphlet, plus the personnel cost to reproduce these pamphlets was greater than outsourcing.

521000 - OFFICE SUPPLIES **\$ 1,000**

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.

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

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

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

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

522300 - VEHICLE REPAIRS AND MAINTENANCE **\$ 5,913**

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

524100 - VEHICLE INSURANCE **\$ 1,845**

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

524101 - COMPREHENSIVE INSURANCE **\$ 750**

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

524201 - GENERAL TORT LIABILITY INSURANCE **\$ 4,911**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The amount per officer is \$1,637.

524202 – SURETY BONDS **\$ 0**

Surety bonds are paid every three fiscal years and will not be paid again until fiscal year 2027.

525021 – SMART PHONE CHARGES **\$ 2,700**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response. The Smart Phone is a technology that enables data transmissions in addition to other services available with our current cell phone plan. The amount budgeted is based on: five phones @ \$45 per month.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 2,124**

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 three portable radios.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **\$ 255**

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

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

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 12,000**

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 **\$ 600**

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 assists with the daily management, operations, and industry trends.

525400 - GAS, FUEL & OIL **\$ 10,920**

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 **\$ 2,400**

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 a standard issue. Uniforms are unallowable grant expenditures and this cost will be taken from the general operating budget.

**COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
FY - 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Violence Against Women Act 2456:								
Revenues:								
457000	Federal Grant Income	144,390	23,029	133,063	133,063	<u>133,063</u>		
801000	Op Trn from General Fund/LE	54,187	0	95,170	95,170	<u>99,541</u>		
	** Total Revenue	<u>198,577</u>	<u>23,029</u>	<u>228,233</u>	<u>228,233</u>	<u>232,604</u>		
	***Total Appropriation				<u>239,150</u>	<u>232,604</u>		
FUND BALANCE								
	Beginning of Year				<u>125,566</u>	<u>114,649</u>		
FUND BALANCE - Projected								
	End of Year				<u>114,649</u>	<u>114,649</u>		

COUNTY OF LEXINGTON
VIOLENCE AGAINST WOMEN ACT
Annual Budget
Fiscal Year - 2024-25

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

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	126,797	65,739	141,228	<u>134,946</u>		
510199 Special Overtime	10,971	3,659	3,500	<u>7,400</u>		
510200 Overtime	2,570	3,486	0	<u>7,000</u>		
511112 FICA - Employer's Portion	10,004	5,214	11,515	<u>11,425</u>		
511113 State Retirement - Employer's Portion	9,715	5,579	11,585	<u>9,463</u>		
511114 Police Retirement - Employer's Portion	16,360	8,028	17,655	<u>16,417</u>		
511120 Insurance Fund Contribution - 2	15,600	7,800	15,600	<u>16,300</u>		
511130 Workers Compensation	3,080	1,519	3,050	<u>3,084</u>		
515600 Clothing Allowance	1,200	600	1,200	<u>1,200</u>		
519999 Personnel Contingency	0	0	15,603	<u>12,333</u>		
* Total Personnel	196,297	101,624	220,936	<u>219,568</u>	0	0
Operating Expenses						
520110 Officer Safety Equipment	0	0	2,556	<u>0</u>		
520233 Towing Service	0	0	240	<u>90</u>		
521000 Office Supplies	296	0	660	<u>150</u>		
521200 Operating Supplies	0	0	1,100	<u>200</u>		
522300 Vehicle Repairs & Maintenance	1,560	39	800	<u>1,971</u>		
524100 Vehicle Insurance	615	615	615	<u>615</u>		
524101 Comprehensive Insurance	0	0	250	<u>250</u>		
524201 General Tort Liability Insurance	0	1,563	1,679	<u>1,679</u>		
524202 Surety Bonds	0	0	20	<u>0</u>		
525021 Smart Phone Charges	1,080	450	1,080	<u>1,080</u>		
525030 800 MHz Radio Service Changes	703	351	1,248	<u>708</u>		
525031 800 MHz Radio Maintenance Fee	63	62	435	<u>85</u>		
525041 E-mail Service Charges	258	107	388	<u>258</u>		
525210 Conference, Meeting & Training Expense	0	0	2,000	<u>2,000</u>		
525230 Subscriptions, Dues & Books	30	55	160	<u>160</u>		
525240 Personal Mileage Reimbursement	20	0	800	<u>150</u>		
525400 Gas, Fuel and Oil	1,853	689	4,183	<u>3,640</u>		
529903 Contingency	0	0	0	<u>0</u>		
* Total Operating	6,478	3,931	18,214	<u>13,036</u>	0	0
** Total Personnel & Operating	202,775	105,555	239,150	<u>232,604</u>	0	0
Capital						
540000 Small Tools & Minor Equipment	0	0	0	<u>0</u>		
540010 Minor Software	0	0	0	<u>0</u>		
All Other Equipment	0	0	0	<u>0</u>		
** Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	202,775	105,555	239,150	<u>232,604</u>	0	0

SECTION V. - PROGRAM OVERVIEW

Three decisions made by the United States Supreme Court (Washington v. Crawford, Davis v. Washington, and Hammon v. Indiana) changed the way prosecutors proceed with domestic violence prosecution, especially when victims do not appear for court. Statistics for The Lexington County Sheriff's Department revealed at least 80% of victims, do not appear in court and/or have reconciled with the offender before 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, home visits is beneficial to the victim. As a result of the increased pre-trial contact, the participation and appearance of victims during the prosecutorial process increased.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Major Crimes:					
Investigator	1		1	1	SO3
Program Coordinator	1		1	1	109
Totals	2	0.000	2	2	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 0

This equipment is issued to uniformed officers.

520233 – TOWING SERVICE \$ 90

Wrecker services must be paid for the towing of County Vehicles. The cost for a County Vehicle is \$90 estimating that one vehicle will be towed this year.

521000 – OFFICE SUPPLIES \$ 150

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 \$ 200

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 \$ 1,971

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

524100 - VEHICLE INSURANCE \$ 615

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

524101 – COMPREHENSIVE INSURANCE \$ 250

The budget amount per vehicle is the estimate provided by the County's Risk Manager approximately \$250 per vehicle.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,679

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. Officers are \$1,637 per year and clerical is \$42 per year.

524202 – SURETY BOND \$ 0

Surety bonds are paid every three fiscal years and will be paid again in fiscal year 2027.

525021 – SMARTPHONES \$ 1,080

This account is used to pay cell phone charges for communication that should not be exchanged over the radio. The cost per year per phone is \$540.

525030 – 800 MHz RADIO SERVICE CHARGES \$ 708

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 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 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.

Two users * \$10.75 per month * 12 months = \$258.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,000**

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 **\$ 160**

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 assists 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 **\$ 150**

The mileage expense in previous years was travel from LCSD Headquarters to the Judicial Center. The staff has been relocated to the Judicial Center thus eliminating the need for the daily commute. There may be occasions when travel is needed to some of the outlying magistrate's offices. It is estimated that the \$150 should cover that expense.

525400 - GAS, FUEL & OIL **\$ 3,640**

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 the 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
FY 2024-25 - Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Forfeiture Funds (Narcotics) 2630:								
Revenues:								
438906	Auction Sales/Law Enforcement	327	0	654	654	0		
456400	Narcotics Confiscation	51,106	28,884	94,600	94,600	57,767		
461000	Investment Interest	11,319	6,803	0	0	0		
** Total Revenue		<u>62,752</u>	<u>35,687</u>	<u>95,254</u>	<u>95,254</u>	<u>57,767</u>	0	0
***Total Appropriations					220,778	<u>0</u>	0	0
Contingency: Unused						220,778		
FUND BALANCE Beginning of Year						406,581	281,057	281,057
FUND BALANCE - Projected End of Year						<u>281,057</u>	<u>338,824</u>	<u>281,057</u>

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET 2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	<u>0</u>	0	0
Operating Expenses							
529903	Contingency	0	0	220,778	<u></u>		
* Total Operating		0	0	<u>220,778</u>	<u>0</u>	0	0
** Total Personnel & Operating		0	0	<u>220,778</u>	<u>0</u>	0	0
Capital							
	All Other Equipment	6,353	0	0	<u></u>		
** Total Capital		<u>6,353</u>	0	<u>0</u>	<u>0</u>	0	0
*** Total Budget Appropriation		<u>6,353</u>	0	<u>220,778</u>	<u>0</u>	0	0

SECTION V. – PROGRAM OVERVIEW

The State forfeiture fund is a collection of money from narcotics seized and forfeited through the court process. State law mandates that these funds be used specifically for narcotics law enforcement.

SECTION VI. A. - SUMMARY OF REVENUES

438906 – AUCTION SALES/LAW ENFORCEMENT \$ 0

The proceeds from the sale of property forfeited by the owner is placed in this revenue account. The property was seized as part of a drug seizure. The amount is minimal each year.

456400 –NARCOTICS CONFISCATION \$ 57,767

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.

**COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Inmate Services 2632:								
Revenues:								
438201	Inmate Phone System	756,573	326,337	699,922	699,922	761,468		
438203	LE Canteen Proceeds	285,580	149,665	266,376	266,376	277,155		
438208	LE Inmate Medical Services Fees	4,837	5,834	10,094	10,094	11,667		
461000	Investment Interest	57,658	35,786	0	0	0		
** Total Revenue		<u>1,104,648</u>	<u>517,622</u>	<u>976,392</u>	<u>976,392</u>	<u>1,050,290</u>	<u>0</u>	<u>0</u>
***Total Appropriation					1,489,776	<u>1,160,606</u>	0	0
Contingency: Unused								
FUND BALANCE Beginning of Year					<u>1,750,823</u>	<u>1,237,439</u>	<u>1,237,439</u>	<u>1,237,439</u>
FUND BALANCE - Projected End of Year					<u>1,237,439</u>	<u>1,127,123</u>	<u>1,237,439</u>	<u>1,237,439</u>

**COUNTY OF LEXINGTON
INMATE SERVICES
Annual Budget
Fiscal Year - 2024-25**

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
						2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 1	69,685	37,203	64,094	70,055		
510199	Special Overtime	9,467	3,574	3,817	7,634		
511112	FICA - Employer's Portion	5,752	2,959	5,195	5,943		
511114	Police Retirement - Employer Portion	15,447	8,033	14,424	16,501		
511120	Employee Insurance - I	7,800	3,900	7,800	8,150		
511130	Workers Compensation	2,741	1,413	2,350	2,688		
519999	Personnel Contingency	0	0	8,753	6,683		
	* Total Personnel	110,892	57,082	106,433	117,654	0	0
Operating Expenses							
520200	Contracted Services	4,615	2,409	4,800	5,100		
520300	Professional Services	687,426	395,852	970,044	1,008,046		
520318	Drug & Alcohol Abuse Counseling	24,500	10,208	25,000	25,000		
521000	Office Supplies	0	0	25	0		
521200	Operating Supplies	410	1,193	2,500	2,500		
521208	Police Supplies	0	0	100	0		
524201	General Tort Liability Insurance	0	0	1,637	1,637		
524202	Surety Bonds	0	0	10	0		
525021	Smart Phone Charges	540	225	540	540		
525041	E-mail Service Charges	129	54	129	129		
525210	Conference, Meeting & Training Expenses	20	0	1,000	0		
525230	Subscriptions, Dues, & Books	30	55	60	0		
525600	Uniforms & Clothing	79	0	1,400	0		
529903	Contingency	0	0	362,325	0		
	* Total Operating	717,749	409,996	1,369,570	1,042,952	0	0
	** Total Personnel & Operating	828,641	467,078	1,476,003	1,160,606	0	0
Capital							
540000	Small Tools & Minor Equipment	2,847	0	0	0		
540010	Minor Software	0	0	0	0		
	All Other Equipment	0	0	13,773			
	** Total Capital	2,847	0	13,773	0	0	0
	*** Total Budget Appropriation	831,488	467,078	1,489,776	1,160,606	0	0

SECTION V. - PROGRAM OVERVIEW

The Inmate Services Program is a special revenue fund that is used to provide for the various needs of inmates which are not required under SC Minimum Standards for Correctional Facilities. Revenue generated from inmate canteen sales, phone calls, and medical visits are deposited into this account.

SECTION VI.A. - LISTING OF REVENUE

438201 INMATE PHONE SYSTEM \$ 761,468

This revenue is generated through the inmate phone system vendor.

438203 LE CANTEEN PROCEEDS \$277,155

This is the commission earned by the LCSD from inmates purchasing items such as snacks, drinks, socks, and shoes from our contracted canteen vendor. The LCSD earns 41.1% from the commissionable sales.

438208 INMATE MEDICAL SERVICES FEES \$ 11,667

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. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Detention:					
Detention Sergeant	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	SO5
Totals	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES \$ 5,100

Cable service is needed for the inmates. The monthly cost has increased to \$425 per month; therefore, the annual cost is \$5,100.

520300 – PROFESSIONAL SERVICES \$ 1,008,046

This contract is to provide mental health services for inmates. The current annual cost for contracted services is \$988,046. The other professional services are estimated at \$20,000.

520318 – DRUG & ALCOHOL ABUSE COUNSELING \$ 25,000

Drug and alcohol abuse counseling is provided through a contract with the Lexington Richland Drug Abuse Counseling Agency. This counseling is purposed to reduce the number of repeat offenders.

521200 – OPERATING SUPPLIES \$ 2,500

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

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,637

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The County's Risk Manager recommends the budget amount.

524202 – SURETY BONDS \$ 0

Surety bonds are due this year and the cost per employee is \$10. Surety bonds are paid every three fiscal years and the next payment will be due fiscal year 2027.

525020 – SMARTPHONE CHARGES \$ 540

The training officer assigned to this fund requires a smartphone, and the estimated annual cost is \$540.

525041 – E-MAIL SERVICE CHARGES \$ 129

E-mail service is an essential communication tool, and the budget is an estimated \$129 per year. is needed for the training officer assigned to this fund. The estimated annual cost is \$540.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM - DELETE (1) SGT FROM INMATE SERVICES FUND
 GENERAL FUND
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2632
 Division: Law Enforcement
 Organization: 151300 - Detention

Object Expenditure Code Classification	2024-25 Requested	2024-25 Recommend	2024-25 Approved
BUDGET			
Personnel			
510100 Salaries & Wages -	-70,055		
511112 FICA Cost	-5,359		
511114 Police Retirement	-14,880		
511120 Insurance Fund Contribution -	-8,150		
511130 Workers Compensation	-2,424		
519999 Personnel Contingency	-6,027		
* Total Personnel	-106,895		
Operating Expenses			
524201 General Tort Liability Insurance	-1,637		
525021 Smart Phone Charges	-540		
525041 E-mail Service Charges -	-129		
* Total Operating	-2,306		
** Total Personnel & Operating	-109,201		
Capital			
540000 Small Tools & Minor Equipment	0		
540015 Minor Furniture	0		
All Other Equipment			
** Total Capital	0		

*** Total Budget Appropriation -109,201

SECTION V. – PROGRAM OVERVIEW

We are moving the detention sergeant position (002168) to the general fund. The revenue stream for this fund is not sufficient to fund the cost of the officer and the other expenses that are budgeted for the inmates. The increase in expenses is due to the cost of the inmate mental health services contract.

SECTION VI. B. – LISTING OF POSITIONS

	Positions	General Fund	Full Time Equivalent		Total	Grade
				Other Fund		
Law Enforcement/Detention:						
Detention Sergeant 002168	-1		-1.000		-1.000	SO5
Totals	-1	0.000	0.000		-1.000	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 - GENERAL TORT LIABILITY INSURANCE **(\$ 1,637)**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The County's Risk Manager recommends the budget amount.

525020 – SMART PHONE CHARGES **(\$ 540)**

A smart phone is needed for the training officer assigned to this fund. The estimated annual cost \$540.

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

E-mail service is a vital tool for communications. The budget is an estimate of \$129 per year.

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #1 2633:								
Revenues:								
452010	School Crossing Guards	51,257	12,471	51,138	51,138	54,352		
456100	Program Income	1,060,919	797,795	1,644,526	1,644,526	1,761,233		
457000	Federal Grant Income	0	0	94,980	94,980	0		
458007	State SRO Program	67,415	22,838	307,935	307,935	310,566		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn from General Fund/LE	500,263	0	548,174	548,174	621,585		
** Total Revenue		<u>1,679,854</u>	<u>833,104</u>	<u>2,646,753</u>	<u>2,646,753</u>	<u>2,747,736</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>2,890,268</u>	<u>2,734,607</u>	<u>0</u>	<u>0</u>
Contingency:								
Unused						48,218		
FUND BALANCE								
Beginning of Year						<u>330,573</u>	<u>87,058</u>	<u>87,058</u>
FUND BALANCE - Projected								
End of Year						<u>87,058</u>	<u>148,405</u>	<u>87,058</u>

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 - 2024-25

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

Object Code	Expenditure Classification	BUDGET				
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 20	906,700	556,756	1,153,213	1,127,674	
510199	Special Overtime	58,484	60,788	62,762	125,524	
511112	FICA - Employer's Portion	69,551	45,021	92,895	88,193	
511114	Police Retirement - Employer's Portion	188,012	123,375	257,919	244,864	
511120	Employee Insurance - 20	156,000	85,800	171,600	163,000	
511130	Workers Compensation	33,423	21,402	41,285	39,889	
519999	Personnel Contingency	0	0	144,904	105,699	
	* Total Personnel	1,412,170	893,142	1,924,578	1,894,843	0
Operating Expenses						
520110	Officer Safety Equipment	15,408	0	56,232	75,160	
520233	Towing Service	0	0	180	180	
521208	Police Supplies	766	0	100	100	
522300	Vehicle Repairs & Maintenance	11,439	5,834	17,600	39,420	
522301	Vehicle Repairs - Insurance/Other	0	0	0	0	
524100	Vehicle Insurance - 20	12,300	9,225	13,530	12,300	
524101	Comprehensive Insurance - 16	2,274	2,350	3,500	4,000	
524201	General Tort Liability Insurance	10,104	31,180	36,014	32,740	
524202	Surety Bonds - 20	0	0	220	0	
525004	WAN Service Charges	9,122	4,181	10,296	9,360	
525021	Smart Phone Charges	9,961	4,950	11,880	10,800	
525030	800 MHz Radio Service Charges - 20	14,059	7,733	15,576	14,160	
525031	800 MHz Radio Maintenance Contracts	1,259	1,371	1,870	1,955	
525041	E-mail Service Charges - 20	2,053	1,075	2,838	2,580	
525210	Conference, Meeting & Training Expense	1,238	280	3,080	2,800	
525230	Subscriptions, Dues, and Books	420	1,045	1,320	1,210	
525400	Gas, Fuel, & Oil	32,362	17,329	92,026	72,800	
525600	Uniforms & Clothing	17,460	5,540	11,400	17,902	
529903	Contingency	0	0	48,218	0	
	* Total Operating	140,225	92,093	325,880	297,467	0
	** Total Personnel & Operating	1,552,395	985,235	2,250,458	2,192,310	0
Capital						
540000	Small Tools & Minor Equipment	0	0	0	0	
	All Other Equipment	151,992	51,073	160,008		
	(2) Marked SUVs w/ Equip Rpl				156,000	
	** Total Capital	151,992	51,073	160,008	156,000	0
	*** Total Budget Appropriation	1,704,387	1,036,308	2,410,466	2,348,310	0

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2024-25

Fund 2633
Division: Law Enforcement
Organization: 151204 - LE/State SRO Program

Object Code	Expenditure Classification	BUDGET				
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 3	37,708	73,644	166,347	163,681	
510199	Special Overtime	1,821	13,762	3,000	25,468	
510200	Overtime	0	0	0	0	
511112	FICA - Employer's Portion	2,829	6,410	12,725	14,470	
511114	Police Retirement - Employer's Portion	8,011	18,239	35,332	40,175	
511120	Employee Insurance - 3	5,850	11,700	23,400	24,450	
511130	Workers Compensation	1,369	3,029	5,756	6,545	
519999	Personnel Contingency	0	0	7,500	16,272	
	* Total Personnel	57,588	126,784	254,060	291,061	0 0
Operating Expenses						
520110	Officer Safety Equipment	770	0	7,668	11,274	
521000	Office Supplies	0	0	300	150	
521200	Operating Supplies	0	0	500	150	
521208	Police Supplies	0	0	870	150	
522300	Vehicle Repairs & Maintenance	1,035	49	2,400	5,913	
524100	Vehicle Insurance - 3	2,460	1,230	1,845	1,845	
524101	Comprehensive Insurance - 3	0	338	750	750	
524201	General Tort Liability Insurance	0	1,559	4,950	4,911	
524202	Surety Bonds - 3	0	0	30	0	
525004	WAN Service Charges	304	532	1,410	1,404	
525021	Smart Phone Charges	360	630	1,800	1,620	
525030	800 MHz Radio Service Charges - 3	469	586	4,944	4,248	
525031	800 MHz Radio Maintenance Contract - 3	0	0	85	510	
525041	E-mail Service Charges - 3	86	140	387	387	
525210	Conference, Meeting & Training Expense	2,004	280	6,600	6,600	
525230	Subscriptions, Dues, and Books	0	55	160	180	
525400	Gas, Fuel, & Oil	2,118	1,291	14,535	10,920	
525600	Uniforms & Clothing	641	2,021	5,510	3,000	
	* Total Operating	10,247	8,711	54,744	54,012	0 0
	** Total Personnel & Operating	67,835	135,495	308,804	345,073	0 0
Capital						
540000	Small Tools & Minor Equipment	0	0	1,000	0	
	All Other Equipment	0	20,842	120,802	0	
	** Total Capital	0	20,842	121,802	0	0 0
	*** Total Budget Appropriation	67,835	156,337	430,606	345,073	0 0

COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2024-25

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET	
					2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel						
510300	Part Time - (LS)	28,696	15,109	33,397	28,728	
511112	FICA - Employer's Portion	2,211	1,167	2,555	2,198	
511113	State Retirement - Employer's Portion	4,735	2,578	6,198	5,332	
511130	Workers Compensation	890	470	988	850	
519999	Personnel Contingency	0	0	4,314	2,412	
	* Total Personnel	36,532	19,324	47,452	39,520	0 0
Operating Expenses						
521209	School Patrol Supplies	217	0	600	600	
524201	General Tort Liability Insurance	0	845	1,080	1,080	
524202	Surety Bonds	0	0	40	0	
525100	Postage	18	0	24	24	
	* Total Operating	235	845	1,744	1,704	0 0
	** Total Personnel & Operating	36,767	20,169	49,196	41,224	0 0
Capital						
	** Total Capital	0	0	0	0	0 0
	*** Total Budget Appropriation	36,767	20,169	49,196	41,224	0 0

SECTION V. - PROGRAM OVERVIEW

The School Resource Officer program is designed to ensure the safety and security of students in all high schools, most middle schools, and elementary schools in Lexington County. The program is provided by the Lexington County Sheriff's Department in collaboration with school officials to create a secure learning environment for students. With the increasing rate of crime in the state of South Carolina, there has been a rise in school-related incidents such as gang and drug activities in Lexington County. However, the presence of law enforcement officers in the schools helps to deter such criminal activities. The school district covers 75% of the costs associated with the program, while the remaining 25% is covered by the Lexington County Sheriff's Department.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/School Resource Officers:					
Senior Deputy	22		22	22	S02
Totals	22	0	22	22.000	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 75,160

This account is for the department's maintenance plan for an electronic control device and body camera. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

520233 – TOWING SERVICE \$ 180

Wrecker services must be paid for the towing of County Vehicles. The budget estimates two (2) vehicles at \$90 each.

521208 – POLICE SUPPLIES \$ 100

Officers need items such as handcuffs, pepper spray, ASP batons, restraints, leg irons, transport belts, summons books, etc. to perform daily job duties. Some of these items are not replaced regularly, so expenditures vary from year to year. The amount budgeted is based on the expenditure projection for this fiscal year.

522300 - VEHICLE REPAIRS AND MAINTENANCE \$ 39,420

The amount budgeted is based on estimated expenditures. Please see the vehicle detail schedule in the appendixes for cost allocation.

524100 - VEHICLE INSURANCE \$ 12,300

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 \$ 4,000

Comprehensive insurance is placed on 16 of the 20 vehicles assigned to this organization.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 32,740

General tort liability insurance amounts are allocated based on personnel's number and liability classification. The amount per officer is \$1,637.

524202 – SURETY BONDS \$ 0

Surety bonds are paid every three fiscal years; the next payment will be due in 2027.

525004 – WAN SERVICE CHARGES \$ 9,360

This account is used to pay connection charges for wide-area networks. This enables connections to the Records Management System. The annual cost per deputy is \$468. There are 20 SROs in this cost center.

525021 – SMART PHONE CHARGES \$ 10,800

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables data transmissions in addition to the other services available with our current cell phone plan and can will replace the point-and-shoot camera currently issued to deputies. The annual cost per deputy is \$540. There are 20 SROs in this cost center.

525030 – 800 MHz RADIO SERVICE CHARGES \$ 14,160

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. This includes the cost of two additional in-car radios.

525031 – 800 MHz RADIO MAINTENANCE CHARGES \$ 1,955

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 **\$ 2,580**

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The annual charge is \$129 per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,800**

School Resource officers must be sent to SCCJA for SRO certification. It is estimated that five from this district will be sent this year at \$140 per officer. In addition, there is an annual conference of all SROs around the state with an estimated cost of \$1,050. Every SRO does not attend the conference every year, historically, two have attended each year.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 1,210**

Dues are paid for every law enforcement officer. Dues to the South Carolina Law Enforcement Association are \$35 each and the Sheriff's Association is \$25 each. The cost for dues per SRO is \$60.

525400 - GAS, FUEL, & OIL **\$ 72,800**

The budget amount is based on the projected expenditures for the current fiscal year. The budget amount is prorated equally among all vehicles assigned to the organization. Individual vehicle costs are not calculated due to the reassignment of vehicles with different job functions.

525600 – UNIFORMS & CLOTHING **\$ 17,902**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year, replacement body armor every five years, and boots every other year. The items needed this year are as follows:

- (36) Replacement uniforms \$130 ea. - \$4,680
- (11) Pairs of boots \$110 ea. - \$1,210
- (11) Replacement body armor w/external carriers \$1,092 ea. - \$12,012

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

(2) MARKED SUV W/EQUIP RPL

\$ 156,000

Vehicle replacements as recommended by County Fleet Manager.

SECTION V. - PROGRAM OVERVIEW

The State-Funded School Resource Officer (SRO) Program was transferred from the South Carolina Department of Education (SCDE) to the South Carolina Department of Public Safety (SCDPS) effective July 1, 2021 because of proviso 63.9 of the 2021-2022 South Carolina Appropriations Act. The purpose of the SRO Program is to fund full-time certified law enforcement officers to serve as SROs in schools that otherwise would lack the adequate resources to hire their own SROs. The State of South Carolina, the School Districts and the Lexington County Sheriff's Department are working to provide a safe learning environment for the students.

The main functions of the School Resource Officer are law enforcement officer, teacher, and counselor. First, as a law enforcement officer, the SRO maintains a safe and secure environment on the school campus that will be conducive to an educationally stimulating atmosphere and serve as a means of preventing criminal activities and disturbances. Second, as a teacher, the SRO promotes positive attitudes regarding the police role in society and informs the students of their rights and responsibilities as lawful citizens. Third, as a counselor, the SRO establishes a more complete liaison with school personnel and students in a cooperative effort to prevent juvenile delinquency.

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

The SRO Program funds will be used to pay for the salaries and fringe benefits of the State-funded SROs as well as law enforcement equipment and training. The School Districts will apply for the number of School Resource Officer positions they are seeking. While the grant does not require matching funds, the expenses that are not covered under the grant award will be paid 75% by the School District and the Sheriff's Department will pay 25%.

SECTION VI. B. -- LISTING OF POSITIONS

Current Staffing Level:

		<u>Full Time Equivalent</u>				
		<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
	Senior Deputy	<u>3</u>	<u>0</u>	<u>3</u>	<u>3</u>	SO2
Totals		<u>3</u>	<u>0</u>	<u>3</u>	<u>3.000</u>	

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 11,274

The body camera and the electronic control device are now being combined into an annual service for the two devices to work simultaneously to store information continually. Law enforcement is required to use body cameras for recording purposes and electronic control devices for the safety of the officers. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

521000 - OFFICE SUPPLIES \$ 150

Office supplies needed to perform daily job duties. Examples of items purchased from this account include toner cartridges for printers, pens, notebooks, folders, calendars, and general office supplies. The amount budgeted is based on the expenditure projection for this fiscal year.

521200 - OPERATING SUPPLIES \$ 150

Operating supplies needed to perform daily job duties. Examples of items purchased from this account include disks, toner, batteries, adapters, photo paper, and items that allow daily job tasks. The amount budgeted is based on the expenditure projection.

521208 - POLICE SUPPLIES \$ 150

Police supplies are needed to perform daily job duties. Examples of items purchased from this account include pepper gel, flashlights, handcuffs, summons books, holders, and batons. The amount budgeted is based on the expenditure projection.

522300 - VEHICLE REPAIRS & MAINTENANCE \$ 5,913

The amount budgeted is based on the projected expenditures for the vehicle.

524100 - VEHICLE INSURANCE \$ 1,845

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

524101 - COMPREHENSIVE INSURANCE \$ 750

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

524201 - GENERAL TORT LIABILITY INSURANCE \$ 4,911

General tort liability insurance is needed for all personnel. There are several liability classifications for the personnel and the amount budgeted is determined by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds are paid every three fiscal years and the next payment will be due fiscal year 2027.

525004 – WAN SERVICE CHARGES \$ 1,404

This account is used to pay connection charges for wide-area networks. This includes the mi-fi fee to connect officers when they are not in the main office to access the in-house law enforcement network to obtain and view critical law enforcement information.

525021 – SMARTPHONE CHARGES \$ 1,620

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables officers to upload photos of evidence to case files to make documentation more efficient. The Smart Phone is a new technology that enables data transmission in addition to the other services available with our current cell phone plan.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 4,248**

The 800 MHz portable and in-car radios are required for communication. This communication enables the Communication Center to convey to officers vital information regarding the call for service.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **\$ 510**

The 800 MHz portable and in-car radios are required for communication. This communication must be available at all times.

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

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 6,600**

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.

(6) Grant Required Training is estimated.

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$ 180**

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 assists with the daily management, operations, and industry trends.

525400 – GAS, FUEL & OIL **\$ 10,920**

The budget amount is based on the amount allowed by the grant per officer per year. The grant reimburses the travel amount based on the Federal Mileage Rate.

525600 – UNIFORMS & CLOTHING **\$ 3,000**

Uniforms and specialized clothing are worn for safety and quick identification. 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 body armor and equipment holders.

SECTION V. – PROGRAM OVERVIEW

School Crossing Guards ensure the safety of our children during arrival and departure from school. Lexington County School Districts #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.

**LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD COSTS
SCHOOL DISTRICT 1
2024-2025**

	Lakeside Middle	Gilbert Primary, Elementary, & Primary	Oak Grove Elementary @ Oak Drive	Carolina Springs Elementary & Middle @ Platt Springs Road	Total for District
Number of Guards	1	1	1	1	4
AM Start Time	7:00 AM	7:00 AM	7:00 AM	7:00 AM	
AM End Time	8:30 AM	8:30 AM	8:00 AM	8:30 AM	
AM Total Hours	1.50	1.50	1.00	1.50	5.50
PM Start Time	3:00 PM	2:00 PM	2:00 PM	2:00 PM	
PM End Time	3:45 PM	3:45 PM	2:45 PM	3:45 PM	
PM Total Hours	0.75	1.75	0.75	1.75	5.00
Daily Total Hours	2.25	3.25	1.75	3.25	10.50
Total Annual Days	180	180	180	180	
Total Annual Hours	405.00	585.00	315.00	585.00	1,890.00
Hourly Rate	\$ 15.20	\$ 15.20	\$ 15.20	\$ 15.20	
Total Base Salary	\$ 6,156.00	\$ 8,892.00	\$ 4,788.00	\$ 8,892.00	\$ 28,728.00
FICA 7.65%	\$ 470.93	\$ 680.24	\$ 366.28	\$ 680.24	\$ 2,197.69
SCRS 18.56%	\$ 1,142.55	\$ 1,650.36	\$ 888.65	\$ 1,650.36	\$ 5,331.92
Workers Comp 2.96%	\$ 182.22	\$ 263.20	\$ 141.72	\$ 263.20	\$ 850.34
Personnel Contingency	\$ 516.86	\$ 746.58	\$ 402.00	\$ 746.58	\$ 2,412.02
General Tort \$270 / SCG	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 1,080.00
Postage \$6 / SCG	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 24.00
Surety Bonds \$10.00 / SCG	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Equipment \$150 / SCG	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 600.00
Admin Fee \$3,089.75 / SCG	\$ 3,282.13	\$ 3,282.13	\$ 3,282.13	\$ 3,282.13	\$ 13,128.52
Total Cost to District	\$ 12,176.69	\$ 15,940.51	\$ 10,294.78	\$ 15,940.51	\$ 54,352.49

Attachment B
Supply Costs Per Guard
2024-25

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 VI. B. -- LISTING OF POSITIONS

Current Staffing Level:

	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Law Enforcement/School Crossing Guards:					
School Crossing Guard	4		0.91	0.91	101 L/S
Totals	4	0	0.91	0.91	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521209 – SCHOOL PATROL SUPPLIES \$ 600

Supplies such as vests, signs, lights, rain gear, batteries, and other safety equipment are required for the school crossing guards to be visible for the safety of the children and awareness purposes of citizens.

524201 – GENERAL TORT INSURANCE \$ 1,080

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budgeted amount is 5% above current FY expenditure, as recommended by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds are paid every three fiscal years and will not be paid again until fiscal year 2027.

525100 – POSTAGE \$ 24

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards. Most school crossing guards obtain their payroll information via the Internet and the mailing of this information is no longer needed.

COUNTY OF LEXINGTON Grant Request Summary Form

Title of Grant: State School Resource Officer Program

Fund: 2633 School Resource Officer **Department:** 151204 LE/School Resource Officers
No. Title No. Title

Type of Summary: **Grant Application** X **Grant Award** _____

Type of Grant: **Reimbursement** X **Block** _____

Grant Overview: The State-Funded School Resource Officer (SRO) Program was transferred from the South Carolina Department of Education (SCDE) to the South Carolina Department of Public Safety (SCDPS) effective July 1, 2021 as a result of proviso 63.9 of the 2021-2022 South Carolina Appropriations Act. The purpose of the SRO Program is to fund full-time certified law enforcement officers to serve as SRO's in schools that otherwise would lack the adequate resources to hire their own SRO's. The State of South Carolina, the School Districts, and the Lexington County Sheriff's Department are working to provide a safe learning environment for the students. School Resource Officers have three (3) main functions: law enforcement officer, teacher, and counselor. Students learn from every interaction they have with an SRO. It is essential for an SRO to be a positive role model who endorses high moral standards, uses good judgment and discretion, is consistent and fair, respects all students, and displays a sincere concern for the school community.

This grant is for School District One for a new SRO position for South Lake Elementary School under the State SRO Program. Salary and fringes, operating costs and equipment are being requested. While the grant does not require matching funds, the expenses that are not covered under the grant award will be paid 75% by the School District, and the Sheriff's Department will pay 25%.

Grant Period: July 1, 2024 to June 30, 2025

Responsible Departmental Grant Personnel: Nandalyn Heaitley, LCSD Grants Coordinator

Date Grant Information Released: January 22, 2024 **Date Grant Application Due:** February 16, 2024

Grant Expenditures (Please attach a detailed budget with Excel spreadsheet, Overview, Line Item Narratives, etc.):

Personnel	\$ 85,729.00		
Operating	\$ 22,874.00	* Application Amount:	\$ 212,363
Capital	\$ 108,349.00	* Award Amount:	
Total	<u>\$ 216,952.00</u>		

Local Match Required: Yes No

If Yes, What is the Percentage / Amount:

	\$212,363.00	State SRO Grant
	\$3,189.00	Op Trn from General Fund
	<u>\$215,552.00</u>	Total

Requirements at the End of this Grant (please explain in detail): The SRO will be continued per contractual agreement with the Lexington County Sheriff's Department and the School District.

Dept. Preparer:	NH
Dept. Approval:	_____
Finance Approval:	_____
<i>Initials</i>	<i>Date</i>

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #1 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #1 2633:								
Revenues:								
452010	School Crossing Guards	51,257	12,471	51,138	51,138	<u>0</u>		
456100	Program Income	1,060,919	797,795	1,644,526	1,644,526	<u>0</u>		
457000	Federal Grant Income	0	0	94,980	94,980	<u>0</u>		
458007	State SRO Program	67,415	22,838	307,935	307,935	<u>212,363</u>		
461000	Investment Interest	0	0	0	0	<u>0</u>		
801000	Op Trm from General Fund/LE	500,263	0	548,174	548,174	<u>3,189</u>		
** Total Revenue		<u>1,679,854</u>	<u>833,104</u>	<u>2,646,753</u>	<u>2,646,753</u>	<u>215,552</u>	<u>0</u>	<u>0</u>
***Total Appropriation					430,606	215,552	0	0
Contingency: Unused						216,952		
FUND BALANCE Beginning of Year					<u>330,573</u>	<u>2,546,720</u>	<u>2,546,720</u>	<u>2,546,720</u>
FUND BALANCE - Projected End of Year					<u>2,546,720</u>	<u>2,546,720</u>	<u>2,546,720</u>	<u>2,546,720</u>

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.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 SPECIAL REVENUE
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2633
 Division: Law Enforcement
 Organization: 151204 State SRO - Lexington One South Lake Elementary

		<i>BUDGET</i>		
Object Expenditure		2024-25	2024-25	2024-25
Code	Classification	Pay Band SO2	Requested	Recommended
			Approved	Approved
Personnel				
510100	Salaries & Wages - 1		50,176	
510200	Overtime		3,000	
511112	FICA Cost		4,068	
511113	SCRS		0	
511114	PORS		11,295	
511120	Insurance Fund Contribution -		8,150	
511130	Workers Compensation		1,840	
515600	Clothing Allowance		0	
519903	Contingency		7,200	
	* Total Personnel		85,729	
Operating Expenses				
520110	Officer Safety Equipment		3,758	
521000	Office Supplies		120	
521200	Operating Supplies		200	
521208	Police Supplies		410	
522300	Vehicle Repairs & Maintenance		1,971	
524100	Vehicle Insurance		615	
524101	Comprehensive Insurance		250	
524201	General Tort Liability Insurance		1,637	
524202	Surety Bonds -		0	
254004	WAN Service Charges		468	
525021	Smart Phone Charges		540	
525030	800 MHz Radio Service Charges		1,416	
525041	E-mail Service Charges -		129	
525210	Conference & Meeting Expense		2,200	
525230	Subscriptions, Dues, & Books		60	
525400	Gas, Fuel & Oil		6,600	
525600	Uniforms		2,500	
	* Total Operating		22,874	
	** Total Personnel & Operating		108,603	
Capital				
540000	Small Tools & Minor Equipment		1,000	
	(1) Personal Protection Equip Kit		775	
	(1) Ruggedized Laptop w/ Acc		6,024	
	(1) Vehicle Printer w/ Acc		500	
	(1) 800 MHz Radio w/ Acc		8,000	
	(1) In-car MHz Radio W/Acc		8,000	
	(1) Gun w/ Acc		650	
	(1) MCT/MFR Licensing		4,000	
	(1) Marked SUV w/ Equip		78,000	
	(1) Rifle w/Acc		1,400	
	** Total Capital		108,349	
	*** Total Budget Appropriation		216,952	

SECTION V. - PROGRAM OVERVIEW

The State-Funded School Resource Officer (SRO) Program was transferred from the South Carolina Department of Education (SCDE) to the South Carolina Department of Public Safety (SCDPS) effective July 1, 2021 because of proviso 63.9 of the 2021-2022 South Carolina Appropriations Act. The purpose of the SRO Program is to fund full-time certified law enforcement officers to serve as SROs in schools that otherwise would lack the adequate resources to hire their own SROs. The State of South Carolina, the School Districts and the Lexington County Sheriff's Department are working to provide a safe learning environment for the students.

The main functions of the School Resource Officer are law enforcement officer, teacher, and counselor. First, as a law enforcement officer, the SRO maintains a safe and secure environment on the school campus that will be conducive to an educationally stimulating atmosphere and serve as a means of preventing criminal activities and disturbances. Second, as a teacher, the SRO promotes positive attitudes regarding the police role in society and informs the students of their rights and responsibilities as lawful citizens. Third, as a counselor, the SRO establishes a more complete liaison with school personnel and students in a cooperative effort to prevent juvenile delinquency.

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

The SRO Program funds will be used to pay for the salaries and the fringe benefits of the State funded SROs as well as law enforcement equipment and training. The School Districts will apply for the number of School Resource Officer positions they are seeking. While the grant does not require matching funds, the expenses that are not covered under the grant award will be paid 75% by the School District and the Sheriff's Department will pay 25%.

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 3,758

The body camera and the electronic control device are now being combined into an annual service for the two devices to work simultaneously to store information continually. It is a requirement of law enforcement to use the body cameras for recording purpose and the electronic control devices for safety of the officers. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

521000 - OFFICE SUPPLIES \$ 120

Office supplies needed to perform daily job duties. Examples of items purchased from this account include toner cartridges for printers, pens, notebooks, folders, calendars, and general office supplies. The amount budgeted is based on the expenditure projection for this fiscal year.

521200 - OPERATING SUPPLIES \$200

Operating supplies needed to perform daily job duties. Examples of items purchased from this account include disks, toner, batteries, adapters, photo paper, and items that allow daily job tasks. The amount budgeted is based on the expenditure projection.

521208 - POLICE SUPPLIES \$410

Police supplies needed to perform daily job duties. Examples of items purchased from this account include pepper gel, flashlights, handcuffs, summons books, holders and batons. The amount budgeted is based on the expenditure projection.

522300 - VEHICLE REPAIRS & MAINTENANCE \$ 1,971

The amount budgeted is based on the projected expenditures for the vehicle.

524100 - VEHICLE INSURANCE \$ 615

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

524101 - COMPREHENSIVE INSURANCE \$ 250

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

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,637

General tort liability insurance needed for all personnel. There are several liability classifications for the personnel and the amount budgeted is determined by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds are paid every 3 fiscal years and the next payment will be due fiscal year 2027.

525004 – WAN SERVICE CHARGES \$ 468

This account is used to pay connection charges for wide area networks. This includes the mi-fi fee to connect officers when they are not in the main office to access the in-house law enforcement network to obtain and to view critical law enforcement information.

525021 – SMART PHONE CHARGES \$ 540

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables officers to upload photos of evidence to case files to make documentation more efficient. The Smart Phone is new technology that enables data transmissions in addition to the other services available with our current cell phone plan.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 1,416**

The 800 MHz portable and in-car radios are required for communication. This communication enables the Communication Center to convey to officers' vital information regarding the call for service.

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

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,200**

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.

(2) Grant Required Trainings are estimated.

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$ 60**

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

525400 – GAS, FUEL & OIL **\$ 6,600**

The budget amount is based on the amount allowed by the grant per officer per year. The grant reimburses the travel amount based on the Federal Mileage Rate.

525600 – UNIFORMS & CLOTHING **\$ 2,500**

Uniforms and specialized clothing is worn for safety and quick identification. 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 body armor and equipment holders.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
SRO - State Grant	3		3	3	SO2
SRO - State Grant New	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	SO2
Totals	4	0	4	4.000	

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT \$ 1,000

This account is established to purchase miscellaneous items are needed to perform the duties assigned to include a desk and chair.

(1) PERSONAL PROTECTIVE EQUIPMENT KIT \$ 775

The personal protective equipment kit is used in the event of a hazardous chemical or substance spill. The kit is needed for our road patrol units to keep them OSHA compliant.

(1) RUGGEDIZED LAPTOP W/ ACC \$ 6,024

The computer is required to perform the duties of this position.

(1) VEHICLE PRINTER W/ ACC \$ 500

The printer is required to provide citizens with copies of reports in the field.

(1) 800 MHz RADIO W/ ACC \$ 8,000

This account will purchase a handheld radio to ensure communication. The radio is needed for officer safety. They enable the deputy to communicate with County Communication and the reverse.

(1) 800 MHz RADIO W/ ACC \$ 8,000

This account will purchase an in-car radio to ensure communication in low lying areas. The radio is needed for officer safety. They enable the deputy to communicate with County Communication and the reverse.

(1) GUN W/ ACC \$ 650

Handguns are required to perform the duties of a law enforcement officer.

(1) MCT/MFR LICENSING \$ 4,000

The license is required for the records management system.

(1) MARKED SUV W/ EQUIPMENT \$78,000

A marked vehicle is required to perform the duties of a deputy.

(1) RIFLE w/ACCESS \$1,400

Long Range rifles will be used in case of emergency situations for shooters who may enter a school facility and attack. The rifle is needed for the protection of the students, faculty and all who may be in and around the area of the school.

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #2 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #2 2634:								
Revenues:								
456100	Program Income	63,996	32,858	69,842	69,842	<u>82,246</u>		
458006	SC Dept of Education School Safety	0	0	0	0	<u>0</u>		
461000	Investment Interest	0	0	0	0	<u>0</u>		
801000	Op Trn from General Fund/LE	41,644	0	23,281	23,281	<u>27,415</u>		
** Total Revenue		<u>105,640</u>	<u>32,858</u>	<u>93,123</u>	<u>93,123</u>	<u>109,661</u>	<u>0</u>	<u>0</u>
***Total Appropriation					209,834	<u>109,661</u>	0	0
Contingency: Unused								
FUND BALANCE Beginning of Year					<u>132,575</u>	<u>15,864</u>	<u>15,864</u>	<u>15,864</u>
FUND BALANCE - Projected End of Year					<u>15,864</u>	<u>15,864</u>	<u>15,864</u>	<u>15,864</u>

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 - 2024-25

Fund 2634

Division: Law Enforcement

Organization: 151202 - LE/School Resource Officers

Object Code	Expenditure Classification	<i>BUDGET</i>				
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - I	43,539	25,469	51,742	54,191	
510199	Special Overtime	2,352	3,445	833	7,000	
511112	FICA - Employer's Portion	3,514	2,178	4,086	4,681	
511114	Police Retirement - Employer's Portion	9,055	5,337	11,344	12,997	
511120	Employee Insurance - 1	15,600	3,900	7,800	8,150	
511130	Workers Compensation	1,590	1,002	1,846	2,117	
519999	Personnel Contingency	0	0	10,583	5,264	
	* Total Personnel	75,650	41,331	88,234	94,400	0
Operating Expenses						
520110	Officer Safety Equipment	770	0	2,556	3,758	
521208	Police Supplies	38	0	0	0	
522300	Vehicle Repairs & Maintenance	519	416	800	1,971	
524100	Vehicle Insurance - 1	1,845	1,230	615	615	
524101	Comprehensive Insurance - 1	0	0	250	250	
524201	General Tort Liability Insurance	0	3,118	1,637	1,637	
524202	Surety Bonds - 1	0	0	10	0	
525004	WAN Service Charges - 1	456	190	468	468	
525021	Smart Phone Charges - 1	540	225	540	540	
525030	800 MHz Radio Service Charges - 1	820	469	708	708	
525031	800 MHz Radio Maintenance Contracts	63	62	85	85	
525041	E-mail Service Charges - 1	97	54	129	129	
525210	Conference, Meeting & Training Expense	150	0	140	140	
525230	Subscriptions, Dues, and Books	0	0	60	60	
525400	Gas, Fuel, & Oil	4,585	1,520	4,183	3,640	
525600	Uniforms & Clothing	410	631	700	1,260	
529903	Contingency	0	0	108,719	0	
	* Total Operating	10,293	7,915	121,600	15,261	0
	** Total Personnel & Operating	85,943	49,246	209,834	109,661	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
	*** Total Budget Appropriation	85,943	49,246	209,834	109,661	0

SECTION V. - PROGRAM OVERVIEW

The Lexington County Sheriff's Department offers contracted services for school resource officers (SROs) and school crossing guards. The School Resource Officer program ensures the safety and security of students in every high school, most middle schools, and some elementary schools across all of Lexington County's school districts. School Crossing Guards are responsible for keeping children safe during arrival and departure from school. Although not all schools in Lexington County have a school crossing guard, School District Two municipalities provide crossing guards. The Lexington County Sheriff's Department and School Officials are working together to create a safe learning environment for students. The State of South Carolina has seen a rise in crime rates, and Lexington County has experienced an increase in school-related incidents such as gang and drug activity. The presence of law enforcement officers in schools is expected to deter such criminal activity, and school crossing guards help slow traffic to ensure the safe arrival and departure of students.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/School Resource Officers:					
Senior Deputy	<u>1</u>	<u>0</u>	<u>1</u>	<u>1</u>	SO2
Totals	<u>1</u>	<u>0</u>	<u>1</u>	<u>1.000</u>	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT **\$ 3,758**

These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

522300 - VEHICLE REPAIRS & MAINTENANCE **\$ 1,971**

The amount budgeted is based on estimated expenditures for the current fiscal year plus an additional 10% for extraordinary maintenance. The extraordinary maintenance includes transmission overhauls, rear-end replacements and deer collisions. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE **\$ 615**

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 **\$ 250**

Comprehensive insurance was placed on both of the school resource officer vehicles.

524201 - GENERAL TORT LIABILITY INSURANCE **\$ 1,637**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The amount per officer is \$1,637.

524202 – SURETY BONDS **\$ 0**

Surety bonds are paid every three fiscal years and the next payment will be due fiscal year 2027.

525004 – WAN SERVICE CHARGES **\$ 468**

This account is used to pay connection charges for wide-area networks. This enables connections to the Records Management System. The annual cost per deputy is \$468.

525021 – SMART PHONE CHARGES **\$ 540**

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables data transmissions in addition to the other services available with our current cell phone plan and can replace the point-and-shoot camera currently issued to deputies. The annual cost per smartphone is \$540.

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

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation.

525031 – 800 MHz RADIO MAINTENANCE CHARGES **\$ 85**

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation.

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

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The monthly charge is \$10.75 per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 140**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The certification class is \$140 per officer through SCCJA. The budget amount per officer is \$140.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 60**

Dues are paid to the South Carolina Law Enforcement Association and the Sheriff's Association. The total cost is \$60 per SRO.

525400 - GAS, FUEL, & OIL **\$ 3,640**

The budget amount is based on the projected expenditures for the current fiscal year plus an additional 10% 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 the reassignment of vehicles with different job functions.

525600 – UNIFORMS & CLOTHING **\$ 1,260**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year, replacement body armor every five years, and boots every other year. The items needed this year are as follows:

(2) Replacement uniforms \$130 ea. - \$260

(1) Pairs of boots \$100 ea. - \$100

(1) Replacement body armors \$824 ea. - \$824

An additional \$76 is budgeted for external carrier components.

**COUNTY OF LEXINGTON
FEDERAL NARCOTICS FORFEITURES
Annual Budget
FY 2024-25 - Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Federal Narcotic Forfeitures 2637:								
Revenues:								
456400	Narcotics Confiscation	44,271	12,860	127,427	127,427	25,720		
461000	Investment Interest	7,927	4,764	0	0			
** Total Revenue		<u>52,198</u>	<u>17,624</u>	<u>127,427</u>	<u>127,427</u>	<u>25,720</u>	<u>0</u>	<u>0</u>
***Total Appropriations					338,299	<u>160,532</u>	0	0
Unused Contingency					174,749			
FUND BALANCE								
Beginning of Year					<u>258,251</u>	<u>222,128</u>	<u>222,128</u>	<u>222,128</u>
FUND BALANCE - Projected								
End of Year					<u>222,128</u>	<u>87,316</u>	<u>222,128</u>	<u>222,128</u>

COUNTY OF LEXINGTON
FEDERAL NARCOTICS FORFEITURES
Annual Budget
Fiscal Year - 2024-25

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses							
520100	Contracted Maintenance	5,800	5,816	13,000	6,000		
520200	Contracted Service	1,620	0	2,020	2,020		
520307	Accreditation Services	0	0	5,380	5,380		
521200	Operating Supplies	3,131	4,794	16,390	11,332		
521208	Police Supplies	0	0	1,000	0		
522200	Small Equipment Repairs & Maint.	1,203	0	3,000	3,000		
525004	WAN Service Charges	1,043	0	600	600		
525210	Conference, Meeting & Training Expense	2,662	0	2,000	6,000		
525240	Personal Mileage Reimbursement	844	389	1,200	1,200		
525386	Utilities - Investigation Substation	1,577	0	0	0		
525600	Uniforms & Clothing	0	0	5,000	5,000		
529000	Unclassified	40,000	30,000	40,000	40,000		
529903	Contingency	0	0	174,749	0		
	* Total Operating	57,880	40,999	264,339	80,532	0	0
	** Total Operating	57,880	40,999	264,339	80,532	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	5,000	5,000		
	All Other Equipment	16,122	4,859	68,960			
5	Ballistic Vest Rpl				12,000		
21	Communication Headsets for Tactical Ops Rpl				63,000		
	** Total Capital	16,122	4,859	73,960	80,000	0	0
	*** Total Budget Appropriation	74,002	45,858	338,299	160,532	0	0

SECTION V. – PROGRAM OVERVIEW

An equitable sharing program agreement along with compliance and participation allows our department to benefit from the forfeiture of narcotic-related seizures processed through the federal court system. These funds must be used per the US Department of Justice's guide for equitable sharing proceeds.

SECTION VI. A. - SUMMARY OF REVENUES

456400 –NARCOTICS CONFISCATION \$25,720

Narcotic confiscation funds are obtained from unlawful activities related to illegal substances. These funds are distributed according to the court order received from the federal court system. LCSD (Lexington County Sheriff's Department) receives a share of these funds which is deposited in a dedicated account. The funds from this account are used for the expenses related to running the narcotics unit. The budgeted amount for this account is based on the five-year average of actual revenue as one year is not enough to estimate the amount realistically.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520100 – CONTRACTED MAINTENANCE \$ 6,000

Maintenance is required for the GC/MS/DS & the FTIR system. The maintenance agreement includes the replacement of parts that need to be replaced due to normal use. The estimated cost is \$6,000.

520200 – CONTRACTED SERVICES \$ 2,020

Monitoring and mapping services are needed for undercover equipment. The annual cost for 3 devices is \$1,620. The budget includes additional funds to move from 4g to 5 g service with an estimated cost of \$400.

520307 – ACCREDITATION SERVICES \$ 5,380

This is the initial fee to start the application process for our drug lab to become accredited. The fee will cover the cost of the application, pre-audit assessment, standards compliance audit, and accreditation hearing. Accreditation will assist with the establishment of measurable criteria for operations. The re-accreditation schedule will not be established until after the initial accreditation is obtained.

521200 - OPERATING SUPPLIES \$ 11,332

The majority of this account must pay for various items used during narcotics investigations and the analysis of seized drugs. There are solvents/reagents, standards, and gases for the instrument. The amount budgeted is based on the estimated cost for the current fiscal year.

521208 – POLICE SUPPLIES \$ 0

The chemists are not law enforcement officers.

522200 - SMALL EQUIPMENT REPAIRS & MAINTENANCE \$ 3,000

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.

525004 – WAN SERVICE CHARGES \$ 600

There is a cost of \$600 for undercover equipment to have wireless service.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE \$ 6,000

Specialized training is required for this specialized field of law enforcement. Some certifications must be maintained along with conferences relating to current trends in illegal substance abuse. Training seminars requested during the year may vary as they are offered.

525230 – SUBSCRIPTIONS, DUES, & BOOKS \$ 0

This account is no longer used in this fund.

525240 – PERSONNEL MILEAGE \$ 1,200

Reimbursement for mileage incurred from the use of a personal vehicle is required. Travel to peer-reviews of drug lab cases is required. The amount budgeted is based on a \$100 monthly expense.

525386 – UTILITIES – INVESTIGATIONS SUBSTATION \$ 0

An annex facility is leased and the annual lease amount covers utility costs.

525600 – UNIFORMS & CLOTHING \$ 5,000

The officers will need to purchase replacement uniforms, jackets, and uniforms for tactical operations. This year the officers will need complete sets of daily uniforms and raid uniforms.

529000 - UNCLASSIFIED

\$ 40,000

Informants are used to obtain information used in the investigations of narcotic and violent crimes.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS & MINOR EQUIPMENT \$ 5,000

This category includes replacement telephones, cell phones, file cabinets, shredders, and other small battery-operated equipment required for undercover surveillance. These items will be replaced on an as-needed basis, so a specific list of items is not available at this time.

(5) BALLISTIC VEST RPL \$ 12,000

This is to replace expiring vests.

(21) COMMUNICATION HEADSETS FOR TACTICAL OPS RPL \$ 63,000

These communication headsets will be used by SWAT in operations requiring silent communication. The estimated cost per unit is \$3,000.

COUNTY OF LEXINGTON
LE / CIVIL PROCESS SERVER
Annual Budget
FY 2024-25 - Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - Civil Process Server 2638:								
Revenues:								
441000	Sheriff's Fees & Fines	28,135	12,639	22,070	22,070	29,012		
461000	Investment Interest	27	0	0	0	0		
801000	Op Trn from General Fund	0	0	70,891	70,891	3,668		
** Total Revenue		<u>28,162</u>	<u>12,639</u>	<u>92,961</u>	<u>92,961</u>	<u>32,680</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>72,772</u>	<u>32,680</u>	<u>0</u>	<u>0</u>
Contingency:								
Unused								
Personnel								
					5,441			
FUND BALANCE								
Beginning of Year								
					(24,371)	1,259	1,259	1,259
FUND BALANCE - Projected								
End of Year								
					<u>1,259</u>	<u>1,259</u>	<u>1,259</u>	<u>1,259</u>

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

Object Code	Expenditure Classification	BUDGET					
		2022-23 Expenditure	2023-24 Expenditure (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510200	Overtime	948	587	0	0		
510300	Part Time - 2 (1.25 - FTE)	50,356	26,165	48,142	52,990		
511112	FICA - Employers Portion	3,932	2,054	3,683	4,054		
511113	State Retirement - Employers Portion	8,625	4,553	8,935	9,835		
511130	Workers Compensation	159	83	149	164		
519999	Personnel Contingency	0	0	6,091	4,358		
* Total Personnel		<u>64,020</u>	<u>33,442</u>	<u>67,000</u>	<u>71,401</u>	<u>0</u>	<u>0</u>
Operating Expenses							
524201	General Tort Liability Insurance	0	0	53	53		
524202	Surety Bonds - 2	0	0	20	0		
525041	E-mail Service Charges - 2	247	107	258	258		
529903	Contingency	0	0	5,441	0		
* Total Operating		<u>247</u>	<u>107</u>	<u>5,772</u>	<u>311</u>	<u>0</u>	<u>0</u>
** Total Personnel & Operating		<u>64,267</u>	<u>33,549</u>	<u>72,772</u>	<u>71,712</u>	<u>0</u>	<u>0</u>
Capital							
540000	Small Tools & Minor Equipment	0	0	0	0		
	All Other Equipment	0	0	0	0		
** Total Capital		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Budget Appropriation		<u>64,267</u>	<u>33,549</u>	<u>72,772</u>	<u>71,712</u>	<u>0</u>	<u>0</u>

SECTION V. - PROGRAM OVERVIEW

This program is for the service of civil papers to include Family Court bench warrants, evictions, executions, liens, and judgments for civil process. The party requesting service pays an amount of \$0 to \$25. The amount paid depends on varying circumstances. The revenue generated by this program will be used to fund three part-time clerical positions to enter the papers into a database, which tracks the service and attempted service of these documents.

SECTION VI. A. - SUMMARY OF REVENUES

441000 – SHERIFF'S FEES & FINES \$ 29,012

This revenue is generated from the service of all common pleas papers. The party requesting the service pays an amount of \$0 to \$25. The amount paid depends on varying circumstances. The estimated revenue is calculated based projections for the current fiscal year.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Judicial Services:					
Records Technician	<u>2</u>	<u>0</u>	<u>1.250</u>	<u>1.250</u>	106
Totals	2	0	1.250	1.250	

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 County's Risk Manager recommends the budget amount.

524202 – SURETY BOND **\$ 0**

Surety bonds are paid every three fiscal years and they are due this year with a cost of \$10 per employee. The next payment will be due in fiscal year 2027.

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

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The annual cost is \$129 per user.

SECTION III

COUNTY OF LEXINGTON

NEW PROGRAM - DELETE (1) RECORDS TECHNICIAN FROM CIVIL PROCESS SERVER FUNDS

GENERAL FUND

Annual Budget

Fiscal Year - 2024-25

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

		<i>BUDGET</i>		
Object Expenditure		2024-25	2024-25	2024-25
Code	Classification	Requested	Recommend	Approved
	Personnel			
510300	Part Time - 1 (0.625 - FTE)	-27,975		
511112	FICA Cost	-2,140		
511113	State Retirement	-5,192		
511130	Workers Compensation	-87		
519999	Personnel Contingency	-2,301		
	* Total Personnel	-37,695		
	Operating Expenses			
524201	General Tort Liability Insurance	-26		
525041	E-mail Service Charges -	-129		
	* Total Operating	-155		
	** Total Personnel & Operating	-37,850		
	Capital			
540000	Small Tools & Minor Equipment	0		
540015	Minor Furniture	0		
	All Other Equipment			
	** Total Capital	0		
	*** Total Budget Appropriation	-37,850		

SECTION V. – PROGRAM OVERVIEW

We are moving the record technician position (001401) due to insufficient revenue. The decrease in revenue is due to privatization of civil processing.

SECTION VI. B. – LISTING OF POSITIONS

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Judicial Services:					
Records Technician (POSN 001404)	-1		-0.625	-0.625	106
Totals	-1	0.000	0.000	-0.625	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 - GENERAL TORT LIABILITY INSURANCE **(\$ 26)**

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The County's Risk Manager recommends the budget amount.

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

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The annual cost is \$129 per user.

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #3 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #3 2639:								
Revenues:								
452010	School Crossing Guards	30,123	8,976	29,077	29,077	<u>30,884</u>		
** Total Revenue		<u>30,123</u>	<u>8,976</u>	<u>29,077</u>	<u>29,077</u>	<u>30,884</u>	0	0
***Total Appropriation					32,853	<u>21,039</u>	0	0
FUND BALANCE								
Beginning of Year					<u>37,262</u>	<u>33,486</u>	<u>33,486</u>	<u>33,486</u>
FUND BALANCE - Projected								
End of Year					<u>33,486</u>	<u>43,331</u>	<u>33,486</u>	<u>33,486</u>

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 - 2024-25

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
510300	Part Time - (LS)	16,040	7,399	15,315	<u>14,364</u>		
511112	FICA - Employer's Portion	1,239	577	1,172	<u>1,099</u>		
511113	State Retirement - Employer's Portion	2,731	1,243	2,842	<u>2,666</u>		
511130	Workers Compensation	500	235	455	<u>426</u>		
519999	Personnel Contingency	0	0	1,933	<u>1,206</u>		
* Total Personnel		20,510	9,454	21,717	<u>19,761</u>	0	0
Operating Expenses							
521209	School Patrol Supplies	95	0	450	<u>450</u>		
524201	General Tort Liability Insurance	0	520	810	<u>810</u>		
524202	Surety Bonds	0	0	30	<u>0</u>		
525100	Postage	7	0	18	<u>18</u>		
529903	Contingency	0	0	9,828	<u>0</u>		
* Total Operating		102	520	11,136	<u>1,278</u>	0	0
** Total Personnel & Operating		20,612	9,974	32,853	<u>21,039</u>	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	0	<u>0</u>		
** Total Capital		0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation		20,612	9,974	32,853	<u>21,039</u>	0	0

**LEXINGTON COUNTY SHERIFF'S DEPARTMENT
SCHOOL CROSSING GUARD COSTS
SCHOOL DISTRICT 3
2024-2025**

	B-L Elementary	B-L Middle	B-L High	Total for District
Number of Guards	1	1	1	3
AM Start Time	7:15 AM	7:15 AM	7:15 AM	
AM End Time	8:00 AM	8:00 AM	8:00 AM	
AM Total Hours	0.75	0.75	0.75	2.25
PM Start Time	2:15 PM	2:45 PM	2:45 PM	
PM End Time	3:30 PM	3:30 PM	3:45 PM	
PM Total Hours	1.25	0.75	1.00	3.00
Daily Total Hours	2.00	1.50	1.75	5.25
Total Annual Days	180	180	180	
Total Annual Hours	360.00	270.00	315.00	945.00
Hourly Rate	\$ 15.20	\$ 15.20	\$ 15.20	
Total Base Salary	\$ 5,472.00	\$ 4,104.00	\$ 4,788.00	\$ 14,364.00
FICA 7.65%	\$ 418.61	\$ 313.96	\$ 366.28	\$ 1,098.85
SCRS 18.56%	\$ 1,015.60	\$ 761.70	\$ 888.65	\$ 2,665.95
Workers Comp 2.96%	\$ 161.97	\$ 121.48	\$ 141.72	\$ 425.17
Personnel Contingency	\$ 459.43	\$ 344.57	\$ 402.00	\$ 1,206.01
General Tort \$270 / SCG	\$ 270.00	\$ 270.00	\$ 270.00	\$ 810.00
Postage \$6 / SCG	\$ 6.00	\$ 6.00	\$ 6.00	\$ 18.00
Surety Bonds \$10.00 / SCG	\$ -	\$ -	\$ -	\$ -
Estimated Equipment \$150 / SCG	\$ 150.00	\$ 150.00	\$ 150.00	\$ 450.00
Admin Fee \$3,240.96 / SCG	\$ 3,282.13	\$ 3,282.13	\$ 3,282.13	\$ 9,846.39
Total Cost to District	\$ 11,235.74	\$ 9,353.84	\$ 10,294.78	\$ 30,884.37

Updated 01-26-2024 for Budget

Attachment A
Administrative Fee Calculation
2024-25

	Secretary	Master Deputy
FICA	7.6500%	7.6500%
Retirement	18.5600%	21.2400%
W/C	0.31%	3.46%
General Tort per year	\$42.00	\$1,637.00

	Annual Salary	FICA	Retirement	Worker's Compensation	General Tort	Life/Health Insurance	Subtotal	Total Billable Admin. Fee 40%	Admin. Fee Per Guard Per Year 20 Guards All Districts
Secretary (Byway)	\$42,836.63	\$3,277.00	\$7,950.48	\$132.79	\$42.00	\$8,150.00	\$62,388.90	\$24,955.56	\$1,247.78
Master Traffic Deputy (Spears)	\$69,460.11	\$5,313.70	\$14,753.33	\$2,403.32	\$1,637.00	\$8,150.00	\$101,717.46	\$40,686.98	\$2,034.35
Total	\$112,296.74	\$8,590.70	\$22,703.81	\$2,536.11	\$1,679.00	\$16,300.00	\$164,106.36	\$65,642.54	\$3,282.13

Updated 01-26-2024 for Budget

Attachment B
Supply Costs Per Guard
2023-24

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

School Crossing Guards ensure the safety of our children during arrival and departure from school. Lexington County School Districts # 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		Total	Grade
		General Fund	Other Fund		
Law Enforcement/School Crossing Guards:					
School Crossing Guard	<u>3</u>	<u>0</u>	<u>0.45</u>	<u>0.45</u>	101 L/S
Totals	3	0	0.45	0.45	

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 awareness purposes of citizens.

524201 – GENERAL TORT INSURANCE \$ 810

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budgeted amount is 5% above current FY expenditure, as recommended by the County’s Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds are due this fiscal year at \$10 per employee. The bonds are due every three years and will not be paid again until fiscal year 2027.

525100 – POSTAGE \$ 18

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards. Most school crossing guards obtain their payroll information via the Internet and the mailing of this information is no longer needed.

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #4 2640:								
Revenues:								
456100	Program Income	235,759	146,799	223,494	223,494	<u>315,969</u>		
458007	State SRO Program	90,196	18,384	0	0	<u>0</u>		
461000	Investment Interest	0	0	0	0	<u>0</u>		
801000	Op Trn from General Fund/LE	90,397	0	74,498	74,498	<u>105,323</u>		
** Total Revenue		<u>416,352</u>	<u>165,183</u>	<u>297,992</u>	<u>297,992</u>	<u>421,292</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>346,041</u>	<u>421,292</u>	<u>0</u>	<u>0</u>
Unused Contingency						23,757		
FUND BALANCE								
Beginning of Year					<u>34,993</u>	<u>(13,056)</u>	<u>(13,056)</u>	<u>(13,056)</u>
FUND BALANCE - Projected								
End of Year					<u>(13,056)</u>	<u>10,701</u>	<u>(13,056)</u>	<u>(13,056)</u>

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 - 2024-25

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET	
					2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 3	160,617	85,770	156,797	174,488	
510199	Special Overtime	18,205	10,153	18,214	20,300	
511112	FICA - Employer's Portion	13,093	6,834	13,388	14,901	
511114	Police Retirement - Employer's Portion	22,225	11,789	37,172	41,373	
511120	Employee Insurance - 3	23,400	11,700	23,400	24,450	
511130	Workers Compensation	6,192	3,324	6,038	6,740	
511131	S.C. Unemployment	0	0	0	0	
511214	Police Retirement - Emplr. Port. (Retiree)	12,566	7,171	0	0	
519999	Personnel Contingency	0	0	22,557	16,757	
	* Total Personnel	256,298	136,741	277,566	299,009	0
Operating Expenses						
520110	Officer Safety Equipment	2,311	0	7,668	11,274	
521208	Police Supplies	38	0	0	0	
522300	Vehicle Repairs & Maintenance	(1,716)	151	2,400	5,913	
524100	Vehicle Insurance - 3	1,845	1,845	1,845	1,845	
524101	Comprehensive Insurance - 1	712	766	750	750	
524201	General Tort Liability Insurance	0	6,236	4,911	4,911	
524202	Surety Bonds - 3	0	0	30	0	
525004	WAN Service Charges	1,368	608	1,404	1,404	
525021	Smart Phone Charges - 3	1,620	615	1,620	1,620	
525030	800 MHz Radio Service Charges - 3	2,109	1,288	2,124	2,124	
525031	800 MHz Radio Maintenance Contracts - 3	189	187	255	255	
525041	E-mail Service Charges - 3	280	166	387	387	
525210	Conference, Meeting & Training Expense	0	0	420	420	
525230	Subscriptions, Dues, & Books	90	165	180	180	
525400	Gas, Fuel, & Oil	7,887	3,981	10,500	10,920	
525600	Uniforms & Clothing	2,414	881	2,001	2,280	
529903	Contingency	0	0	1,200	0	
	* Total Operating	19,147	16,889	37,695	44,283	0
	** Total Personnel & Operating	275,445	153,630	315,261	343,292	0
Capital						
540000	Small Tools & Minor Equipment	0	0	0	0	
	All Other Equipment	37,998	12,768	24,002		
1	Marked SUV w/Accs				78,000	
	** Total Capital	37,998	12,768	24,002	78,000	0
	*** Total Budget Appropriation	313,443	166,398	339,263	421,292	0

COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2024-25

Fund 2640
Division: Law Enforcement
Organization: 151204 - LE/State SRO Program

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 1	52,555	0	0			
510199	Special Overtime	2,616	0	0			
510200	Overtime	0	0	0			
511112	FICA - Employer's Portion	4,176	0	0			
511114	Police Retirement - Employer's Portion	10,722	0	0			
511120	Employee Insurance - 1	7,800	0	0			
511130	Workers Compensation	1,911	0	0			
519999	Personnel Contingency	0	0	0			
	* Total Personnel	79,780	0	0	0	0	0
Operating Expenses							
520110	Officer Safety Equipment	770	0	0			
522300	Vehicle Repairs & Maintenance	5	0	0			
524100	Vehicle Insurance - 1	615	0	0			
524101	Comprehensive Insurance - 1	138	0	0			
525004	WAN Service Charges	456	0	0			
525021	Smart Phone Charges	540	0	0			
525030	800 MHz Radio Service Charges - 1	703	0	0			
525041	E-mail Service Charges - 1	193	0	0			
525230	Subscriptions, Dues, & Books	30	0	0			
525400	Gas, Fuel, & Oil	1,324	0	0			
525600	Uniforms & Clothing	30	0	0			
	* Total Operating	4,804	0	0	0	0	0
	** Total Personnel & Operating	84,584	0	0	0	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	0			
	All Other Equipment	51,465	6,658	6,778			
	** Total Capital	51,465	6,658	6,778	0	0	0
	*** Total Budget Appropriation	136,049	6,658	6,778	0	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 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:

		<u>Full Time Equivalent</u>				
	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>	
	Senior Deputy	<u>3</u>		<u>3</u>		SO2
Totals		<u>3</u>	<u>0</u>	<u>3.000</u>		

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 11,274

This account is for the department's maintenance plan for an electronic control device and body camera. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

522300 - VEHICLE REPAIRS & MAINTENANCE \$ 5,913

The amount budgeted is based on estimated expenditures for the current fiscal year. The extraordinary maintenance includes transmission overhauls, rear-end replacements and deer collisions. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE \$ 1,845

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 \$ 750

Comprehensive insurance was not placed on the school resource officer's vehicles.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 4,911

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The amount per officer is \$1,637.

524202 – SURETY BONDS \$ 0

Surety bonds are due this fiscal year with a cost of \$10 per employee. Surety bonds are paid every three fiscal years and the next payment will be due in fiscal year 2027.

525004 – WAN SERVICE CHARGES \$ 1,404

This account is used to pay connection charges for wide-area networks. This enables connections to the Records Management System. The annual cost per deputy is \$468.

525021 – SMART PHONE CHARGES \$ 1,620

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables data transmissions in addition to the other services available with our current cell phone plan and can will replace the point-and-shoot camera currently issued to deputies. The annual cost per deputy is \$540.

525030 – 800 MHz RADIO SERVICE CHARGES \$ 2,124

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. This includes one in-car radio.

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. This does not include maintenance for one new in-car radio.

525041 – E-MAIL SERVICE CHARGES \$ 387

E-mail service is a vital tool for communication among all individuals not just within Lexington County. The annual charge is \$129 per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 420**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The certification class is \$140 per officer through SCCJA. The budget amount per officer is \$140.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 180**

Dues for the South Carolina Law Enforcement Association at \$35 per officer and dues for the Sheriff's Association are paid at \$25. The cost for dues per SRO is \$60.

525400 - GAS, FUEL, & OIL **\$ 10,920**

The budget amount is based on the projected expenditures. The budget amount is prorated equally among all vehicles assigned to the organization. Individual vehicle costs are not calculated due to the reassignment of vehicles with different job functions. The reassignment allows for efficient utilization of all fleet vehicles.

525600 – UNIFORMS & CLOTHING **\$ 2,280**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year, replacement body armor every five years, and boots every other year. The items needed this year are as follows:

- (6) Replacement uniforms \$130 ea. - \$780
- (3) Pairs of boots \$100 ea. - \$300
- (1) Replacement body armors \$824 ea. - \$824
- Components for the external carriers are \$376

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

(1) MARKED SUV W/EQUIP RPL **\$ 78,000**

Vehicle replacement as recommended by County Fleet Manager.

COUNTY OF LEXINGTON Grant Request Summary Form

Title of Grant: State School Resource Officer Program

Fund: 2640 School Resource Officer **Department:** 151204 LE/School Resource Officers
No. Title No. Title

Type of Summary: **Grant Application** **Grant Award**

Type of Grant: **Reimbursement** **Block**

Grant Overview: The State-Funded School Resource Officer (SRO) Program was transferred from the South Carolina Department of Education (SCDE) to the South Carolina Department of Public Safety (SCDPS) effective July 1, 2021 as a result of proviso 63.9 of the 2021-2022 South Carolina Appropriations Act. The purpose of the SRO Program is to fund full-time certified law enforcement officers to serve as SRO's in schools that otherwise would lack the adequate resources to hire their own SRO's. The State of South Carolina, the School Districts, and the Lexington County Sheriff's Department are working to provide a safe learning environment for the students. School Resource Officers have three (3) main functions: law enforcement officer, teacher, and counselor. Students learn from every interaction they have with an SRO. It is essential for an SRO to be a positive role model who endorses high moral standards, uses good judgment and discretion, is consistent and fair, respects all students, and displays a sincere concern for the school community.

This grant is for School District One for a new SRO position for Early Childhood Center for School District Four under the State SRO Program. Salary and fringes, operating costs and equipment are being requested. While the grant does not require matching funds, the expenses that are not covered under the grant award will be paid 75% by the School District, and the Sheriff's Department will pay 25%.

Grant Period: July 1, 2024 to June 30, 2025

Responsible Departmental Grant Personnel: Nandalyn Heaitley, LCSD Grants Coordinator

Date Grant Information Released: January 22, 2024

Date Grant Application Due: February 16, 2024

Grant Expenditures (Please attach a detailed budget with Excel spreadsheet, Overview, Line Item Narratives, etc.):

Personnel	\$ 85,729.00		
Operating	\$ 22,874.00	* Application Amount:	\$ 212,363
Capital	\$ 108,349.00	* Award Amount:	
Total	\$ 216,952.00		

Local Match Required: Yes No

If Yes, What is the Percentage / Amount:

	\$212,363.00	State SRO Grant
	\$3,189.00	Op Trn from General Fund
	\$215,552.00	Total

Requirements at the End of this Grant (please explain in detail): The SRO will be continued per contractual agreement with the Lexington County Sheriff's Department and the School District.

Dept. Preparer:	NH
Dept. Approval:	
Finance Approval:	
<i>Initials</i>	<i>Date</i>

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #4 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #4 2640:								
Revenues:								
456100	Program Income	235,759	146,799	223,494	223,494	0		
458007	State SRO Program	90,196	18,384	0	0	212,363		
461000	Investment Interest	0	0	0	0	0		
801000	Op Trn from General Fund/LE	90,397	0	74,498	74,498	3,189		
** Total Revenue		<u>416,352</u>	<u>165,183</u>	<u>297,992</u>	<u>297,992</u>	<u>215,552</u>	<u>0</u>	<u>0</u>
***Total Appropriation					6,778	215,552 216,952	0	0
FUND BALANCE								
Beginning of Year					<u>34,993</u>	<u>326,207</u>	<u>326,207</u>	<u>326,207</u>
FUND BALANCE - Projected								
End of Year					<u>326,207</u>	<u>326,207</u>	<u>326,207</u>	<u>326,207</u>

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.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 SPECIAL REVENUE
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2640
 Division: Law Enforcement
 Organization: 151204 State SRO - Lexington Four Early Childhood Center

		<i>BUDGET</i>			
Object Expenditure Code	Classification	Pay Band SO2	2024-25 Requested	2024-25 Recommended	2024-25 Approved
Personnel					
510100	Salaries & Wages - 1		50,176		
510200	Overtime		3,000		
511112	FICA Cost		4,068		
511113	SCRS		0		
511114	PORS		11,295		
511120	Insurance Fund Contribution -		8,150		
511130	Workers Compensation		1,840		
515600	Clothing Allowance		0		
519903	Contingency		7,200		
	* Total Personnel		85,729		
Operating Expenses					
520110	Officer Safety Equipment		3,758		
521000	Office Supplies		120		
521200	Operating Supplies		200		
521208	Police Supplies		410		
522300	Vehicle Repairs & Maintenance		1,971		
524100	Vehicle Insurance		615		
524101	Comprehensive Insurance		250		
524201	General Tort Liability Insurance		1,637		
524202	Surety Bonds -		0		
525004	WAN Service Charges		468		
525021	Smart Phone Charges		540		
525030	800 MHz Radio Service Charges		1,416		
525041	E-mail Service Charges -		129		
525210	Conference & Meeting Expense		2,200		
525230	Subscriptions, Dues, & Books		60		
525400	Gas, Fuel & Oil		6,600		
525600	Uniforms		2,500		
	* Total Operating		22,874		
	** Total Personnel & Operating		108,603		
Capital					
540000	Small Tools & Minor Equipment		1,000		
	(1) Personal Protection Equip Kit		775		
	(1) Ruggedized Laptop w/ Acc		6,024		
	(1) Vehicle Printer w/ Acc		500		
	(1) 800 MHz Radio w/ Acc		8,000		
	(1) In-car MHz Radio W/Acc		8,000		
	(1) Gun w/ Acc		650		
	(1) MCT/MFR Licensing		4,000		
	(1) Marked SUV w/ Equip		78,000		
	(1) Rifle w/Acc		1,400		
	** Total Capital		108,349		
	*** Total Budget Appropriation		216,952		

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
SRO - State Grant New	$\frac{1}{1}$	$\frac{0}{0}$	$\frac{1}{1}$	$\frac{1}{1.000}$	SO2
Totals					

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 3,758

The body camera and the electronic control device are now being combined into an annual service for the two devices to work simultaneously to store information continually. It is a requirement of law enforcement to use the body cameras for recording purpose and the electronic control devices for safety of the officers. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

521000 - OFFICE SUPPLIES \$ 120

Office supplies needed to perform daily job duties. Examples of items purchased from this account include toner cartridges for printers, pens, notebooks, folders, calendars, and general office supplies. The amount budgeted is based on the expenditure projection for this fiscal year.

521200 - OPERATING SUPPLIES \$200

Operating supplies needed to perform daily job duties. Examples of items purchased from this account include disks, toner, batteries, adapters, photo paper, and items that allow daily job tasks. The amount budgeted is based on the expenditure projection.

521208 - POLICE SUPPLIES \$410

Police supplies needed to perform daily job duties. Examples of items purchased from this account include pepper gel, flashlights, handcuffs, summons books, holders and batons. The amount budgeted is based on the expenditure projection.

522300 - VEHICLE REPAIRS & MAINTENANCE \$ 1,971

The amount budgeted is based on the projected expenditures for the vehicle.

524100 - VEHICLE INSURANCE \$ 615

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

524101 - COMPREHENSIVE INSURANCE \$ 250

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

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,637

General tort liability insurance needed for all personnel. There are several liability classifications for the personnel and the amount budgeted is determined by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds are paid every 3 fiscal years and the next payment will be due fiscal year 2027.

525004 – WAN SERVICE CHARGES \$ 468

This account is used to pay connection charges for wide area networks. This includes the mi-fi fee to connect officers when they are not in the main office to access the in-house law enforcement network to obtain and to view critical law enforcement information.

525021 – SMART PHONE CHARGES \$ 540

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables officers to upload photos of evidence to case files to make documentation more efficient. The Smart Phone is new technology that enables data transmissions in addition to the other services available with our current cell phone plan.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 1,416**

The 800 MHz portable and in-car radios are required for communication. This communication enables the Communication Center to convey to officers' vital information regarding the call for service.

525031 – 800 MHz RADIO MAINTENANCE CONTRACTS **\$ 510**

The 800 MHz portable and in-car radios are required for communication. This communication must be available at all times.

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

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

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,200**

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.

(6) Grant Required Trainings are estimated.

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$ 60**

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

525400 – GAS, FUEL & OIL **\$ 6,600**

The budget amount is based on the amount allowed by the grant per officer per year. The grant reimburses the travel amount based on the Federal Mileage Rate.

525600 – UNIFORMS & CLOTHING **\$ 2,500**

Uniforms and specialized clothing is worn for safety and quick identification. 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 body armor and equipment holders.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

540000 - SMALL TOOLS AND MINOR EQUIPMENT \$ 1,000

This account is established to purchase miscellaneous items are needed to perform the duties assigned to include a desk and chair.

(1) PERSONAL PROTECTIVE EQUIPMENT KIT \$ 775

The personal protective equipment kit is used in the event of a hazardous chemical or substance spill. The kit is needed for our road patrol units to keep them OSHA compliant.

(1) RUGGEDIZED LAPTOP W/ ACC \$ 6,024

The computer is required to perform the duties of this position.

(1) VEHICLE PRINTER W/ ACC \$ 500

The printer is required to provide citizens with copies of reports in the field.

(1) 800 MHz RADIO W/ ACC \$ 8,000

This account will purchase a handheld radio to ensure communication. The radio is needed for officer safety. They enable the deputy to communicate with County Communication and the reverse.

(1) 800 MHz RADIO W/ ACC \$ 8,000

This account will purchase an in-car radio to ensure communication in low lying areas. The radio is needed for officer safety. They enable the deputy to communicate with County Communication and the reverse.

(1) GUN W/ ACC \$ 650

Handguns are required to perform the duties of a law enforcement officer.

(1) MCT/MFR LICENSING \$ 4,000

The license is required for the records management system.

(1) MARKED SUV W/ EQUIPMENT \$78,000

A marked vehicle is required to perform the duties of a deputy.

(1) RIFLE W/ACCESS \$1,400

Long Range rifles will be used in case of emergency situations for shooters who may enter a school facility and attack. The rifle is needed for the protection of the students, faculty and all who may be in and around the area of the school.

**COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 RESOURCE OFFICERS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*L/E - School District #5 2641:								
Revenues:								
452010	School Crossing Guards	142,698	34,054	144,292	144,292	<u>147,565</u>		
456100	Program Income	546,217	423,238	827,990	827,990	<u>1,104,333</u>		
461000	Investment Interest	0	0	0	0			
801000	Op Trn from General Fund/LE	275,862	0	275,997	275,997	<u>368,111</u>		
** Total Revenue		<u>964,777</u>	<u>457,292</u>	<u>1,248,279</u>	<u>1,248,279</u>	<u>1,620,009</u>	0	0
***Total Appropriation					1,436,653	<u>1,590,470</u>	0	0
CONTINGENCY								
Unused								
FUND BALANCE								
Beginning of Year					<u>317,553</u>	<u>129,179</u>	<u>129,179</u>	<u>129,179</u>
FUND BALANCE - Projected								
End of Year					<u>129,179</u>	<u>158,718</u>	<u>129,179</u>	<u>129,179</u>

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 - 2024-25**

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 12	487,048	333,595	622,614	680,319		
510199	Special Overtime	27,939	29,464	23,856	58,925		
510300	Part Time	0	0	0	0		
511112	FICA - Employer's Portion	37,960	26,921	49,519	56,552		
511114	Police Retirement - Employer's Portion	87,357	65,906	137,487	157,015		
511120	Employee Insurance -12	101,400	46,800	93,600	97,800		
511130	Workers Compensation	17,832	12,583	22,371	25,578		
511214	PORS - Employer Portion (Retiree)	11,914	7,172	0	0		
519999	Personnel Contingency	0	0	87,131	63,595		
	* Total Personnel	771,450	522,441	1,036,578	1,139,784	0	0
Operating Expenses							
520110	Officer Safety Equipment	10,015	0	30,672	45,096		
521208	Police Supplies	498	0	650	650		
522300	Vehicle Repairs & Maintenance	7,648	3,610	5,600	23,652		
524100	Vehicle Insurance - 12	7,995	6,150	4,305	7,380		
524101	Comprehensive Insurance - 7	1,230	1,497	1,750	2,000		
524201	General Tort Liability Insurance	0	20,267	19,644	21,281		
524202	Surety Bonds - 12	0	0	120	0		
525004	WAN Service Charges	5,473	2,243	5,616	5,616		
525021	Smart Phone Charges	6,480	2,655	6,480	6,480		
525030	800 MHz Radio Service Charges - 12	8,553	4,101	8,496	8,496		
525031	800 MHz Radio Maintenance Contracts	818	748	1,020	1,020		
525041	E-mail Service Charges - 12	1,011	634	1,548	1,548		
525210	Conference, Meeting & Training Expense	845	280	1,680	1,820		
525230	Subscriptions, Dues, & Books	180	605	720	720		
525400	Gas, Fuel, & Oil	22,195	11,746	29,281	43,680		
525600	Uniforms & Clothing	6,950	2,585	5,801	7,221		
529903	Contingency	0	0	168,331	0		
	* Total Operating	79,891	57,121	291,714	176,660	0	0
	** Total Personnel & Operating	851,341	579,562	1,328,292	1,316,444	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			
2	Marked SUV w/Accs				156,000		
	** Total Capital	0	0	0	156,000	0	0
	*** Total Budget Appropriation	851,341	579,562	1,328,292	1,472,444	0	0

COUNTY OF LEXINGTON
SCHOOL DISTRICT #5 RESOURCE OFFICERS
Annual Budget
Fiscal Year - 2024-25

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

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510300	Part Time - (LS)	63,655	29,670	72,726	<u>82,080</u>		
511112	FICA - Employer's Portion	4,908	2,308	5,564	<u>6,279</u>		
511113	State Retirement - Employer's Portion	10,625	4,677	13,498	<u>15,234</u>		
511130	Workers Compensation	2,050	979	2,162	<u>2,430</u>		
511131	S.C. Unemployment	0	0	0	<u>0</u>		
511214	PORS - Employer's Portion (Retiree)	0	370	0	<u>0</u>		
519999	Personnel Contingency	0	0	9,179	<u>6,891</u>		
	* Total Personnel	81,238	38,004	103,129	<u>112,914</u>	0	0
Operating Expenses							
521209	School Patrol Supplies	366	0	1,800	<u>1,800</u>		
524201	General Tort Liability Insurance	0	1,560	3,240	<u>3,240</u>		
524202	Surety Bonds	0	0	120	<u>0</u>		
525100	Postage	32	0	72	<u>72</u>		
	* Total Operating	398	1,560	5,232	<u>5,112</u>	0	0
	** Total Personnel & Operating	81,636	39,564	108,361	<u>118,026</u>	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	0	<u>0</u>		
540010	Minor Software	0	0	0	<u>0</u>		
	All Other Equipment	0	0	0	<u>0</u>		
	** Total Capital	0	0	0	<u>0</u>	0	0
	*** Total Budget Appropriation	81,636	39,564	108,361	<u>118,026</u>	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 security of the students in every high school, most middle schools, and some elementary schools in all of Lexington County's school districts. School Crossing Guards ensure the safety of our children during arrival and departure from school. Not all schools in Lexington County have a school crossing guard and in school district two, the municipalities provide the crossing guards. The Lexington County Sheriff's Department and the School Officials are working together to provide a learning environment for the students that will be safe. The State of South Carolina has seen the crime rate rise and Lexington County experiences an increase of school-related incidents such as gang and drug activity. The presence of law enforcement officers in the schools should deter such criminal activity and the presence of school crossing guards assist with slowing traffic to allow the students to arrive and depart school safely.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/School Resource Officers:					
Senior Deputy	<u>12</u>	<u> </u>	<u>12</u>	<u>12</u>	SO2
Totals	<u>12</u>	<u>0</u>	<u>12</u>	<u>12.000</u>	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520110 – OFFICER SAFETY EQUIPMENT \$ 45,096

This account is for the department's maintenance plan for an electronic control device and body camera. These devices are critical to the officer by providing an accurate account of incidents and a non-lethal weapon during incidents.

520233 – TOWING SERVICE \$ 0

Towing services have not been needed for this organization in several years.

521208 – POLICE SUPPLIES \$ 650

Officers need items such as handcuffs, pepper spray, ASP batons, restraints, leg irons, transport belts, summons books, etc. to perform daily job duties. Some of these items are not replaced regularly, so expenditures vary from year to year. The amount budgeted is based on the expenditure projection for this fiscal year.

522300 - VEHICLE REPAIRS & MAINTENANCE \$ 23,652

The amount budgeted is based on estimated expenditures for the current fiscal year. The extraordinary maintenance includes transmission overhauls, rear-end replacements and deer collisions. The budget amount is prorated equally among all vehicles assigned to the organization.

524100 - VEHICLE INSURANCE \$ 7,380

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 \$ 2,000

Comprehensive insurance was placed on the school resource officer vehicles. The County's Risk Manager recommends the budget amount.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 21,281

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The amount per law enforcement officer is \$ 1,637 annually.

524202 – SURETY BONDS \$ 0

Surety bonds are due this year at \$10 per officer. Surety bonds are paid every three fiscal years and the next payment will be due in fiscal year 2027.

525004 – WAN SERVICE CHARGES \$ 5,616

This account is used to pay connection charges for wide-area networks. This enables connections to the Records Management System. The annual cost per deputy is \$468.

525021 – SMART PHONE CHARGES \$ 6,480

All vital communications cannot occur over the 800 MHz radio system. Therefore, mobile telephones are required for immediate response when required. The Smart Phone enables data transmissions in addition to the other services available with our current cell phone plan and can will replace the point-and-shoot camera currently issued to deputies. The annual cost per deputy is \$540.

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

The 800 MHz radios are required for communication. Please see the 800 MHz radio detail schedule in the appendixes for cost allocation. This includes service for one in-car radio.

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. This does not include the cost of one new in-car radio.

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 annual charge is \$129 per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 1,820**

School Resource officers must be sent for training so that they may maintain their certification and acquire advancement in technical fields. The certification class is \$140 per officer through SCCJA.

525230 – SUBSCRIPTIONS, DUES, & BOOKS **\$ 720**

The certified law enforcement officer dues for the South Carolina Law Enforcement Association and Sheriff's Association are paid from this account. The cost for both dues per officer per year is \$60.

525400 - GAS, FUEL, & OIL **\$ 43,680**

The budget amount is based on the projected expenditures for the current fiscal year. The budget amount is prorated equally among all vehicles assigned to the organization. Individual vehicle costs are not calculated due to the reassignment of vehicles with different job functions. The reassignment allows for efficient utilization of all fleet vehicles.

525600 – UNIFORMS & CLOTHING **\$ 7,221**

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year, replacement body armor every five years, and boots every other year. The items needed this year are as follows:

- (24) Replacement uniforms \$130 ea. - \$3,120
- (12) Pairs of boots \$100 ea. - \$1,200
- (3) Replacement body armors \$967 ea. - \$2,901

SECTION V. – PROGRAM OVERVIEW

School Crossing Guards play a vital role in ensuring the safety of children during their arrival and departure from school. In response to requests from Lexington County School Districts #1, #3, and #5, school crossing guards have been hired and are being managed by the Lexington County Sheriff's Department. The school districts are responsible for covering 100% of the costs associated with scheduled hours for the crossing guards, as well as an administrative fee that covers the cost of program management. Additionally, substitutes are hired on an as-needed basis to ensure that there is always sufficient coverage. 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.

Attachment B
Supply Costs Per Guard
2023-24

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 VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
School Crossing Guard	<u>12</u>	<u>0</u>	<u>2.55</u>	<u>2.55</u>	101 L/S
Totals	<u>12</u>	<u>0</u>	<u>2.55</u>	<u>2.55</u>	

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 are required for the school crossing guards to be visible for the safety of the children and awareness purposes of citizens.

524201 – GENERAL TORT INSURANCE \$ 3,240

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budgeted amount is 5% above the current FY expenditure (\$3,222), as recommended by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

Surety bonds will be paid this year and the cost is \$10.00 per employee. Surety bonds are paid every three fiscal years and will not be paid again until fiscal year 2024.

525100 – POSTAGE \$ 72

Postage is required for the bi-weekly mailing of the payroll deposit amounts to the school crossing guards. Most school crossing guards obtain their payroll information via the Internet and the mailing of this information is no longer needed.

**COUNTY OF LEXINGTON
LAW ENFORCEMENT OFF DUTY PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru June 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* L/E - Off Duty Program 2647:								
Revenues:								
438730	Administration Fee	84,542	31,949	80,100	80,100	76,389		
438731	Vehicle Use Fee	0	0	16,020	16,020	12,731		
** Total Revenue		<u>84,542</u>	<u>31,949</u>	<u>96,120</u>	<u>96,120</u>	<u>89,120</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>117,527</u>	<u>94,315</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>178,575</u>	<u>157,168</u>	<u>157,168</u>	<u>157,168</u>
FUND BALANCE - Projected								
End of Year					<u>157,168</u>	<u>151,973</u>	<u>157,168</u>	<u>157,168</u>

**COUNTY OF LEXINGTON
LAW ENFORCEMENT OFF DUTY PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Fund: 2647
Division: Law Enforcement
Organization: 151105 - LE/Support Services

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
						2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 1	55,922	30,295	57,793	<u>63,231</u>		
510200	Overtime	1,298	0	0	<u>0</u>		
511112	FICA - Employer's Portion	3,988	2,106	4,421	<u>4,838</u>		
511113	State Retirement - Employer's Portion	9,624	5,163	10,726	<u>11,736</u>		
511120	Insurance Fund Contribution - 1	7,800	3,900	7,800	<u>8,150</u>		
511130	Workers Compensation	178	94	179	<u>197</u>		
519999	Personnel Contingency	0	0	7,294	<u>5,200</u>		
	* Total Personnel	78,810	41,558	88,213	<u>93,352</u>	0	0
Operating Expenses							
521000	Office Supplies	0	0	200	<u>0</u>		
524201	General Tort Liability Insurance	0	0	40	<u>42</u>		
524202	Surety Bonds - 1	0	0	10	<u>0</u>		
525000	Telephone	0	0	252	<u>252</u>		
525021	Smart Phone Charges	540	225	540	<u>540</u>		
525041	E-mail Service Charges - 1	129	54	129	<u>129</u>		
529903	Contingency	0	0	28,143	<u>0</u>		
	* Total Operating	669	279	29,314	<u>963</u>	0	0
	** Total Personnel & Operating	79,479	41,837	117,527	<u>94,315</u>	0	0
Capital							
540000	Small Tools & Minor Equipment	0	0	0	<u>0</u>		
540010	Minor Software	0	0	0	<u>0</u>		
	All Other Equipment	0	0	0	<u>0</u>		
	** Total Capital	0	0	0	<u>0</u>	0	0
	*** Total Budget Appropriation	79,479	41,837	117,527	<u>94,315</u>	0	0

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

438730 – ADMINISTRATION FEE \$ 76,389

The revenue generated will cover the cost of the Human Resource Specialist position managing the program. This allows the program to be self-sustaining without additional cost to the LCSD. The number of hours worked varies significantly so the revenue is estimated based on the average of revenue for fiscal year 2022, revenue for fiscal year 2023, and the projected revenue for fiscal year 2024 based on actual collections for six months.

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.

438731 – VEHICLE USE FEE \$ 12,731

The vendor requesting the extra duty also pays a vehicle use fee. This is reimbursement for use of the vehicle.

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		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Support Services:					
Project Coordinator	<u>1</u>	<u>0.000</u>	<u>1</u>	<u>1</u>	208
Totals	<u>1</u>	<u>0.000</u>	<u>1</u>	<u>1</u>	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

524201 - GENERAL TORT LIABILITY INSURANCE \$ 42

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The budget amount is 5% more than the current fiscal year's expenditure (\$38), as recommended by the County's Risk Manager.

524202 – SURETY BONDS \$ 0

The next surety bond will be paid in FYE 2027.

525000 – TELEPHONE \$ 252

The landline being used by this position is assigned to HR and paid from LCSD's HR budget.

525021 – SMART PHONE CHARGES \$ 540

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.

**COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Community Development Block Grant 2400:								
Revenues:								
456100	Program Income	20,512	7,608	33,978	33,978	<u>33,978</u>		
456101	Program Income (Note Receivable)	(20,052)	0	0	0	<u>0</u>		
457000	Federal Grant Income	2,274,729	854,423	1,865,909	1,865,909	<u>1,862,177</u>		
461150	Interest Income - Notes	1,567	0	0	0	<u>0</u>		
801000	Op Trn from General Fund	49,378	50,000	50,000	50,000	<u>50,000</u>		
**Total Revenue		<u>2,326,134</u>	<u>912,031</u>	<u>1,949,887</u>	<u>1,949,887</u>	<u>1,946,155</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>3,840,887</u>	<u>1,862,176</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>378,349</u>	<u>(1,512,651)</u>	<u>(1,512,651)</u>	<u>(1,512,651)</u>
FUND BALANCE - Projected								
End of Year					<u>(1,512,651)</u>	<u>(1,428,672)</u>	<u>(1,512,651)</u>	<u>(1,512,651)</u>

**COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 4	187,497	114,930	222,579	163,281		
510200	Overtime	0	0	0			
511112	FICA - Employer's Portion	13,489	8,290	17,027	12,491		
511113	State Retirement - Employer's Portion	31,434	19,831	41,311	30,305		
511120	Employee Insurance - 4	27,300	15,600	31,200	20,375		
511130	Workers Compensation	582	357	690	506		
519999	Personnel Contingency	0	0	27,614			
	* Total Personnel	260,302	159,008	340,421	226,959	0	0
Operating Expenses							
520300	Professional Services	0	0	80,928	20,000		
520400	Advertising & Publicity	2,886	220	2,700	2,700		
520500	Legal Services	3,750	0	4,200	5,000		
520510	Interpreting Services	0	0	130	130		
520800	Outside Printing	0	0	1,000	1,000		
521000	Office Supplies	3,196	2,342	3,500	4,000		
521100	Duplicating	998	926	2,326	2,326		
521200	Operating Supplies	0	0	0	0		
524000	Building Insurance	68	95	70	98		
524201	General Tort Liability Insurance	0	520	291	306		
524202	Surety Bonds	0	0	28	0		
525000	Telephone	1,439	723	1,446	843		
525021	Smart Phone Charges - 2	1,623	767	1,620	972		
525041	E-mail Service Charges - 3	451	215	516	452		
525100	Postage	921	599	600	750		
525110	Other Parcel Delivery Services	0	85	250	250		
525210	Conference, Meeting & Training Expense	4,676	0	3,784	3,784		
525230	Subscriptions, Dues, & Books	2,905	2,750	3,000	3,200		
525240	Personal Mileage Reimbursement	0	0	504	504		
525250	Motor Pool Reimbursement	378	521	1,060	1,600		
525300	Util / Administration Building	2,666	1,470	2,100	2,100		
529903	Contingency	0	0	3,700	0		
529950	Indirect Costs	20,395	4,635	20,000	20,000		
	* Total Operating	46,352	15,868	133,753	70,015	0	0
	** Total Personnel & Operating	306,654	174,876	474,174	296,974	0	0
Capital							
540000	Small Tools & Minor Equipment	591	0	250	250		
540010	Minor Software	7,560	0	8,116	8,116		
	All Other Equipment	0	0	0			
	** Total Capital	8,151	0	8,366	8,366	0	0
	*** Total Budget Appropriation	314,805	174,876	482,540	305,340	0	0

**COUNTY OF LEXINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT
Annual Budget
Fiscal Year - 2024-25**

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

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0	0	0
Operating Expenses						
529903 Contingency	0	0	123,799			
534404 Midlands Housing Alliance, Inc.	86,955	56,561	71,370	90,000		
537119 Minor Housing Repair Program	18,016	49,564	75,692	10,000		
537180 HOME Program Project Delivery	34,737	6,625	29,510	18,000		
537192 Acquisition/Affordable Housing	0	0	2,717			
537194 State Street Sewer Line	0	0	73,075			
537209 BLEC Roof Replacement	0	0	5,982			
537213 ICRC Afternoon Adventures	101,615	12,635	86,311	60,000		
537216 Central SC Habitat for Humanity	0	0	79,147			
537217 Joint Municipal Water and Sewer	732,290	0	423,707			
537232 ICRC Athletic Scholarship	25,000	12,011	22,000	25,000		
537241 Arc of the Midlands Job Training	0	0	0			
537243 Harvest Hope Diabetic Food Pantry	0	0	0			
537245 Lexington County Fire Services	0	0	492,123			
537246 Town of Batesburg-Leesville Pump Station	0	300,000	304,046			
537249 West Columbia Sewer Upgrades	466,941	0	0			
537250 Boys & Girls Club of America	58,000	40,498	58,000	54,000		
537255 Town of Batesburg-Leesville Chemical Feed	102,243	336,518	677,102			
537256 CMRTA Bus Shelters	0	0	0			
537260 City of Cayce - Fire Ladder Truck	0	0	0			
537261 BLEC Bathroom Renovations	364,768	0	0			
537272 Town of Springdale - Sidewalk	0	0	0			
537273 Lex School District #1 - Sensory Room	17,731	501	3,101			
537282 West Columbia Mill Village	0	0	385,000			
537283 BLEC Gym Renovation	0	0	212,398			
537284 Harvest Hope Food Distribution Site	30,000	0	0			
537286 Lex School District #1 - Rehab Kitchen	0	0	194,651			
537287 ICRC Palmetto Enrichment	0	0	18,616	20,000		
537288 Palmetto Place Children and Youth Svc.	0	12,011	20,000	25,000		
Town of Batesburg-Leesville Valve Enhancement				416,633		
City of Cayce Sewer Line Rehab				273,642		
ICRC EEC Deck Renovation				313,774		
Mission Lexington Refrigerator Truck				70,000		
Mission Lexington Walk-In Fridge/Freezer				89,288		
Sistercare				30,000		
Communities in School of South Carolina				41,500		
Our Place of Hope				20,000		
* Total Operating	2,038,296	826,924	3,358,347	1,556,837	0	0
** Total Personnel & Operating	2,038,296	826,924	3,358,347	1,556,837	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	2,038,296	826,924	3,358,347	1,556,837	0	0

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Community Development Block Grant (CDBG) Program

Program 2 – County-wide Title VI Compliance

Program 1 Objectives:

The objectives of the Community Development Block Grant (CDBG) Program are to primarily assist low- and moderate-income (LMI) persons in securing decent housing, suitable living environments and expanded economic opportunities. Every project and activity funded through the CDBG Program must meet one of three national objectives: principally benefit LMI persons, aid in the elimination of slums and blight, and/or meet an urgent or unanticipated need.

The staff of the County’s CDBG Program carries out these objectives through administration, implementation and oversight of the Program as established through the regulations of the United States Department of Housing and Urban Development (HUD). These responsibilities include the following:

- Ensuring compliance with applicable regulations
- Maintaining records and files
- Preparing plans and reports
- Managing infrastructure construction and other projects following federal and County guidelines
- Developing and monitoring annual program and individual project budgets
- Analyzing feasibility of potential projects
- Monitoring federal guidelines and recommending changes to program as needed

The Grants Manager, Grants Administrator and Housing Program Coordinator 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. 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 **\$1,862,177**

The United States Department of Housing and Urban Development (HUD) establishes the annual award for all Community Development Block Grant (CDBG) Urban Entitlement Counties. HUD has not notified the County of its allocation for FY 2024-25. At the time of budget preparation, HUD has recommended using the previous year’s allocation of \$1,862,177 for planning purposes. The CDBG Program has approximately \$483,523 in uncommitted funds that will be included when making project awards for the FY 2024-25 budgets. The uncommitted funds are from awarded projects that were completed under budget. No other revenues are anticipated.

801000 – GENERAL FUND **\$50,000**

The Title VI Coordinator/Grant 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 Coordinator/Grant Manager is provided by the general fund.

SECTION VI. B

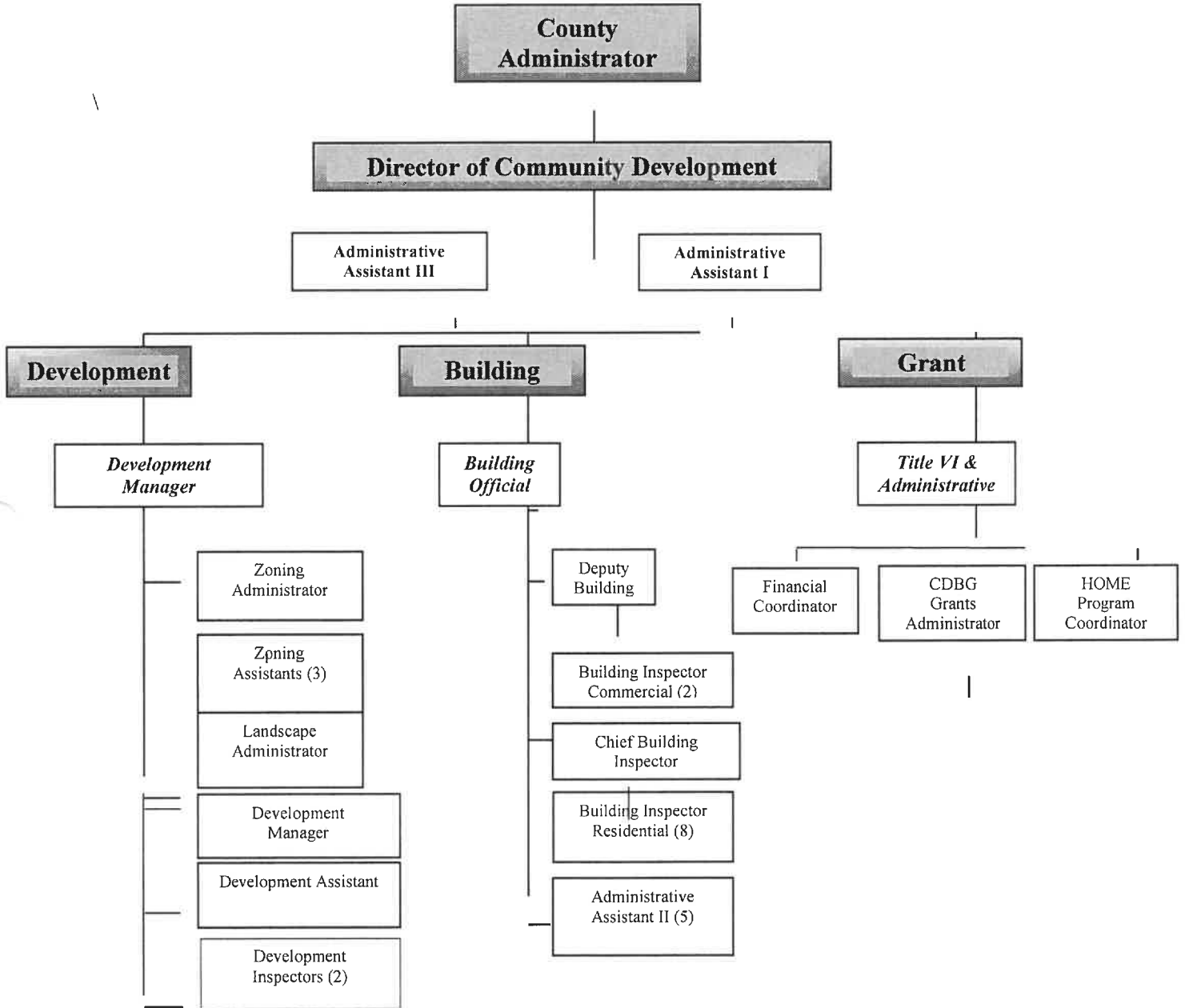
LISTING OF POSITIONS

The Community Development Block Grant Division consists of five (5) employees with insurance.

Position	Band
Title VI Coordinator/Grant Manager	213*
Grants Administrator	211
Grants Financial Analyst	211
Housing Program Coordinator	111

*50% of the personnel and operating costs for this position are funded through the County General Fund.

**COMMUNITY DEVELOPMENT DEPARTMENT
 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 \$20,000

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 \$2,700

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): \$2,200

Program 2 (Title VI Compliance): \$500

520500 – LEGAL SERVICES \$5000

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): \$4,500

Program 2 (Title VI Compliance): \$500

520510 – INTERPRETING SERVICES \$ 130

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): \$65

Program 2 (Title VI Compliance): \$65

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 **\$4,000**

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): \$3,600

Program 2 (Title VI Compliance): \$400

521100 - DUPLICATING **\$2,326**

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 \$.0335 a copy = \$2,010

Program 1 (CDBG Program): \$2,010

Program 2 (Title VI Compliance): \$316

524000 - BUILDING INSURANCE **\$98**

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

524201 - GENERAL TORT LIABILITY **\$306**

The amount requested is based on an estimate provided by the County for the CDBG (\$176), HOME (\$98), and Title VI (\$32) Programs.

Program 1 (CDBG Program): \$274

Program 2 (Title VI Compliance): \$32

524202 - SURETY BONDS **\$0**

This line item is requested to cover the cost of Surety Bond Renewals.

Program 1 (CDBG Program): \$0.00

Program 2 (Title VI Compliance): \$0.00

(50% of Program 2 costs will be funded by GF)

525000 – TELEPHONE \$843

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

Program 1 (CDBG Program): \$722.52	
• 3 lines x \$19.00/month x 12 months	\$684.00
• 3 lines with voice mail x \$1.07/month x12 months	<u>\$ 38.52</u>
Total	\$722.52
Program 2 (Title VI Compliance):	
1 line x \$19.00/month x 12 months ÷ 2 *	\$114.00
• 1 line with voice mail x \$1.07/month x12 months ÷ 2 *	<u>\$ 6.42</u>
* Total	\$120.42

*50% of Program 2 cost will be funded through GF

525020 – PAGERS AND CELL PHONES \$0

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.

525021 – SMART PHONE CHARGES \$972

Smart phones are assigned to the 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): \$648.00	
• 1 smart phones x \$54/month x12 months	\$648.00
Program 2 (Title VI Compliance): \$324.00*	
• 1 smart phones x \$54/month x12 months ÷ 2	\$324.00

*50% of Program 2 cost will be funded through GF

525041 – E-MAIL SERVICE \$452

The amount requested covers basic e-mail service for department staff.

Program 1 (CDBG Program): \$516	
• 3 accounts x \$10.75/month x 12 months = \$387	
Program 2 (Title VI Compliance): \$64.50*	
• 1 account x \$10.75/month x 12 months ÷ 2 = \$64.50	

*50% of Program 2 cost will be funded through GF

525100 - POSTAGE \$750

This line item covers the cost of mailing office correspondence, notices, reports, newsletters, and planning materials.

Program 1 (CDBG Program): \$450

Program 2 (Title VI Compliance): \$300

525110 – OTHER PARCEL DELIVERY SERVICES \$250

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

Program 1 (CDBG Program): \$200

Program 2 (Title VI Compliance): \$50

525210 – CONFERENCE, MEETING & TRAINING EXPENSE \$3,784

This line item covers the cost of attending various HUD training opportunities that may include IDIS, Fair Housing, Wage and Labor compliance, Environmental Review compliance, and general CDBG and HOME program training as well as annual training provided by state and national associations working within the area of housing, planning and community development. Estimated training costs include lodging, transportation, and registration fees. The training events listed below address various aspects of the CDBG and HOME programs, rural development, planning, affordable housing, infrastructure improvements, community revitalization techniques, compliance with HUD, and other federal requirements, as well as best practice presentations from other communities. Locations for HUD training vary and are offered throughout the United States depending on HUD’s budget and the availability of trainers, etc. The Title VI Coordinator/Grant Manager will be required to attend various trainings to stay abreast of compliance issues related to management of the County’s Title VI program

Program 1 (CDBG Program): \$10,750

- HUD Training (estimate) \$ 1,000
- National Comm. Dev. Assoc. Legislative Policy Conference \$ 1,500
- National Comm. Dev. Assoc. Spring Training \$ 500
- SC Comm. Dev. Assoc. Spring Meeting \$ -0-
- Palmetto Affordable Housing Forum \$ -0-
- Miscellaneous Training \$ 784

TOTAL \$ 3,784

525230 - SUBSCRIPTIONS, DUES, & BOOKS **\$3,200**

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): \$3,200

Dues:

National Community Development Association (Agency membership – 1 year)	\$2000
SC Association of Community Development Corporation (Agency membership – 1 year)	\$ 750
Midlands Area Consortium for the Homeless (Agency membership – 1 year)	<u>\$ 200</u>
TOTAL	\$2,950

Subscriptions and Books:

The Lexington Chronical Newspaper (1 year subscription)	\$ 45.00
Other subscriptions, Books and Training Manuals (estimate)	<u>\$ 205.00</u>
TOTAL	\$ 250.00

525240 - PERSONAL MILEAGE REIMBURSEMENT **\$504**

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 \$.67 cents rate as set by the federal government.

Program 1 (CDBG Program): \$504

- 62.7 miles/month x 12 months x \$.67= \$504

525250 - MOTOR POOL REIMBURSEMENT **\$1600**

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

Program 1 (CDBG Program): \$1600

- 203.6 miles/month x 12 months x \$.655 = \$560

525300 – UTILITIES / ADMINISTRATION BUILDING **\$2,100**

The requested amount is an estimate based on historical data.

Program 1 (CDBG Program): \$1,856

Program 2 (Title VI Compliance): \$244

529903 - CONTINGENCY **\$0**

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): **Miscellaneous Expenses \$250**

540010 - MINOR SOFTWARE \$8,116

This line item is requested to provide software to be used for grant programs materials and marketing needs.

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.

IN-HOUSE PROJECT LINE ITEMS

537180 – HOME PROGRAM PROJECT DELIVERY \$18,000

CDBG funding is used to pay the project delivery costs associated with implementing the HOME Program. This includes appraisals, work specifications, construction inspections, environmental reviews, legal fees, underwriting and relocation costs etc.

537119 – MINOR HOUSING REPAIR PROGRAM \$10,000

This project will continue an existing Lexington County program to assist low- and moderate-income homeowners with minor repairs to their homes. Through the above allocation, we anticipate assisting approximately 2 homeowners.

PUBLIC FACILITY AND INFRASTRUCTURE PROJECTS

5----- TOWN OF BATESBURG LEESVILLE – VALVE ENHANCEMENT \$416,633

CDBG funds will be used to provide the Town of Batesburg-Leesville with water infrastructure and asset condition assessment services that will better quantify and locate water infrastructure (i.e., valves and hydrants) within the Town's distribution systems.

5----- CITY OF CAYCE \$273,642

CDBG funds will be used for a sewer line rehab project within the Cayce city limits located along and around Lexington Avenue. In total, 1,459 linear feet of deteriorating sewer line be repaired. This project is the third phase of sewer line rehab in the surrounding area. This project will ensure that area residents have adequate and safe infrastructure to meet their needs.

5----- IRMO CHAPIN RECREATION COMMISSION – DECK RENOVATION \$313,774

CDBG funds will be used to modify access to the current facility and improve ADA accessible entrances and walkways. In addition, the back deck of the facility will be raised to one level, removing stairs that are currently a barrier to entry and allowing easier access into and out of the facility.

5----- MISSION LEXINGTON – WALK IN REFRIGERATOR/FREEZER \$89,288

CDBG funds will be used for a refrigerated truck that would expand Mission Lexington’s food rescue program. We retrieve food from 5 grocery chains (12 stores in total) Monday, Thursday and Friday. They currently have a used refrigerated truck that is in for repairs constantly because of its age. This means that they are not able to “rescue” food during that time and have less to distribute to our Lexington neighbors in need.

5----- MISSION LEXINGTON – WALK IN REFRIGERATOR/FREEZER \$70,000

CDBG funds will be used for a refrigerated truck would expand Mission Lexington’s food rescue program. We retrieve food from 5 grocery chains (12 stores in total) Monday, Thursday and Friday. They currently have a used refrigerated truck that is in for repairs constantly because of its age. This means that they are not able to “rescue” food during that time and have less to distribute to our Lexington neighbors in need.

534404 MIDLANDS HOUSING ALLIANCE, INC \$90,000

CDBG funds will be used for a refrigerated truck that would expand Mission Lexington’s food rescue program. We retrieve food from 5 grocery chains (12 stores in total) Monday, Thursday and Friday. They currently have a used refrigerated truck that is in for repairs constantly because of its age. This means that they are not able to “rescue” food during that time and have less to distribute to our Lexington neighbors in need.

PUBLIC SERVICE PROJECTS

537250 BOYS AND GIRLS CLUB BE GREAT ACADEMY \$54,000

CDBG funds will be used to provide 55 full scholarships to be involved in the BE GREAT Academy after school program which offers homework assistance, healthy snacks and over 25 enrichment activities in character and leadership development.

537288 PALMETTO PLACE CHILDREN AND YOUTH SERVICES \$25,000

CDBG funds will be used to provide shelter, wraparound services, and counseling to 20 unduplicated youth annually between the ages of 16-21 years of age. These youth have been identified as individuals who have runaway or been forced to leave home, are homeless, prone to entanglement with law enforcement, or enter in the child welfare, juvenile justice, or mental health systems.

537213 IRMO CHAPIN RECREATION COMMISSION AFTERNOON ADVENTURES \$60,000

CDBG funds will be used to continue the therapeutic afterschool care program for children with special needs, and to continue full-day services at both sites for students with special needs. Afternoon Adventures is currently the only affordable afterschool resource in Chapin for students with disabilities.

537232 IRMO CHAPIN RECREATION COMMISSION ATHLETIC SCHOLARSHIP \$25,000

CDBG funds will be used to provide reduced athletic registration fees to low income youth athletes. Participants who meet income qualifications will have the opportunity to play spring, fall and winter youth sports at one half the normal registration fees, while hardship cases may qualify for full scholarships.

537287 IRMO CHAPIN RECREATION COMMISSION PALMETTO ENRICHMENT \$20,000

CDBG funds will be used to fill a large void in the special needs adult community. It will provide a nurturing adaptive enrichment day care program for adults with special needs, allowing them to continue to thrive and be cared for while their families are able to maintain full time work schedules.

5----- SISTERCARE \$30,000

CDBG funds will be used for Sistercare's 24/7 Crisis Line Program by utilizing two part-time Crisis Line Advocates to improve and increase access to Sistercare and community services.

5----- COMMUNITIES IN SCHOOL OF SOUTH CAROLINA (CISSC) \$41,500

CDBG funds will be used for CISSC will play an important role for low-income students and families by serving children at school, where they spend a good portion of their day, and directly providing and brokering needed public services to help our families overcome systemic challenges related to poverty. CISSC provide these services using a CISSC-funded site coordinator who is based at each school to work with students on a whole-school, small group and one on one case management level.

5----- OUR PLACE OF HOPE \$20,000

CDBG funds will be used to serve individuals aged 18 and over with severe mental illness who live in the Midlands area. The members will participate in the Work-Ordered day activities in the Clubhouse starting out a few days per week and working up to Monday – Friday.

**COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* HOME Program 2401:								
Revenues:								
456100	Program Income	23,415	9,756	27,215	27,215	<u>27,215</u>		
456101	Program Income (Note Receivable)	(21,831)	0	0	0	<u>0</u>		
457000	Federal Grant Income	366,076	53,426	840,327	840,327	<u>828,187</u>		
461150	Interest Income - Notes	3,800	0	0	0	<u>0</u>		
801000	Op Trn from General Fund	39,000	50,000	50,000	50,000	<u>50,000</u>		
**Total Revenue		<u>410,460</u>	<u>113,182</u>	<u>917,542</u>	<u>917,542</u>	<u>905,402</u>	0	0
***Total Appropriation					<u>2,646,758</u>	<u>828,187</u>	0	0
FUND BALANCE								
Beginning of Year					<u>715,654</u>	<u>(1,013,562)</u>	<u>(1,013,562)</u>	<u>(1,013,562)</u>
FUND BALANCE - Projected								
End of Year					<u>(1,013,562)</u>	<u>(936,347)</u>	<u>(1,013,562)</u>	<u>(1,013,562)</u>

**COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Fund 2401
Division: : Community Development
Organization: 181200 - Community Development Administration

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 1	33,049	23,472	45,050	<u>48,980</u>		
510200 Overtime	0	0	0	<u>0</u>		
511112 FICA - Employer's Portion	2,280	1,677	3,446	<u>3,747</u>		
511113 State Retirement - Employer's Portion	5,477	4,095	8,361	<u>9,091</u>		
511120 Employee Insurance - 1	7,800	3,900	7,800	<u>8,150</u>		
511130 Workers Compensation	103	73	140	<u>152</u>		
519999 Personnel Contingency	0	0	5,686	<u>0</u>		
* Total Personnel	48,709	33,217	70,483	<u>70,120</u>	0	0
Operating Expenses						
524201 General Tort Liability Insurance	0	40	0	<u>42</u>		
* Total Operating	0	40	0	<u>42</u>	0	0
** Total Personnel & Operating	48,709	33,257	70,483	<u>70,162</u>	0	0
Capital						
** Total Capital	0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation	48,709	33,257	70,483	<u>70,162</u>	0	0

**COUNTY OF LEXINGTON
HOME PROGRAM
Annual Budget
Fiscal Year - 2024-25**

Fund 2401
Division: Community Development
Organization - 181201 Community Development Projects

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
					2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0	0	0
Operating Expenses						
529903 Contingency	0	0	243,765	0		
537138 Community Housing Develop Organization	171,000	0	701,114	200,000		
537139 Homeownership Assistance Program	0	0	235,506	10,000		
537140 Housing Rehabilitation Program	172,900	60,444	666,114	300,000		
537192 Acquisition/Affordable Housing	0	0	729,776	248,025		
* Total Operating	343,900	60,444	2,576,275	758,025	0	0
** Total Personnel & Operating	343,900	60,444	2,576,275	758,025	0	0
Capital						
** Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	343,900	60,444	2,576,275	758,025	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 \$828,187

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 \$50,000

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.

SECTION VI. B – PERSONNEL LINE ITEM NARRATIVES

Position	Band
HOME Program Coordinator	111

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 2024-25 are identified below. The total costs are based on preliminary estimates.

529903 – CONTINGENCY \$0

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) \$200,000

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 \$10,000

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 \$300,000

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 \$248,025

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
EMERGENCY SOLUTIONS GRANT
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Emergency Solutions Grant 2402:								
Revenues:								
457000	Federal Grant Income	200,286	62,422	163,662	163,662	<u>163,662</u>		
** Total Revenue		<u>200,286</u>	<u>62,422</u>	<u>163,662</u>	<u>163,662</u>	<u>163,662</u>	0	0
Total Appropriation:					249,004	<u>163,662</u>	0	0
FUND BALANCE								
Beginning of Year								
					0	(85,342)	(85,342)	(85,342)
FUND BALANCE - Projected								
End of Year								
					(85,342)	(85,342)	(85,342)	(85,342)

Fund: 2402
Division: Community Development
Organization: 181201 - Community Development Projects

Object Expenditure		2022-23	2023-24	2023-24	2024-25	BUDGET	
Code	Classification	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	<u>0</u>	0	0
Operating Expenses							
537253	Sistercare	149,220	34,402	164,764	<u>50,000</u>		
537259	Transitions	0	2,509	22,023	<u>15,000</u>		
537267	One80 Place	24,160	0	34,502	<u>25,000</u>		
537254	United Way	26,906	10,088	27,715	<u>25,000</u>		
537281	MIRCI				<u>23,662</u>		
537280	Homeless No More				<u>25,000</u>		
* Total Operating		<u>200,286</u>	<u>46,999</u>	<u>249,004</u>	<u>163,662</u>	0	0
** Total Personnel & Operating		<u>200,286</u>	<u>46,999</u>	<u>249,004</u>	<u>163,662</u>	0	0
Capital							
** Total Capital		0	0	0	<u>0</u>	0	0
*** Total Budget Appropriation		<u>200,286</u>	<u>46,999</u>	<u>249,004</u>	<u>163,662</u>	0	0

COUNTY OF LEXINGTON
CLERK OF COURT/TITLE IV-D CHILD SUPPORT
Annual Budget
FY 2024-25 Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Clerk of Court Title IV-D DSS Child Support 2410:								
Revenues:								
451800	IV-D Transaction Reimbursement	344,949	161,787	400,000	400,000	400,000		
451801	IV-D Incentive Payments	31,857	13,923	35,000	30,000	35,000 30,000		
451804	IV-D Prior Year Audit Incentive	63,053	0	70,000	70,000	70,000 85,000		
Other Revenues:								
461000	Investment Interest	67,664	43,462	10,000	10,000	7,500		
** Total Revenue		<u>507,523</u>	<u>219,172</u>	<u>515,000</u>	<u>510,000</u>	512,500 522,500		0
Total Appropriation:					647,161	<u>505,342</u>	0	0
FUND BALANCE								
Beginning of Year					<u>2,042,806</u>	<u>1,905,645</u>	<u>1,905,645</u>	<u>1,905,645</u>
FUND BALANCE - Projected								
End of Year					<u>1,905,645</u>	<u>1,912,803</u>	<u>1,905,645</u>	<u>1,905,645</u>

**COUNTY OF LEXINGTON
CLERK OF COURT/TITLE IV-D CHILD SUPPORT
Annual Budget
Fiscal Year - 2024-25**

Fund: 2410
Division: Judicial
Organization: 141100 - Clerk of Court

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 6	189,958	89,514	238,869	267,584		
510300 Part Time - 4 (2.0 - FTE)	14,920	19,705	58,838	84,299		
511112 FICA - Employer's Portion	14,991	8,067	22,775	26,920		
511113 State Retirement - Employer's Portion	33,885	18,644	55,254	65,310		
511120 Employee Insurance - 6	46,800	23,400	46,800	46,800		
511130 Workers Compensation	636	339	923	1,091		
511213 SCRS - Emplr. Port. (Retiree)	0	0	0	0		
519999 Personnel Contingency	0	0	37,573	0		
* Total Personnel	301,190	159,669	461,032	492,004	0	0
Operating Expenses						
520200 Contracted Services	9,854	4,254	10,000	10,000		
521000 Office Supplies	0	0	600	600		
522200 Small Equipment Repair & Maint.	0	0	150	200		
524201 General Tort Liability Insurance	0	280	216	301		
524202 Surety Bonds - 5	0	0	31	31		
525000 Telephone	1,674	957	1,690	1,690		
525041 E-mail Service Charges - 4	408	151	516	516		
529903 Contingency	0	0	172,926	0		
* Total Operating	11,936	5,642	186,129	13,338	0	0
** Total Personnel & Operating	313,126	165,311	647,161	505,342	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	313,126	165,311	647,161	505,342	0	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 collections 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 costs of developing and implementing a child support collection and paternity determination program.

Service Standards:

SERVICE LEVELS				
	Actual FY 21/22	Actual FY 22/23	Estimated FY 23/24	Projected FY 24/25
Rule To Show Cause – Private & Juvenile	780	1140	1200	1300
Bench Warrants	285	500	550	575
Orders of Discharge	245	120	150	155
Orders	1,675	1,700	1,700	1,700
Audits & Reviews	150	150	150	150
Files Pulled for Court Proceedings	350	750	750	750
Affidavits of Service/Non Service	750	1,000	1,000	1,000
Correspondence	800	3,000	3,000	3,000
Telephone Calls	5,000	135,000	135,000	135,000
Monthly AFDC Report	20/60pg	20/60pg	20/60pg	20/60pg
Monthly Non AFDC Report	120/120 pg	120/120 pg	120/120 pg	120/120pg
Monthly UNIFSA Report	20/5 pg	20/5 pg	20/5 pg	20/5 pg
Certified Letters	170	180	180	180

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

451800 – TITLE IV-D UNIT COST REIMBURSEMENT \$ 400,000.00

An agreement of cooperation contract was entered into between the Clerk of Court of 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 terminates 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 amount received thus far for July 1, 2023 thru December 31, 2023 is \$204,076.82.

451801 – TITLE IV-D INCENTIVE \$30,000.00

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 support collections are made. It is treated the same way as the Title IV-D unit cost reimbursement. The amount received for July 1, 2023 thru December 31, 2023 is \$16,746.27.

451804 – IV-D PRIOR YEAR AUDIT INCENTIVE \$85,000.00

The revenue generated from the prior DSS yearly audit for July 1, 2023 – December 31, 2023 is \$63,052.73.

461000 – INVESTMENT INTEREST \$7,500.00

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Senior Court Administrator	1		1	1	210
Delinquent Account Manager	1		1	1	208
Family Ct Private Case Coord.	1		1	1	107
Admin Assistant III	1		1	1	107
Admin Assistant I	2		2	2	105
Admin Assistant I- PT	2		2	1	105
Intern	2		1	1	101
	10		8	8	

All of these positions require insurance.

Display organization flowchart:

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICE **\$ 10,000**

Used to pay for security at DSS hearings at Red Bank Crossing. This is in the town limits of Lexington so we use off-duty town police from Extra Duty Solutions to work within their jurisdiction.

52100 – OFFICE SUPPLIES **\$ 600.00**

This account is used for pens, pencils, printing and paper, miscellaneous supplies, toner cartridges for fax machines and printers as well as maintenance kits.

522200 – SMALL EQUIPMENT REPAIRS & MAINTENANCE **\$ 200.00**

This account will be used for maintenance and repair on scanner, electric seals, printers and any other miscellaneous equipment located within the Clerk of Court's office.

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 301.00**

This is based on the fee schedule provided by Human Resources.

524202 – SURETY BONDS **\$31.00**

Five (5) employees at \$6.29 per employee.

52500 – TELEPHONE **\$1,690.00**

This account is used to pay for telephone services for six (6) employee's phones and voice mail service.

525041 – E-MAIL SERVICE CHARGE **\$516.00**

Six (6) employees email at \$10.75 for a monthly charge of \$64.50 for an annual fee of \$774.00.

529903 – CONTINGENCY **\$ 0.00**

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment	\$ 0.00
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**COUNTY OF LEXINGTON
DHEC - EMS GRANT-IN-AID
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*DHEC - EMS Grant-In-Aid 2520:								
Revenues:								
459100	DHEC - EMS Grant-In-Aid	0	0	21,344	21,344	21,344		
801000	Op Trm from General Fund	0	0	1,242	1,242	1,242		
**Total Revenue		<u>0</u>	<u>0</u>	<u>22,586</u>	<u>22,586</u>	<u>22,586</u>	0	0
***Total Appropriation					<u>45,172</u>	<u>22,586</u>	0	0
FUND BALANCE								
Beginning of Year					<u>24,573</u>	<u>1,987</u>	<u>1,987</u>	<u>1,987</u>
FUND BALANCE - Estimated								
End of Year					<u>1,987</u>	<u>1,987</u>	<u>1,987</u>	<u>1,987</u>

Fund: 2520
Division: Department of Emergency Services
Organization: 131400 - Emergency Medical Services

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	<u>0</u>	0	0
Operating Expenses							
525210	Conference, Meeting & Training Expense	0	0	45,172	<u>22,586</u>		
* Total Operating		0	0	<u>45,172</u>	<u>22,586</u>	0	0
** Total Personnel & Operating		0	0	<u>45,172</u>	<u>22,586</u>	0	0
Capital							
** Total Capital		0	0	0	<u>0</u>	0	0
***Total Budget Appropriation		0	0	45,172	<u>22,586</u>	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 VLC – OPERATING LINE NARRATIVES

EMERGENCY MEDICAL SERVICES

525210 – CONFERENCE AND MEETING EXPENSES **\$22,586**

Funds are needed to train Paramedics to implement full staffing.

12 Students @ \$1,882.16 = \$22,586

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenue Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Economic Development 2000:								
Revenues:								
417100	Fee in Lieu of Taxes	496	0	0	0	0		
438905	Cell Phone Sales	65	0	0	0	0		
458000	State Grant Income	0	0	0	0	0		
461000	Investment Interest	26,389	20,102	5,000	5,000	0		
469900	Miscellaneous Revenues	0	0	0	0	0		
801000	Op Trn from General Fund	1,300,000	359,380	1,437,520	1,437,520	1,468,968		
821000	R.E.T. from General Fund	0	0	0	0	0		
**Total Revenue		<u>1,326,950</u>	<u>379,482</u>	<u>1,442,520</u>	<u>1,442,520</u>	<u>1,468,968</u>	<u>0</u>	<u>0</u>
** Total Appropriation					<u>1,936,570</u>	<u>1,468,968</u>	<u>0</u>	<u>0</u>

Unused Appropriations (FY 23-24)

FUND BALANCE
Beginning of Year

843,079 349,029 349,029 349,029

FUND BALANCE - Projected
End of Year

349,029 349,029 349,029 349,029

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2024-25**

Fund 2000
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
				2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel					
* Total Personnel	0	0	0		
Operating Expenses					
520103 Landscaping/Ground Maintenance	161,729	61,132	181,961	181,961	
520200 Contracted Services	38,400	75,750	114,330	81,180	
520300 Professional Services	45,000	37,500	90,000	90,000	
524999 Other Insurance	0	0	5,371	5,371	
525302 Util/Saxe Gotha Industrial Park	78,587	40,506	78,081	80,423	
525303 Util/Chapin Technology Park	119,612	58,401	119,437	123,020	
525324 Util/Batesburg-Leesville Industrial Park	25,088	12,482	22,888	23,575	
529903 Contingency	0	0	0	0	
537010 Certified Sites Program	0	0	466,447	0	
* Total Operating	468,416	285,771	1,078,515	585,530	
** Total Personnel & Operating	468,416	285,771	1,078,515	585,530	
Capital					
5AK405 CTP Infrast. Repair - Utility Prov	0	0	0		
5AL480 Chapin Park Stormwater Engineering	4,500	0	1,000		
5AM357 BLIP-Plat of Parcel 13	0	0	0		
**Total Capital	4,500	0	1,000		
Other Financing Uses					
811000 Op Trn to General Fund/Cty Ordinary	0	0	0		
814506 Op Trn to Saxe Gotha Industrial Park	0	0	0		
815801 Op Trn to Lex Cty Airport Capital Projects	0	0	0		
**Total Other Financing Uses	0	0	0		
*** Total Budget Appropriation	472,916	285,771	1,079,515	585,530	

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT
Annual Budget
Fiscal Year - 2024-25**

Fund 2000
Division: Economic Development
Organization: 181101 - Economic Development Administration

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	<i>BUDGET</i>	
	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 4	169,071	53,814	217,496	217,496		
510200 Overtime	13	0	0	0		
511112 FICA - Employer's Portion	12,478	4,049	16,638	16,638		
511113 State Retirement - Employer's Portion	27,326	8,683	40,367	40,367		
511120 Employee Insurance - 4	31,200	15,600	31,200	31,200		
511130 Workers Compensation	2,454	167	2,893	2,893		
519999 Personnel Contingency	0	0	27,451	27,451		
* Total Personnel	242,542	82,313	336,045	336,045		
Operating Expenses						
520221 Website Service	5,111	2,556	6,192	6,192		
520319 Engineering Services	71,000	3,430	147,000	131,500		
520400 Advertising & Publicity	61,664	1,225	105,414	105,419		
520500 Legal Services	20,158	10,535	20,994	20,994		
520702 Technical Currency & Support	629	0	840	840		
521000 Office Supplies	892	1,010	1,510	1,510		
521100 Duplicating	452	55	191	191		
521200 Operating Supplies	291	516	1,000	1,000		
522300 Vehicle Repairs & Maintenance	0	0	400	400		
524000 Building Insurance	1,364	5,334	6,054	5,494		
524100 Vehicle Insurance	615	615	615	615		
524101 Comprehensive Insurance	141	141	150	148		
524201 General Tort Liability Insurance	0	1,181	1,104	1,240		
524202 Surety Bonds	0	0	0	0		
525000 Telephone	1,017	482	1,192	1,192		
525006 GPS Monitoring Charges	205	60	204	204		
525021 Smart Phone Charges	1,661	640	2,304	2,304		
525041 E-mail Service Charges - 4	387	140	516	516		
525100 Postage	88	3	57	57		
525110 Other Parcel Delivery Service	0	0	100	100		
525210 Conference, Meeting & Training Expense	17,574	7,547	22,375	25,175		
525230 Subscriptions, Dues, & Books	4,507	3,157	4,820	30,024		
525240 Personal Mileage Reimbursement	2,244	432	3,357	3,357		
525300 Utilities - Administration	8,032	4,426	7,518	7,518		
525400 Gas, Fuel & Oil	450	0	1,045	1,045		
525600 Uniforms & Clothing	0	0	250	250		
534301 Central Carolina Econ. Develop Alliance	72,000	36,000	72,000	72,000		
534303 The River Alliance	55,000	13,750	55,000	70,000		
537006 USC Incubator Project	50,000	25,000	50,000	50,000		
537190 Engenuity SC	0	0	0	0		
* Total Operating	375,482	118,235	512,202	539,285		
** Total Personnel & Operating	618,024	200,548	848,247	875,330		

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 maintenance of Lexington County's three (3) business parks. To achieve and maintain status as South Carolina Department of Commerce's Palmetto Sites for all three (3) aforementioned business parks.

The goal is to maintain the grounds and accoutrements in Lexington County's three (3) business parks in a highly presentable fashion in order to keep the appearance attractive to new and existing occupants.

Service Standards:

- a. To assist and advise Lexington County Council and the Lexington 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 related needs in our parks.
- d. To ensure that the appearance of our industrial parks are properly maintained.
- e. To achieve and maintain designation as South Carolina Palmetto Sites for our three (3) business parks.

SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING / GROUND MAINTENANCE / INDUSTRIAL PARKS \$181,961

Cost to cover the estimated expense of maintaining the landscaping and streets at the three (3) business parks owned by Lexington County:

- Saxe Gotha Industrial Park North and South
 - Landscaping (to include a separate line item for Litter Control):
 - Cost for 12 months = \$53,999.00
 - Street Sweeping / Cleaning:
 - \$1,200/each x 1 = \$1,200
- Chapin Business & Technology Park at Brighton
 - Landscaping:
 - Cost for 12 months = \$65,395.00
 - Fountain Maintenance
 - \$2,466.75 Monthly
 - \$2,466.75 x 12 = \$29,601.00
 - Street Sweeping / Cleaning:
 - \$1,200/each x 1 = \$1,200
- Batesburg-Leesville Industrial Park
 - Landscaping (to include Litter Control):
 - Cost for 12 months = \$28,525.00
 - Street Sweeping / Cleaning:
 - 1,200/each x 1 = \$1,200

520200 – CONTRACTED SERVICES \$81,180

Cost to cover the estimated expense of completing annual herbicide treatments at Chapin Business & Technology Park at Brighton, Saxe Gotha Industrial Park North and South and the Batesburg-Leesville Industrial Park:

- Chapin Business & Technology Park – approx. 120 acres of timbered property
 - 120 x \$220 (estimated cost of herbicide treatment) = \$26,400.00
- Saxe Gotha Industrial Park Phase I – approx. 131 acres of timbered property
 - 60 x \$220 (estimated cost of herbicide treatment) = \$13,200.00
- Saxe Gotha Industrial Park Phase II – approx. 140 acres of timbered property
 - 122 x \$220 (estimated cost of herbicide treatment) = \$26,840.00
- Batesburg-Leesville Industrial Park – approx. 38 acres of timbered property
 - 67 x \$220 (estimated cost of herbicide treatment) = \$14,740.00

520300 – PROFESSIONAL SERVICES \$90,000

Cost to cover specialized services needed for the advancement of Economic Development in Lexington County.

524999 – Other Insurance \$5,371

Insurance for the fountain in the Chapin Business & Technology Park at Brighton

525302 – UTILITIES / SAXE GOTHA INDUSTRIAL PARK \$80,423

Cost to cover the estimated expense for Saxe Gotha Industrial Park Phase I and Phase II:

- Lighting
 - Total Monthly Lighting Charges - \$6,444.45 average monthly
 - \$6,444.45 x 12 = \$77,333.44
- Electrical
 - Signage (12th Street) - \$373.46/year
 - Signage (Old Wire) - \$373.20/year

525303 – UTILITIES / CHAPIN BUSINESS & TECHNOLOGY PARK at BRIGHTON **\$123,020**

Cost to cover the estimated expense for Chapin Business & Technology Park at Brighton:

- Lighting
 - Total Monthly Lighting Charges - \$7,581.67 average monthly
 - $\$7,581.67 \times 12 = \$90,979.98$
- Electrical
 - Entrance Signs (2)
 - \$46.55 average monthly
 - $\$46.55 \times 12 = \558.56
 - Fountain
 - \$1,059.29 average monthly
 - $\$1,059.29 \times 12 = \$12,711.44$
- Water
 - \$1,265.54 average monthly
 - $\$1,265.54 \times 12 = \$15,186.50$

525324 – UTILITIES – BATESBURG-LEESVILLE INDUSTRIAL PARK **\$23,5775**

- Batesburg-Leesville Industrial Park
 - Lighting
 - Total Monthly Lighting Charges – \$1,838.33 average monthly
 - $\$1,838.33 \times 12 = \$22,059.92$
 - Electrical
 - Entrance Sign
 - \$40.07 average monthly
 - $\$40.07 \times 12 = \480.84
 - Water
 - \$28.91 total monthly charge
 - $\$28.91 \times 12 = \346.92

537010 – CERTIFIED SITES PROGRAM **\$0**

Under the South Carolina Department of Commerce’s Palmetto Sites Program, the Site and Community Readiness Evaluation Phase cost is covered by SCDOC for publically-owned or controlled sites. Grants to assist for the cost of the remainder of the program (Due Diligence Phase) are available through a competitive process.

- +/- 1,886-Acre Site: \$260,000 –
(Boundary Survey: \$60,000; Phase I Environmental: \$6,500; Wetlands Delineation & USACE Verification: \$32,000; Subsurface Geotechnical Exploration: \$47,000; Cultural Resources Survey: \$40,000; Protected Species Assessment: \$8,500; Due Diligence Assessment Report & Utility Letters: \$27,500; Traffic Study: \$25,000; Conceptual Master Plan: \$13,500)

*Economic Development staff may have the opportunity to apply for grant monies from SCDOC; however, there is no guarantee that the grant will be awarded. Each county is only allowed to submit one property per calendar year when applying for grant monies through this program.

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 there within. To expand and broaden the tax base of the County of Lexington by attracting, sustaining and expanding a diversified mix of enterprises. To cultivate the recruitment of talent. To encourage public and private sector investment in the development of quality sites, buildings and business parks containing the infrastructure necessary to support new and expanding 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 (SCDOC), the Central South Carolina Alliance, specific statewide organizations such as SC BIO, SCMEP, etc. and the various utilities that serve the County and many other entities. 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 the best 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" and ensure that all real estate options that meet the criteria set forth by 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 in pursuing certification.
 - h. To provide economic development educational opportunities to staff.
 - i. To increase the awareness of market trends and update web appearance and information in an effort to better position and market the County.
 - j. 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.
 - k. To implement a focused and systematic Business Expansion and Retention (BRE) program to ensure that our existing employers are appreciated and heard. To be the ombudsman between existing employers, county government and other service providers.
 - l. 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

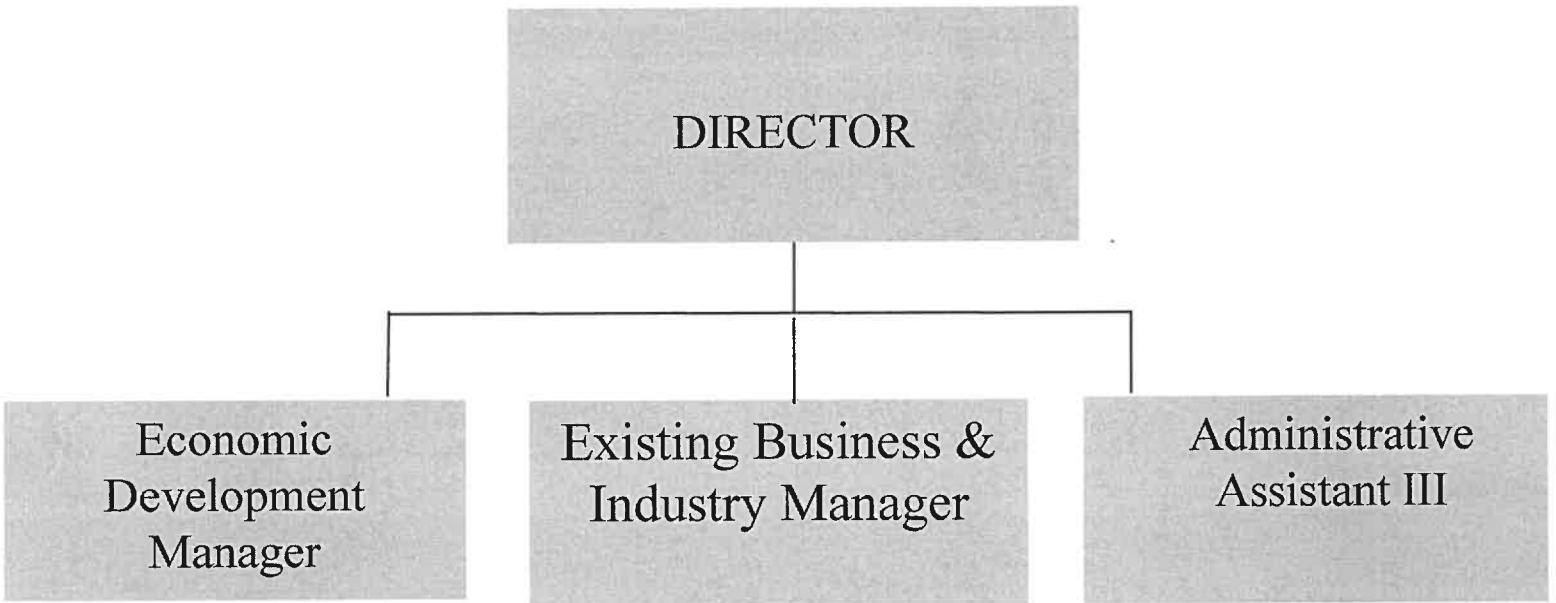
417100 – Fee in Lieu of Taxes	\$0
Based on discussions with the Finance Department.	
461000 – Investment Interest	\$0
Based on discussions with the Finance Department.	
821000 – Residual Equity Transfer from General Fund	\$1,468,963
Based on anticipated fiscal year needs.	

SECTION VI. B - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Director	1	1		1	217
Economic Development Manager	1	1		1	211
Existing Business & Industry Manager	1	1		1	208
Administrative Assistant III	1	1		1	107
Total Positions	4	4		4	

All of these positions require insurance.



SECTION VI. C - OPERATING LINE ITEM NARRATIVES

520221 – WEBSITE SERVICES \$6,192

Costs to cover the necessary expenses for routine updates on the economic development website.
Maintenance – Annual – 40 hours @ \$150.00/hr.
Hosting: Backup and Security – HostGator – 1 year: \$141.06
Website Domain – 1 year: \$50.00

520319 - ENGINEERING SERVICES \$131,500

Cost to cover site improvement management; updated Master Development plans; assistance with the preparation of bid documents; project management and direct oversight of construction/development work in progress; site specific renderings; drone videography (when applicable based on specific Request for Information [RFI] requests); and specific due diligence to include but not limited to wetland delineations and requests/submittals to the US Army Corps of Engineers, updated boundary surveys, etc.
**Projected amount based on expenditures from prior fiscal year.

520400 – ADVERTISING & PUBLICITY \$105,419

Cost to cover targeted marketing to promote Lexington County’s three (3) business parks; quarterly newsletters for existing industry and allies; print and digital advertisements promoting Lexington County; subscription for advertising all three (3)-business parks on a national platform:

- Airport Advertisement:
 - o 2 - 8 foot wall-wrap in concourse = \$7,560
 - o QR Code = \$75.00
- Quarterly Newsletter – 4 newsletters @ \$1500.00/each = \$6,000.00 annually
- MailChimp: \$107/month = \$1,284.00 (12 months)
- Digital Ads = \$50,000.00
 - o Industry Publication Email Advertising Campaign – to promote publicly owned economic development real estate assets to site location consultants and corporate site selectors.
 - o Business Facilities: \$15,000.00
 - o Site Selection: \$10,000.00
 - o Area Development: \$20,000.00
 - o Artwork for above digital advertisements: \$5,000.00
- Updating General County of Lexington Economic Development Brochure, to include printing 500 pieces = \$11,600.00
- Photography for eight (8) new locations = \$6,300.00
- Social Media/Graphic: \$75 each, \$150/month x 12 = \$1,800.00
- LoopNet – 12 months @ \$195/month (3 business parks) = \$7,020
- Customized materials for Request for Information (RFI) responses, prospect visits, etc. = \$10,780
- Splash Omnimedia: Update Economic Development Video with new graphics and New footage = \$3,000.00

520500 – LEGAL SERVICES \$20,994

Cost to cover legal advice and document preparation on all economic development projects; based on YTD and historic activity:

\$8,397.50/6 = \$1,399.58
\$1,399.58 X 12 = \$16,794.96
\$16,794.96 X 25% = \$4,198.74
\$16,794.96 + \$4,198.74= \$20,993.70

520702 - TECHNICAL CURRENCY & SUPPORT **\$840**

Subscription to maintain Constant Contact for easy access to contacts for emailing newsletters, event invitations, etc.

- Constant Contact - \$70.00/month
\$70.00 x 12 = \$840.00

521000 - OFFICE SUPPLIES **\$1,510**

Costs to cover routine office supplies (paper, ink cartridges, pens, file folders, notebooks, binders, dividers, envelopes, business cards, stationary, forms, etc.)

Toner (black): \$92.84
\$92.84 x (2) = \$185.68

Toner color: \$116.40 each
\$116.40 x (2) = \$232.80

\$116.40 x (2) = \$232.80
\$116.40 x (2) = \$232.80

Total all toner = \$884.08

Miscellaneous office supplies based on four (4) employees = **\$625.20**

521100 - DUPLICATING **\$191**

Cost to cover copying internal work papers, reports, emails, budget forms, procurement forms, finance forms and other related documents -- \$0.048 per copy

\$45.78/5 = \$9.16 per month
\$9.16 x 12 = \$109.92

Printer Paper (\$3.24/ream) x 25 = \$81.00
\$81.00 + \$109.92 = \$190.92

521200 - OPERATING SUPPLIES **\$1000**

Cost to cover miscellaneous operating supplies for the department (ribbon for Grand Openings, address marker replacements for parcels within the three (3) business parks, specific materials for individualized prospect visits, roll out turf grass for site visit set-up, personalized signs for each prospect visit, etc.)

522300 - VEHICLE REPAIRS & MAINTENANCE **\$400**

Cost to cover vehicle repairs and maintenance per Fleet Services.

524000 - BUILDING INSURANCE **\$5,494**

Cost to cover allocated building insurance per schedule.

524100 - VEHICLE INSURANCE **\$615**

Cost to cover allocated vehicle insurance per schedule.

524101 - COMPREHENSIVE INSURANCE **\$148**

Cost to cover the allocated comprehensive insurance per schedule.

524201 - GENERAL TORT LIABILITY INSURANCE **\$1,240**

Cost to cover general tort liability insurance per schedule.

524202 - SURETY BOND **\$0**

No Surety bond FY 22-23 per Finance Department.

525000 - TELEPHONE **\$1,192**

Cost to cover all of the telephone services for the Economic Development Department. Total of five (5) lines in the department:

(4) Existing lines with voicemail = \$20.07

$\$20.07 \times 4 = \80.28

$\$80.28 \times 12 = \963.36

(1) Existing line without voicemail = \$19.01

$\$19.01 \times 12 = \228.12

$\$963.36 + \$228.12 = \$1,191.48$

525006 - GPS MONITORING SYSTEM **\$204**

Cost to cover 12 months of the GPS Monitoring Service

$\$16.95/\text{month} \times 12 \text{ months} = \203.40

525021 - SMART PHONE CHARGES **\$2,304**

Cost to cover all of the cellular telephone services for the Economic Development Department. There will be (3) cell phones in the department:

(3) Cell phones (with hot spot) @ \$64/month = \$192

$\$192 \times 12 = \$2,304$

525041 EMAIL SERVICE CHARGES # **\$516**

Costs to cover all of the email services for the Economic Development Department. There are a total of (4) email accounts in the department:

(4) Email accounts @ \$10.75 per month = \$43.00

$\$43.00 \times 12 = \516

525100 - POSTAGE **\$57**

Cost to cover routine mailings, to include reports, office correspondence, event mailings, etc.

$\$28.45 = 7 \text{ Months}$

$\$28.45 \times 2 = \56.90

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 **\$25,175**

Cost to cover attendance at national and South Carolina economic development conferences/meetings, training workshops, local development workshops and targeted marketing trips.

Conferences & Meetings:

SCEDA (SC Economic Developers Association) - Annual Conference

(2 @ \$1,500) = \$3,000

SCEDA - Fall Conference

(2 @ 1000) = \$2,000

Central SC Alliance/SC Dept. of Commerce/SC Power Team Targeted Marketing Trips

(2 @ \$1,250) = \$2,500

SEDC Meet the Consultants

(1 @ \$1,375) = \$1,375

Miscellaneous local events (i.e. Power Breakfasts, etc.)

(2 @ \$200) = \$400

South Carolina Power Team Economic Development Review
(1 @ \$800)
South Carolina Economic Development Institute
(1 @ \$4,100) = \$4,100
Economic Development Prospect travel
(1 @ \$5,000) = \$5,000
Annual Report Launch Event
(1 @ \$5,000) = \$5,000
Networking Events
(4 @ \$250) = \$1,000

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$30,024**

Cost to cover annual membership dues to Economic Development professional organizations, both locally and nationally, to include the following:

- SCEDA (3 @ \$295 each) = \$885
- SCEDA web link (1 @ \$75) = \$75
- SEDC (1 organization @ \$300) = \$300
- IEDC (cost based on population in Lexington County) = \$1,060.00
- SC BIO Membership = \$2,500.00
- Salesforce Subscription (\$11,203.52)
 - o (4 licenses @ \$2,154.58) = \$8,618.32
 - o Salesforce Plan – 1 @ \$2,585.50
- Salesforce Initial Startup Fee - \$14,000.00

525240 – PERSONAL MILEAGE REIMBURSEMENT **\$3,357**

Due to COVID-19 resulting in limited in person meetings for another year, staff based budget off prior FY 20-21 appropriation:

2 Employee @ 2 months of travel = \$559.46
\$559.46/ 2 = \$279.73 per Month
\$279.73 (12) 2 Employees = \$3,356.76

525300 – UTILITIES – ADMINISTRATION **\$7,518**

Cost to cover the utility allocation for the administrative building:
\$626.50 per Month
\$626.50 x 12 = \$7,518

525400 – GAS, FUEL & OIL **\$1,045**

Cost to cover Economic Development related travel, to include: meetings hosted around Lexington County and the Midlands, site visits, existing industry appointments, business park tours, marketing trips, etc.

*Amount based on FY 22/23 appropriation.

525600 – UNIFORM & CLOTHING **\$250**

Cost to cover (2) new pair of boots for Economic Development Manager and Existing Industry and Business Manager to attend site visits:
(2) Pair of boots @ \$125.00 per pair

534301 – CENTRAL SC ALLIANCE **\$72,000**

Cost to cover Lexington County's membership dues = \$72,000

534303 –THE RIVER ALLIANCE **\$70,000**

Cost to cover Lexington County's terms of the Agreement with The River Alliance in February of 1995.

537006 – USC TECHNOLOGY INCUBATOR **\$50,000**
Cost to cover a portion of the cost to operate the USC Columbia Technology Incubator

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

540000 - Small Tools & Minor Equipment **\$0**

APPENDIX - 1 - LISTING OF VEHICLES

2017 Chevy Equinox – County Asset #40902



A 1201 Main Street Suite 100 Columbia, SC 29201
W centralsc.org
P (803) 733-1131

February 2, 2024

Mr. Lynn Sturkie
Lexington County Administration
212 South Lake Drive
Lexington, SC 29072

Dear Lynn:

The Central South Carolina Alliance is pleased to submit to the Lexington County Council our annual budget request for FY 24-25. Our request for funding is \$72,000. 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 FY 2024-25 and the Central SC Alliance Scope of Services. The budget is an early draft document which has not been formally presented to the Board of Directors. The budget will be developed over the next several months as our budget year will begin July 1, 2024. Our 2023 Annual Report will be delivered at our Annual Meeting March 7, 2024.

On behalf of the Board of Directors and the staff of the Central SC Alliance, I want to convey our appreciation for Lexington County's continued support of our efforts and look forward to continuing to do so in the next year. Please feel free to contact me if there are any questions regarding this request.

Sincerely,

A handwritten signature in black ink, appearing to read "J. J. Giuliatti". The signature is written in a cursive, flowing style.

Jason J. Giuliatti
President and CEO

FY 2024-2025 Draft Budget

	<u>24/25 Budget</u>
Ordinary Income/Expense	
Income	
Public Sector	
4010 · City of Columbia	\$ 72,000
4020 · Fairfield County	\$ 72,000
4030 · Kershaw County	\$ 72,000
4040 · Lexington County	\$ 72,000
4050 · Newberry County	\$ 72,000
4060 · Richland County	\$ 72,000
4070 · Calhoun County	\$ 72,000
4077 · Orangeburg County	\$ 72,000
4079 · Clarendon County	\$ 72,000
Total Public Sector	<u>\$ 648,000</u>
4110 · Business Community	\$ 525,000
4111 · Investor Initiative	\$ 20,000
4120 · Interest	\$ 150
4140 · Grants Revenue	\$ 750,000
Total Income	<u>\$ 1,943,150</u>
Expense	
Total Personnel Services	\$ 884,884
Total Operating Expenses	\$ 61,436
Total Overhead	\$ 207,550
Total Executive & Administration	\$ 11,365
Total Marketing & Research	\$ 290,817
Total Business Development	\$ 76,534
Total Business Recruitment	\$ 382,715
Total Investor/Public Relations	\$ 27,000
Total Expense	<u>\$ 1,942,301</u>
Net Income	<u><u>\$ 849</u></u>



SCOPE OF SERVICES

All services are available upon request from our county members and customized to their specific needs. These services are all done in collaboration with the local economic developers in each county.

Marketing and Lead Generation

- Responsible for marketing the Central SC Alliance region to four major targets:
 - Companies and businesses worldwide
 - Corporate Site Consultants
 - SC Department of Commerce
 - Existing Industry
- Manage and maintain a cutting-edge Lead Generation Program:
 - Identify industries for lead generation firm to target - the firm researches companies, identifies signs of expansion potential, calls and arranges a meeting with a decision-making level executive of a company
 - Arrange video presentations and conference calls with prospective companies who have indicated an interest in the region and plan for growth
 - Follow up from these meetings, includes: arranging for the company to visit our region, sending requested additional research or information to companies, scheduling a follow up meeting with the company in a future marketing mission
- Plan and execute marketing trips in U.S., Canada, Europe and Asia which can include opportunities for local developers to participate
- Events & Announcements:
 - Assist with and run project groundbreakings and announcement events
 - Provide opportunities and events to engage site consultants, prospective companies, etc. (i.e. familiarization tours, receptions, utilizing local community events)
 - Host events and opportunities to engage all regional economic development allies, partners and existing industry
- Marketing Materials:
 - Maintain and promote the Central SC Alliance website www.centralsc.org which showcases regional and county marketing, comprehensive regional and county data, real estate database, major employers database, etc.
 - Develop regional marketing materials and advertisements: Executive Summaries, Snapshots, International and Domestic Regional Brochures, etc.
 - Assist with development of county or site specific marketing materials
 - Build a strong social media presence to include promoting counties and investors

Research

- Create and maintain county specific Community Profiles and comprehensive Executive Summaries
- Maintain county property inventory and major employer industry database
- Act as the regional data clearinghouse for demographics, labor and project data
- Conduct labor market research tailored to specific project needs
- Provide specialized research for CSCA Counties (i.e. commuting patterns, analysis of received RFI's to better understand needs of available projects, etc.)
- Build Cost of Doing Business Comparisons (i.e. Newberry County, SC vs Greensboro, NC) and establish the business case for locating in Central SC
- Generate customized and project specific maps utilizing GIS software to include: companies, technical schools, quality of life amenities, properties, etc.
- Access to essential subscriptions: employer databases (Reference USA), business analyst software (ESRI), EMSI
- Update Cost-Benefit Analysis variables to ensure accurate models
- Track and report company performance on investment and job creation activity of announced projects for counties that request it. (These services can be provided on a fee for service basis.)

Business Development

Business Development is executed at a regional level for projects in the early stages that are evaluating the region. This service is also available at the county level by request.

- Suggest and select real estate (sites, buildings) for projects
- Respond to Requests for Information (RFI's)
- Assist with county project visits as requested and lead regional visits:
 - Create itineraries
 - Arrange travel logistics for companies
 - Coordinate key community leaders and stakeholders to participate in the visit (i.e. elected officials, utilities, technical schools, existing industry, readySC™, etc.)
 - Facilitate project presentations of regional and county attributes and resources
 - Follow-up from visits by answering remaining questions and providing additional requested information
 - Coordinate with South Carolina Department of Commerce (SCDOC) project managers and local real estate brokers for site/building visit scheduling
- Interface with SCDOC Grants Manager (when appropriate) for specific project grant/incentive assistance
- Provide critical information and reports to assist in project decision making for county councils: Cost-Benefit Analysis Reports, FILOT (Fee in Lieu of Taxes) Illustrations
- Lead and/or provide assistance with incentive negotiations for projects
- Respond to inquiries and requests from Site Consultants and Companies in regards to projects

Economic Development Consulting & Convening

- Lead and assist with the development of an Economic Development Action Plan
- Assistance with product development, including both sites and buildings
- Offer access to CSCA revolving interest free loan fund which can be used for inventory building purposes
- Consult and convene partners on business issues related to economic development process
- Advise on economic development issues and trends, and appropriate actions both current and future with respect to those issues and trends
- Analyze and provide solutions to complex business issues
- Maintain close relationships with local, state and federal government officials including the South Carolina Department of Commerce and other regional alliances and allies

THE RIVER ALLIANCE
What 90 miles of river can be.

February 6, 2024

Lynn Sturkie
County Administrator
Lexington County
212 South Lake Drive
Lexington, South Carolina 29072

Dear Mr. Sturkie:

The River Alliance requests Lexington County's support in the FY 2024-2025 budget in the amount of \$70,000. 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.

This request is an increase in your annual support from its current level of \$55,000. The River Alliance was formed pursuant to a 1995 Intergovernmental Agreement between Lexington County, Richland County and the cities of Columbia, Cayce and West Columbia. At that time, Lexington County's support was \$51,000 annually. The level of support has not increased appreciably over the past 29 years. The County's support is \$55,000 for the current fiscal year. Adjusted for inflation, that level of support is less than 50% of what it was in 1995.

The Alliance has been able to balance its books over the years, without appreciable increase in government support, through obtaining some non-governmental support, maintaining a small staff, operating efficiently and foregoing increases of staff compensation. The Alliance incurred minor operating losses in 2021 and 2022 fiscal years, but the losses would have been much greater but for the benefit of PPP loan forgiveness. The current fiscal year ending June 30, 2024, we project a loss of around \$28,000. At this point, however, we really need additional support from the counties and cities.

I note that we are requesting the same increased level of support from Richland County and the City of Columbia. I note that Cayce and West Columbia contribute at a lesser level, but they also bear the much greater cost of operating and maintaining the riverwalk sections within their jurisdictions, including personnel, equipment, utilities and other operating costs.

Following for your information is our draft budget for 2024-25, 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. Our efforts now focus on the 12,000 Year History Park Visitors Center. We have begun work with the City of Cayce using a \$2 million appropriation from the General Assembly and are completing the necessary environmental site permitting and developing construction documents. We will continue to seek additional funding to complete the project in anticipation of the 250th Anniversary of the Revolutionary War.

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.

As always, if you have any questions about this grant request, or on any other matter, please call our office at 765-2200.

Regards,



John McArthur, Chair, The River Alliance Board of Directors

cc: Garrett Dragano
Kari Pait
Todd Cullum
Charlene Wessinger

River Alliance Draft Budget FY 24-25

INCOME

Annual Government Grant Income	
Lexington County	\$70,000
Richland County	\$70,000
City of Cayce	\$15,000
City of Columbia	\$70,000
City of West Columbia	\$25,000
Total - Annual Govt Grant Income	\$250,000

Fundraising Income	
Individual Contributions	\$3,000
Corporate Contributions	\$5,000
Total Fundraising Income	\$8,000

Other Income	
Project Reimbursed Expenses	\$15,000
Project Administration	\$5,000
Interest Income	\$2,000
Other Income	\$500
Total - Other Income	\$22,500

INCOME	
Annual Government Grant Income	\$250,000
Fundraising Income	\$8,000
Other Income	\$22,500
TOTAL INCOME	\$280,500

River Alliance Draft Budget FY 24-25

EXPENSES

Structural/Personnel Expenses	
Payroll	\$145,000
Employee benefits	\$23,000
Payroll Taxes	\$39,000
Total - Structural/Personnel Expenses	\$207,000
Operating Expenses	
Bank Charges	\$150
Bookkeeping/Accounting Specialists	\$1,200
Company Vehicle/Mileage	\$4,000
Computer Software	\$500
Computer - Network & Maintenance	\$500
Dues & Subscriptions	\$1,000
Education	\$700
Equipment Lease/Rental	\$4,000
Insurance	\$5,500
Legal	\$1,000
Licenses, Permits, Registrations	\$800
Office Supplies	\$2,500
Payroll Service	\$2,000
Postage & Delivery	\$500
Rent	\$12,000
Office Services	\$1,000
Repairs & Maintenance	\$1,000
Telephone & Internet	\$7,500
Travel & Conferences	\$5,000
Director's Discretionary Funds	\$1,000
Total - Operating Expenses	\$51,850
Program Expenses	
Fundraising	\$1,000
Marketing/Public Information	\$3,000
Professional Services/Costs	\$5,000
Three Rivers Greenway	\$4,500
River Recreation & Protection	\$3,000
12000 Year History Park	\$5,000
Total - Program Expenses	\$21,500
EXPENSES	
Structural/Personnel Expenses	\$207,000
Operating Expenses	\$51,850
Program Expenses	\$21,500
TOTAL EXPENSES	\$280,350
TOTAL SURPLUS/DEFICIT	\$150



WILLIAM D. KIRKLAND
USC COLUMBIA TECHNOLOGY INCUBATOR
1225 LAUREL STREET
COLUMBIA, SC 29201

February 6, 2024

RE: Lexington County Funding Request for FY 2024-2025

Mr. Garrett Dragano
Economic Development Director
County of Lexington, South Carolina
212 South Lake Drive, Suite 502
Lexington, South Carolina 29072

Dear Garrett,

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 renewed 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:

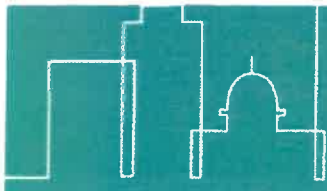
- Encourage positive economic development and growth of the region's entrepreneurial ecosystem
- Attract and retain highly skilled, innovative, and creative entrepreneurs, employees, and businesses
- Create high wage, high impact jobs and develop the local and South Carolina workforce

2023 was another outstanding year for the Incubator as we celebrated numerous successes with our 46 member companies. Last year, these members generated approximately \$23 million in gross revenue and employed over 500 people. We estimate that over 30% of these employees reside in Lexington County.

Lexington One Dual Enrollment

In addition to our base mission related to small business and entrepreneur support, through the Incubator's continued partnership with The University of South Carolina (USC) Office of Economic Engagement (OEE), the Lexington One Dual Enrollment program was created in the Fall of 2022 and completed its inaugural class of 11 students in the spring of 2023. Background on this partnership is below.

The University of South Carolina (USC) Office of Economic Engagement (OEE) was formed in 2013 to create an interconnected startup and innovation environment by connecting public and private partners with the resources of the state's flagship university. The University of South Carolina is an active leader and catalyst with multiple programs, centers, and resources that accelerate ideas from ideation through commercialization



to sustained economic impact. OEE has created an organizational structure and provides a continuum of services for inventors and entrepreneurs from idea to exit along with multiple programs to engage and work with industry partners.

OEE has developed partnerships with more than 25 industry partners with companies such as Siemens, Samsung, IBM, and many others. These partnerships bring together university and private sector researchers to collaborate and develop real-world demonstrations using tools such as cognitive computing, predictive analytics, and predictive maintenance software. These on-campus demonstration projects utilize real-world industrial equipment, such as Yaskawa and Kuka robots, and become the focal point where the best minds in industry, university research, and emerging university students come together to provide a fresh perspective on how to address current industry problems. In addition, these demonstrations have increased the capabilities of USC's state and regional government partners, such as SC Department of Commerce and county economic development alliances, to serve their industrial partners through integrated learning (skills development), discovery (research), and engagement (application/entrepreneurship) for real-world challenges. The focus is on real-world tools, real-world data, industry mentors, and leading-edge teaching and research faculty that expand the professional and social networks of the students. This Industry Engagement center is the foundation of this funding request.

In December of 2021, Lexington County School District One and the USC OIPEE launched a new partnership, creating a new dual enrollment experience for high school students interested in engineering and STEM. This new experience, to be housed at Lexington Technology Center, will create an immersive student learning environment, where students engage in discovery, design and development. Learning in a virtual setting, students will recognize and solve multifaceted engineering problems by using STEM principles.

Students will also work with USC College of Engineering and Computing Capstone students in labs on the university's campus, applying what they have learned to solve existing industry problems for local business partners, including IBM, Siemens, Samsung, and others. "This new dual enrollment experience and the partnership with USC will impact many Lexington District One students interested in STEM and engineering," said Superintendent Dr. Greg Little. "This experience will immerse students in college-level curriculum and allow for meaningful connection with local industry partners. We are creating the workforce of the future."

"We are excited to launch this initiative with Lexington District One," said USC Interim Provost Dr. Stephen Cutler. "By broadening access for local high school students to cutting-edge technology, we are better preparing tomorrow's college students and opening their eyes to what is possible in STEM fields. This will help widen the talent base for employers and will provide South Carolina students with the necessary tools to compete for high-paying jobs." Juniors and seniors in the district can enroll in this dual enrollment experience beginning in the 2023 school year. Students can earn college credit for a general engineering course.

The program offered courses in Introduction to Engineering, Technical writing and Engineering Computing. We had 11 students in the Spring of 2023, 9 students in the Fall of 2023 and have 6 students enrolled in Spring of 2024. One of our challenges is having a good pipeline of STEM students to come into the program as certain basic skills/classwork are needed to prepare them for entry. We are working with stakeholders in Lexington One to build this pipeline. The program features classwork (Theory & Principles) and Hands on Capstone Project at a USC Robotics Lab. The students are broken up into small groups of two or three and are supervised by Masters and PhD student mentors. Students complete and end of semester presentation to a diverse group of judges based on their Capstone project. Students are exposed to

a wide array of engineering, automation, and simulation tools including various software packages like the Siemens Digital Twin Simulation Software as well as various robotics platforms. Participation in this program allows students to learn college level engineering basics, complete Capstone projects in Manufacturing Automation, develop presentation skills (both written and oral presentations) as well as improve team skills in addition to the ability to stay on task and meet deadlines.

Garrett, 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 workforce partners, educational partners, and entrepreneurs. We look forward to working with you to continue leveraging these opportunities to help Lexington County meet its goal of providing entrepreneurial 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 \$50,000 for the 2024-2025 fiscal year to support both incubator operations at \$25,000 and the Lexington One dual enrollment program at \$25,000. We look forward to the opportunity to meet with you and/or Lexington County Council to discuss our funding request.

Sincerely,



William D. Kirkland

Estimated Funding Sources and Utilization of Funding Calendar Year 2024

Estimated Revenues

Private Contributions/Donations	\$ 30,000
Local Government supports	\$ 100,000
Lease Income	\$ 300,000
Program Revenue	<u>\$ 500,000</u>
Total Revenue	\$ 930,000

Estimated Expenses

Salaries and Wages	\$ 135,000
Building operations Expense	\$ 225,000
Program Expenses	\$ 515,000
Marketing	\$ 15,000
Office & Computer Expenses	\$ 15,000
Other Operating Expenses	<u>\$ 25,000</u>
Total Expenses	\$ 930,000

County of Lexington, South Carolina Economic Development

Statement of Work / Agreement for Services

prepared on January 19, 2024

expires on June 30, 2024

prepared for
County of Lexington Economic Development

prepared by
Summit Technologies

executive summary

Summit Technologies to deliver a robust Economic Development Solution on the Salesforce platform that will Empower the economic development support team to:

- manage the economic development program lifecycle
- make key tactical and strategic decisions by leveraging detailed reports
- process incoming leads
- conduct field surveys and BREs

statement of work

economic development accelerator for Salesforce implementation

The Salesforce implementation by Summit Technologies is designed specifically to support the client's economic development initiatives. This Statement of Work sets forth a scope and definition of the consulting/professional services, work and/or project (collectively, the "Services") to be provided by Summit Technologies.

functionality to support and track:

- Businesses interested in relocating to the area as Projects
- Business Review and Expansion (BRE) visits
- Available properties and real estate as Properties
- Existing businesses within the area
- Funding sources and grants to incent business expansion, retention, and relocation to the area as Programs
- Incentives given to businesses and progress toward meeting their commitments
- Jobs and payroll created

scope

- Implementation of Economic Development Accelerator
- Economic development user training
- Administrator training for Salesforce
- Go-live & go-live support
- Client specific customization
- Data conversion & data loading
- Six months support via Managed Services for Salesforce

timeline

- Project kickoff will occur within 10 business day following signature of the statement of work
- Implementation will be completed within 6 weeks from project kickoff
- Included training and "go-live" must occur within 2 weeks following completion of implementation

services investment

- \$14,000

implementation of Economic Development Accelerator

Configure the Zembretta Economic Development Accelerator for Salesforce on a clean (empty) Sales Cloud (or Service Cloud) Enterprise Edition to provide “As-Is” functionality as shown in the demo. This includes the following:

- Discovery/Business Process Review
 - Analyze existing client data sources to identify custom objects, fields, and picklist values
 - Document and advise on client economic development process as it pertains to CRM
 - Review KPI's and other metrics that can be tracked in CRM to measure and manage individuals and teams
 - Create shared project workbook to track modifications and customizations
- Configure users
 - Create users from list provided by client. Assign basic profile, generate passwords
 - Set up access security
 - Create two custom user profiles and configure App, Tab, Field, and Record Type access
- Lightning Home Tab, Custom App
 - Upload client logo, create custom Salesforce App with logo
 - Clean up and customize Home tab with Lightning components based on client needs, including custom dashboard
 - Install free Tasks & Events app from App Exchange
- All Object List View and Record Detail Pages
 - Optimize Lightning page layouts based on client needs
 - Page Layout cleanup: remove unused fields and related lists
 - Create Custom List Views
 - Add custom fields as needed
- Leads, Accounts and Contacts
 - Edit Industries, Types and Sources picklists
 - For Lead Conversion, Map Fields
- Repurpose Opportunities Object for Projects
 - Configure Source and other standard picklists
 - Create additional processes as needed
 - Create custom Opportunity Stages
 - Clean up page layouts
 - Assign by profile
- Create custom Objects and relationships
 - Properties
 - Programs
 - BR&E Surveys
 - Configure security & page layouts as needed
- Create additional custom record types and corresponding Page Layout. Configure security and other relevant settings
- Create Data Validation rules
- Configure duplicate record management rules
- Create custom Workflows or Approvals
 - Options include Quick Actions, automated email notifications, record, and fields updates and more
- Configure up to 4 Marketing Campaigns
 - Includes training on creating Campaigns and maintaining members
- Create up to 6 custom Reports and Dashboard charts, graphs or gauges
 - Create custom dashboard, add to Home page

administrator training for Salesforce, delivered remotely

- Up to 2 hours of training, tailored to experience level and interests of Customer
- Topics include User setup, Page Layout editing, Picklist editing, report creation and editing, Data Import tools and strategies, Email Templates, Workflow automation and more.
- Includes custom PowerPoint presentation reference and links to additional relevant free training resources available.

economic development user training, delivered remotely

- Up to 2 hours of training, tailored to experience level and needs of users.
- Includes Search, Chatter, Activities, Leads, Accounts, Contacts, Opportunities, List Views and launching reports.
- Includes custom PowerPoint presentation reference and links to additional relevant free training resources available.

go-live & go-live support

- "Go-Live" date is defined as the official date in which the new solution is ready for users to perform day-to-day activities. If the project gets delayed for any reason Summit Technologies will work with the Client to decide on the best Go-Live date.
- The initial date will be agreed to by both Summit Technologies and the Customer at project inception. It may be altered only by change order agreed to by both parties.
- Summit Technologies will provide remote resources to support the move to Production effort.
- Support is limited to up to four (4) hours over five (5) business days

client specific customization

- Up to 5 hours of Salesforce customization is included
- Additional consulting services for customization can be acquired via a project change order at \$205 per hour

data conversion & data loading

- Up to 5 hours of data loading services are included
- Additional consulting services for data conversion and/or data loading can be acquired via a project change order at \$205 per hour

support via Managed Services for Salesforce 6 Month Agreement

Managed Services working sessions - Six monthly meetings (One(1) 30-min meeting per month)

- 6 monthly planning/working sessions to make progress or accomplish items such as:
 - Strategic guidance for Salesforce
 - Personalized user and admin training
 - Review/grooming of backlog
 - Discovery of desired changes
 - Administration on demand - manage users, roles, security, and teams. Create custom reports, dashboards, fields, objects, list views and page layouts. Create validation rules, workflows, and approvals. Create email and quote templates
- Working sessions are 30 minutes of collaboration between Client and Lead Consultant.
- Working sessions will be scheduled at the same time each month, i.e., "9:00 AM on the first Tuesday".
- A working session may be rescheduled by the Client once with 24 hours notice.
- Missed working sessions result in the forfeiture of the meeting allocated for the month.
- Salesforce administration items which require more time than available during a working session will be estimated and approved to utilize time from the Administration Support Bundle.

Managed Services consulting services - 12 Hours

- Consulting time to support managed services activities as needed.
- Time from the bundle may be utilized in any increments approved by the Client.
- Client may request, in writing, to reload this bundle at any time during the Managed Services period.
- Additional hours will be available upon subsequent payment.
- Time in the bundle is available while the Client has an active agreement for Managed Services.
- Client will be informed of all items that require more time than is available and may acquire additional time in the Administration Support Bundle or the work may become a separate project.

Managed Services terms of service

- Ad-hoc service requests are to be made in writing via Wrike, email or another mutually agreed upon method.
- Client will document problem or project requirements accurately and thoroughly.
- All work, including meetings, is to be performed remotely.
- Response to ad-hoc requests will be 1-2 business days.
- Client will be informed of all items that require more time than is available and may acquire additional time in the Managed Services Administration Bundle or the work may become a separate project.

project resource rate table

Any required services which are not included in this statement of work will be estimated and agreed upon through a new agreement or change order. Hourly services rate would apply. The 2024 Summit Technologies rate table is below. Discounts may apply.

- Salesforce Consultant \$260/hour
- Salesforce Senior Consultant \$280/hour
- Salesforce Principal Consultant \$300/hour
- Salesforce Developer \$300/hour
- Salesforce Senior Developer \$330/hour
- Salesforce Architect \$365/hour
- Delivery/Project Manager \$300/hour
- Business Analyst \$280/hour
- Product Specialist Developer \$300/hour

project team

- Lead Consultant - Certified Salesforce Administrator
- Delivery Manager
- Salesforce Architect

assumptions

Project assumptions are foreseeable events or situations we can expect during the implementation.

- Scope is based on information provided to date as included in this SOW.
- All estimates assume work to be done in a production environment unless explicitly stated otherwise. Working in a sandbox environment may be done at Client's request but adds 10-20% to any estimates and may require a change order.
- Client and Summit Technologies will review their responsibilities before work begins to ensure that Services can be satisfactorily completed.
- Changes or additions to scope or responsibilities, requested by the Client will require a Change Order even if there are no additional costs associated with the change.
- Deliverables not specifically described in this document are the not the responsibility of Summit Technologies and cannot be included in the project schedule without the approval of the Summit Technologies project manager. If additional deliverables or tasks are added and approved, these changes will require a change order and associated increase in costs.
- Project Schedule assumes timely completion of tasks assigned to Client and timely Client response to Summit Technologies questions and requests for information, availability of key Client resources, and collaboration and availability of any third-party vendor resources. Late (expected delivery dates are as implied by the mutually agreed project plan) Client deliverables may adversely impact overall implementation timeline.
- With the exception of onsite visits identified in this SOW or as identified in subsequent applicable change orders, all work conducted by Summit Technologies will be performed remotely. Client is responsible to provision and support required access and any required hardware, if needed.
- Client will provide technical assistance for access through the Client network firewall(s) if required to use the Salesforce Platform or any interfaces implemented by the Summit Technologies team.
- Client will provide fee schedules that are complete and current for all departments.
- Client will maintain primary responsibility for the scheduling of Client employees and facilities in support of project activities.
- Client is responsible for proper desktop hardware/software/network preparation in accordance with Salesforce specifications on a timely basis to facilitate anticipated go-live.

- Client is responsible to ensure Client participants have adequate hardware/software to successfully participate in online training (i.e. video and audio streaming).
- Client will commit to the involvement of key resources and subject matter experts for ongoing participation in all project activities as defined in this SOW. The importance of Client staff participation is imperative to the successful, and timely, implementation of the project deliverables.
- This SOW includes unit and system testing that covers the expected application functionality and primary workflow(s) identified during discovery. Edge case testing, or fringe testing, that assesses how the application works when a user goes off script is not included. Fringe testing can include testing out of sequence, twisting the expected workflow, or discovering functions the application performs that it was not designed for. Should the Client require edge testing and remediation of unexpected results will require a Change Order and additional budget hours.

client responsibilities

- Provide timely and appropriate responses to requests for information by Summit Technologies.
- 2 hours initial discovery completing workbook
- Available for one to two 30-60 min scheduled calls/week to discuss project. Summit will provide a brief agenda prior to scheduled call.
- Completing pre-kickoff checklist items before kickoff call.
- Arrange for the availability of appropriate Customer staff to assist with inquiries and activities related to system installation, setup, testing, and quality assurance throughout the setup process.
- Procure and configure any necessary hardware, non-Salesforce systems software, and networking infrastructure as specified by Summit Technologies and Salesforce.
- As needed, schedule appropriate Customer staff participants and meeting locations for activities.

In order to successfully execute the services described herein, there are several critical success factors for the project that must be closely monitored and managed by the stakeholders. These factors are critical in setting expectations between the Client and Summit Technologies, identifying and monitoring project risks, and promoting strong project communication. The CHAOS report by the Standish Group lists the following Success Factors as essential to every project:

1. User Involvement
2. Executive Support
3. Clear Business Objectives
4. Emotional Maturity
5. Optimization
6. Agile Process
7. Project Management Expertise
8. Skilled Resources
9. Execution
10. Tools and Infrastructure.

Summit Technologies will work with Client to ensure these success factors are observed. From the Client, we will need:

- **User Involvement and Knowledge Transfer** – It is critical that Client personnel participate in the deployment of the Salesforce Platform in order for Summit Technologies to transfer knowledge to the Client. Once Post Production assistance tasks are completed by Summit Technologies, the Client assumes all day-to-day operations of the system outside of the software support and maintenance provided by Salesforce. Generally, Salesforce's software support and maintenance does not cover any manipulation of implemented custom configurations, scripts, reports, interfaces and adaptors. Please familiarize yourself

with Salesforce's Support and Maintenance Terms and Conditions for more information on post-implementation support. Post go-live, Client has the option to procure one of our Salesforce Managed Services plans. Your organization is assigned a single Salesforce certified administrator who is familiar with your business and Salesforce implementation. They would have access to numerous additional Summit Technologies resources including developers, analysts and automation specialists who will enable your consultant to make specific recommendations and optimizations based on your needs. We don't simply maintain your Salesforce; we continuously improve it with customizations based on your feedback and the three annual Salesforce releases.

- **Executive Sponsorship and Support** – We strongly recommend involvement of a Client Executive Sponsor. Management must agree that the project is important, will add value to the business, or solve a pressing problem. If management does not see the value of the project, they will be reluctant to support it. If management support is missing, the project becomes staved of resources – people and funds. Executive sponsorship ensures the project stays on the “important initiatives” list.

user acceptance testing

- Client is responsible for all User Acceptance Testing activities.
- Client is responsible for performing User Acceptance Testing, on a timely basis.
- User testing must be completed within the time frames detailed in the project timeline. Any delays could lead to a change order and a corresponding increase in costs to the Client.

not included

- Custom development or code, including Apex, Visualforce, JavaScript or other coded solutions
- Installation of apps or components from AppExchange not explicitly mentioned in SOW
- The project software licensing requirements for the Salesforce products and any third-party solutions are not included in this proposal. All software licenses, associated yearly renewals, and setup services are the sole responsibility of the Client. Any missing software licenses for products that are deemed necessary for this project may result in additional services scope and will necessitate a Change Order to implement a work around.

additional services

If additional services are required by Client, Summit Technologies will provide an estimate on the number of hours required to complete a task. If the estimate is found to be acceptable, the timeline will be mutually agreed upon by both Summit Technologies and Client. A Change Ordered is processed by mutual agreement and Summit Technologies will bill the Client for the required hours to accomplish the additional services based on the 'Project Resource Rate Table'.



implementation services

The pricing described below is based on the information available at the time of signing and the assumptions, dependencies and constraints, and roles and responsibilities of the Parties, as stated in this SOW. Should there be changes to the scope, timeline or resources that increase the hours or costs needed to complete the project, a Change Order may be required for project continuation.

Terms: Payment in full, due on Receipt; All project activities will be conducted remotely.

Table with 2 columns: Description, Amount. Row 1: Economic Development Accelerator for Salesforce Implementation, \$14,000.00. Row 2: Total, \$14,000.00.

signatures

By signing below and accepting the Master Services Agreement link which documents contractual terms and conditions, including Definitions, Payment Terms, Confidentiality, Limitation of Liability, Indemnification and Non-Solicitation provisions, Client understands and acknowledges that both parties accept this Statement of Work Agreement as presented.

Client agrees to the Summit Technologies, LLC Master Services Agreement: https://www.summittechnologiesllc.com/master-services-agreement-v8-1

IN WITNESS WHEREOF, this Agreement has been acknowledged, accepted, agreed to, and executed by the parties hereto through their duly authorized officers on the date(s) set forth below.

Summit Technologies, LLC.- "Summit Technologies" County of Lexington, SC – Economic Development- "Client"

Name: _____

Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____



QUOTATION

Catalyst Consulting Group Inc.
211 W. Wacker Drive, Suite 450
Chicago, IL, 60606
Phone: 312-629-0750

DATE: 1/23/2024
QUOTE NO: 42674385

QUOTATION FROM:

Catalyst Consulting Group, Inc.
211 W. Wacker Drive, Suite 450
Chicago, IL, 60606
Phone: 312-629-0750

SHIP TO:

CUSTOMER NAME: Garrett Dragano
CUSTOMER AGENCY: Lexington County
CUSTOMER ADDRESS: 415 Ball Park Rd, Lexington, SC
29072 USA
CUSTOMER EMAIL: gdragano@lex-co.com
CUSTOMER PHONE: (615)-880-3238

COMMENTS OR SPECIAL INSTRUCTIONS:

2024 Salesforce Licenses for Lexington County
Quote Date: 01/22/2024
Quote Expires: 05/22/2024
Shipping ESD
Payment due upon receipt of invoice from Catalyst.

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Sales Cloud - Enterprise Edition Start Date: 07/22/2024 End Date: 07/21/2025	4	\$2,154.58	\$8,618.32
2	Premier Success Plan 30% of Net Price Start Date: 07/22/2024 End Date: 07/21/2025	1	\$2,585.50	\$2,585.50
SUBTOTAL				\$11,203.52
TOTAL				\$11,203.52

Accepted and agreed to by:

Signature:

Signature:

Contact:

Timothy Smith
Managing Principal and COO

Contact:

****ATTENTION** PO MUST INCLUDE ALL ITEMS LISTED BELOW FOR PROCESSING****

- Net 30 Terms
- ESD (electronic delivery)
- Quote #42674385

*****The pricing and discounts on Carahsoft Quote 42674385 reflect bundled pricing. Should products or quantities change, pricing is subject to change.*****

Customer must reference Quote number and Contract # on Purchase Order.

Should Customer purchase via Reseller all terms of Carahsoft Quote must be incorporated in Reseller quote and Customer Purchase Order to Reseller. Any increase in subscription pricing (excluding support and resource-based Services) for the first renewal term will be in accordance with SFDC's pricing and policies in effect at the time of the renewal or as otherwise agreed to by the parties or noted in these quote terms or contract

Licensee agrees that any order for Salesforce Services will be governed by the terms and conditions of the Carahsoft Salesforce Service Terms, copies of which are found at <https://carah.io/SFDC-TOU> and all Schedules and Documentation referenced by the Terms are made a part hereof. The parties agree that any term or condition stated in a Customer purchase order or in any other Customer order documentation (excluding Quotes) is void. In the event of any conflict or inconsistency among the following documents, the order of precedence shall be: (1) the applicable Quotes (and their Contract Vehicle), (2) the TOU, and (3) the Documentation. Licensee acknowledges it has had the opportunity to review the Terms, prior to executing an order.

Product Terms Directory: <http://carah.io/Product-Terms-Directory>

Help & Training: <http://carah.io/Help>

Government Cloud Plus: <http://www.carahsoft.com/government-cloud-terms>

A list of currently available FedRAMP/IL4 Authorized Salesforce products can be found here:

https://help.salesforce.com/articleView?id=000270080&language=en_US&type=1



QUOTATION

Catalyst Consulting Group Inc.
211 W. Wacker Drive, Suite 450
Chicago, IL, 60606
Phone: 312-629-0750

DATE: 1/23/2024
QUOTE NO: 42674461

QUOTATION FROM:

Catalyst Consulting Group, Inc.
211 W. Wacker Drive, Suite 450
Chicago, IL, 60606
Phone: 312-629-0750

SHIP TO:

CUSTOMER NAME: Garrett Dragano
CUSTOMER AGENCY: Lexington County
CUSTOMER ADDRESS: 415 Ball Park Rd, Lexington, SC
29072 USA
CUSTOMER EMAIL: gdragano@lex-co.com
CUSTOMER PHONE: (615)-880-3238

COMMENTS OR SPECIAL INSTRUCTIONS:

2024 Salesforce Licenses for Lexington County
Quote Date: 01/22/2024
Quote Expires: 05/22/2024
Shipping ESD
Payment due upon receipt of invoice from Catalyst.

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1	Sales Cloud - Enterprise Edition Start Date: 07/22/2024 End Date: 07/21/2025	2	\$2,154.58	\$4,309.16
2	Premier Success Plan 30% of Net Price Start Date: 07/22/2024 End Date: 07/21/2025	1	\$1,292.75	\$1,292.75
SUBTOTAL				\$5,601.91
TOTAL				\$5,601.91

Accepted and agreed to by:

Signature:

Signature:

Contact:

Timothy Smith
Managing Principal and COO

Contact:

****ATTENTION** PO MUST INCLUDE ALL ITEMS LISTED BELOW FOR PROCESSING****

- Net 30 Terms
- ESD (electronic delivery)
- Quote #42674461

*****The pricing and discounts on Carahsoft Quote 42674461 reflect bundled pricing. Should products or quantities change, pricing is subject to change.*****

Customer must reference Quote number and Contract # on Purchase Order.

Should Customer purchase via Reseller all terms of Carahsoft Quote must be incorporated in Reseller quote and Customer Purchase Order to Reseller. Any increase in subscription pricing (excluding support and resource-based Services) for the first renewal term will be in accordance with SFDC's pricing and policies in effect at

the time of the renewal or as otherwise agreed to by the parties or noted in these quote terms or contract

Licensee agrees that any order for Salesforce Services will be governed by the terms and conditions of the Carahsoft Salesforce Service Terms, copies of which are found at

<https://carah.io/SFDC-TOU> and all Schedules and Documentation referenced by the Terms are made a part hereof. The parties agree that any term or condition stated in a

Customer purchase order or in any other Customer order documentation (excluding Quotes) is void. In the event of any conflict or inconsistency among the following

documents, the order of precedence shall be: (1) the applicable Quotes (and their Contract Vehicle), (2) the TOU, and (3) the Documentation. Licensee acknowledges it has had

the opportunity to review the Terms, prior to executing an order.

Product Terms Directory: <http://carah.io/Product-Terms-Directory>

Help & Training: <http://carah.io/Help>

Government Cloud Plus: <http://www.carahsoft.com/government-cloud-terms>

A list of currently available FedRAMP/IL4 Authorized Salesforce products can be found here:

https://help.salesforce.com/articleView?id=000270080&language=en_US&type=1

**COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
FY 2024-25 Estimated Revenues**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Rural Development Act 2001:								
Revenues:								
461000	Investment Interest	78,696	34,420	0	0			
466020	Dominion Infrastructure Donation	75,000	0	0	0			
469416	Sale of Land - B/L Industrial Park	0	0	0	0			
470100	Electric Coop Infrastructure Pmts	0	0	0	0			
** Total Revenue		<u>153,696</u>	<u>34,420</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Appropriation					<u>1,548,864</u>	<u>0</u>	<u>0</u>	<u>0</u>
Contingency: Unused Carryforward								
FUND BALANCE Beginning of Year					<u>1,786,829</u>	<u>237,965</u>	<u>237,965</u>	<u>237,965</u>
FUND BALANCE - Projected End of Year					<u>237,965</u>	<u>237,965</u>	<u>237,965</u>	<u>237,965</u>

**COUNTY OF LEXINGTON
RURAL DEVELOPMENT ACT
Annual Budget
Fiscal Year - 2024-25**

Fund 2001
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
529903 Contingency	0	0	457,932	_____		
* Total Operating	0	0	457,932	_____		
** Total Personnel & Operating	0	0	457,932	_____		
Capital						
549904 Capital Contingency	0	0	490,502	_____		
5AF364 Construction	0	0	98,200	_____		
5AF366 Post Construction Monitoring	43,000	10,500	24,500	_____		
5AF368 Annual Maintenance Activities	0	0	875	_____		
5AF369 Long Term Monitoring	0	0	93,500	_____		
5AN412 SGIP Parcel 11 Site Work	0	0	0	_____		
**Total Capital	43,000	10,500	707,577	_____		
Other Financing Uses						
814506 Op Trn to Saxe Gotha Industrial Park	423,688	383,354	383,355	_____		
814525 Op Trn to Speculative Building	0	0	0	_____		
**Total Other Financing Uses	423,688	383,354	383,355	_____		
*** Total Budget Appropriation	466,688	393,854	1,548,864	_____		

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT CCED GRANTS
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Economic Development CCED Grants 2003:								
Revenues:								
455278	CCED # C223644 - Chick-Fil-A	600,000	0	0	0			
	CCED # C223701 - Mattress Warehouse	100,000						
	** Total Revenue	<u>700,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	*** Total Appropriation				<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
	Beginning of Year				<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE - Projected								
	End of Year				<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Fund 2003
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Non-Operating Expenses						
537285	CCED # C213554 - Bentley Pontoon	50,000	0	0		
537290	CCED # C223644 - Chick-Fil-A	600,000	0	0		
	* Total Non-Operating	<u>650,000</u>	<u>0</u>	<u>0</u>		
Capital						
	**Total Capital	<u>0</u>	<u>0</u>	<u>0</u>		
Other Financing Uses						
	**Total Other Financing Uses	<u>0</u>	<u>0</u>	<u>0</u>		
	*** Total Budget Appropriation	<u>650,000</u>	<u>0</u>	<u>0</u>		

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT MULTI-PARK 1%
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Economic Development Multi-Park 1% 2005:								
Revenues:								
417100	Fee in Lieu of Taxes	10,701	0	0	0			
417103	Calhoun County FILOT Received	49,031	0	0	0			
461000	Investment Interest	7,953	4,780	0	0			
** Total Revenue		<u>67,685</u>	<u>4,780</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Appropriation					53,378	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>325,014</u>	<u>271,636</u>	<u>271,636</u>	<u>271,636</u>
FUND BALANCE - Projected								
End of Year					<u>271,636</u>	<u>271,636</u>	<u>271,636</u>	<u>271,636</u>

Fund 2005
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Code	Expenditure Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses							
529903	Contingency	0	0	53,378			
* Total Operating		0	0	53,378			
** Total Personnel & Operating		0	0	53,378			
Capital							
**Total Capital		0	0	0			
Other Financing Uses							
814506	Op Trn to Saxe Gotha Industrial Park	0	0	0			
**Total Other Financing Uses		0	0	0			
*** Total Budget Appropriation			0	0	53,378		

**COUNTY OF LEXINGTON
ECONOMIC DEVELOPMENT PROJECT FUND
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Economic Development Project Fund 2006:								
Revenues:								
461000	Investment Interest	197,213	163,931	0	0			
469416	Sale of Land - B/L Industrial Park	0	0	0	0			
469418	Sale of Land - Saxe Gotha Ind. Park	3,155,714	3,492,475	3,492,475	3,492,475			
802002	Op Trn from Farmers Market	2,310	0	0	0			
804525	Op Trn from Speculative Building	0	0	0	0			
** Total Revenue		3,355,237	3,656,406	3,492,475	3,492,475	0	0	0
*** Total Appropriation					6,654,966	0	0	0
FUND BALANCE Beginning of Year					6,747,156	3,584,665	3,584,665	3,584,665
FUND BALANCE - Projected End of Year					3,584,665	3,584,665	3,584,665	3,584,665

Fund 2006
Division: Economic Development
Organization: 181100 - Economic Development Projects

Object Expenditure Code	Classification	BUDGET				
		2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Operating Expenses						
520500	Legal Services	3,115	0	0		
529903	Contingency	0	0	6,575,166		
* Total Operating		3,115	0	6,575,166		
** Total Personnel & Operating		3,115	0	6,575,166		
Capital						
**Total Capital		0	0	0		
Other Financing Uses						
814506	Op Trn to Saxe Gotha Industrial Park	128,200	52,425	79,800		
**Total Other Financing Uses		128,200	52,425	79,800		
*** Total Budget Appropriation		131,315	52,425	6,654,966		

**COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Accommodations Tax 2120:								
Revenues:								
420800	Accommodations Tax	428,861	268,122	369,576	369,576	428,861	428,861	
461000	Investment Interest	0	0	0	0	0	0	
** Total Revenue		<u>428,861</u>	<u>268,122</u>	<u>369,576</u>	<u>369,576</u>	<u>428,861</u>	<u>428,861</u>	<u>0</u>
*** Total Appropriation					<u>479,576</u>	<u>293,431</u>	<u>428,861</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>220,110</u>	<u>110,110</u>	<u>110,110</u>	<u>110,110</u>
FUND BALANCE - Projected								
End of Year					<u>110,110</u>	<u>245,540</u>	<u>110,110</u>	<u>110,110</u>
Estimated Total Accommodations Tax Funds:			476,433					
--- Minus General Fund Portion ----			<u>25,000</u>					
Sub-Total			451,433					
--- Minus General Fund 5% Portion ----			<u>22,572</u>					
*** Total Estimated Revenue			<u>428,861</u>					
Appropriation			428,861					
** Additional Appropriations (One Time - Fund Bal.)			<u>0</u>					
*** Total Appropriations			<u>428,861</u>					
--- Minus 30% Fund Portion ----			135,430					
Available for Appropriation (65% Funding)			<u>293,431</u>					

**COUNTY OF LEXINGTON
ACCOMMODATIONS TAX
Annual Budget
Fiscal Year - 2024-25**

Fund 2120
Division: General Administrative
Organization: 101100 - County Council

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
Advertising and Promotion (30% Fund)						
534212 Capital City Lake Murray Country	135,430	56,223	166,708	<u>175,000</u>	135,430	
Tourism Related Exp. (65% Fund)						
534201 Columbia Metro Convention/Visitor Bureau	20,000	10,000	40,000	<u>50,000</u>	40,000	
534204 West Metro Chamber of Commerce	10,000	3,750	15,000	<u>25,000</u>	15,000	
534205 Lexington Chamber of Commerce	10,000	3,750	15,000	<u>15,770</u>	15,000	
534206 Batesburg/Leesville Cham. of Comm.	10,000	3,750	15,000	<u>10,000</u>	15,000	
534209 Lex. Cty. Recreation Softball Tournament	20,231	0	27,000	<u>25,650</u>	25,650	
534212 Capital City Lake Murray Country	0	0	0	<u>0</u>	0	
534220 Riverbanks Zoo	15,000	6,250	25,000	<u>0</u>	0	
534223 EdVenture Children's Museum	5,500	1,875	7,500	<u>10,000</u>	5,000	
534228 Lexington County Museum	5,500	3,000	12,000	<u>12,000</u>	10,000	
534231 Chapin Chamber of Commerce	10,000	0	15,000	<u>15,000</u>	15,000	
534233 Columbia Regional Sports Council	20,000	0	25,000	<u>35,000</u>	30,000	
534242 Irmo/Chapin Recreation Commission	20,000	7,500	30,000	<u>30,000</u>	30,000	
534244 Lex. Cty. Recreation & Aging - Tennis	17,000	0	20,000	<u>18,000</u>	18,000	
534252 Greater Irmo Chamber of Commerce	10,000	3,750	15,000	<u>20,000</u>	15,000	
534282 Harbison Theatre at Midlands Tech	8,000	3,750	15,000	<u>20,000</u>	12,890	
534286 Greater Columbia Ed. Advancement Foundation	16,000	4,000	16,000	<u>17,000</u>	17,000	
534287 Chapin Theater Company	0	1,250	5,000	<u>20,000</u>	7,890	
534289 Lexington County Blowfish	3,000	1,250	5,000	<u>15,000</u>	10,000	
534290 Run Hard Half Marathon	0	1,000	4,000	<u>4,000</u>	2,001	
534291 Town of Lexington - Icehouse Amphitheater	0	1,592	6,368	<u>0</u>	0	
Tartan Day South - The River Alliance	0	0	0	<u>15,000</u>	10,000	
* Total Operating	335,661	112,690	479,576	<u>532,420</u>		
** Total Personnel & Operating	335,661	112,690	479,576	<u>532,420</u>		
 * Recommendations are made from the Accommodations Tax Board.						
 ** Funding may be reduced if revenue projections are less.						
 *** Total Budget Appropriation	 335,661	 112,690	 479,576	 <u>532,420</u>	 428,861	



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Visitor's Information Center

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Batesburg-Leesville Chamber of Commerce & Visitor's Center
Mailing Address	P.O. Box 2178, Batesburg-Leesville, SC 29070

4. Director of Project/Event

Name & Title	Robert M. Taylor
Contact Number(s)	803-532-4339 Work, 803-622-9980 Cell
Email	mike@batesburg-leesvillechamber.org

5. Project/Event Website Address

www.batesburg-leesvillechamber.org

6. Project/Event Category (select one)

<input type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input checked="" type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	1/1/2024
End Date	12/31/24

8. Location of Project/Event

350 E. Columbia Avenue, Batesburg-Leesville, SC 29070

9. Number of Employees

Full-time	1
Part-time	

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards	325		Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
Brochures	205		
Posters	60		
Magazine Ads			
Newspaper Ads			
Radio Ads	1		
Billboard Ads			
Websites (other than primary)			
Other			

11. Number of Project/Event Attendees

Expected Number	117,000
Of this number, how many are tourists?	84,200

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input checked="" type="checkbox"/>	Phone call inquiries	Phone calls per month	146
<input checked="" type="checkbox"/>	Brochure mailings	Brochures mailed per month	18
<input checked="" type="checkbox"/>	Event ticket sales	Tickets sold per event	100
<input type="checkbox"/>	Event registration	Registrants per event	
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the **unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.**

Hotel Name & Location	Number of Rooms	Number of Nights

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$98,050.00
b. Amount of Accommodations Funds Requested for this Project/Event:	\$10,000.00
c. This Request Equals What Percent of the Total Project/Event Budget:	9.91 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2023/2024. We have received funds since 2011 I know.
b. Amount(s)	\$15,000 for 2023/2024. It has varied each year.
c. Source(s)	Lexington County
d. Purpose(s)	Events ad Visitor's Center Information
e. For each award year, did you expend 100% of the ATAX funds you received?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>If you answered no, please explain.</i></p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Robert M. Taylor

Print Name

President

Title



Signature

1/5/24

Date



ATTACHMENT C
Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

The Batesburg-Leesville Chamber of Commerce & Visitor's Center is the "Information Central" for Batesburg-Leesville and the surrounding area. Visitors come to pick up information on our businesses, restaurants, hotels in the area, and other information. We are located next to Shealy's Bar-B-Que which gives us a unique opportunity to market additional businesses in town and provide information on upcoming events in our community. Our website provides a monthly calendar for chamber and community events.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

The Batesburg-Leesville Chamber of Commerce & Visitor's Center promotes tourism daily by providing individual attention to each visitor and each telephone request. Our reception area provides visitors and tourist with a wealth of information about Batesburg-Leesville and Lexington County. Hotel brochures, maps of the area, and up-to-date details of events in our area are always available. The chamber receives calls from across the country with inquiries on local area businesses, attractions, and information regarding relocation packages. The visitor's center serves as the informational highway for one of Lexington County's largest annual events, The South Carolina Poultry Festival. The toll free number for the SC Poultry Festival comes directly to the center. All request for food, arts & crafts, commercial vendors, as well as the antique car show and parade generated from the SC Poultry Festival website are handled by the chamber and directed to the appropriate person.

c. Total attendance to the project/event versus the number of total tourists in attendance

This past year the SC Poultry Festival, Peachtree 23 Yard Sale, Christmas Parade, and other events brought in over 117,000 people to our community. Approximately 84,200 of those were from outside of our community.

d. Economic impact generated by tourism toward the project/event

The Batesburg-Leesville Chamber of Commerce & Visitor's Center is the project and generates tourism through its communication of events in our community and area. We contribute to the success of the SC Poultry Festival which brings close to 100,000 people to our community each year. Peach Tree 23 Yard Sale generates over 10,000 people to our community during a two-day period the first weekend in June. Our Christmas Parade and festivities after the parade continues to grow. These and other chamber events bring tourist to our restaurants and businesses

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

Hopefully I have answered this in the other sections. The Accommodations Tax Funds will be used to augment the other funding received by the Batesburg-Leesville Chamber of Commerce & Visitor's Center to promote tourist to our events and community. The other events the chamber host are: Taste of the Town, SC Poultry Festival/Chamber Golf Tournament, Annual Auction, and Annual Banquet. While these events cater mostly to local residents, they do bring some tourist.

f. Additional comments

[Empty text box for additional comments]



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
South Carolina Poultry Festival Book	2,000	21-70

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads		
Ad Listing	Distribution Range	Targeted Audience
Timeless Jikebox Internet Radio	?	25 - 70

Billboard Ads		
Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)		
Ad Listing	Distribution Range	Targeted Audience

Other Ads		
Ad Listing	Distribution Range	Targeted Audience



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
EXPENDITURES
FY 2024/25

Organization Name Batesburg-Leesville Chamber of Commerce & Visitor's Center

List of Expenditures	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Personnel	\$44,242.00	\$46,292.00	\$46,700.00
Facilities	3,457.00	3,185.00	3,600.00
Dues	365.00	200.00	200.00
Printing, Postage, Office Supplies, Adv.	3,228.00	3,810.00	4,400.00
Telephone	2,063.00	2,285.00	2,600.00
Special Events	12,228.00	13,445.00	14,200.00
Monthly Membership Meetings	2,717.00	3,156.00	3,600.00
Membership Services	86.00	109.00	150.00
Taxes/Insurance	12,746.00	12,464.00	13,000.00
Rent	7,800.00	7,800.00	7,800.00
Arts On The Ridge	3,061.00	14,218.00	0
Website	1,241.00	1,586.00	1,800.00
Total	\$93,234.00	\$108,550.00	\$98,050.00

Batesburg-Leesville Chamber of Commerce

Profit & Loss

January through December 2023

Jan - Dec 23

	Jan - Dec 23
Income	
2015 Christmas Parade	450.00
Accomodation Tax	11,250.00
Annual Auction	19,639.02
Annual Banquet	6,150.00
Annual Christmas Parade	30.00
Arts on the Ridge	170.00
Blue Cross Blue Shield	7,741.76
Community Christmas Tree Light	20.00
Dues	30,880.00
Golf Tournament	10,568.00
Membership Investment	125.00
Membership Meeting Income	550.00
Membership Meeting Sponsorship	800.00
Miscellaneous Income	72.00
Peach Tree 23 Yard Sale	35.00
Taste of the Town Income	4,480.00
Website	650.00
Total Income	93,610.78
Expense	
Advertising	48.15
Annual Auction Expense	2,932.92
Annual Banquet Expense	3,748.33
Arts on the Ridge Expense	14,218.13
Bank Charges	1,413.78
Building Maintenance	15.00
Christmas Parade	375.00
Gas & Electric	1,212.77
Golf Tournament Expense	5,062.23
Insurance	1,381.00
Marketing	250.00
Membership Decals	415.76
Membership Meeting Expenses	3,155.38
Misc Expense/Monthly Printing	2,274.98
Office & Yard Maintenance	135.00
Office Supplies	325.13
Organizational Dues	150.00
P.O. Box Rental	118.00
Payroll Expenses	39,792.00
Postage	378.00
Rent Expense	7,800.00
Ribbon Cuttings	108.48
Salary Benefits	6,500.00
Taste of the Town Expense	1,377.53
Tax Expense	
Unemployment Tax Expense	8.40
Tax Expense - Other	11,074.58
Total Tax Expense	11,082.98
Telephone Expenses	2,285.09
Water	408.43
Web Site	1,585.53
Total Expense	108,549.60
Net Income	-14,938.82

Arts on the Ridge (AOR) was originally organized under the B-L Chamber. As AOR grew they desired to be on their own and established 501(3)(c) status under Arts on the Ridge name. This amount represents funds they had raised while under the B-L Chamber. These funds have now been distributed to AOR.



...Regional Tourism District
Promoting Columbia, Lake Murray, Lexington, Newberry, Richland & Saluda

Jewel of South Carolina™

December 5, 2023

Ms. Marilyn Pratt
Deputy Clerk to Council
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Marilyn:

Capital City/Lake Murray Country Regional Tourism Board is pleased to enclose the 2024-2025 ATAX Funding Application. We sincerely appreciate this opportunity and Lexington County's continued support for this regional tourism district program.

This application will reflect numerous marketing promotions, events and advertising opportunities that will continue to generate significant tourism revenues for numerous businesses and Lexington County.

Capital City/Lake Murray Country is prepared to present this information to the recommendations committee and look forward to receiving the date notification for the presentations.

In the meantime, Capital City/Lake Murray County wishes you and your staff a very Merry Christmas and safe New Year.

Sincerely,

A handwritten signature in black ink that reads "Miriam Atira".

Miriam Atira
President/CEO

Msa/sf



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024 /25

1. Name of Project/Event:

Capital City/Lake Murray Country Leisure Marketing Promotion/Visitor's Center

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization:	Capital City/Lake Murray Country Regional Tourism Board (CCLMC)
Mailing Address:	P O Box 1783 Irmo, SC 29063

4. Director of Project/Event

Name & Title:	Miriam Atria, President/CEO
Contact Number(s):	803-781-5940 ext.4
Email:	miriam@lakemurraycountry.com

5. Project/Event Website Address:

lakemurraycountry.com and/or scjewel.com

6. Project/Event Category (check one):

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (<i>see #10 for advertising/promotion sources</i>)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	07/01/2024
End Date:	06/30/2025

8. Location of Project/Event:

Lexington County and surrounding 3 counties

9. Number of Employees

Full-time:	8
Part-time:	2

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
X Rack Cards	290,932	National	Complete <i>Attachment A</i> for Listing Details for Ads used in Magazines, Newspapers, the Radio, and Billboards and Websites. Please include targeted audience.
X Brochures	330,605	National	
Posters	0		
X Magazine Ads	1,445,000	National	
Newspaper Ads	0		
X Radio Ads	2,300,000	National	
X Billboard Ads	3,200,000	Southeast	
X Websites (other than primary)	3,002,150	National	
Other			

11. Number of Project/Event Attendance:

Expected Number:	297,693
Of this number, how many are tourists?	202,431

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)]

12. List the methods used to track tourists:

Select Methods Used:		Provide the Estimated Numbers:	
<input checked="" type="checkbox"/>	Webpage Inquiries	Inquiries per month:	289,000
<input checked="" type="checkbox"/>	Phone Call Inquiries	Phone calls per month:	4320
<input checked="" type="checkbox"/>	Brochure Mailings	Brochures mailed per month:	3810
<input type="checkbox"/>	Event Ticket Sales	Tickets sold per event:	
<input checked="" type="checkbox"/>	Event Registration	Registrants per event:	310
<input checked="" type="checkbox"/>	Hotel Sales	Sales per event / per month:	37,500
<input checked="" type="checkbox"/>	License Plates	Count per event:	181
<input checked="" type="checkbox"/>	Surveys	Responses per survey:	665
<input checked="" type="checkbox"/>	Other	Zartico	

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
Hilton Garden Inn-Columbiana	45	90
DoubleTree by Hilton	955	3172
Hilton Garden Inn-West Columbia	35	105
Tru by Hilton-Columbiana	22	92
Sleep Inn	60	720

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

15. Project/Event 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/Event:	\$1,822,195
b. Amount of Accommodations Funds Requested for this Project/Event:	\$175,000
c. This Request Equals What Percent of the Total Project/Event Budget:	9%
d. Use <i>Attachment B</i> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <i>Attachment B</i> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	-----	--------------------------	----

If you answered yes, please answer items a-e below.

a. Year(s):	2023/24:	2022/23:	2022/21:
b. Amount(s):	\$167,596	\$117,598	\$116,710
c. Source(s):	Lexington County		
d. Purpose(s)	Marketing and Advertising		
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>
	<p><i>If you answered no, please explain:</i></p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>		

17. Project Description – Please use *Attachment C* to complete the following information that is required by the *Tourism Expenditure Review Committee* to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

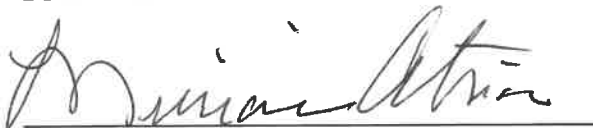
a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 Project/Event Director:

Miriam Atria

Print Name



Signature

President/CEO

Title

12-7-23

Date



ATTACHMENT A

Item #10 - Advertisements

Please provide the information below for Ads used in *Magazines*, *Newspapers*, the *Radio*, and *Billboards* and *Websites*. Please include the targeted audience.

Magazine

Ad Listing	Distribution Range	Targeted Audience
USA TODAY: Hunt and Fish	100K	National fishing visitors
USA TODAY: Southern Escape	100K	National visitors
USA TODAY:National Parks	100K	National outdoor rec visitors
The Local Palate	200K	National foodies
OurState Magazine	1.1M	Out-of-state visitors
Discover SC	360K	Out-of-state visitors
Garden & Gun	1.6M	National visitors
MLF Bass	50K	National fishing visitors
American Road	120K	National visitors
Food and Travel	800K	National visitors
SC Hunt & Fish Reg Guide	35K (per issue)	Regional visitors
Lake Murray Lifestyle	104K	Regional visitors

Newspaper Ads

Ad Listing	Distribution Range	Targeted Audience

Television Ads

Ad Listing	Distribution Range	Targeted Audience
Food Network and The Cooking Channel	100M	National foodie visitors
WISTV	365,850	Regional and outside surrounding counties
WOLO weather cam	402,000	Regional and outside surrounding counties
Pursuit Channel	700,000	National visitors

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
Woods and Water SC	1.95 M	Annual contract-Upstate promoting Outdoor recreation
B106	210K	Regional and locals
iheart	140K	Regional and outside surrounding counties

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
Crenshaw visions-177 boards	1.6M	Out of region (NC and SC)
Grace Billboard	16M	Instate visitors

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
WISTV.com	2.6M	Regional and outside surrounding counties
WOLO weather cam	402,000	Regional and outside surrounding counties

Other Ads

Ad Listing	Distribution Range	Targeted Audience
Welcome Centers: Video Boards, Landrum & Ft. Mill	76,500	Out of State visitors
Local IQ Wordstream	Digital ads: Google ads, Retargeting, OTT, YouTube	National visitors
Style Blueprint	300K	Out of state visitors
6am City	Chatanooga, Raleigh, Asheville, Greenville, Columbia-31M	Visitors from outside of our region
Multimedia Podcast	Unlimited range	National visitors
Social media ads	501,000	National visitors
Laurie Rowe PR	2,496,173,882	National visitors



ATTACHMENT B

Item #15 – Project / Event Budget

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Brochures	\$48,000
PR/Travel Media	\$30,500
Digital/Web/Billboard	\$120,825
Print Media Ads	\$105,262
Radio	\$10,600
Television	\$54,056
SCPRT Welcome Center Advertising	\$12,000
Golf	\$2,500
Trade/Travel Shows	\$20,000
Fishing Tournaments	\$368,500
Special Events (Great Car Race, SE BBQ Showdown, July 4 th Celebration)	\$940,000
Podcast	\$19,962
Booking Engine/Data	\$70,000
Visitor's Center	\$19,990
TOTAL:	\$1,822,195



ATTACHMENT C

Item #17 – Project /Event Description

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of c. Attendance to the Project/Event versus the number of total tourists in attendance.

a. General Project/Event Description:

CCLMC continues our mission and goal to promote tourism and our great outdoors in this four-county region which also encompasses the small towns and communities within those four counties. Funding requested from Lexington County's ATAX goes directly towards marketing and promotion of the region to leisure visitors for tourism. The specifics of the marketing plan are outlined within this document. Lexington County's funding is matched with funding from other counties in the region, as well as local municipalities of the City of Columbia and Towns of Lexington, Irmo, Cayce, Blythewood and West Columbia reflecting a true regional effort in the promotion of tourism. 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 the leisure destination marketing organization for this region.

b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the community of Lexington County:

As a destination marketing organization, CCLMC's leisure marketing campaign funds are used to generate more ATAX funds and impact tourism revenues. The region continues to be marketed through our efforts via digital and print ads, billboards, travel writers/published articles, televised shows, social media, website, trade shows, podcast and special events. Thousands of golfers, anglers and vacationing families have heard or seen our ads across the U.S. and the world.

Some results from last year's efforts benefiting Lexington County:

*Hosted Bass World Championship (3 Lexington County hotels, \$21.5M economic impact), MLF Bass Pro Tour (20.9M livestream minutes, 4M social media impressions during tournament coverage and Bassmaster Elite (2M economic impact, over 5 hours of televised hours on Fox Sports 1) AND Bassmaster Elite returns to Lake Murray in May, 2024

*Hosted SC Congressional Tour and SC Welcome Center Conference and showcased Lexington County

*Sponsored and marketed Lexington County Ag+Art

*Sponsored Team Lake Murray Country at World Food Championship with Lexington County's Chris Williams of Roy's Grill finishing 2nd in the world in the Sandwich category and Chef Mike Ellis, Lexington County resident, finishing 8th in the Chef category

Our robust marketing plan and planned events for 2024/25 will benefit Lexington County while luring visitors into our region. Current Lexington County planned events for 2024-25: Queen City Kayak Bass Fishing Tournament, Pan Am Kayak, American Bass Anglers (300 anglers hosted at DoubleTree by Hilton), MLF Bass Pro Tour, Fishers of Men National Championship, ACA Championship, and much more.

c. Attendance to the Project/Event versus the number of total tourists in attendance.

The expected number of attendees is 297,693 with a number of tourists of 202,431.

d. Economic impact generated by tourism towards the Project/Event:

One portion of our marketing budget and efforts resulted in over 200 Published articles, stories, and press releases on the region resulting in +409 Million impressions a month and +17 Million google search impressions.

In April 2025, CCLMC will host the Fishers of Men National Championship tournament (8 day event with 340 anglers) with an estimated economic impact just under \$2.1 million.

In May 2025, CCLMC is hosting the ACA Championship, which has an estimated value of \$573,000 with over 1200 room nights, 8,625 meals and Two (2) half hour episodes on Pursuit Channel and 10 other televised networks as well as digital platforms.

CCLMC's marketing efforts and other planned events will continue to increase tourism and money spent in our region. The top 5 states that CCLMC is marketing to are: Georgia, SC, NC, Virginia and NY and according to our booking engine and data research, the top origin markets, which correlate to the top 5 that CCLMC targeted, are: Charlotte, NC; Upstate, SC; Charleston, SC; Myrtle Beach, SC; NY, Augusta, GA; Atlanta, GA; Savannah, GA; Raleigh-Durham, NC; and Philadelphia, PA.

CCLMC's marketing campaign results show that 1 in 3 tourists visiting Lexington County.

e. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this:

CCLMC's national and regional TV ad campaigns during the year are used to generate more visitation into the region, thereby impacting ATAX funds and tourism revenues. The region continues to be marketed through radio, print media ads, digital online ads, and billboards. Thousands of golfers, fishing and vacationing families have heard or seen our ads across the U.S. and world. Foreign visitors are booking online and stopping in for more information on the region

CCLMC is bringing visitors to Lexington County daily through implementation of our marketing plan and the regional Visitor's Center traffic. CCLMC continues to put our region on the map for the culinary arts by sponsoring chefs at the World Food Championship, where Team Lake Murray Country always places in the top.

Lakemurraycountry.com markets Lexington County, providing support information, hotel booking services, extensive calendar of events, itinerary planning, and tourism related listings and online in the Visitors Guide.

f. Additional Comments:

According to visitation and tourism data analysis for the past 6 months, 45% of tourists cited outdoor recreation and events as the reason for visitation into the region. CCLMC's continued target market is an exploitable niche and service is differentiated.

CCLMC's staff provides quality service with prestige value. We are known for making things happen and need the regional support of all government entities. Tourism makes a vast economic impact for Lexington County and CCLMC continues to drive the tourist to the region.

CCLMC's known hospitality and hosting of world events resulted in BASS naming Lake Murray #1 Lake in the Southeast and #4 in the country for bass fishing.

Capital City/Lake Murray Country Regional Tourism Board

Profit & Loss

12/05/23

July 1, 2023 through June 1, 2024

Accrual Basis

	Jul 1, '23 - Jun 1, 24
Ordinary Income/Expense	
Income	
Advertising Income	16,575.00
Corporate Sponsors	44,000.00
Lake Murray Souvenir Shoppe	19,467.87
Partnership Income	7,275.00
QtlyAtax/Hospitality Grants	559,873.79
State Grants	638,874.24
Taste of Lake Murray	67,135.46
Total Income	1,353,201.36
Gross Profit	1,353,201.36
Expense	
Bank Fees	4,724.40
Computer Repair/Maintenance	3,312.47
Contract Services	3,302.20
Destination Landmark Expense	855.78
Dues & Subscriptions	1,702.50
Equipment/Leasing	10,528.14
Insurance	24,818.85
Interest Expense	8,309.56
Marketing & Advertising	491,217.10
Materials For Resale	11,718.91
Meetings	13,355.40
Office Supplies	2,579.70
Payroll Expenses	280,562.19
Postage	5,227.10
Printing	479.26
Reclass Expenses	1,262.24
Telephone	5,339.55
Travel Expenses	17,215.58
Visitors Center Expenses	107,742.20
Total Expense	994,253.13
Net Ordinary Income	358,948.23
Net Income	358,948.23

Capital City/Lake Murray Country Regional Tourism Board

Balance Sheet - FY 2023-2024

As of December 5, 2023

12/05/23

Accrual Basis

	<u>Dec 5, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
First Community Bank	668,229.90
Regions Business Savings	500.38
Regions Checking Account	3,993.70
Reserve Account at FCB	<u>52,640.22</u>
Total Checking/Savings	725,364.20
Accounts Receivable	
Accounts Receivable	<u>73,593.45</u>
Total Accounts Receivable	73,593.45
Other Current Assets	
*Inventory Asset	350.79
Operating Lease Asset	9,635.00
Prepaid Expenses	<u>51,174.58</u>
Total Other Current Assets	<u>61,160.37</u>
Total Current Assets	860,118.02
Fixed Assets	
Accumulated Depreciation	-315,135.63
Building Structure	557,904.45
Computers	6,803.78
Historic Structure	52,000.00
Property,Plant,Equipment	<u>134,264.00</u>
Total Fixed Assets	435,836.60
Other Assets	
Petty Cash Drawer	<u>65.00</u>
Total Other Assets	<u>65.00</u>
TOTAL ASSETS	<u><u>1,296,019.62</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Operating Lease Liability	9,635.00
Payroll Liabilities	1,005.18
Sales	8.61
Sales Tax Payable	<u>908.65</u>
Total Other Current Liabilities	<u>11,557.44</u>
Total Current Liabilities	11,557.44
Long Term Liabilities	
FCB Loan	<u>175,684.08</u>
Total Long Term Liabilities	<u>175,684.08</u>
Total Liabilities	187,241.52
Equity	
Opening Bal Equity	89.35
Retained Earnings	749,740.52
Net Income	<u>358,948.23</u>
Total Equity	<u>1,108,778.10</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,296,019.62</u></u>



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

2024 CHAPIN THEATRE SEASON

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	CHAPIN THEATRE SEASON
Mailing Address	PO BOX 360 CHAPIN SC 29036

4. Director of Project/Event

Name & Title	JIM DEFELICE MANAGING DIRECTOR
Contact Number(s)	803 240 8544
Email	CHAPINTHEATRE@ATT.NET

5. Project/Event Website Address

CHAPINTHEATRE.ORG

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	7-1-2024
End Date	6-30-2025

8. Location of Project/Event

Loc 1: 830 COLUMBIA AVE CHAPIN 29036 9-SHOWS
 Loc 2: 7300 COLLEGE ST IRMO 29036 1-SUMMER SHOW

9. Number of Employees

Full-time	
Part-time	1 PARTTIME 11-1099

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
Brochures			
Posters			
Magazine Ads			
Newspaper Ads			
Radio Ads			
Billboard Ads			
Websites (other than primary)			
Other			

11. Number of Project/Event Attendees

Expected Number	6500
Of this number, how many are tourists?	3900 60%

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)]

12. List the methods used to track tourists

Select Methods Used	Provide the Estimated Numbers
<input checked="" type="checkbox"/> Webpage inquiries	Inquiries per month 400
<input checked="" type="checkbox"/> Phone call inquiries	Phone calls per month 100
<input checked="" type="checkbox"/> Brochure mailings	Brochures mailed per month 3600
<input checked="" type="checkbox"/> Event ticket sales	Tickets sold per event 1000
<input checked="" type="checkbox"/> Event registration	Registrants per event 100
Hotel sales	Sales per event / per month
License plates	Count per event
Surveys	Responses per survey
Other	

13. **Must Complete** - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
RESIDENCE INN	10	20
HAMPTON INN	10	20

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes No

15. **Project/Event Budget** - Requests 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/Event:	\$ 98,800
b. Amount of Accommodations Funds Requested for this Project/Event:	\$ 20,000
c. This Request Equals What Percent of the Total Project/Event Budget:	20 %
d. Use Attachment B and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use Attachment B to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2023 2022 2021
b. Amount(s)	5000 2500 1250
c. Source(s)	ACTUAL
d. Purpose(s)	ADVERTISEMNT " "
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

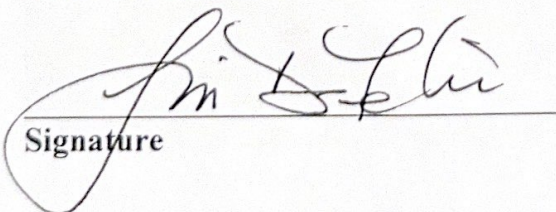
a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

JIM DEFELICE
 Print Name

MANAGING DIRECTOR
 Title


 Signature

1/4/2024
 Date



ATTACHMENT B
Item #15 – Project/Event Budget

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
FACEBOOK ADS	\$3,600
CITY SPARKS ADS, DIGITAL	5,400
POSTCARDS	16,200
POSTERS	1,350
ROYALTIES	19,700
SCRIPTS	1,350
TSHIRTS	2,700
COSTUMES	4,500
PROPERTIES	4,500
SET CONSTRUCTION	9,000
FEEES	21,500
BROCHURES	9,000
	<hr/>
Total	\$98,800



ATTACHMENT C
Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

PROVIDE HIGH-QUALITY THEATRE IN OUR NEW FACILITY. WE ARE TRAINING THE NEXT GENERATION OF ARTISTS IN OUR EDUCATION VENUE. WE HAVE OVER 100 PERFORMANCES / YEAR

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

LIVE THEATRICAL PERFORMANCES ATTRACT A WIDE RANGE OF TOURISTS. WITH 100 PERFORMANCES WITH AT LEAST 6500 AUDIENCE MEMBERS, WE HAVE A VERY GOOD DRAW TO THE AREA. WE ARE LOCATED 25 MILES FROM COLUMBIA & 15 MILES FROM NEWBERRY. WE HAVE A GROWING YOUTH PROGRAM WITH SHOWCASES & CLASSED DRAWING FROM ALL OVER THE MIDSOUTHS INCLUDING AIKEN

c. Total attendance to the project/event versus the number of total tourists in attendance

40% of OUR ATTENDEES, 60% ARE OUT OF TOWN

d. Economic impact generated by tourism toward the project/event

OUR GOAL IS TO INCREASE ECONOMIC GROWTH WITH A FOCUS ON SMALL BUSINESSES AND LOCAL ARTISTS. BETWEEN 2010-2019, THE POPULATION OF CHAPIN GREW BY 34% (COMPARED TO A POPULATION INCREASE OF ONLY 11% IN LEXINGTON COUNTY AND 9% IN SC, AS A WHOLE). STUDIES SHOW THAT EVERY DOLLAR A PATRON SPENDS ON A THEATRE TICKET, THEY SPEND \$2-3 ON OTHER ITEMS SUCH AS RESTAURANTS, BABYSITTERS & HOTEL ROOMS. WE HAVE 100 PERFORMANCES PLANNED NEAR LUNCH & DINNER

OF THE 34 RESTAURANTS, CAFES BARS LOCATED LESS THAN 10 MILES AWAY - 28 ARE LOCALLY OWNED BUSINESSES.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

ONE OF THE BEST ATTRACTIONS TO AN AREA IS A LIVE PERFORMANCE. WE CONCENTRATE ON COMEDIES WHICH ARE CROWD PLEASERS. WE HAVE DEBICATED ~~PER~~ OUTSIDE OUR LOCAL AREA. TAX FUNDS ALLOW US TO BUILD QUALITY ENTERTAINMENT AND TO HELP US REACH OUT THRU ADVERTISING TO DRAW IN TOURIST

f. Additional comments

THEATRE IS THE KEY TO A HAPPY LIFE



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event:

FY24/25 Marketing: EdVenture Brings Tourists to Lexington County

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization:	EdVenture Children's Museum
Mailing Address:	211 Gervais Street, P.O. Box 1638 Columbia, SC 29202

4. Director of Project/Event

Name & Title:	Robin Harriford, Director of Development
Contact Number(s):	(803) 400-1138
Email:	rharriford@edventure.org

5. Project/Event Website Address:

[HTTPS://WWW.EDVENTURE.ORG/](https://www.edventure.org/)

6. Project/Event Category (check one):

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	July 1, 2024
End Date:	June 30, 2025

8. Location of Project/Event:

EdVenture Children’s Museum 211 Gervais Street Columbia, SC; 3061 Howard Avenue Myrtle Beach, SC.

9. Number of Employees

Full-time:	24
Part-time:	27

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input checked="" type="checkbox"/> Rack Cards	50,000	50+ miles	Complete Attachment A for Listing Details for Ads used in <i>Magazines, Newspapers, the Radio, and Billboards and Websites</i> . Please include targeted audience.
<input checked="" type="checkbox"/> Brochures	2	50+ miles	
<input type="checkbox"/> Posters			
<input checked="" type="checkbox"/> Magazine Ads	6	50+ miles	
<input checked="" type="checkbox"/> Newspaper Ads	3	50+ miles	
<input checked="" type="checkbox"/> Radio Ads	5	50+ miles	
<input checked="" type="checkbox"/> Billboard Ads	10	50+ miles	
<input checked="" type="checkbox"/> Websites (other than primary)	2.5 million impressions	50+ miles	
<input checked="" type="checkbox"/> Other (TV ads)	estimated 40% reach	50+ miles	

11. Number of Project/Event Attendance:

Expected Number:	250,000
Of this number, how many are tourists?	50,000 (20% of total visitors)

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)]

12. List the methods used to track tourists:

Select Methods Used:	
<input type="checkbox"/>	Webpage Inquiries
<input type="checkbox"/>	Phone Call Inquiries
<input type="checkbox"/>	Brochure Mailings
<input type="checkbox"/>	Event Ticket Sales
<input type="checkbox"/>	Event Registration
<input type="checkbox"/>	Hotel Sales
<input type="checkbox"/>	License Plates
<input type="checkbox"/>	Surveys
<input checked="" type="checkbox"/>	Other

Provide the Estimated Numbers:	
Inquiries per month:	
Phone calls per month:	
Brochures mailed per month:	
Tickets sold per event:	
Registrants per event:	
Sales per event / per month:	
Count per event:	
Responses per survey:	
Zip codes at point of sale	50,000

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
various	2,500 5% of tourists	2,500+

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

Yes

No

15. Project/Event 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/Event:	\$40,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$10,000
c. This Request Equals What Percent of the Total Project/Event Budget:	25 %
d. Use <i>Attachment B</i> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <i>Attachment B</i> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please answer items a-e below.

a. Year(s):	FY24 / FY23 / FY22 / FY21 / FY20 / FY19 / FY18 / FY17 / FY16
b. Amount(s):	\$7,500/\$5,500/\$2,000/\$2,000/\$6,997/\$7,500/\$4,500/\$4,000/\$2,500
c. Source(s):	Lexington County A-Tax
d. Purpose(s)	Advertising
e. For each award year, did you expend 100% of the ATAX funds you received?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>If you answered no, please explain:</i></p> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use *Attachment C* to complete the following information that is required by the *Tourism Expenditure Review Committee* to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 THE REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Robin Harriford

Print Name

A handwritten signature in blue ink that reads "Robin Harriford". The signature is written over a horizontal line.

Signature

Director of Development

Title

04 January 2024

Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for Ads used in *Magazines, Newspapers, the Radio, and Billboards* and *Websites*. Please include a targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
Lake Murray Country Visitor's Guide	50+ miles	Higher income, families
DiscoverSC Visitor's Guide	50+ miles	General public, families, vacationers, tourists
Myrtle Beach Visitor's guide	50+ miles	General public, families, vacationers, tourists

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
The Free Times	50+ miles	General public, locals, families, vacationers, tourists
Cola Today	50+ miles	General public, families, vacationers, tourists
ExperienceColumbia	50+ miles	General public, families, vacationers, tourists

Television Ads

Ad Listing	Distribution Range	Targeted Audience
Broadcast (Columbia DMA 913 counties), Myrtle Beach	50 + miles	Women (25-54), parents with young children (birth to age 10)
Cable (Columbia, Aiken, Rock Hill/Lancaster, GSA, Greenwood, Florence/Myrtle Beach, Charleston)	50+ miles	Women (25-54), parents with young children (birth to age 10)

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
Columbia iHeart radio stations	50+ miles	Adults with children, families
Myrtle Beach iHeart radio stations	50+ miles	Adults with children, families

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
Lamar in Columbia	Midlands	Tourists, families
Lamar in Aiken/Augusta	Western SC	Tourists, families
Grace in Myrtle Beach	Eastern SC	Tourists, families

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
Digital (Online Video) (Columbia, Aiken, Rock Hill/Lancaster, GSA, Greenwood, Myrtle Beach, Charleston)	50+ miles	Women (25-54), parents with young children (birth to age 10)
Digital SEM - PPC, Geofencing, Retargeting	50+ miles	Families

Other Ads: Rack Cards/Brochures

Ad Listing	Distribution Range	Targeted Audience
South Carolina Visitor Centers	50 + miles	Women (25-54), parents with young children (birth to age 10)
Select hotels in Columbia and Myrtle Beach	Within Columbia and Myrtle Beach communities.	Women (25-54), parents with young children (birth to age 10)
SCPRT Visitor Centers	50+ miles	Women (25-54), parents with young children (birth to age 10)
Select restaurants in the Myrtle Beach area	Within Myrtle Beach communities.	Tourists, families



ATTACHMENT C

Item #17 – Project / Event Description

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description:

EdVenture is a 501c3 registered non-profit educational institution dedicated to creating new generations of lifelong learners through museum experiences, daily floor programming, camps, and outreach. Our mission is to inspire children from birth to age 10 and the adults who care about them to experience the joy of learning as individuals, as families, and as a community.

EdVenture respectfully requests \$40,000 to assist with FY2024=25 out-of-market tourism marketing promoting EdVenture's exhibits, programs, and events. The objectives for EdVenture's 2024-25 tourism advertising include the following:

1. Promoting EdVenture's many service offerings/educational programs and exhibits such as EDDIE, World of Work, Flight, and many others along with annual signature events such as Membership Programming, Summertime Series, Sensory Nights, and Countdown to Kindergarten.
2. Building awareness with out-of-market audiences that EdVenture is 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 EdVenture Myrtle Beach.

EdVenture's overall advertising campaign for out-of-market visitors is heavily weighted toward late fall, to capture travelers to fall sporting events and to position EdVenture as an attraction for the "winter break" season from schools; toward early spring, to capture "spring break" travelers; and toward summer to reach those making summer travel plans. These time frames depict peak attendance trends for out-of-area visitors.

The out-of-market media mix we plan to use this year to reach our primary and secondary target audiences will include digital outdoor (out-of-home) and targeted online advertising, social media, and PR strategies supported by television advertising to increase the reach and frequency of our messaging.

EdVenture will measure the viability and effectiveness of its 2024-25 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. Using specific QR codes, EdVenture can track exactly which forms of media generate the most engagement from our audiences. Using search engine marketing, we can identify exactly which online ads pull traffic to our site.

b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

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--children from birth to age 10, parents, families, school groups, and other organized groups from across the state. We are the only children's museum in the Midlands.

EdVenture serves as a catalyst for economic vitality and growth. In 2008, the Subcommittee on Healthy Families and Communities told the US House of Representatives Committee on Education and Labor that "Libraries and museums contribute to the health and welfare of the community year round" (govinfo.gov).

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.

"Hearing before the Subcommittee on Healthy Families and Communities." US House of Representatives Committee on Education and Labor. 11 September, 2008,
<https://www.govinfo.gov/content/pkg/CHRG-110hhrg44215/html/CHRG-110hhrg44215.htm>.

c. Total attendance to the Project/Event versus the number of total tourists in attendance.

In last year's application, we predicted that our total attendance would be over 240,000 at all 3 locations with 48,000 (20%) tourists. With over 263,000 visitors from July 1, 2022, through June 30, 2023, we exceeded those numbers in our three locations (Columbia, Myrtle Beach, and Hartsville). As we cross into the second half of Fiscal Year 2025, EdVenture leadership has made the decision to close our Hartsville location. We have been a part of that community for over five years, our contract with the City of Hartsville having ended at the end of June, 2023. We are grateful for the time there and count it as a valuable experience.

This closure adjusted our tourism numbers down a bit, and we have a goal of 250,000 for our two locations (Columbia and Myrtle Beach). Following Richland County's method of estimating tourists, we are projecting that 20% of our visitors (50,000) will be from 50 miles or farther away from EdVenture.

d. Economic impact generated by tourism towards the Project/Event.

Because of your investment in EdVenture, as many as or more hotel/motel overnight stays will be added to our local economy. To determine the projected accommodations, we assume that 5% of tourists may require overnight accommodations (2,500). To convert attendance numbers to local prepared meals (in restaurants or take-away), we calculate that 40% of all guests choose to dine at local restaurants, allowing that some guests may not dine out and others might dine out multiple times—a potential of 100,000 meals.

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. Attendance data is tracked daily, reported weekly, and reviewed regularly by our managers and trustees. This information serves as a critical guide when making decisions regarding marketing strategies.

e. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

EdVenture's Marketing/Public Relations Department will continue to work closely with Experience Columbia, SC PRT, and the Capital City/Lake Murray Country Regional Tourism Board to develop strategies to attract out-of-state tourists to Lexington County, including listings on the "Discover South Carolina" website. EdVenture's PR strategies also include submitting press releases and announcements for listings in monthly community calendars, online newspapers, and television station websites. We will also cross-promote with local businesses, other local area attractions, and hotels and restaurants to offer reciprocal discount opportunities to travelers from EdVenture and partner businesses.

The multimedia campaign plan for FY25 for out-of-market tourism is anticipated to include special events and promotions of new exhibits during peak tourist seasons, television, digital, and rack card placements. Use of social media, blogs, our website (www.edventure.org), and cross promotions with EdVenture Myrtle Beach 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. Additionally, other tourism marketing ads will highlight EdVenture as an area attraction in these same markets.

f. Additional Comments.

Thank you for the opportunity to apply for Lexington County A-Tax Funds that will assist EdVenture in promoting our museum to tourists.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
FUNDING SOURCES
FY 2022/23

Organization Name: EdVenture Children’s Museum

List of Funding Sources	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Lexington County	\$5,500	\$7,500	\$10,000
City of West Columbia	\$6,000	\$6,000	\$10,000
SC Parks, Recreation, and Tourism	\$16,970	\$18,170	\$20,000
Total	\$24,935	\$29,650	\$40,000



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Marketing Lexington County to Tourists

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other Destination Marketing Organization/CVB

3. Sponsoring Organization

Name of Organization	Columbia Metropolitan CVB DBA Experience Columbia SC
Mailing Address	1101 Lincoln Street Columbia, SC 29201

4. Director of Project/Event

Name & Title	Kelly Barbrey
Contact Number(s)	803-545-0018
Email	kbarbrey77@gmail.com

5. Project/Event Website Address

www.experiencecolumbiasc.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	7/1/2024
End Date	6/30/2025

8. Location of Project/Event

Lexington County (Incorporated and Unincorporated) and the entire Columbia region

9. Number of Employees

Full-time	18
Part-time	3

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input checked="" type="checkbox"/> Rack Cards			Complete <i>Attachment A</i> to provide additional details regarding ads in <i>magazines, newspapers, radio, billboards, and websites</i> . Please include targeted audience.
<input checked="" type="checkbox"/> Brochures	100,000	Distributed Nationally	
<input type="checkbox"/> Posters			
<input checked="" type="checkbox"/> Magazine Ads	see attached	regional/national	
<input checked="" type="checkbox"/> Newspaper Ads	see attached	regional/national	
<input type="checkbox"/> Radio Ads			
<input checked="" type="checkbox"/> Billboard Ads	see attached	regional/national	
<input checked="" type="checkbox"/> Websites (<i>other than primary</i>)	see attached	regional/national	
<input checked="" type="checkbox"/> Other	various	various	

11. Number of Project/Event Attendees

Expected Number	15.8 million region-wide
Of this number, how many are tourists?	15.8 million; 5,5 million 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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input checked="" type="checkbox"/>	Webpage inquiries	Inquiries per month	221,760
<input type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input checked="" type="checkbox"/>	Brochure mailings	Brochures mailed per month	8,333 (100,000 divided by 12 months)
<input type="checkbox"/>	Event ticket sales	Tickets sold per event	
<input type="checkbox"/>	Event registration	Registrants per event	
<input checked="" type="checkbox"/>	Hotel sales	Sales per event / per month	2066 from conventions; 550 from leisure
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input checked="" type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Lexington County Hotels*	2000	20
*850 hotel rooms have been contracted by the CVB for the Doubletree Hotel. Additional bookings are anticipated for additional regional hotels, for a total of 2,000 anticipated room nights in 24-25.		

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes
 No

15. Project/Event Budget - Requests 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/Event:	\$6.3 M
b. Amount of Accommodations Funds Requested for this Project/Event:	\$50,000
c. This Request Equals What Percent of the Total Project/Event Budget:	less than 1 %
d. Use Attachment B and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use Attachment B to complete.

Type text here

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes No

If you answered yes, please complete items below.

a. Year(s)	FY23-24
b. Amount(s)	\$40,000
c. Source(s)	Lexington County Accommodations Tax Fund
d. Purpose(s)	Tourism Marketing and Advertising
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Kelly Barbrey

Print Name

VP of Marketing & Communications

Title



Signature

Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
Southern Living	Regional	Leisure Travelers
Garden & Gun	National	Leisure Travelers
The Local Palate	National	Foodies/Culinary Travelers
Meetings Today	National	Meeting Planner
RCMA Aspire	National	Religious Conference Planners
Atlanta Magazine	Atlanta, GA	Leisure Travelers
Charlotte Magazine	Charlotte, NC	Leisure Travelers

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
Atlanta Journal-Constitution *AJC	Regional/Atlanta, GA	Leisure Travelers
Post & Courier	South Carolina	Leisure Travelers

Television Ads		
Ad Listing	Distribution Range	Targeted Audience
Streaming Television	Southeast/Regional	Leisure Travelers

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
Streaming Radio/Pandora, Spotify	Southeast/Regional	Leisure Travelers

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
Greenville 2-84 Church Street	Greenville, SC	Drive Market Travelers
Augusta Washington Road	Augusta, GA	Drive Market Travelers
Charleston i-26 at mile 215	Charleston, S	Drive Market Travelers
Charlotte I-77 Tyvola Road	Charlotte, NC	Drive Market Travelers
Charlotte Waverly Center	Charlotte, NC	Drive Market Travelers

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
TripAdvisor Annual digital campaign	Geotargeted Southeastern Cities	Leisure Travelers
6AM City (GVL, CLT, CHS, AVL, RAL)	Southeastern Cities	Leisure Travelers
Q City Metro	Charlotte, N	African American Leisure Travelers
Connect	National	Meeting Planners
NorthStar	National	Meeting Planners
MPI (Meeting Professionals Int'l)	National	Meeting Planners
Atlanta Journal-Constitution *AJC	Atlanta, GA	Leisure Travelers

Other Ads

Ad Listing	Distribution Range	Targeted Audience
Capital City Lake Murray Country-guide	National	Leisure Travelers
Discover SC Vacation Guide	National/International	Leisure Travelers



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event 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 for meetings, conventions and leisure travel. We use the funds from Lexington County Accommodations Tax to drive hotel room nights into the unincorporated areas of Lexington County through advertising, convention sales and marketing initiatives.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

While our team's mission is to increase visitation throughout the region, we do drive significant business specifically to Lexington County in the form of meetings, conventions and leisure travel. According to an economic impact study of the visitation to the Columbia region conducted by Tourism Economics, 15.8 million visitors came to our region in 2022. This is an increase from the 15.1 million visitors in 2021 and exceeds the pre-pandemic record tourism year for our region in 2019, which brought 15.2 million visitors. Our sales team booked 24,792 hotel room nights into the region, with approximately 2,000 of those room nights booking in Lexington County hotels.

Additionally, all of our advertising drives traffic to our website, which resulted in nearly 1 million website users and 2.6 million page views in FY22-23. Also, our advertising efforts resulted in 54,742 searches for hotel accommodations, which shows results from potential visitors seeing Experience Columbia SC ads then taking action by searching for a hotel room. While this does not capture all hotel searches for regional stays, it does show that our advertising program is working by driving interest in visitation to the region and overnight stays.

c. Total attendance to the project/event versus the number of total tourists in attendance

2019: 15.2 million total tourists with 5.5 million spending the night; 12,503 CVB-booked convention room nights
2020: 11.6 million total tourists with 4.1 million spending the night; 6,784 CVB-booked convention room nights
2021: 15.1 million total tourists with 5.4 million spending the night; 18,416 CVB-booked convention room nights
2022: 15.8 million total tourists with 5.7 million spending the night; 24,792 CVB-booked convention room nights
PROJECTED 2023: 15.9 million total tourists with 5.8 million spending the night; 30,000 CVB-booked convention room nights

d. Economic impact generated by tourism toward the project/event

In FY 22-23 tourism to our region generated \$2.6 billion, with nearly \$3 million for conventions booked by Experience Columbia SC. Additionally, Experience Columbia SC's digital leisure advertising campaign generated 54,742 hotel searches from travelers interested in booking a visit to the region.

Also, Experience Columbia SC's website generated 2.9 million page views from nearly 1 million unique visitors. Once visitors are on our website, they are able to search for hotels, attractions, restaurants and things to do. We list all Lexington County hotels, restaurants and attractions on our site at no charge to these partners.

From a convention standpoint, our sales team sends leads to Lexington County hotels and generates approximately 2,000 hotel room nights for Lexington hotels each year - that's approximately 10 percent of all CVB-booked convention business using a Lexington County hotel property.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

Experience Columbia SC uses the accommodations tax funds provided to advertise through digital, outdoor/billboard, streaming tv/radio, print and social media. We drive advertising traffic to our website, ExperienceColumbiaSC.com where we showcase meeting and convention venues, hotels, restaurants, attractions and provide travel information and inspiration for group and leisure visitors. Additionally, we send sales representatives to tradeshows where they connect with meeting planners who could potentially bring a convention to the region. We have consistent branding and messaging that reaches the consumer at every point on their journey to decide where they will take their meeting, convention or vacation. From digital geotargeting to our website to our sales collateral to the talking points discussed at a tradeshow, we show a full picture of the assets of our region to potential visitors.

In FY 22-23 we had 131 conversations with travel writers about the destination and hosted 11 travel writer visits to the region which resulted in 34 pieces of media coverage about our region. In addition to our media outreach, we also produced sponsored content advertorial pieces featuring Lexington businesses, including a football tailgating piece for Garden & Gun, a family friendly piece for Charlotte Magazine and a holiday happenings article for the Atlanta Journal-Constitution. We also featured 25 blog posts with Lexington businesses on topics including gluten free dining, group dining, a holiday gift guide and our Pimento Cheese Passport.

f. Additional comments

We thank Lexington County for continued support of Experience Columbia SC.

**Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024**

From 7/1/2023 Through 6/30/2024

	<u>Year To Date Actual</u>	<u>Fiscal Year 23-24 Budget</u>	<u>Prior Year Actual</u>	
Revenue				
Municipal Grant				
4000	City of Columbia - Accom Tax	575,000.00	2,300,000.00	1,600,000.00
4002	City of West Columbia - Accom Tax	15,000.00	15,000.00	6,890.00
4004	Cayce - Accom Tax	3,659.41	18,135.00	7,956.80
4005	Town of Lexington - Accom Tax	40,000.00	40,000.00	10,000.00
	Total Municipal Grant	<u>633,659.41</u>	<u>2,373,135.00</u>	<u>1,624,846.80</u>
State Grant				
4103	SC Parks, Recreation, & Tourism	800,000.00	800,000.00	900,158.91
4105	Governor's Carol Lighting	0.00	13,000.00	12,501.77
4107	SCPRT-Tourism Recovery Funds	0.00	0.00	489,204.74
	Total State Grant	<u>800,000.00</u>	<u>813,000.00</u>	<u>1,401,865.42</u>
County Grant				
4001	Richland County - Accom Tax	137,500.00	275,000.00	120,000.00
4006	Lexington County - Accom Tax	10,000.00	40,000.00	20,000.00
4021	Richland County - Hospitality Tax	137,500.00	275,000.00	201,091.00
	Total County Grant	<u>285,000.00</u>	<u>590,000.00</u>	<u>341,091.00</u>
Merchandise/Concessions				
4205	Visitor Center Merchandise	7,809.18	9,000.00	11,715.59
	Total Merchandise/Concessions	<u>7,809.18</u>	<u>9,000.00</u>	<u>11,715.59</u>
Advertising				
4104	Co-op Special Project	7,643.65	25,000.00	69,477.68
	Total Advertising	<u>7,643.65</u>	<u>25,000.00</u>	<u>69,477.68</u>
Contributed Income				
4100	Desination Marketing Fee - (Hotel Rooms)	873,410.02	1,800,000.00	2,273,773.72
	Total Contributed Income	<u>873,410.02</u>	<u>1,800,000.00</u>	<u>2,273,773.72</u>
Other				
4207	Interest Earned	71,916.66	135,580.00	94,228.69
4400	Appropriation PY Unassigned Net Position	0.00	571,255.00	0.00
	Total Other	<u>71,916.66</u>	<u>706,835.00</u>	<u>94,228.69</u>
	Total Revenue	<u>2,679,438.92</u>	<u>6,316,970.00</u>	<u>5,816,998.90</u>
	Total Revenue	<u>2,679,438.92</u>	<u>6,316,970.00</u>	<u>5,816,998.90</u>
Expenditures				
Administration				
5002	Salaries - FT Sales & Marketing	310,116.03	1,026,909.00	756,798.80
5021	Salaries - PT Sales & Marketing	7,716.13	52,144.00	1,155.43
5040	Personnel Contingency	0.00	15,398.00	0.00
5050	Payroll Tax Expense	26,481.65	86,324.00	66,066.58
5055	Retirement - 401k	6,502.12	43,163.00	21,827.86
5060	Health Insurance	53,146.66	184,992.00	94,344.99
5061	Dental Insurance	4,020.72	9,612.00	4,721.50
5062	Life & Disability Insurance	5,615.71	16,819.00	8,445.75
5063	Vision Insurance	0.00	0.00	10.20
5070	Workers Compensation	2,437.31	3,909.00	4,701.54
5071	Unemployment Insurance	67.55	2,538.00	2,826.10
5075	Incentives	28,021.63	110,200.00	105,204.37
5076	Auto Allowance	3,138.53	9,600.00	7,338.65

**Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024**

From 7/1/2023 Through 6/30/2024

**TD Budget
Variance**

1,725,000.00)
0.00
(14,475.59)
0.00
1,739,475.59)

0.00
(13,000.00)
0.00
(13,000.00)

(137,500.00)
(30,000.00)
(137,500.00)
(305,000.00)

(1,190.82)
(1,190.82)

(17,356.35)
(17,356.35)

(926,589.98)
(926,589.98)

(63,663.34)
(571,255.00)
(634,918.34)
3,637,531.08)

3,637,531.08)

716,792.97
44,427.87
15,398.00
59,842.35
36,660.88
131,845.34
5,591.28
11,203.29
0.00
1,471.69
2,470.45
82,178.37
6,461.47

**Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024**

From 7/1/2023 Through 6/30/2024

	<u>Year To Date Actual</u>	<u>Fiscal Year 23-24 Budget</u>	<u>Prior Year Actual</u>
5080 Contract Labor	4,201.66	10,150.00	8,412.11
Total Administration	451,465.70	1,571,758.00	1,081,853.88
Program Expenses			
5100 Client Recruitment & Entertainment	5,499.27	25,000.00	4,077.91
5111 Convention Recruitment Fund	3,643.98	125,000.00	72,282.45
5112 Partner & Community Relations	18,050.59	53,250.00	31,991.63
5200 Marketing & Advertising	513,500.00	904,000.00	864,366.62
5201 Targeted Digital Advertising	236,363.74	336,500.00	266,250.00
5202 Meeting Advertising	104,527.31	167,238.00	134,043.79
5203 Content Development	42,904.94	127,500.00	155,405.28
5204 Municipality Specific Marketing	25,000.00	52,000.00	22,667.00
5210 Public Relations	76,036.07	86,925.00	0.00
5211 Online Booking Engine	24,706.00	24,220.00	20,720.00
5212 Governor's Carol Lighting	15,392.75	13,000.00	12,287.80
5214 Cooperative Advertising	2,000.00	0.00	18,209.58
5215 Hotel DMF Partner Ads	240,770.67	720,000.00	514,882.77
5216 Special Events	0.00	25,000.00	51,501.18
5218 Market Research	51,000.00	98,224.00	78,574.00
5222 Special Projects/Recovery Marketing	226,225.79	0.00	489,204.74
5327 Website Enhancements	90,171.75	135,479.00	180,335.63
5334 Tradeshow	99,765.06	128,650.00	143,128.30
5335 Tradeshow/Event Sponsorship	21,000.00	34,000.00	0.00
5425 Promotional Materials	9,350.48	52,150.00	31,954.98
5426 Collateral Materials	243.00	91,500.00	91,600.00
5427 Employee Travel, Meals & Accomodations	28,332.92	88,600.00	49,604.21
Total Program Expenses	1,834,484.32	3,288,236.00	3,233,087.87
Other Operating Expenses			
5086 Professional Service Fees	0.00	16,000.00	0.00
5300 Office Space Rental	0.00	25,704.00	28,113.72
5310 Utilities	2,691.00	7,000.00	6,755.57
5313 Telephone	1,195.25	6,168.00	2,603.27
5315 General Insurance	5,015.82	9,800.00	9,480.00
5320 Repairs & Maintenance	671.19	22,600.00	10,063.00
5321 Maintenance Supplies	20.29	1,225.00	522.41
5322 Office Equipment Lease	4,487.37	8,920.00	4,451.70
5325 Computer Expense & Maintenance	13,236.88	22,610.00	1,191.10
5340 Postage	8,191.92	26,066.00	23,856.94
5341 Printing	3,094.04	12,440.00	7,510.35
5342 Office Supplies	2,452.74	4,200.00	4,352.45
5400 Contract Building Service	46,619.19	131,983.00	96,310.24
5405 Depreciation	11,017.52	31,200.00	33,052.56
5415 Parking	1,217.57	5,000.00	4,835.00
5416 Membership Dues & Subscriptions	22,054.80	36,329.00	25,648.27
5424 Visitors Center Merchandise	5,557.17	9,000.00	10,640.99
5428 Employee Relations	500.00	0.00	0.00
5429 Uniforms	324.97	3,700.00	1,054.22
5430 Employee Training & Development	10,038.00	29,435.00	5,205.40
5435 Payroll Processing Fees	1,210.80	6,000.00	3,899.81

**Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024**

From 7/1/2023 Through 6/30/2024

**TD Budget
Variance**

5,948.34
1,120,292.30

19,500.73
121,356.02
35,199.41
390,500.00
100,136.26
62,710.69
84,595.06
27,000.00
10,888.93
(486.00)
(2,392.75)
(2,000.00)
479,229.33
25,000.00
47,224.00
(226,225.79)
45,307.25
28,884.94
13,000.00
42,799.52
91,257.00
60,267.08
1,453,751.68

16,000.00
25,704.00
4,309.00
4,972.75
4,784.18
21,928.81
1,204.71
4,432.63
9,373.12
17,874.08
9,345.96
1,747.26
85,363.81
20,182.48
3,782.43
14,274.20
3,442.83
(500.00)
3,375.03
19,397.00
4,789.20

**Midlands Authority for Conventions, Sports & Tourism In Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024**

From 7/1/2023 Through 6/30/2024

	Year To Date Actual	Fiscal Year 23-24 Budget	Prior Year Actual
5436 Banking & Merchant Fees	2,023.12	8,000.00	4,867.19
5438 Vehicle Maintenance	317.21	1,500.00	514.10
5455 Interest Expense	0.00	0.00	134.63
5460 Amortization Expense	0.00	0.00	6,983.15
5700 Transferred out to Authority	112,065.49	632,096.00	474,655.17
5701 Transferred out Sports	200,000.00	400,000.00	400,000.00
Total Other Operating Expenses	<u>454,002.34</u>	<u>1,456,976.00</u>	<u>1,166,701.24</u>
Total Expenditures	<u>2,739,952.36</u>	<u>6,316,970.00</u>	<u>5,481,642.99</u>
 Total Expenditures	 <u>2,739,952.36</u>	 <u>6,316,970.00</u>	 <u>5,481,642.99</u>
 Net Revenue Over Expenditures	 <u>(60,513.44)</u>	 <u>0.00</u>	 <u>335,355.91</u>
 Net Revenue Over Expenditures (After Transfers)	 <u>(60,513.44)</u>	 <u>0.00</u>	 <u>335,355.91</u>

Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - KB-Monthly-Financial Statement FY2024

From 7/1/2023 Through 6/30/2024

**TD Budget
Variance**

5,976.88
1,182.79
0.00
0.00
520,030.51
<u>200,000.00</u>
1,002,973.66
<u>3,577,017.64</u>
<u>3,577,017.64</u>
<u>(60,513.44)</u>
<u>(60,513.44)</u>



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event:

2024-2025 Regional Sports Marketing Campaign

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization:	Experience Columbia SC Sports
Mailing Address:	1010 Lincoln St., Columbia, SC 29201

4. Director of Project/Event

Name & Title:	S. Scott Powers
Contact Number(s):	803-545-0009
Email:	spowers@experiencecolumbiasc.com

5. Project/Event Website Address:

www.columbiascscsports.com

6. Project/Event Category (check one):

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	July 1, 2024
End Date:	June 30, 2025

8. Location of Project/Event:

Midlands region (all of Lexington & Richland Counties)

9. Number of Employees

Full-time:	2
Part-time:	0

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input type="checkbox"/> Rack Cards			Complete <i>Attachment A</i> for Listing Details for Ads used in <i>Magazines, Newspapers, the Radio, and Billboards and Websites</i> . Please include targeted audience.
<input type="checkbox"/> Brochures			
<input type="checkbox"/> Posters			
<input checked="" type="checkbox"/> Magazine Ads	8	National readership	
<input type="checkbox"/> Newspaper Ads			
<input checked="" type="checkbox"/> Radio Ads	240	Midlands/state-wide/Internet	
<input type="checkbox"/> Billboard Ads			
<input checked="" type="checkbox"/> Websites (other than primary)	6	National	
<input checked="" type="checkbox"/> Other	10	State-wide television	

11. Number of Project/Event Attendance:

Expected Number:	100,000
Of this number, how many are tourists?	40,000

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)]

12. List the methods used to track tourists:

Select Methods Used:		Provide the Estimated Numbers:	
<input checked="" type="checkbox"/>	Webpage Inquiries	Inquiries per month:	6
<input type="checkbox"/>	Phone Call Inquiries	Phone calls per month:	
<input type="checkbox"/>	Brochure Mailings	Brochures mailed per month:	
<input type="checkbox"/>	Event Ticket Sales	Tickets sold per event:	
<input checked="" type="checkbox"/>	Event Registration	Registrants per event:	487
<input checked="" type="checkbox"/>	Hotel Sales	Sales per event / per month:	560
<input type="checkbox"/>	License Plates	Count per event:	
<input type="checkbox"/>	Surveys	Responses per survey:	
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
Doubletree Hotel	800	10
Courtyard by Marriott Caye	100	6
Aloft Harbison	100	6
Tru Harbison	100	6

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

Yes
 No

15. Project/Event 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/Event:	\$ 35,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$ 35,000
c. This Request Equals What Percent of the Total Project/Event Budget:	6.3 %
d. Use <i>Attachment B</i> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <i>Attachment B</i> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes No

If you answered yes, please answer items a-e below.

a. Year(s):	2016-2024
b. Amount(s):	\$10,000 - \$10,000 - \$10,000 - \$21,024 - \$15,996 - \$22,500 - \$10,000 - \$20,000 - \$25,000
c. Source(s):	Lexington County Accommodations Tax
d. Purpose(s)	Regional Sports Marketing Campaign
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain:</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use *Attachment C* to complete the following information that is required by the *Tourism Expenditure Review Committee* to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 Project/Event Director:

S. Scott Powers

Print Name



Signature

Executive Director

Title

12/20/23

Date



**ATTACHMENT A
ITEM #10 – ADVERTISEMENTS**

Please provide the information below for Ads used in *Magazines, Newspapers, the Radio, and Billboards and Websites.* Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
Sports Events Magazine	National	Sports Events Rights Holders
Sports Destination Management	National	Sports Events Rights Holders
The Sports Planning Guide	National	Sports Events Rights Holders
SportsTravel Magazine	National	Sports Events Rights Holders

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
N/A		

Television Ads		
Ad Listing	Distribution Range	Targeted Audience
N/A		

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
SportsTalk	State-wide + Internet	Gamecock fans coming to Columbia for football games
Talking Sports	Midlands + Internet	Gamecock fans coming to Columbia for football games

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
N/A		

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
www.sportsdestinations.com	Worldwide	Sports Events Rights Holders
www.sportseventsmagazine.com	Worldwide	Sports Events Rights Holders
www.sportsplanningguide.com	Worldwide	Sports Events Rights Holders

Other Ads

Ad Listing	Distribution Range	Targeted Audience
Chick-fil-A Classic website	Worldwide	Potential attendees of CFA Classic at River Bluff
World Long Drive Championships website	Worldwide	Potential attendees of World Long Drive at Par Tee
Social Media post boosting	Facebook, X	Potential attendees of events in midlands



ATTACHMENT B
ITEM #15 – PROJECT / EVENT BUDGET

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Sports Events Print & Digital	5000
Sports Destination Management Print & Digital	5000
Sports Planning Guide Print & Digital	3000
SportsTravel Print & Digital	3000
SportsTalk Radio	2500
Talking Sports Radio	2500
Sports Trade Show Attendance	10000
Website Advertising	4000
Total	770000



ATTACHMENT C ITEM #17 – PROJECT / EVENT DESCRIPTION

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event 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 2024-2025 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. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

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 NXT Events to host their South Carolina Shootout Lacrosse Championships at the Fields at Saluda Shoals Complex or winning bids to host events like the US Quidditch National Cup & Southeast Regionals or the US Boomerang Nationals. We also assist existing events and try to grow them to be more successful. Events such as the Chick-fil-Classic or the East Coast Long Drive Championships.

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/Event versus the number of 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 6,000 contracted hotel room nights to the region during FY 2024-25 from sporting events. $6,000 \text{ room nights} / 2.0 \text{ nights} \times 3.0 \text{ tourists per room} = 9,000 \text{ overnight tourists in FY2024-25}$. Based on our research (ticket sales, event owner surveys, event registrations) with our events, an additional estimated 23,000 out-of-town tourists drive in and do not stay in hotels rooms. We are projecting 100,000 total attendance for FY2024-25, of which 40,000 (40%) are tourists.

d. Economic impact generated by tourism towards the Project/Event.

Our goal of 6,000 contracted room nights along with our projection of 23,000 non-overnight tourists, we estimate we will generate an estimated economic impact of \$6,000,000 in 2024-25. Our direct visitor spending in FY22-23 was \$6,029,975. Sports tourism was the leading segment of the tourism industry and continues to generate room nights in record numbers.

e. Overall description of how the Project/Event 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 (I.E. USA Boxing, NCAA, AAU, etc.) 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 facility 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 FY2022-23, we estimate our sales efforts booked or assisted 40 sports events that contracted 6,095 hotel room nights, attracting 34,639 tourists and generating an estimated visitor spending of \$6,029,975. A great return on Lexington County's investment!

Midlands Authority for Conventions, Sports & Tourism in Conj. with Columbia Metropolitan Convention & Visitors Bureau
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
903 - Experience Columbia SC (Sports)
From 12/1/2023 Through 12/31/2023

	<u>Period Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% Remain</u>
Revenue						
Intergovernmental Revenue						
40...	Richland County - Accom Tax	0.00	0.00	0.00	50,000.00	(50,000.00) (100.00)...
40...	Town of Lexington - Accom Tax	0.00	10,000.00	10,000.00	5,000.00	5,000.00 100.00%
40...	Lexington County - Accom Tax	0.00	0.00	25,000.00	20,000.00	(20,000.00) (100.00)...
40...	City of Columbia - Hospitality Tax	0.00	12,500.00	50,000.00	50,000.00	(37,500.00) (75.00)%
40...	Richland County - Hospitality Tax	0.00	0.00	0.00	0.00	0.00 0.00%
	Total Intergovernmental Revenue	<u>0.00</u>	<u>22,500.00</u>	<u>85,000.00</u>	<u>125,000.00</u>	<u>(102,500.00)</u> (82.00)%
Other Income						
44...	Special Event Marketing	0.00	0.00	25,000.00	40,000.00	(40,000.00) (100.00)...
	Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>40,000.00</u>	<u>(40,000.00)</u> (100.00)...
	Total Revenue	<u>0.00</u>	<u>22,500.00</u>	<u>110,000.00</u>	<u>165,000.00</u>	<u>(142,500.00)</u> (86.36)%
Transfers In						
46...	Transferred in from DM	0.00	200,000.00	400,000.00	400,000.00	(200,000.00) (50.00)%
	Total Transfers In	<u>0.00</u>	<u>200,000.00</u>	<u>400,000.00</u>	<u>400,000.00</u>	<u>(200,000.00)</u> (50.00)%
	Total Revenue & Transfers	<u>0.00</u>	<u>222,500.00</u>	<u>510,000.00</u>	<u>565,000.00</u>	<u>(342,500.00)</u> (60.62)%
Expenditures						
Personnel Expenses						
50...	Salaries - FT Sales & Marketing	0.00	38,267.34	138,613.00	129,466.00	91,198.66 70.44%
50...	Personnel Contingency	0.00	0.00	5,594.00	4,208.00	4,208.00 100.00%
50...	Payroll Tax Expense	0.00	3,295.58	11,089.00	10,694.00	7,398.42 69.18%
50...	Retirement - 401k	127.69	1,719.96	5,545.00	5,347.00	3,627.04 67.83%
50...	Health Insurance	0.00	6,359.43	23,124.00	21,288.00	14,928.57 70.13%
50...	Dental Insurance	0.00	365.52	1,128.00	1,176.00	810.48 68.92%
50...	Life & Disability Insurance	0.00	755.49	2,349.00	1,942.00	1,186.51 61.10%
50...	Workers Compensation	71.26	400.28	685.00	660.00	259.72 39.35%
50...	Unemployment Insurance	0.00	41.88	2,991.00	275.00	233.12 84.77%
50...	Incentives	0.00	3,424.95	15,000.00	16,500.00	13,075.05 79.24%
50...	Auto Allowance	0.00	1,569.27	4,800.00	4,800.00	3,230.73 67.31%
	Total Personnel Expenses	<u>198.95</u>	<u>56,199.70</u>	<u>210,918.00</u>	<u>196,356.00</u>	<u>140,156.30</u> 71.38%
Program Expenses						
51...	Client Recruitment & Entertainment	0.00	4,537.31	15,000.00	29,863.00	25,325.69 84.81%
51...	Convention Recruitment Fund	690.73	97,984.07	96,848.00	131,965.00	33,980.93 25.75%
51...	Partner & Community Relations	0.00	8,521.93	15,000.00	11,000.00	2,478.07 22.53%
	Total Program Expenses	<u>690.73</u>	<u>111,043.31</u>	<u>126,848.00</u>	<u>172,828.00</u>	<u>61,784.69</u> 35.75%
Marketing, Advertising & Publications						
52...	Marketing & Advertising	400.00	13,150.00	66,500.00	79,172.00	66,022.00 83.39%
	Total Marketing, Advertising & Publications	<u>400.00</u>	<u>13,150.00</u>	<u>66,500.00</u>	<u>79,172.00</u>	<u>66,022.00</u> 83.39%
Occupancy Expense						
53...	Office Space Rental	0.00	0.00	8,033.00	8,033.00	8,033.00 100.00%
	Total Occupancy Expense	<u>0.00</u>	<u>0.00</u>	<u>8,033.00</u>	<u>8,033.00</u>	<u>8,033.00</u> 100.00%
Operating Expenses						
53...	Telephone	61.78	221.56	720.00	720.00	498.44 69.23%
53...	Website Enhancements	0.00	7,999.99	12,496.00	12,496.00	4,496.01 35.98%
53...	Tradeshows	0.00	27,415.75	19,540.00	20,435.00	(6,980.75) (34.16)%
53...	Tradeshow/Event Sponsorship	0.00	14,000.00	14,000.00	18,115.00	4,115.00 22.72%
53...	Printing	0.00	0.00	400.00	400.00	400.00 100.00%
53...	Office Supplies	0.00	49.11	500.00	500.00	450.89 90.18%
	Total Operating Expenses	<u>61.78</u>	<u>49,686.41</u>	<u>47,656.00</u>	<u>52,666.00</u>	<u>2,979.59</u> 5.66%
Other Operating Expenses						
54...	Parking	0.00	400.00	1,200.00	1,200.00	800.00 66.67%
54...	Membership Dues & Subscriptions	0.00	2,781.36	6,445.00	6,445.00	3,663.64 56.84%
54...	Promotional Materials	0.00	985.45	10,000.00	10,000.00	9,014.55 90.15%
54...	Collateral Materials	0.00	0.00	0.00	1,500.00	1,500.00 100.00%
54...	Employee Travel, Meals & Accomodations	116.23	13,918.94	28,400.00	32,900.00	18,981.06 57.69%
54...	Employee Training & Development	0.00	798.00	4,000.00	3,900.00	3,102.00 79.54%

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 From 12/1/2023 Through 12/31/2023

<u>Period Actual</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>% Remain</u>	
Total Other Operating Expenses	116.23	18,883.75	50,045.00	55,945.00	37,061.25	66.25%
Total Expenditures	1,467.69	248,963.17	510,000.00	565,000.00	316,036.83	55.94%
Total Expenditures & Transfers	1,467.69	248,963.17	510,000.00	565,000.00	316,036.83	55.94%
Net Income +/- (After Transfers)	<u>(1,467.69)</u>	<u>(26,463.17)</u>	0.00	0.00	<u>(26,463.17)</u>	0.00%
Net Income +/-	<u>(1,467.69)</u>	<u>(26,463.17)</u>	0.00	0.00	<u>(26,463.17)</u>	0.00%



Greater CWC Visitor Programs
County of Lexington A-Tax FY 24-25 Application
January 5, 2024

January 5, 2024

Lexington County Council
Marilyn Pratt
Deputy Clerk to Council
212 South Lake Dr., Suite 601
Lexington, SC 29072

Re: Accommodations Tax Funding Application FY 24-25

Dear Ms. Pratt,

The Greater CWC Chamber and Visitor Programs is greatly appreciative of the support and many contributions we have received over the past years from the County of Lexington.

Please find enclosed our Accommodations Tax Application for FY 24-25. We look forward to a new year and plan to continue to grow and become more effective and efficient in providing exceptional service to our visitors, tourists, and residents.

Thank you for your partnership. Please let us know if you have any questions regarding our application.

Sincerely,

Christina Nelson
Greater CWC Chamber
Membership and Events Coordinator

GREATER CWC CHAMBER & VISITOR PROGRAMS

1006 12th Street, Cayce, SC 29033 | P 803-794-6504 | CWCCHAMBER.COM | VISITCWCSC.COM



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Greater Cayce-West Columbia Visitor Programs

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Greater Cayce-West Columbia Visitor Programs
Mailing Address	1006 12th St., Cayce, SC 29033

4. Director of Project/Event

Name & Title	Tim James, Chamber & Visitor Programs President/Christina Nelson, Event Coordinator
Contact Number(s)	803-794-6504
Email	tim@cwccchamber.com/christina@cwccchamber.com

5. Project/Event Website Address

www.visitcaycewestcolumbia.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	July 1, 2024
End Date	June 30, 2025

8. Location of Project/Event

1006 12th St., Cayce, SC 29033

9. Number of Employees

Full-time	0
Part-time	4

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

	Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
x	Rack Cards	2500	All SC Welcome Centers	Complete Attachment A to provide additional details regarding ads in <i>magazines, newspapers, radio, billboards, and websites</i> . Please include targeted audience.
	Brochures			
	Posters			
	Magazine Ads			
	Newspaper Ads			
	Radio Ads			
	Billboard Ads			
	Websites <i>(other than primary)</i>			
	Other			

11. Number of Project/Event Attendees

Expected Number	n/a
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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input checked="" type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input checked="" type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input checked="" type="checkbox"/>	Brochure mailings	Brochures mailed per month	
<input type="checkbox"/>	Event ticket sales	Tickets sold per event	
<input type="checkbox"/>	Event registration	Registrants per event	
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input checked="" type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
DoubleTree by Hilton		
Courtyard by Marriott		
Residence Inn		
TownePlace Suites		
Hilton Garden Inn Columbia Airport		
Wingate by Wyndham		
Hampton Inn 1-26		
Country Inn & Suites		

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$125,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$25,000
c. This Request Equals What Percent of the Total Project/Event Budget:	20 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	FY 23-24, FY 22-23, FY 21-22
b. Amount(s)	FY 23-24 (118,089.85), FY 22-23 (86,341.96), FY 21-22 (80,747.67)
c. Source(s)	Lexington County, City of Cayce, City of West Columbia
d. Purpose(s)	Operation of Greater CWC Visitor Programs
e. For each award year, did you expend 100% of the ATAX funds you received?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If you answered no, please explain.</i> FY 23-24 has yet to be fully expended as the FY is not complete. We have two outstanding projects - our billboard campaign and 'Explore Local' video marketing.

17. Project Description – Please use Attachment C to provide the following information as required by the Tourism Expenditure Review Committee to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	Please use <u>Attachment C</u> to complete this section.
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Christina Nelson
Print Name

Membership + Events
Title Coordinator

Christina Nelson
Signature

1/5/2024
Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads		
Ad Listing	Distribution Range	Targeted Audience

Billboard Ads		
Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)		
Ad Listing	Distribution Range	Targeted Audience

Other Ads		
Ad Listing	Distribution Range	Targeted Audience
Social Media Boosting	+/- 50 Miles	Regional Football Game Attendees - AL, MS, GA, NC
Monthly Social Media Boosting	+/- 50 Miles	Visit Cayce-West Columbia Ads
Social Media Boosting	+/- 50 Miles	Regional Baseball Game Attendees - CT, NC, GA
Social Media Boosting	+/- 50 Miles	Community Expo Attendees
Social Media Boosting	+/- 50 Miles	Rhythm on the River Attendees
Social Media Boosting	+/- 50 Miles	Holiday Weekend Getaway - NC, TN, GA
Social Media Boosting	+/- 50 Miles	Parade Day - NC, TN, GA, FL



ATTACHMENT B
Item #15 – Project/Event Budget

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Staff Expenses	\$77,500
Print Media Advertising	15,000
Web Media Advertising	7,000
Dues, Subscriptions, Technology	4,500
Office Supplies	2,400
Event Insurance	1,400
Promotional Materials	1,500
Rent & Utilities	5,340
Website	1,500
Taxes -Payroll	5,900
Tourism Symposium	2,500
Other Operational Expenses	3,430
Total	\$127,970



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

See Attachment

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

See Attachment

c. Total attendance to the project/event versus the number of total tourists in attendance

n/a



Project/Event name and general description

Tourism is more than just a brick-and-mortar building, it is indeed a program that reaches well beyond a location that interested travelers can receive information. Over the last two years, we have promoted this fact and the results are overwhelming. The social media platform has grown exponentially, specifically when promoting community events such as the annual Parade Day and targeting out of state visitors. Our reach on Facebook in the last six months is well over 250,000 people and were from all areas of the state. Our Facebook page has over 5,200 followers, up from 4,000 this time last year. We have a little over 1,700 followers on our Instagram. These numbers allow us to act as a resource for promoting all the things to do in the area. (See Attachment A)

Additionally, our social media team tracks local events to encourage travelers to the area to stay and enjoy all that the area has to offer by promoting all the things to do and places to stay when visiting the area. One of the many examples is a Gamecock Football Game – this is a great opportunity for visitors to spend a weekend in the community. Leading up to the event, we were able to create a “geo-fence” to target the visitors travelling up for the game. We were able to share the numerous things to do in the area, such as our parks on the riverfront, the Cayce Arts district, and the Riverbanks Zoo. Our most recent geo-fenced ad had over 1,500 people engaged and reached 18,000 – including NC and GA potential visitors. (See Attachment B)

Our brick-and-mortar Visitor Center remains invaluable, with people stopping in regularly to pick up hotel and tourism brochures for their visiting families or new neighbors. We also provide a Greater CWC Visitor Programs brochure that quickly highlights our areas best features. We are happy to always receive and fulfill requests for our brochures to be sent to neighboring organizations and Visitors Centers. In the past 18 months, we have sent Greater CWC Visitor Programs information to eleven welcome centers throughout the state. The continued interest lets us know that travelers to those centers are picking up the brochure for information on the area. (See Attachment C)

GREATER CWC CHAMBER & VISITOR PROGRAMS

1006 12th Street, Cayce, SC 29033 | P 803-794-6504 | CWCCHAMBER.COM | VISITCWCSC.COM



Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community:

The mission of the Greater CWC Visitor Programs is to educate visitors on the great places to stay, play and shop in the area. Our Visitor Programs website at <http://www.visitcaycewestcolumbia.com/> is constantly updated with local events, places to stay, restaurant specials and activities. We have created a QR code that directly links to the Visitor Program site and comes in the form of a sticker that can be placed on storefronts (See Attachment D). We make it a point to share this sticker with area businesses - local shops, hotels, and restaurants, to showcase at their place of business.

Our mission as the Chamber is to promote the Greater CWC as the best place to live, work, shop and stay. This comes full circle in that our QR code highlights what's going on in our community. For example, when someone eats out at Henry's in Cayce, they can scan the QR Code and see classes at State of the Art, opening receptions at Rob Shaw Gallery, community events such as Soiree on State and the Holiday Parade of Lights, local parks to visit and hotels to book for their next weekend visit. This encourages visitors to stay for the afternoon, return with their families and make a weekend out of visiting the area.

We make it a point to use our resources as a Chamber and Visitor Programs to highlight all area businesses and what they have to offer for visitors to the area. In addition to the Visitor Programs site, we are sure to post community events, from classes to concerts, to the Chamber calendar, in our newsletter, and online so that our members and visitors the Chamber website at <http://www.cwcchamber.com/> are educated on all the great things to experience here in the area.



SOCIAL MEDIA STATS

Our Social Media team has done an amazing job over the last year working to increase our online presence, increase engagement and expand the reach of the Greater CWC Chamber.

TOTAL # OF FACEBOOK FOLLOWERS

5,280

FACEBOOK REACH IN PAST 6 MOS.

258,089

Number of people who saw posts at least once. Page reach up 112%

TOTAL # OF INSTAGRAM FOLLOWERS

1,734

Recent Tourism ads have reached over 18,000 people with over 650 people engaging with the ad, which means they reacted, commented, shared or clicked.

Our top 3 posts in 2023 were a part of Parade Day - reaching on average 85,000 per post organically, without boosting.



228

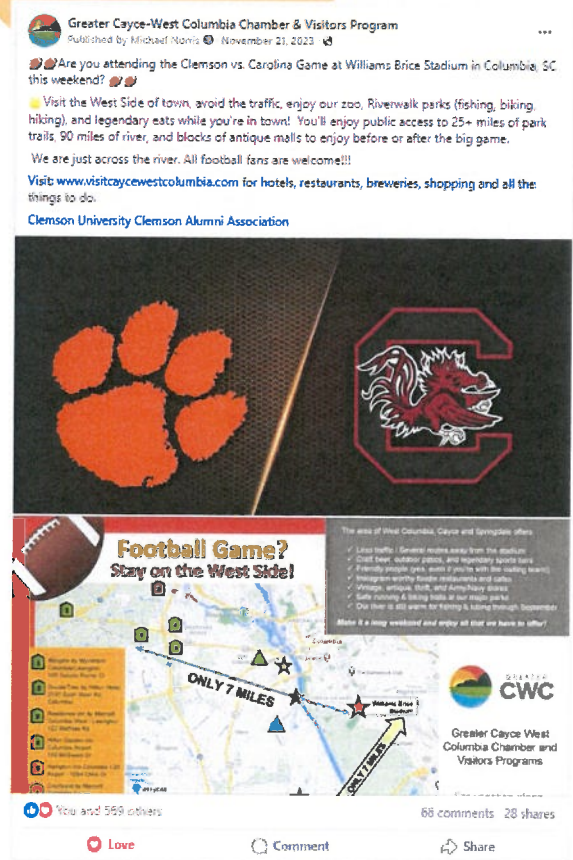
New Facebook Followers in 30 days

8,067

Facebook engagement in the last month

172,685

Facebook post reach in the last month





Greater Cayce-West Columbia Chamber & Visitors Program

Published by Michael Norris · November 21, 2023 · 63

...

👤 Are you attending the Clemson vs. Carolina Game at Williams Brice Stadium in Columbia, SC this weekend? 🤔

👉 Visit the West Side of town, avoid the traffic, enjoy our zoo, Riverwalk parks (fishing, biking, hiking), and legendary eats while you're in town! You'll enjoy public access to 25+ miles of park trails, 90 miles of river, and blocks of antique malls to enjoy before or after the big game.

We are just across the river. All football fans are welcome!!!

Visit: www.visitcaycewestcolumbia.com for hotels, restaurants, breweries, shopping and all the things to do.

Clemson University Clemson Alumni Association



Football Game? Stay on the West Side!

The area of West Columbia, Cayce and Springdale offers:

- ✓ Less traffic / Several routes away from the stadium
- ✓ Craft beer, outdoor patios, and legendary sports bars
- ✓ Friendly people (yes, even if you're with the visiting team)
- ✓ Instagram-worthy foodie restaurants and cafes
- ✓ Vintage, antique, thrift, and Army/Navy stores
- ✓ Safe running & biking trails at our major parks
- ✓ Our river is still warm for fishing & tubing through September

Make it a long weekend and enjoy all that we have to offer!

Greater Cayce West Columbia Chamber and Visitors Program

You and 569 others

66 comments 28 shares

Love

Comment

Share

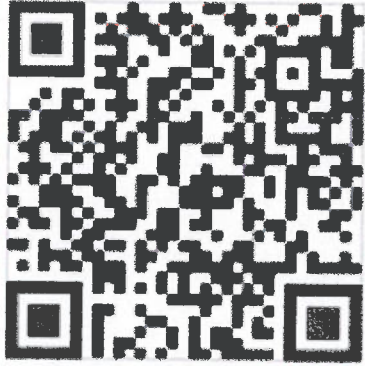


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GREATERCWC Chamber & Visitor Programs

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RIVERWALK • ZOO • LIVE MUSIC •
BASEBALL • BREWERIES • PARKS •
SHOPPING • PARKING • HISTORY •
LOCAL ART • DINING • LODGING •



C

d. Economic impact generated by tourism toward the project/event

Our goal as a Visitor Programs is to promote our community and it's anchor events such as Tartan Day South, South Congaree Championship Rodeo, and Parade Day in the CWC. Each year, these events have seen record numbers in attendance and works with the Greater CWC Visitor Programs to promote host hotels and special accommodation rates. We work with local event teams to ensure marketing is made available to showcase the places to stay, shop and explore while in the area.

The main event hosted by the Greater CWC Visitor Programs is our Parade Day in the CWC - the economic impact of our holiday event is tremendous. Parade Day alone is an opportunity for us to showcase our local restaurants, boutiques and businesses - we have several participating businesses that said our Holiday Business Shuttle brought an increase of business to their location. Our Holiday Parade of Lights hosts over 20,000 spectators down 12th Street and we market and encourage those visitors to enjoy the area before the parade, stay the night and spend Sunday grabbing brunch and last minute holiday shopping. As seen in our social media stats, our Parade Day advertising had a reach of over 85,000 people.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

The Chamber Visitor Programs uses Accommodations Tax Funds to facilitate the operations of the Visitors Center and online marketing campaigns to attract visitors to the area via targeted advertising, out of state marketing, and promoting high-profile events in the area encouraging visitors to stay for the weekend. Funds are mainly used for social media targeted ads and print marketing. We have plans in the Spring of 2024 to complete our Weekend Getaway Billboard campaigns, encouraging visitors to plan a trip to our community, focusing on billboards +/- 50 Miles away.

f. Additional comments

Our plans for the remainder of FY 23-24 are to complete our 'Weekend Getaway' billboard campaign and our Explore Local video. We will continue to boost ads highlight the Gamecock Basketball Games, encouraging visitors to stay for the weekend.

Greater CWC Visitor's Program
Budget vs. Actuals: 2023 Budget - FY23 P&L
 January - December 2023 Budget to Actual & January - December 2024 Budget

	2023 YTD Actual	2023 Budget	over Budget	Total	% of Budget	2023 YTD Actual	2024 Budget
2515 Accommodations Tax							
2515.1 A- Tax - Lexington	10,000.00	10,000.00	0.00	0.00	100.00%	10,000.00	15,000.00
2515.2 A- Tax - West Columbia	109,339.85	42,000.00	67,339.85	67,339.85	260.33%	109,339.85	76,000.00
2515.3 A-Tax City of Cayce	15,905.17	18,000.00	-2,094.83	-2,094.83	88.36%	15,905.17	15,000.00
Total 2515 Accommodations Tax	\$ 135,245.02	\$ 70,000.00	\$ 65,245.02	\$ 65,245.02	193.21%	\$ 135,245.02	\$ 106,000.00
Total Revenue	\$ 135,245.02	\$ 70,000.00	\$ 65,245.02	\$ 65,245.02	1.93	\$ 135,245.02	\$ 106,000.00
Expenditures							
2710.01 Retirement Expense-VC	572.59	0.00	572.59	572.59		572.59	2,300.00
2711 Visitor Program Payroll	47,568.26	54,000.00	-6,431.74	-6,431.74	88.09%	47,568.26	77,500.00
2713 Advertising - Print	7,200.00	3,000.00	4,200.00	4,200.00	240.00%	7,200.00	15,000.00
2714 Advertising -TV	6,180.25	1,500.00	4,680.25	4,680.25	412.02%	6,180.25	0.00
2714.01 Advertising- Web	7,656.17	3,000.00	4,656.17	4,656.17	255.21%	7,656.17	7,000.00
2714.02 Advertising -Radio	0.00	1,200.00	-1,200.00	-1,200.00	0.00%	0.00	0.00
2717 Office Equipment -Computer	582.06	240.00	342.06	342.06	242.53%	582.06	240.00
2730 Bank Charges-	85.00	120.00	-35.00	-35.00	70.83%	85.00	120.00
2760 Dues & Subscriptions	4,576.59	3,200.00	1,376.59	1,376.59	143.02%	4,576.59	4,500.00
2790 Interest-VC	0.00	0.00	0.00	0.00		0	770.00
2800 Meals & Entertainment-VC	42.51	0.00	42.51	42.51		42.51	0.00
2815 Office Supplies-	1,934.24	2,400.00	-465.76	-465.76	80.59%	1,934.24	2,400.00
2816 Insurance-VC	1,610.40	1,400.00	210.40	210.40	115.03%	1,610.40	1,400.00
2828 Promotional Materials -	1,400.05	0.00	1,400.05	1,400.05		1,400.05	1,500.00
2835 Public Relations-	100.00	0.00	100.00	100.00		100.00	0.00
2838 Rent-	3,120.00	3,360.00	-240.00	-240.00	92.86%	3,120.00	3,840.00
2848 Spring Rhythm on the River-	12,223.72	0.00	12,223.72	12,223.72		12,223.72	0.00
2866 Tourism Expo/Symposium	3,649.70	0.00	3,649.70	3,649.70		3,649.70	2,500.00
2872 Taxes -Payroll	3,535.24	4,200.00	-664.76	-664.76	84.17%	3,535.24	5,900.00
2885 VC Utilities	1,536.32	1,500.00	36.32	36.32	102.42%	1,536.32	1,500.00
2888 Website	1,208.00	1,600.00	-392.00	-392.00	75.50%	1,208.00	1,500.00
Total Expenditures	\$ 104,781.10	\$ 80,720.00	\$ 24,061.10	\$ 24,061.10	20.02	\$ 104,781.10	\$ 127,970.00
Net Revenue	\$ 30,463.92	\$ 10,720.00	\$ 41,183.92	\$ 41,183.92	18.09	\$ 30,463.92	\$ 21,970.00



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

22nd Annual Chick-fil-A Classic Basketball Tournament

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Greater Columbia Educational Advancement Foundation (GCEAF)
Mailing Address	1824 Saturn Lane, Columbia SC 29209

4. Director of Project/Event

Name & Title	Gary Fulmer, GCEAF President
Contact Number(s)	803-600-1957
Email	cfaclassic2002@gmail.com

5. Project/Event Website Address

www.chick-fil-aclassic.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	December 27
End Date	December 31

8. Location of Project/Event

River Bluff High School

9. Number of Employees

Full-time	1
Part-time	4

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input type="checkbox"/> Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
<input type="checkbox"/> Brochures			
<input type="checkbox"/> Posters			
<input type="checkbox"/> Magazine Ads			
<input type="checkbox"/> Newspaper Ads			
<input checked="" type="checkbox"/> Radio Ads	200	120 miles	
<input checked="" type="checkbox"/> Billboard Ads	16	100 miles	
<input type="checkbox"/> Websites (other than primary)			
<input checked="" type="checkbox"/> Other	TV/Cable 60/120	100 miles	

11. Number of Project/Event Attendees

Expected Number	8,000+ over 4 days
Of this number, how many are tourists?	600-700

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input type="checkbox"/>	Brochure mailings	Brochures mailed per month	
<input checked="" type="checkbox"/>	Event ticket sales	Tickets sold per event	1,800 +
<input checked="" type="checkbox"/>	Event registration	Registrants per event	320
<input checked="" type="checkbox"/>	Hotel sales	Sales per event / per month	\$38,000
<input type="checkbox"/>	License plates	Count per event	
<input checked="" type="checkbox"/>	Surveys	Responses per survey	24
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Wyndham by Wingate	37	4
TownePlace Suites	15	4
Best Western Plus	32	4
Lexington Inn & Suites	15	4

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$170,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$17,000
c. This Request Equals What Percent of the Total Project/Event Budget:	10 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2021, 2022, 2023
b. Amount(s)	\$14,000, \$16,000, \$16,000
c. Source(s)	A-Tax
d. Purpose(s)	Advertising and Marketing
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use [Attachment C](#) to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use Attachment C to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Gary Fulmer

Print Name

Gary Fulmer

Signature

GCEAF President

Title

1/12/24

Date



ATTACHMENT A

ITEM #10 – ADVERTISEMENTS

Please provide the information below for Ads used in *Magazines, Newspapers, the Radio, and Billboards and Websites.* Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience
WLTX (CBS)	Columbia, Lexington, Newberry, Sumter, Orangeburg, Aiken, Saluda, Kershaw, Florence	Primary adults 25+, Secondary 18+
WACH (FOX)	Columbia, Lexington, Newberry, Sumter, Orangeburg, Aiken, Saluda, Kershaw, Florence	Primary adults 25+, Secondary 18+
Cable	Columbia, Lexington, Newberry, Kershaw, Clarendon, Sumter, Orangeburg, Aiken, Florence, Marion, Dillon, Horry	Primary adults 25+, Secondary 18+

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
WWDM (Big DM)	Columbia, Lexington, Camden, Orangeburg, Newberry, Sumter, Aiken	Primary adults 25+, Secondary 18+
WNKT (The Game)	Columbia, Lexington, Camden, Orangeburg, Newberry, Sumter, Aiken	Primary adults 25+, Secondary 18+
WHXT (Hot 103.9)	Columbia, Lexington, Camden, Orangeburg, Newberry, Sumter, Aiken	Primary adults 25+, Secondary 18+
WYNN (106.3) - Florence	Florence, Darlington, Marion, Dillon, Conway	Primary adults 25+, Secondary 18+
Streaming Audio	Columbia, Lexington, Orangeburg, Newberry, Sumter, Aiken, Florence, Darlington, Marion, Dillon, Conway	Primary adults 25+, Secondary 18+

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
Lamar, Grace, Accel, Adams	Columbia, Lexington, Orangeburg, Florence, Sumter	Primary adults 25+, Secondary 18+

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience

Other Ads

Ad Listing	Distribution Range	Targeted Audience
Facebook/Instagram	Columbia, Lexington, Florence, Sumter, Newberry, Orangeburg, Aiken, Kershaw, Clarendon, Saluda, Fairfield	Primary adults 25+, Secondary 18+



ATTACHMENT B
ITEM #15 – PROJECT / EVENT BUDGET

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Broadcast Television/Cable Advertising	\$9,000
Outdoor Billboard Advertising	\$9,000
Radio/Streaming Audio Advertising	\$5,000
Facebook/Instagram Advertising	\$1,500
Advertising at out of state football/basketball games (announcements)	\$500
Total	\$25,000



ATTACHMENT C

ITEM #17 – PROJECT / EVENT DESCRIPTION

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description:

The Chick-fil-A Classic is a nationally recognized boy's high school basketball tournament that is very similar to a music festival where renowned music bands/artists are contracted to perform. Such a festival will attract both local and non-local (tourists) spectators to attend.

The Chick-fil-A Classic is organized by the Greater Columbia Educational Advancement Foundation (GCEAF). GCEAF is a 501(c)3 charitable organization. GCEAF's Federal Tax ID # is 13-4239656. The mission of the GCEAF is 3-fold: to award educational scholarships to deserving students within the Greater Columbia area; to promote tourism spending within the host county; and to provide memorable athletic experiences for the participating student-athletes, coaches and community. Since 2004 GCEAF has awarded over \$220,000 in educational scholarships to students living within the Greater Columbia area.

The Chick-fil-A Classic annually features top ranked high school teams and players from across the nation that attracts both local and out of town/state tourist along with dozens of out of state media and college coaches.

Since 2003 sixty (60) tournament participants have been selected to the McDonald's All American team. Fifty-seven (57) former tournament participants have played professionally in the NBA and there were 42 former participants on NBA rosters during the 2022 season including such notables as Stephen Curry (2-time NBA MVP), Derrick Jones (2020 NBA Slam Dunk Champion), Miles Bridges (2020 NBA Rising Stars Game MVP) and Zion Williamson (2019 Overall #1 Draft Pick)

b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

The Chick-fil-A Classic will bring in 16 out of town/state teams. These teams' family and supporters along with college coaches coming for recruiting purposes and national media will all be traveling into Lexington County for the tournament. They will all be eating in area restaurants and sleeping host hotels within the county and spending money on incidentals over a 4 day period in a time period they would not normally be doing so without the attraction of the tournament.

In addition to the tourism boost, the Lexington community will benefit from the positive publicity the Chick-fil-A Classic produces each year for the host school. The tournament also provides an inexpensive entertainment value for the community. It will give the youth (and adults as well) the opportunity to watch future professional players while they are in high school. Years down the road they will still be talking about "remember when we saw _____ put on a show at the Chick-fil-A Classic and my son/daughter got his autograph". Our tournament tag line is "Where Tomorrow's Stars Play Today".

c. Total attendance to the Project/Event versus the number of total tourists in attendance.

We project between 8,000 and \$9,000 spectators to attend over the 4 days of the tournament. We estimate based upon the number of out of town/state participants (coaches/players/managers) that will be participating; the number of family members/supporters attending; and the number of out of town/state media and college coaches in attendance that we will have between 600 and 700 "tourist" each day of the tournament. These people will stay overnight in hotel rooms and eat meals daily in Lexington County.

d. Economic impact generated by tourism towards the Project/Event.

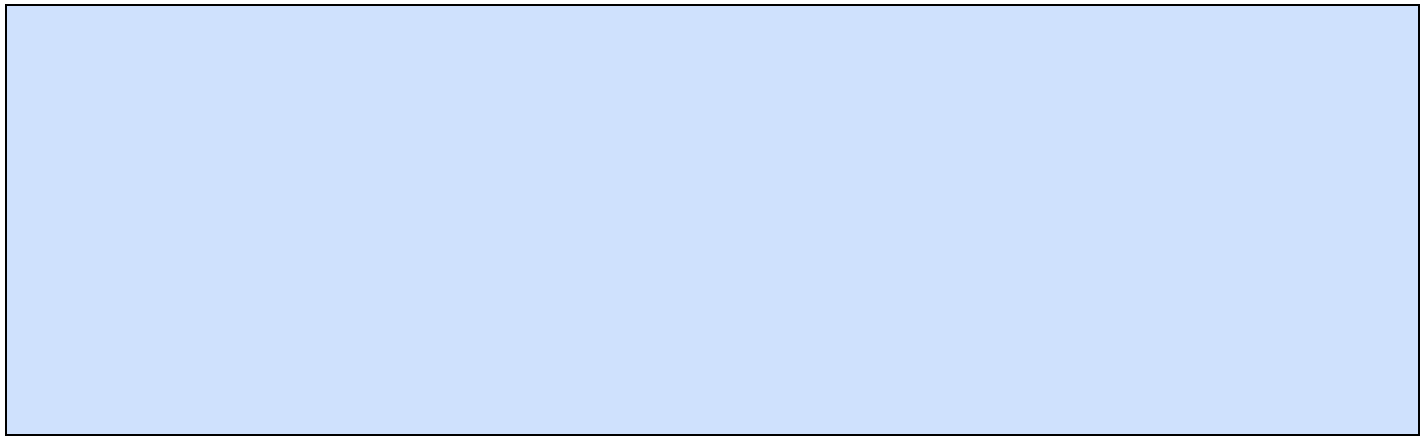
The Chick-fil-A Classic will provide a significant economic tourism boost to both hotels and restaurants in Lexington County during the week after Christmas. The past year host hotels room night bookings associated with the Chick-fil-A Classic was 438 over 4 nights. We project between 600 and 700 people from out of town/state will attend the tournament. Using the estimated 600-700 projected tourists in attendance and using the assumption each person will eat 2.5 meals per day multiplied by 4 days, we estimate between 6,000 and 7,000 meals will be consumed as a direct result of the tournament.

e. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

The Chick-fil-A Classic is very similar to a music festival where renowned music bands/artists are contracted to perform. Such a festival will attract both local and non-local (tourists) spectators to attend. Like any popular music festival, our success will depend upon the talent and popularity of the entertainment that is brought in to perform. In our case the highly ranked teams/players that perform are our entertainment. The anticipation of being able to watch future college stars and professional players while in high school is what attracts both tourists and locals to attend our tournament.

We used ATAX dollars to purchase Broadcast Television/Cable and Radio advertisements on stations with strong signals that reach out beyond a 50 mile radius, social media advertisements (facebook/twitter) and for billboards placed outside of Lexington County (Florence, Orangeburg, Sumter).

f. Additional Comments.





COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Visit Lexington County

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other Chamber of Commerce

3. Sponsoring Organization

Name of Organization	Greater Irmo Chamber of Commerce
Mailing Address	1235 Columbia Ave., Irmo, SC 29063

4. Director of Project/Event

Name & Title	Kerry Powers
Contact Number(s)	803-749-9355
Email	ceo@greaterirmochamber.com

5. Project/Event Website Address

www.funchamber.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	07/01/24
End Date	06/30/25

8. Location of Project/Event

Online

9. Number of Employees

Full-time	1
Part-time	

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
X	5000		
X	24		
X	FB and Insta		

11. Number of Project/Event Attendees

Expected Number	N/A
Of this number, how many are tourists?	

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)]



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
New Irmo News	100 miles	Families

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
Midlands Media	Midlands and beyond	Adults 35-65

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
FB	entire country	adults looking for a better cost of living
Insta	entire country	adults looking for a better cost of living

Other Ads

Ad Listing	Distribution Range	Targeted Audience

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
X	Webpage inquiries	Inquiries per month	12000
X	Phone call inquiries	Phone calls per month	250
X	Brochure mailings	Brochures mailed per month	30
	Event ticket sales	Tickets sold per event	
	Event registration	Registrants per event	
	Hotel sales	Sales per event / per month	
	License plates	Count per event	
	Surveys	Responses per survey	
	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Doubletree By Hilton	40	1+

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes
 No

15. Project/Event Budget - Requests 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/Event:	\$20000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$20000
c. This Request Equals What Percent of the Total Project/Event Budget:	100 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	23-24
b. Amount(s)	\$15000
c. Source(s)	Lexington County
d. Purpose(s)	Visit Lexington County
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the Tourism Expenditure Review Committee to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Kerry Powers
Print Name

President / CEO
Title


Signature

010324
Date



ATTACHMENT C
ITEM #17 - PROJECT / EVENT DESCRIPTION

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event 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 June 2021, The Greater Irmo Chamber renovated the Chamber House on Columbia Avenue in the heart of Irmo, right across from Irmo Town Park. Our project for 24/25 is to continue to enhance the functionality of our Welcome Center and maintain our robust online tourism campaign to encourage visitors to shop, stay and eat locally or consider moving here.

b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

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 visitors to access. We are available by phone and email to assist visitors to the area. Additionally, we maintain a solid presence on social media platforms to attract and assist visitors.

c. Total attendance to the Project/Event versus the number of total tourists in attendance.

We receive approximately 250 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 12,000 hits to our website each month and we mail out an average of 30 relocation packages each month. Since COVID, online traffic has increased 38% to our relocation page.

d. Economic impact generated by tourism towards the Project/Event.

The Greater Irmo Chamber is one of the first places visitors/tourists contact when coming to visit the Irmo area and Lake Murray. We direct them to our hotels, restaurants and other activities here in our area and throughout Lexington County to keep those tourism dollars in our County.

e. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

The \$20,000 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.

f. Additional Comments.



GREATER IRMO
CHAMBER OF COMMERCE

1235 Columbia Avenue, Irmo, South Carolina 29063 | T: (803) 749 9355 | CEO@GreaterIrmoChamber.com

January 3, 2024

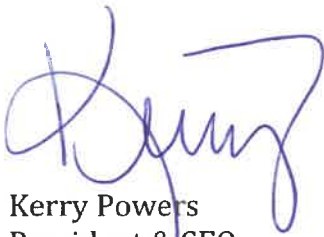
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, South Carolina 29072

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 2024-2025. 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 after a renovation of our Chamber House in 2021. 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

Growing a Stronger Business Community

GreaterIrmoChamber.com

JOE WILSON
2ND DISTRICT, SOUTH CAROLINA

ASSISTANT MAJORITY WHIP

U.S. HELSINKI COMMISSION
CHAIRMAN

COMMITTEE:

FOREIGN AFFAIRS

CHAIR: MIDDLE EAST, NORTH AFRICA,
AND CENTRAL ASIA

ARMED SERVICES

EDUCATION & THE WORKFORCE

Congress of the United States
House of Representatives

COUNTIES:
AIKEN
BARNWELL
LEXINGTON
ORANGEBURG*
RICHLAND*
(*PARTS OF)

January 3, 2024

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, South Carolina 29072

Dear Council:

It has come to my attention that the Greater Irmo Chamber of Commerce has recently applied for the County of Lexington Accommodations Tax Fund for the fiscal year 2024-2025 for the Visitor's Center aimed at elevating the status of the Irmo community for tourism. It is my understanding that the Greater Irmo Chamber of Commerce and Visitor's Center has a proactive program in place that would greatly enhance its ability to attract tourism to the community.

As a former board member of the Greater Irmo Chamber of Commerce, I would like to request that you give the Chamber's application your full and fair consideration.

It is an honor to represent the people of the Second Congressional District of South Carolina and I value your input.

If I may be of further assistance to you, please do not hesitate to contact me.

Sincerely,



Joe Wilson
Member of Congress

MIDLANDS OFFICE:
1700 SUNSET BLVD. (US 378), SUITE 1
WEST COLUMBIA, SC 29169
(803) 939-0041
FAX: (803) 939-0078

1436 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-4002
(202) 225-2452
joewilson.house.gov

AIKEN-BARNWELL OFFICE:
1930 UNIVERSITY PARKWAY, SUITE 1600
AIKEN, SC 29801
(803) 642-6416
FAX: (803) 642-6418

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

January 3, 2024

Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

I support the Greater Irmo Chamber of Commerce's application for the fiscal year 2024-2025 County of Lexington Accommodations Tax Fund request. The funds will help as the Greater Irmo Chamber of Commerce continues to enhance their Welcome and Visitor's Center to elevate the community's status and develop better networking opportunities for small and minority owned businesses. This funding source will go a long way in helping the Chamber continue to promote and encourage tourism in the Greater Irmo area and Lexington County.

The Greater Irmo Chamber of Commerce is a viable group of business and professional men and women who are committed to making this area the best that it can be. The Chamber has a proactive program in place that would help them with the goal to attract tourism. All of Lexington County would benefit from this project. The program will generate overnight stays in Lexington County's lodging facilities. The county's historical and cultural venues, recreational facilities and events, and the uniqueness and flavor of the local community and Lexington County will be promoted and highlighted. I believe that the Accommodations Tax Fund will be a wise investment in this community. Your support of their effort would be greatly appreciated.

I am honored to represent a large part of the the Greater Irmo area in the South Carolina Senate, and I thank you for your past support of the Greater Irmo Chamber. If I can provide additional information or whenever I may be of assistance, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Ronnie W. Cromer".

Ronnie W. Cromer
Senate District 18



House of Representatives State of South Carolina

January 3, 2024

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 24-25. Those funds will be used for the Irmo Welcome and Visitors 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 Visitors 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,

Chris Wooten

A handwritten signature in black ink, appearing to read "Chris Wooten".

SC House of Representatives
69th district

Nathan Ballentine
District No. 71 - Lexington &
Richland Counties
108 Tapp Pointe
Chapin, SC 29036



320-B Blatt Building
Columbia, SC 29201

Tel. (803) 734-2969

Committee:
Ways and Means

House of Representatives

State of South Carolina

January 3, 2024

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 Lexington County Accommodations Tax Funding for fiscal year 2024-2025. Those funds will be used to continue the tourism program that has been in place for many years at the Irmo Chamber and it is designed to encourage tourists and visitors to spend their time and their dollars in the Irmo area of Lexington County.

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,

A handwritten signature in cursive script that reads "Nathan Ballentine".

Nathan Ballentine

NB/



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

ICRC Sports Tourism

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other Special Purpose District

3. Sponsoring Organization

Name of Organization	Irmo Chapin Recreation Commission
Mailing Address	5605 Bush River Road, Columbia, SC 29212

4. Director of Project/Event

Name & Title	Mark A. Smyers, Executive Director
Contact Number(s)	803.772.1228
Email	msmyers@icrc.net

5. Project/Event Website Address

www.icrc.net

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	July 1, 2024
End Date	June 30, 2025

8. Location of Project/Event

Crooked Creek Park, Melvin Park, Mungo Park, Saluda Shoals Park, Seven Oaks Park

9. Number of Employees

Full-time	71
Part-time	260

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input type="checkbox"/> Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
<input checked="" type="checkbox"/> Brochures	500	Nationwide	
<input type="checkbox"/> Posters			
<input checked="" type="checkbox"/> Magazine Ads	10	Nationwide	
<input type="checkbox"/> Newspaper Ads			
<input type="checkbox"/> Radio Ads			
<input checked="" type="checkbox"/> Billboard Ads	4	Regional	
<input checked="" type="checkbox"/> Websites (other than primary)	5	Nationwide	
<input checked="" type="checkbox"/> Other	Trade Shows (3)	Nationwide	

11. Number of Project/Event Attendees

Expected Number	165,675
Of this number, how many are tourists?	34,792

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input checked="" type="checkbox"/>	Webpage inquiries	Inquiries per month	10
<input checked="" type="checkbox"/>	Phone call inquiries	Phone calls per month	20
<input checked="" type="checkbox"/>	Brochure mailings	Brochures mailed per month	10
<input type="checkbox"/>	Event ticket sales	Tickets sold per event	
<input checked="" type="checkbox"/>	Event registration	Registrants per event	850
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input type="checkbox"/>	Other		

13. *Must Complete* - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Baymont by Windham North	25	500
DoubleTree by Hilton	50	1000
Wingate by Windham	10	250
Country Inn & Suites	10	250

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$223,667
b. Amount of Accommodations Funds Requested for this Project/Event:	\$30,000
c. This Request Equals What Percent of the Total Project/Event Budget:	13.5 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	FY 2024
b. Amount(s)	\$30,000
c. Source(s)	Lexington County A Tax
d. Purpose(s)	ICRC Sports Tourism
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Mark A. Smyers
Print Name

Executive Director
Title


Signature

1/3/2024
Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
Sports Event Magazine	Nationwide	Sports Event Owners
Sports Planning Guide	Nationwide	Sports Event Owners
Sports Destination Management	Nationwide	Sports Event Owners

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads		
Ad Listing	Distribution Range	Targeted Audience

Billboard Ads		
Ad Listing	Distribution Range	Targeted Audience
Nike Palmetto Cup	Regional	Soccer Spectators
LMVC "Soda City Classic"	Regional	Volleyball Spectators
CVC "The Clash"	Regional	Volleyball Spectators

Website Ads (other than primary website)		
Ad Listing	Distribution Range	Targeted Audience
Sports Event Magazine	Nationwide	Sports Event Owners
Sports Planning Guide	Nationwide	Sports Event Owners
Sports Destination Management	Nationwide	Sports Event Owners
Gameday USSSA	Regional	Baseball Teams & Spectators

Other Ads		
Ad Listing	Distribution Range	Targeted Audience
TEAMS Trade Show	Nationwide	Sports Event Owners
SPORTS Trade Show	Nationwide	Sports Event Owners
Connect Sports Trade Show	Nationwide	Sports Event Owners



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

The Irmo Chapin Recreation Commission (ICRC), established in 1969, exists to enhance the quality of life for people in the Midlands through 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, five park system is built to support modern competition and rewards fans with a fun, memorable getaway in an amenity-packed area. With athletic venues at Crooked Creek Park (Chapin), Melvin Park (Chapin), Mungo Park (St. Andrews Area), Saluda Shoals Park (St. Andrews Area), and Seven Oaks Park (St. Andrews Area), ICRC will be able to host a minimum of 65 sporting events in the 2024-25 year.

Tournaments and events include:

Travel Baseball/Softball Tournaments (45 Tournaments)

20 additional sporting events (races, runs, soccer, volleyball)

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

In 2024-25, ICRC plans to host a minimum of 65 sporting events at ICRC facilities in Lexington County. The events will bring an estimated 165,675 people to Lexington County from throughout SC and the United States. The events planned through June 2025 are 45 baseball/softball events and 20 events that include volleyball, runs, and non-traditional sporting events.

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 to the project/event versus the number of total tourists in attendance

Total Attendance: 165,675

Overnight Tourist: 21,538 (13%)

Day Tourist: 13,254 (8%)

(Based on 21% from outside the 50 mile radius 34,792)

d. Economic impact generated by tourism toward the project/event

Total Economic Impact: \$4,056,673
Overnight & Day Tourist Economic Impact: \$851,902

(Note: Information was determined using the DMAI Event Impact Calendar in partnership with the Experience Columbia SC Sports.)

e. Overall description of how the project/event 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 Lexington County.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event:

Lexington Chamber & Visitors Center – Visitors Center Operations

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other – 501(c)6

3. Sponsoring Organization

Name of Organization:	Lexington Chamber & Visitors Center
Mailing Address:	P. O. Box 44, Lexington, SC 29071

4. Director of Project/Event

Name & Title:	Angelle LaBorde, CCE, President & CEO
Contact Number(s):	(803) 359-6113-, ext. 105 (work) or (864) 910-5898
Email:	angelle@lexingtonsc.org

5. Project/Event Website Address:

www.lexingtonsc.org

6. Project/Event Category (check one):

<input type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input checked="" type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	July 1, 2024	(Chamber's Fiscal Year)
End Date:	June 30, 2025	

8. Location of Project/Event:

311 W. Main Street, Lexington, SC 29072

9. Number of Employees

Full-time:	5 full-time employees and 1 independent contractor
Part-time:	1 part-time employee

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input checked="" type="checkbox"/> Rack Cards	3,000		Complete Attachment A for Listing Details for Ads used in <i>Magazines, Newspapers, the Radio, and Billboards and Websites</i> . Please include targeted audience.
<input checked="" type="checkbox"/> Brochures	10,000	US & Internat'l	
<input type="checkbox"/> Posters			
<input checked="" type="checkbox"/> Magazine Ads	Varies	South Carolina	
<input type="checkbox"/> Newspaper Ads			
<input checked="" type="checkbox"/> Radio Ads	3 - 5	South Carolina	
<input type="checkbox"/> Billboard Ads	Min. 75,000 impressions	South Carolina	
<input checked="" type="checkbox"/> Websites (other than primary)			
<input type="checkbox"/> Other		SC, NC, GA	

11. Number of Project/Event Attendance:

Expected Number:	N/A – our project is not an event but operations of a Visitors Center
Of this number, how many are tourists?	

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)]

12. List the methods used to track tourists:

Select Methods Used:	
<input checked="" type="checkbox"/>	Webpage Inquiries
<input checked="" type="checkbox"/>	Phone Call Inquiries
<input checked="" type="checkbox"/>	Brochure Mailings
<input type="checkbox"/>	Event Ticket Sales
<input type="checkbox"/>	Event Registration
<input type="checkbox"/>	Hotel Sales
<input type="checkbox"/>	License Plates
<input type="checkbox"/>	Surveys
<input type="checkbox"/>	Other

Provide the Estimated Numbers:	
Inquiries per month:	14,000
Phone calls per month:	35
Brochures mailed per month:	25
Tickets sold per event:	
Registrants per event:	
Sales per event / per month:	
Count per event:	
Responses per survey:	

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
N/A		

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

Yes
 No

15. Project/Event 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/Event:	\$ 121,303.00
b. Amount of Accommodations Funds Requested for this Project/Event:	\$ 15,770.00
c. This Request Equals What Percent of the Total Project/Event Budget:	13%
d. Use Attachment B and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use Attachment B to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please answer items a-e below.

a. Year(s):	FY 2023-2024 and FY 2022-2023 (and before)
b. Amount(s):	\$15,000 and \$10,000
c. Source(s):	Lexington County
d. Purpose(s)	Lexington Chamber & Visitors Center – Visitor Center Operations
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain:</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

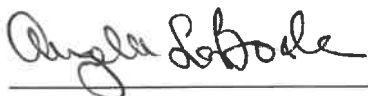
17. Project Description – Please use *Attachment C* to complete the following information that is required by the *Tourism Expenditure Review Committee* to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 Project/Event Director:

Angelle LaBorde

Print Name


Signature

President & CEO

Title

January 5, 2024

Date



ATTACHMENT A

Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Ad Listing	Magazine Ads Distribution Range	Targeted Audience
2024 SC Insider's Guide	300,000	South Carolina Visitors
Charleston Living Magazine	Est. 2,500 - 5,000	Charleston, SC Visitors
Augusta, GA – Masters Tournament Guide	50,000	Augusta GA Residents & Visitors
Aiken City Lifestyle Magazine	83,500	Aiken SC Visitors

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
Midlands Media Group – Radio Stations	40,000 Listeners/Week	Columbia, SC Region

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
3 Digital Billboards	Min. 75,000 impressions / per billboard	TBD - in either SC, NC, & GA
	Utilized 2 months prior to key Lexington events	

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
Exp. Cola Package - Website Banner Ad	50,000 impressions	Feb. '24 - Target TBD (SC)
Exp. Cola - Website & E-News	4,500 subscribers	June '24 - Target TBD (SC)
Exp. Cola – Programmatic Ads	100,000 impressions	SC, NC, GA

Other Ads

Ad Listing	Distribution Range	Targeted Audience
ECCP - Geofencing & Retargeting	100,000 impressions	March '24 - Target TBD
Exp. Cola Package - Social Media Mkt.	3 months of promo/4 posts/ Boosted posts	Attract visitors - Summer, Fall, Winter



ATTACHMENT B

ITEM #15 – PROJECT / EVENT BUDGET

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Advertising - Experience COLA Co-Op Platinum Package	11,000
Advertising - Exp. Cola SC E-News	1,750
Advertising - Exp. Cola Targeted Display & Digital Marketing	2,000
Advertising - Tear Off Maps	1,800
Advertising – Digital Billboards	3,600
Advertising – Promo of Tourism FB Page	500
Social Campaign – Downtown Scarecrow Display	1,500
Promo Materials - Visitor Guide	21,000
Promo Materials - Updated Rack Cards	2,500
Promo Materials - Adv. Specialty Items/Visitor Giveaways	2,000
Marketing Support for Photo/Video/Creative	3,000
Media Efforts – Lake Promotion/Dining on Dam	1,500
Visitor Services - Prof. Dev. (Conference/Dues)	2,000
Visitor Services - Web Hosting	753
Visitor Services - Telephone & Internet	2,000
Visitor Services - Property Insurance	1,100
Page 1 of 2 (continued)	SUB-TOTAL 58,003



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description:

Nestled on Main Street in downtown Lexington, The Lexington Chamber & Visitors Center is the first stop for visitors and tourist. We offer information on attractions, dining, events, and lodging. Conveniently near Leake Murray and major interstates, we are a convenient location for in-person Lexington County exploration.

Operating the Visitors Center, The Chamber fuels Lexington County's tourism through marketing and dedicated services, such as our engaging website which has thousands of page views each month. Our research has proven Lexington's appeal – Lake Murray, a vibrant downtown, shopping, and dining that attracts locals and visitors alike! New businesses will continue to make Lexington their home in 2024. We are poised to attract more visitors in the coming years.

The Visitors Center and its staff are committed to exploring a variety of marketing opportunities to effectively promote our attractive and appealing destination for leisure, sports and business travelers.

Co-Op Marketing:

In 2024 – 2025 we will continue to partner with **Experience Columbia** to utilize a variety of their existing marketing opportunities, including a mixture of digital marketing, billboards, targeted emails, and print ads to promote our visitor assets. Promotions such as magazine advertisements, visitor give-aways, rack cards, and brochures to popular tourist locations will continue.

Digital Magazine, BusinessView:

The Lexington Chamber launched BusinessView a year ago, Each quarterly issue features a tourism-related story. Digital allows for larger exposure and permits us to utilize the latest technologies.

Strategic Plan:

Plans are underway to complete the Lexington Chamber's Lodging Study (Phase 2), funded by the Town, that will result in a targeted tourism plan. Local hospitality leaders and town officials will provide input. This roadmap strengthens our visitor approach and brand, aided by a dedicated Facebook page to attract new visitors to the area and the County.

Core Services:

Our core services will continue to include the distribution of Lexington County maps and Visitor Guides, in addition to maintaining our website, lexingtonsc.org. There is a dedicated "Visit Lexington" page on the website that provides visitors with information about lodging, dining, shopping, attractions, recreation, and other special events, fairs, and festivals. The Chamber's website continues to be a valuable resource for visitors and the community of Lexington. Our team regularly updates and monitors the website while using social media and digital marketing efforts to drive traffic to our site, thus promoting local businesses that may attract visitors.

Continued Partnerships:

We continue to maintain a close partnership with the Town of Lexington. Together, we co-hosted the Fall Scarecrow display in downtown Lexington in October 2023. We received tremendous feedback from the community and believe the scarecrow display has the capacity to attract visitors to our area during the fall and holiday seasons. In 2024, we plan to launch a Lexington Restaurant Week with town officials to provide additional exposure to the variety of restaurants in our area and will explore more concerts & music entertainment events in the newly renovated Virginia Hylton Park.

Additionally, the fourth **Dining on the Dam** is set for Sunday, April 7, 2024 and is projected to attract more than 1,200 attendees. We hope to attract another travel writer to not only highlight this signature event, but to write about our dynamic community beautiful Lake Murray.

Visitor Center / New Chamber Staff:

In 2023, the Chamber hired a new Content Strategist (Trent Loggins) who will work closely with our Visitors Center Coordinator (Janina Glisson). Trent comes to us with experience in the cruise industry. Both are dedicated to unlocking Lexington's tourism potential.

Summary:

To summarize, our objectives for the upcoming year include:

- *Utilization of co-op marketing with Experience Columbia and [BusinessView](#)*
- *Completion of the tourism strategic plan*
- *Improved branding of our destination and creation of a separate Lexington Facebook page*
- *Development of partnerships with key tourism entities*
- *Promotion of key events and festivals throughout the County, including Blowfish Baseball, the Chick Fil A Basketball Classic, Peach Festival, and more.*
- *Promotion of the 250th Celebration of the American Revolution*
- *Continued education and development of the tourism / communications staff*

Furthermore, the Chamber and Visitors Center has 65 years of experience marketing the area. Our Visitors Center focuses its promotional efforts to boost Lexington's quality of life, and job creation, thus producing new tourism revenue. Every website click, program, and service fuels prosperity for our thriving and growing community.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

As a dedicated partner to Lexington County, the Chamber is committed to enhancing value-added visitor services for our community. In our role as the official destination marketing organization serving the Town of Lexington, we are focused on increased visitation, increased spending, and growth in our tourism economy, which will ultimately drive job growth for citizens and tax growth for both the County of Lexington and the Town of Lexington.

The Chamber will continue to provide value-added services as described in our general description (see attached).

c. Total attendance to the project/event versus the number of total tourists in attendance

The Chamber's Visitors Center provides tourism related services and does not sponsor specific tourism events. Rather, we see our overall objective as elevating our community's quality of life by promoting travel and tourism that produces jobs and secures tax dollars to upgrade services and infrastructure and attracts new venues that offer high quality services to both visitors and locals. We believe we can support and promote existing events that attract visitors such as the upcoming Shamrock Parade, Tartan Day South, Blowfish Baseball, Chick Fil A Basketball Tournament, and Gilbert's Peach Festival. The expansion of new retail and restaurants will continue to increase throughout the County.

d. Economic impact generated by tourism towards the project/event

Because the Visitors Center does not sponsor or host tourism events, there are no economic impact numbers to share.

The Visitors Center partnered with the Town of Lexington on the highly successful fall scarecrow display in downtown Lexington for the second year. A targeted social media campaign promoted the scarecrows and the engagement and media exposure was phenomenal! We believe more visitors will come to Lexington to view this fun, family-oriented attraction and experience all that Lexington has to offer.

Working with the Town's new Mayor and their economic development director, we have plans to more cohesively promote the downtown area with new branding and messaging. The strategic plan should be completed by mid-year, which will conclude phase two of our Lodging and Visitor Analysis, which began in 2021 by Young Strategies, Inc.

As a leader in the community we believe we can serve as a convener of Lexington County hospitality providers, leveraging their strengths and offering a focus to drive more visitors to Lexington. The excitement and momentum are increasing and business owners are engaged, resulting in more overall awareness.

Two new projects in the Town will be completed this year – the Old Mill walking path around the pond and the improvements to Virginia Hylton Park. These investments will allow us to promote recreation and healthy living options.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

The Chamber's projected Visitors Center budget is \$121,303. We are requesting \$15,770 from the County of Lexington (approximately 13%) to support our ongoing visitor services that impact local economic development, to include publications, website marketing, advertising, banner ad campaigns, staffing/personnel, and Center operational expenses.

Our direct personnel resources are essential to responding to visitor inquiries. Visitors desire personal information, and our Visitor Center staff promote and market the County's unique attractions, restaurants, and venues, in addition to Lake Murray & Lexington's downtown Main Street area.

New hospitality attractions and restaurants continue to locate in Lexington, and the new hotel on Main Street will break ground in 2024. We will continue to promote lodging, dining and shopping amenities through direct social media marketing campaigns. The collaboration with the Town on the 2nd annual scarecrow display was well received and we had high engagement and interest from the marketing effort. The Center also has plans to partner with the Town of Lexington to host a 2024 restaurant week to promote our unique dining establishments.

Moreover, phase two of our visitor and lodging study will provide us with a 3-year strategic plan specifically focused on a cohesive branding message to guide our promotional efforts to market Lake Murray, neighboring tourist attractions and Lexington's unique downtown assets.

Another essential factor in our success is the attractive Visitors Center which reflects a positive business and community image for visitors and tourists. It is a primary destination for visitors and is located in the heart of the Town of Lexington on Main Street, just minutes away from I-20. The Town wayfinding signage is helpful in promoting the Center and helps to focus newcomers to major points of interest.

The Chamber and its staff are eager to market and promote Lexington and its many attractions. This work is essential to the mission of our Chamber of Commerce in supporting businesses, creating new services and companies, and improving our quality of life.

f. Additional comments

Staffing Challenges:

Many organizations, including the Chamber, continue to experience workforce challenges and employee retention issues. The Chamber recently hired a new Content Strategist in December 2023. He has direct tourism experience from the cruise industry and is eager to learn more about Lexington and the Chamber.

Dining on the Dam:

The Chamber held the 3rd annual Dining on the Dam event on April 2, 2023. It was highly successful, attracting nearly 1,200 attendees. Although we historically have not been a direct event organizer, this gathering continues to be popular with ticket requests and inquiries all year long. The Visitors Center will showcase this event as guests dine and socialize on one of Lexington County's most recognized landmarks. As you are aware, beautiful Lake Murray is a destination for visitors and it helps us to create lasting memories and return visits. The event is set for Sunday, April 7, 2024.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
FUNDING SOURCES
FY 2024/25

Organization Name: Lexington Chamber & Visitors Center Budget Summary

List of Funding Sources	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Accommodations Tax	59,659.52	93039.38	95,000.00
Conference Room Rentals	64,865.00	60,000	60,000.00
Membership Revenue	270,890.58	305,000	315,000.00
Membership Services	27,534.35	21,500.00	23,000.00
Non-Dues Revenue (web/publications)	47,559.92	72,500.00	73,000.00
Miscellaneous/Admin	93,209.04	34,000.00	35,000.00
Special / Signature Events	464,157.52	456,310.00	455,000.00
Monthly Events	34,119.73	57050.00	60,000.00
TOTAL	1,061,995.66	1,099,399.38	1,116,000.00
LCVC – Visitor Center Operations Budget			
County A-Tax	16,250.00	15,000.00	15,000.00
Town A-Tax (30%)	43,409.42	78,039.38	86,302.72
Town A-Tax (65%)	10,000.00	5,000.00	0
Visitor Guide Revenue	0	20,000.00	20,000.00
Total	69,659.42	118,039.38	121,303.00



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
EXPENDITURES
FY 2024/25

Organization Name: Lexington Chamber & Visitors Center Budget Summary

List of Expenditures	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Personnel	426,191.82	512,400	500,000
Facilities	30,850.56	34,000	35,000
Promotions/Advertising	9,042.86	66,000	70,000
Monthly Events	25,960.28	33,400	35,000
Special Events	262,892.26	264,000	265,000
Membership Services	30,717.26	35,450	35,500
Operational Expense / Administrative	104,020.09	131,050	135,000
Tourism Consultant	4,500.00	5,500	
Non-Cash Items	37,366.11	35,500	33,000
EIDL Loan - Payback	4,142.09	7,500	7,500
TOTAL	935,683.33	1,124,800	1,116,000
Visitors Center Operations Budget:			
Advertising & Promotions	3,777.12	6489.10	54,123.00
Building - Space, Maintenance & Repairs	10,899.34	7192.33	11,000.00
Conferences / Professional Development			2,000.00
Dues for Professional Associations	414.99	1000.10	1,000.00
Insurance - Property	1,261.26	630.63	1,100.00
Staff Support (% of Salaries / 2 Staff Members)	45,586.45	16665.39	46,000.00
Telephone & Internet	2,119.41	1029.07	2,000.00
Consultant (Lodging/Research Grant Study) + Phase 2 (FY24)	4,500.00		
Utilities	3,227.07	1645.08	3,300.00
Web Hosting - lexingtonsc.org	760.72	416.69	780.00
Total	72,546.36	35,068.28	121,303.00



Financial Statement

Attached please find the following:

- 2023 November Financial Statements

LEXINGTON CHAMBER OF COMMERCE

Balance Sheet

As of November 30, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	\$860,288.39
Accounts Receivable	
Accounts Receivable	58,295.34
Total Accounts Receivable	58,295.34
Other Current Assets	
Petty Cash	300.00
Prepaid Expense	9,214.97
Prepaid Insurance	1,058.08
Total Other Current Assets	10,573.05
Total Current Assets	929,156.78
Fixed Assets	924,224.81
TOTAL ASSETS	1,853,381.59
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$12,005.36
Credit Cards	\$16,529.69
Other Current Liabilities	\$360,655.47
Total Current Liabilities	389,190.52
Long-Term Liabilities	\$217,343.98
Total Liabilities	606,534.50
Equity	\$1,246,847.09
TOTAL LIABILITIES AND EQUITY	1,853,381.59

LEXINGTON CHAMBER OF COMMERCE

Profit and Loss by Month

July - November, 2023

	TOTAL
Income	
Administrative Revenue	
Bank Interest	11,447.59
Conf Room Rentals	24,301.17
Total Administrative Revenue	35,748.76
Communications / PR Revenue	
BusinessVIEW Digital Magazine	2,098.50
Total Communications / PR Revenue	2,098.50
Membership	171,857.67
Signature Events Revenue	89,081.03
Small Business Revenue	2,443.04
Visitors Center Revenue	40,690.90
Total Income	\$341,919.90
GROSS PROFIT	\$341,919.90
Expenses	
Administrative Expenses	93,990.74
Advocacy Expenses	1,039.30
Communications / PR Expenses	1,416.75
Membership Expenses	25,281.45
Payroll Expenses	158,207.28
Signature Events Expenses	33,960.06
Small Business Expenses	1,396.77
Visitors Center Expenses	6,620.95
Total Expenses	\$321,913.30
NET OPERATING INCOME	\$20,006.60
NET INCOME	\$20,006.60



Final Report – FY 2023/2024

The Chamber's fiscal year is
July 2023 to June 2024.

The Final Report will be submitted in July 2024
once our fiscal year has ended.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

“Blowfish Baseball’s 10th Anniversary in Lexington County”

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Shanahan & Company Sports Management/DBA Blowfish Baseball
Mailing Address	Lexington County Baseball Stadium 474 Ballpark Road Lexington, SC 29072

4. Director of Project/Event

Name & Title	Bill & Vicki Shanahan/Co-Owners
Contact Number(s)	803-254-3474 / 251-654-4003 (cell)
Email	bill@blowfishbaseball.com

5. Project/Event Website Address

www.goblowfish.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion <i>(see #10 for advertising/promotion sources)</i>
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	May 2024
End Date	August 2024

8. Location of Project/Event

Lexington County Baseball Stadium

9. Number of Employees

Full-time	3
Part-time	25

10. Do you advertise outside of a 50-mile radius?

Yes
 No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input type="checkbox"/> Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
<input type="checkbox"/> Brochures			
<input type="checkbox"/> Posters			
<input type="checkbox"/> Magazine Ads			
<input type="checkbox"/> Newspaper Ads			
<input checked="" type="checkbox"/> Radio Ads			
<input type="checkbox"/> Billboard Ads			
<input checked="" type="checkbox"/> Websites <i>(other than primary)</i>			
<input checked="" type="checkbox"/> Live TVStream of Games			

11. Number of Project/Event Attendees

Expected Number	40,000+
Of this number, how many are tourists?	10-15%

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input checked="" type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input checked="" type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input type="checkbox"/>	Brochure mailings	Brochures mailed per month	
<input checked="" type="checkbox"/>	Event ticket sales	Tickets sold per event	
<input type="checkbox"/>	Event registration	Registrants per event	
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input checked="" type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Hampton Inn		
Holiday Inn Express		
Lexington Inn		

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

15. Project/Event Budget - Requests 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/Event:	\$50,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$15,000
c. This Request Equals What Percent of the Total Project/Event Budget:	30 %
d. Use Attachment B and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use Attachment B to complete.



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads

Ad Listing	Distribution Range	Targeted Audience

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience

Other Ads

Ad Listing	Distribution Range	Targeted Audience



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

c. Total attendance to the project/event versus the number of total tourists in attendance

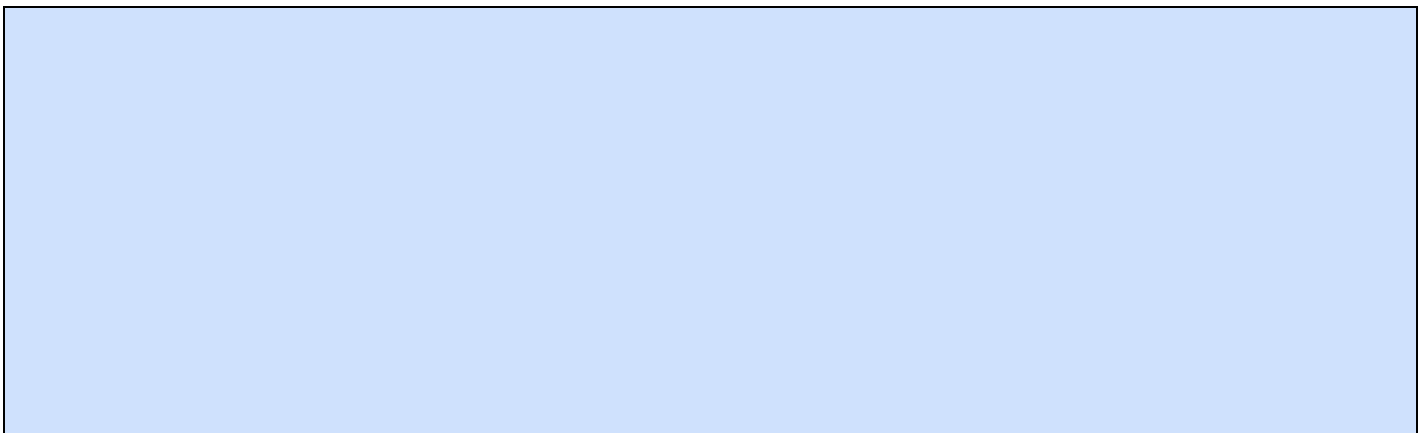
d. Economic impact generated by tourism toward the project/event



e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this



f. Additional comments





GOBLOWFISH.COM



LEXINGTON COUNTY'S HOME TEAM CELEBRATES TEN YEARS!

CPL Reigning Champions! CPL Organization of the Year!

After winning the 2023 Coastal Plain League Championship and being voted the Top Organization of the Year (two years in a row)-the Blowfish organization is excited to celebrate our tenth year at Lexington County Baseball Stadium (19th overall) and look forward to continuing promote all our great towns and cities at our home games in 2024 as well as promoting Lexington County through our Live-Streaming of home games all across the USA! We're just getting started!!!!

GET READY TO CELEBRATE OUR BIRTHDAY!



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

--

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	
Mailing Address	

4. Director of Project/Event

Name & Title	
Contact Number(s)	
Email	

5. Project/Event Website Address

--

6. Project/Event Category (select one)

<input type="checkbox"/>	Tourism – Advertising / Promotion <i>(see #10 for advertising/promotion sources)</i>
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	
End Date	

8. Location of Project/Event

--

9. Number of Employees

Full-time	
Part-time	

10. Do you advertise outside of a 50-mile radius?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
Brochures			
Posters			
Magazine Ads			
Newspaper Ads			
Radio Ads			
Billboard Ads			
Websites <i>(other than primary)</i>			
Other			

11. Number of Project/Event Attendees

Expected Number	
Of this number, how many are tourists?	

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	<input type="checkbox"/>	Inquiries per month
<input type="checkbox"/>	Phone call inquiries	<input type="checkbox"/>	Phone calls per month
<input type="checkbox"/>	Brochure mailings	<input type="checkbox"/>	Brochures mailed per month
<input type="checkbox"/>	Event ticket sales	<input type="checkbox"/>	Tickets sold per event
<input type="checkbox"/>	Event registration	<input type="checkbox"/>	Registrants per event
<input type="checkbox"/>	Hotel sales	<input type="checkbox"/>	Sales per event / per month
<input type="checkbox"/>	License plates	<input type="checkbox"/>	Count per event
<input type="checkbox"/>	Surveys	<input type="checkbox"/>	Responses per survey
<input type="checkbox"/>	Other	<input type="checkbox"/>	

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes
 No

15. Project/Event Budget - Requests 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/Event:	\$
b. Amount of Accommodations Funds Requested for this Project/Event:	\$
c. This Request Equals What Percent of the Total Project/Event Budget:	%
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

 Yes

 No

If you answered yes, please complete items below.

a. Year(s)	
b. Amount(s)	
c. Source(s)	
d. Purpose(s)	
e. For each award year, did you expend 100% of the ATAX funds you received?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use [Attachment C](#) to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use Attachment C to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

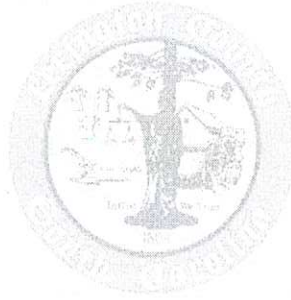
Signature of Project/Event Director:

Print Name

Title

Signature

Date



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event:

LEXINGTON COUNTY SOFTBALL TOURNAMENTS

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other-SPECIAL PURPOSE DISTRICT

3. Sponsoring Organization

Name of Organization:	LEXINGTON COUNTY RECREATION & AGING COMMISSION
Mailing Address:	563 SOUTH LAKE DRIVE LEXINGTON, SC 29072

4. Director of Project/Event

Name & Title:	RANDY GIBSON
Contact Number(s):	(803)359-9961
Email:	RGIBSON@LCRAC.COM

5. Project/Event Website Address:

WWW.LCRAC.COM

6. Project/Event Category (check one):

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion <i>(see #10 for advertising/promotion sources)</i>
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	07/01/2024
End Date:	06/30/2025

8. Location of Project/Event:

701 OLD BARNWELL ROAD
WEST COLUMBIA, SC 29070

9. Number of Employees

Full-time:	7
Part-time:	11

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete <i>Attachment A</i> for Listing Details for Ads used in <i>Magazines, Newspapers, the Radio, and Billboards and Websites</i> . Please include targeted audience.
Brochures			
Posters			
<i>Magazine Ads</i>			
<i>Newspaper Ads</i>			
<i>Radio Ads</i>			
<i>Billboard Ads</i>			
<i>Websites (other than primary)</i>	5		
<i>Other</i>			

11. Number of Project/Event Attendance:

Expected Number:	30,836
Of this number, how many are tourists?	24,668

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)]

12. List the methods used to track tourists:

Select Methods Used:	
<input checked="" type="checkbox"/>	Webpage Inquiries
<input type="checkbox"/>	Phone Call Inquiries
<input type="checkbox"/>	Brochure Mailings
<input type="checkbox"/>	Event Ticket Sales
<input type="checkbox"/>	Event Registration
<input checked="" type="checkbox"/>	Hotel Sales
<input type="checkbox"/>	License Plates
<input type="checkbox"/>	Surveys
<input type="checkbox"/>	Other

Provide the Estimated Numbers:	
Inquiries per month:	
Phone calls per month:	
Brochures mailed per month:	
Tickets sold per event:	
Registrants per event:	
Sales per event / per month:	
Count per event:	
Responses per survey:	

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
Residence Inn 122 Mathias Road West Columbia, SC 29169		Total of 40 Room Nights
Hampton Inn 1094 Chris Drive West Columbia, SC 29169		Total of 192 Room Nights
DoubleTree by Hilton 2100 Bush River Rd. Columbia, SC 29210		Total of 138 Room Nights
TownePlace Suites 2915 Sunset Blvd West Columbia, SC 29169		Total of 27 Room Nights

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

Yes

No

15. Project/Event 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/Event:	\$132,709.00
b. Amount of Accommodations Funds Requested for this Project/Event:	\$25,650.00
c. This Request Equals What Percent of the Total Project/Event Budget:	19.33%
d. Use <i>Attachment B</i> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <i>Attachment B</i> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please answer items a-e below.

a. Year(s):	2023
b. Amount(s):	\$20,231.00
c. Source(s):	COUNTY OF LEXINGTON
d. Purpose(s)	Host regional and national softball/baseball tournaments.
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain:</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 Project/Event Director:

RANDY H. GIBSON
Print Name

EXEC DIR
Title


Signature

01-05-2024
Date



**ATTACHMENT A
ITEM #10 – ADVERTISEMENTS**

Please provide the information below for Ads used in *Magazines, Newspapers, the Radio, and Billboards and Websites.* Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads		
Ad Listing	Distribution Range	Targeted Audience

Billboard Ads		
Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)		
Ad Listing	Distribution Range	Targeted Audience
https://gamedayusssa.com/		Tournament players
https://www.southcarolinausssa.com/fastpitch		Tournament players
https://www.freedomsoftball.com/softball.php		Tournament players
https://www.southcarolinausssa.com/slowpitch		Tournament players
https://www.scslowpitch.com/		Tournament players

Other Ads		
Ad Listing	Distribution Range	Targeted Audience



ATTACHMENT C ITEM #17 – PROJECT / EVENT DESCRIPTION

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event 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. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

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 2024 tournament season is expected to be another exceptional year, as we have secured several major tournaments. These tournaments include: NSA Super World Series, USSSA Baseball State Directors Challenge, USSSA Baseball National Invitational Tournaments (6 total throughout the year), USSSA Baseball Spring Super NIT, NSA USSSA & Freedom Men's & Women's State Championships (All Divisions), USSSA Palmetto Power Showcase (2), USSSA Fastpitch Mid Atlantic Championship, USSSA Baseball Tournament of Champions, NSA Slowpitch 40 & Over/Coed World Series, USSSA Baseball Jay Criscione Super NIT, USSSA Fastpitch Toys 4 Kids, NSA Slowpitch Spring World Series and the USSSA All-State Games.

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. Total attendance to the Project/Event versus the number of total tourists in attendance.

Below is a partial list of some of the larger tournaments held in 2022.

TOURNAMENT	# of Teams	# of States	# of Participants
USSSA Baseball Spring Super NIT	140	5	2100
USSSA Fastpitch Palmetto Power Showcase	36	6	540
USSSA Baseball State Director Challenge	54	3	810
USSSA Fastpitch Mid Atlantic Championship	41	3	615
USSSA Under Armour Series Championship	54	3	810
USSSA Baseball All-State	104	5	1560
USSSA Toys for Kids	42	3	630
USSSA Halloween Havoc	99	3	1485
USSSA Summer Series Fastpitch Championship	45	3	675
USSSA Baseball Jay Criscione Fall Super NIT	138	5	2070

Total 2022 attendance is estimated at 41,120 with total estimated tourists at 32,890.

d. Economic impact generated by tourism towards the Project/Event.

Players, their families, and supporters spend an average of three days participating in tournaments. We had over 30,000 participants with a direct economic impact of \$5,551,200 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 \$16,653,600.

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. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

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.

f. Additional Comments.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event:

LEXINGTON COUNTY TENNIS TOURNAMENTS

2. Type of Organization (please select one):

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input checked="" type="checkbox"/>	Other-SPECIAL PURPOSE DISTRICT

3. Sponsoring Organization

Name of Organization:	LEXINGTON COUNTY RECREATION & AGING COMMISSION
Mailing Address:	563 SOUTH LAKE DRIVE LEXINGTON, SC 29072

4. Director of Project/Event

Name & Title:	RANDY GIBSON – EXECUTIVE DIRECTOR
Contact Number(s):	(803)359-9961
Email:	RGIBSON@LCRAC.COM

5. Project/Event Website Address:

WWW.LCRAC.COM

6. Project/Event Category (check one):

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date:	07/01/2024
End Date:	06/30/2025

8. Location of Project/Event:

425 OAK DRIVE, LEXINGTON, SC 29073
 1120 FORT CONGAREE TRAIL, CAYCE, SC 29033

9. Number of Employees

Full-time:	9
Part-time:	16

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete Attachment A for Listing Details for Ads used in <i>Magazines, Newspapers, the Radio, and Billboards and Websites</i> . Please include targeted audience.
Brochures			
Posters			
Magazine Ads			
Newspaper Ads			
Radio Ads			
Billboard Ads			
Websites (other than primary)	3		
Other			

11. Number of Project/Event Attendance:

Expected Number:	9,400
Of this number, how many are tourists?	5,055

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)]

12. List the methods used to track tourists:

Select Methods Used:		Provide the Estimated Numbers:	
<input checked="" type="checkbox"/>	Webpage Inquiries	Inquiries per month:	
<input type="checkbox"/>	Phone Call Inquiries	Phone calls per month:	
<input type="checkbox"/>	Brochure Mailings	Brochures mailed per month:	
<input type="checkbox"/>	Event Ticket Sales	Tickets sold per event:	
<input type="checkbox"/>	Event Registration	Registrants per event:	
<input checked="" type="checkbox"/>	Hotel Sales	Sales per event / per month:	
<input type="checkbox"/>	License Plates	Count per event:	
<input type="checkbox"/>	Surveys	Responses per survey:	
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations funds are generated from the hotels in the unincorporated areas of the County. Please list the hotels and number of rooms and nights you have used or plan to use for your Project/Event located in the unincorporated areas of Lexington County only:

Hotel Name & Location	Number of Rooms	Number of Nights
Hampton Inn 1094 Chris Drive West Columbia, SC 29169		Total of 69 Room Nights
DoubleTree by Hilton 2100 Bush River Rd. Columbia, SC 29210		Total of 240 Room Nights
Residence Inn 122 Mathias Road West Columbia, SC 29169		Total of 80 Room Nights
TownePlace Suites 2915 Sunset Blvd West Columbia, SC 29169		Total of 42 Room Nights

14. Please indicate that you have read: Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976?

Yes No

15. Project/Event 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/Event:	\$62,051
b. Amount of Accommodations Funds Requested for this Project/Event:	\$18,000.00
c. This Request Equals What Percent of the Total Project/Event Budget:	29.00 %
d. Use <i>Attachment B</i> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <i>Attachment B</i> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please answer items a-e below.

a. Year(s):	2023
b. Amount(s):	\$17,000.00
c. Source(s):	COUNTY OF LEXINGTON
d. Purpose(s)	Host regional and national tennis tournaments.
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain:</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description	<i>Please use Attachment C to complete answers a-f.</i>
b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.	
c. Total attendance to the Project/Event versus the number of total tourists in attendance.	
d. Economic impact generated by tourism towards the Project/Event.	
e. Overall description of how the Project/Event 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 Project/Event Director:

RANDY H. GIBSON
Print Name

EXEC DIR
Title


Signature

01-05-2024
Date



**ATTACHMENT A
ITEM #10 – ADVERTISEMENTS**

Please provide the information below for Ads used in *Magazines, Newspapers, the Radio, and Billboards and Websites.* Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads		
Ad Listing	Distribution Range	Targeted Audience

Billboard Ads		
Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)		
Ad Listing	Distribution Range	Targeted Audience
www.lexingtoncountytennis.com		Tournament players
www.usta.com		Tournament players
www.itftennis.com		Tournament players

Other Ads		
Ad Listing	Distribution Range	Targeted Audience



ATTACHMENT B ITEM #15 – PROJECT / EVENT BUDGET

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
PARTICIPATION MEALS & BUDGET	\$12,095.00
HOUSING-OFFICIALS	\$3,083.00
OFFICIALS	\$19,987.00
TENNIS SUPPLIES	\$5,009.00
UTILITIES	\$4,422.00
SUPPLIES, CONCESSIONS & AWARDS	\$4,919.00
ADVERTISING & PROMOTION	\$2,978.00
LABOR	\$6,048.00
TRAINERS/MEDICAL STAFF	\$3,510.00
Total	\$62,051.00



ATTACHMENT C ITEM #17 – PROJECT / EVENT DESCRIPTION

Please complete the following information that is required by the Tourism Expenditure Review Committee to be sure that the Project/Event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General Project/Event Description:

The Lexington County Recreation and Aging Commission's two tennis facilities, the Cayce Tennis and Fitness Center and the Lexington County Tennis Complex include forty-four lighted seventy-eight foot hard courts, seven thirty-six foot courts and four permanent and four painted Pickle ball courts designed to provide first class tennis opportunities for county residents of all ages and tourists generating events.

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 Complex has been named and awarded the 2003 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 Lexington County Tennis facilities will be hosting numerous major tennis events that will draw revenue and people to Lexington County and the midlands.

b. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County.

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 other sports being offered by the county with the addition to the eight new pickleball courts located at the Lexington County Tennis Complex and 16 new pickleball courts opening sometime this summer Cayce.

The 2024 calendar of tournaments and events scheduled for the Lexington County Tennis facilities includes seven big events: : The USTA/International Tennis Federation (ITF) South Carolina Junior Championships, Big East Conference Championships, Junior Team Tennis State Championships, the two pre-season high school tennis tournaments, the USTA South Carolina Mixed Doubles State Championships, the Conference Carolinas pre-season tournament, and the JTT Winter State Championships.

Other tournaments that continue bringing players and fans to Lexington County are: Level 6 and 7 Junior Tournaments, LATA Spring City Playoffs the Tennis on Campus SC Club Team Invitational and the Sunburn Open. We also held the largest Level 6 junior tournament in the state in 2023 with over 160 players registered. All of these tournaments will continue in 2024.

The 2024 calendar of tournaments and events for the Lexington County Tennis facilities include the carryover of all 2023 tournaments with the addition of the USTA Southern Section Combo 18+ Championships March 1-4. This will bring in over 600 players from 9 states to our area. We've also added the South Carolina Pickleball and Tennis Senior games in mid-March and a Southern Section Level 5 junior tennis tournament that will bring over 120 junior players, parents and spectators to the Lexington County area in mid-July.

c. Total attendance to the Project/Event versus the number of total tourists in attendance.

In 2023 the following events generated the most economic impact for Lexington County: the USTA/ITF South Carolina Championships, the Big East Conference Championships, the SC JTT Championships, the Cayce Junior Championships, the SC Mixed State Championships and the Conference Carolinas Pre-Season tennis tournament.

The Big East Conference Championships had 11 women's teams and 8 men's teams. Each team had 8 to 10 players plus coaches and trainers. Many of these teams are from the New England area. We had over 200 participants. The Big east renewed their contract with Lexington County for the next 3 years to include the 2023-2025 seasons.

In 2023 The International Tennis Federation South Carolina Junior Championships featured top junior players from around the world. This year's draw included 64 boys' and 64 girls' ages 13 to 18, with a qualifying tournament the weekend prior to the event with an additional 64 players competing for 8 spots into the main draw.

The impact from the USTA/ITF South Carolina Championships generated approximately 250 room nights in Lexington County. We had 194 participants this year along with their coaches, academy members, families, college coaches and spectators also visiting the Lexington County Tennis Complex.

Also, in 2023 The South Carolina Junior Team Tennis Championships brought in approximately 220 players to the event this year in July and another 165 players in December. With parents, siblings and grandparents coming to watch their family members play in this tournament, Lexington County saw a good number of hotels booked over both weekends. Both events will continue in 2024.

The Conference Carolinas pre-season tennis tournament on the second weekend in September had over 200 players from 8 colleges. Each college had approximately 20 players each staying in our hotels over that 3 day weekend.

The biggest event to date has been the 2023 South Carolina Mixed State Championships that took place the last weekend in August. We had over 1400 players come to Lexington during that weekend.

We expect our 2024 numbers to be better than our 2023 numbers due to an increase in three major events. We've added a Southern Section Championship in March, a level 6 junior tournament in March and an L5 junior tournament in July.

Although we did host several pickleball tournaments in 2023, with good numbers, we are planning additional tournaments in 2024.

d. Economic impact generated by tourism towards the Project/Event.

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, Team Challenge, Team Tournaments, Junior Team Tennis, adult socials and adult leagues for all levels. The combined scheduled events at the tennis facilities drawing an estimated 4,000-4,500 participants and spectators requiring over 2,000 room nights will provide a direct economic impact to Lexington County of \$406,000. Based on the accepted multiplier rate of 3 – 5 and in an effort to be conservative in our estimates we have chosen the multiplier rate of 3 for the calculation of the economic impact to Lexington County of \$1,218,000.

e. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this.

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.

f. Additional Comments.



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Mktg Support for 24-25 Season of Harbison Theatre at MTC

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	MTC Foundation on behalf of Harbison Theatre at MTC
Mailing Address	7300 College Street, Irmo, SC 29063

4. Director of Project/Event

Name & Title	Kristin Cobb, Executive Director
Contact Number(s)	803-407-5003
Email	cobbk@midlandstech.edu

5. Project/Event Website Address

www.harbisontheatre.org

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	7/1/2024
End Date	6/30/2025

8. Location of Project/Event

Harbison Theatre at Midlands Technical College - 7300 College Street, Irmo, SC 29063

9. Number of Employees

Full-time	4
Part-time	1

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input checked="" type="checkbox"/> Mini Brochures	90,000	Columbia & Surrounding Areas	Complete <i>Attachment A</i> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
<input checked="" type="checkbox"/> Brochures	8,000	Columbia & Surrounding Areas	
<input type="checkbox"/> Magazine Ads			
<input checked="" type="checkbox"/> Newspaper Ads	13	516,000	
<input checked="" type="checkbox"/> Radio Ads	60	153,500	
<input checked="" type="checkbox"/> Billboard Ads	5	6,866,036 impressions	
<input type="checkbox"/> Websites (other than primary)			
<input checked="" type="checkbox"/> Other - Digital	31	5,122,731	

11. Number of Project/Event Attendees

Expected Number	25,000
Of this number, how many are tourists?	15,000

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)]

12. List the methods used to track tourists

Select Methods Used	
<input checked="" type="checkbox"/>	Webpage inquiries
<input checked="" type="checkbox"/>	Phone call inquiries
<input type="checkbox"/>	Brochure mailings
<input checked="" type="checkbox"/>	Event ticket sales
<input checked="" type="checkbox"/>	Event registration
<input type="checkbox"/>	Hotel sales
<input type="checkbox"/>	License plates
<input type="checkbox"/>	Surveys
<input checked="" type="checkbox"/>	Other

Provide the Estimated Numbers	
Inquiries per month	50 inq. per month / 15,200 views per month
Phone calls per month	60
Brochures mailed per month	
Tickets sold per event	275
Registrants per event	175
Sales per event / per month	
Count per event	
Responses per survey	
Raised hand surveys	Varies

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Hilton Garden Inn Columbia/Harbison	32	1
Hilton Garden Inn Columbia/Harbison	8	2
Hilton Garden Inn Columbia/Harbison	11	2
Hilton Garden Inn Columbia/Harbison	8	2
Hilton Garden Inn Columbia/Harbison	6	2
Hilton Garden Inn Columbia/Harbison	3	2

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$450,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$20,000
c. This Request Equals What Percent of the Total Project/Event Budget:	4.4 %
d. Use Attachment B and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use Attachment B to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes No

If you answered yes, please complete items below.

a. Year(s)	2021-2022, 2022-2023, 2023-2024
b. Amount(s)	Awarded \$2,500 FY 22, awarded \$8,000 FY23, awarded \$15,000 FY24
c. Source(s)	Lexington County A-Tax Grant
d. Purpose(s)	Marketing support for Harbison Theatre at MTC
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the Tourism Expenditure Review Committee to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Kristin W. Cobb

Print Name

Executive Director

Title

[Handwritten Signature]

Signature

1/3/2024

Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads

Ad Listing	Distribution Range	Targeted Audience
1x - Free Times 101 Things to Do in SC	135,000 total circulation	Adults 18-59

Newspaper Ads

Ad Listing	Distribution Range	Targeted Audience
7x – The State Newspaper	210,000 total circulation	Adults 18-59
1x – Carolina Panorama	21,000 total circulation	Adults 18-59
4x - Free Times	150,000 total circulation	Adults 18-59

Television Ads

Ad Listing	Distribution Range	Targeted Audience
WOLO	6x Show Promotions (42 total promo spots)	Adults 18-59

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
WFMV, WWDM & WCOS	60 total spots	Adults 18-49 in Columbia SC and surrounding area:

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
2x - 1678 Lake Murray Blvd	2,753,100 total imp	Columbia, SC and surrounding areas
2x - 1162 Lake Murray Blvd	1,651,860 total imp	Columbia, SC and surrounding areas
1x - 1722 Sunset Blvd	1,893,360 imp	Columbia, SC and surrounding areas
W/S I-126 .2mi N/O Greystone Blvd ext here	391,154 imp	Columbia, SC and surrounding areas
911 North Lake Drive	176,562 imp	Columbia, SC and surrounding areas

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
16x Facebook campaigns	938,241 impressions	Central SC residents
9x Digital Display campaigns	3,634,080 impressions	Central SC residents
1x Streaming Audio campaign	48,908 impressions	Central SC residents
WOLO Morning Menu	Logo placement on Morning Menu	

Other Ads

Ad Listing	Distribution Range	Targeted Audience
1x Email Blast	194,136 emails delivered	Central SC residents
2x Geofencing campaign	174,526 impressions	Central SC residents
2x Targeted Free Times E-newsletter	132,840 total	Central SC residents



ATTACHMENT B
Item #15 – Project/Event Budget

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

**** What we spent this year, use these to estimate what we will do next year)**

Item	Estimated Amount
Brochures	\$11,000
Mini Brochures	\$15,000
Clings	\$5,000
Per Show Advertising	\$22,000
Season Marketing	\$47,000
Artist Fees	\$200,000
Salaries	\$150,000
Total	\$450,000



ATTACHMENT C
Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

Please see attached PDF for all Attachment C / Item #17 answers.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

Please see attached PDF for all Attachment C / Item #17 answers.

c. Total attendance to the project/event versus the number of total tourists in attendance

Please see attached PDF for all Attachment C / Item #17 answers.

d. Economic impact generated by tourism toward the project/event

Please see attached PDF for all Attachment C / Item #17 answers.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

Please see attached PDF for all Attachment C / Item #17 answers.

f. Additional comments

A. General Project/Event Description:

Mission Statement

Rooted in the performing arts, Harbison Theatre at Midlands Technical College (HT@MTC) offers programs and productions that encourage reflection, examination and discovery; and that provide entertainment, education and opportunity to professionals, learners and community members in all stages of life.

Harbison Theatre at Midlands Technical College continues to hold its place as the premiere midsize venue in Lexington County. This season has been full with a diverse line-up bringing in a wide range of visitors from all over the US as well as SC and right here in the Midlands. Executive Director Kristin Cobb will return to New York in January for the Association of Presenting Arts Professionals conference to meet with agents and finalize plans for the 2024-2025 season. The visitor count continues to grow as the theatre is in use almost every weekend as well as week nights. Our hope is that this year we will be closer to or exceed 25,000 visitors especially as the demand for a regional rental venue continues.

About Us

With the support from Lexington County ATAX funds, Harbison Theatre presents world-class entertainment for the regional community, serves as a showcase for Midlands Technical College (MTC), and stands as a community resource for rentals and productions for outside organizations. The theatre, centered on the historic MTC Harbison campus, is a 400-seat state of the art facility and is often referred to by MTC President Dr. Ronald Rhames as "MTC's 50-yard line." The theatre not only is a centerpiece to the community culture but also puts the Harbison community and the Irmo/Lexington area on the map as a significant tourist draw. In addition, the local community benefits greatly from the many events and activities at the theatre.

One of the centerpieces of our season marketing is our full color brochure with all the signature events as well as a calendar listing of other rentals and community productions. The distribution plan for the 24-25 season will be to mail this first-class brochure to approximately 65,000 households in late summer, with 80,000 printed for distribution around the college and the Midlands. We also work with media buyers to implement strong strategies for marketing with an emphasis on the digital platform. We are focusing a good bit of attention on social media in addition to the more traditional advertising mediums. Our latest update on traction includes:

Facebook: 5,530

Instagram: 1,105

Twitter: 1,260

With the MTC marketing department working closely with the Executive Director, the team produces high-quality collateral for the theatre, including billboard, print, and digital advertising. In addition, welcome center rack cards are distributed across the state, and media partnerships with local television and radio stations position the theatre to have an even wider reach. This past season we forged a new sponsorship with WACH-FOX 57, as well as a consistent presence with ABC-25 on their morning show anchored by prominent TV personality, Curtis Wilson.

Harbison Theatre has a continued mission to make the arts and tourism flourish in the Irmo/Lexington area, and with your continued marketing support, we will make that happen and establish HT@MTC as “the place to see a show in Columbia.”

Plans and considerations for the 24-25 season will include:

- Macy Gray
- National Geographic Speakers
- Disney Princess the Concert
- Kenny Rogers Band
- Illusionist Mike Super
- SC Jazz Masterworks Ensemble featuring Robert Gardiner (4 shows)
- Columbia Children’s Theatre (2 shows)
- Cesar Millan
- The Guess Who
- An Intimate Evening with Priscilla Presley
- Cirque Kalabante
- Heather Land- Comedian
- Billy Bob Thornton and the BoxMasters
- Tiffany
- Roberta Flack
- Mandy Gonzalez
- Electric Avenue the 80’s MTV Experience

Executive Director Kristin Cobb will travel to NYC the second week in January to secure these acts and possibly add others to the mix, but this gives the committee the broad scope of performances we plan to bring to Harbison Theatre. The objective still being to bring in world-class touring shows as well as standout regional talent, and local professional organizations as well. If there is a show you would like to see, please let her know!

B. Benefits that the Project/Event will serve toward promoting tourism and the benefits to the Community of Lexington County:

Harbison Theatre at Midlands Technical College is a wonderful entity for attracting tourists. The Irmo/Lexington area continues to grow, and the theatre provides a cultural hub for the community, as well as a tourism engine to excite visitors about a stay. With the vast choices of restaurants and hotels, and the friendly faces to greet you, we know that HT@MTC provides an anchor for a thriving tourism initiative. Until its construction, the community and the surrounding area lacked a space that could technically sustain nationally touring performing acts. Even with the impact of the pandemic, Harbison Theatre at Midlands Technical College increases the draw of an evening/dinner and overnight audience to both Irmo and Lexington.

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 and the Lake Murray Symphony Orchestra, in addition to several dance academies that perform in the space throughout the year. Another partnership with Jasper Magazine has the theatre using its gallery space in the lobby for rotating artist exhibitions. This is

another draw for visitors to the theatre, and also a way to be supportive of the visual arts community as well as the performing arts. Many other organizations and arts groups are looking to perform and hold events at our first-class theatre. The demand for rental space has risen dramatically in the last few years bringing in more overnight stays and visitors. We continue to sustain our sponsorships with Lexington Medical Center and Capital City Lake Murray Country. In addition, we are actively working to build our endowment account with the "Take Your Seat" campaign. This initiative allows donors to purchase a seat in the theatre and name it for a loved one or family member. The gift goes directly to the foundation account for the perpetuity of the theatre.

C. Total attendance to the Project/Event versus the number of total tourists in attendance:

Total attendance to our 2022-2023 Season was 21,082 and of those attendees **12,649** were tourists traveling outside of Lexington County.

D. Economic impact generated by tourism towards the Project/Event:

Based on information gathered in our ticketing system, during our 2022-23 Season tourists traveling from outside of Lexington County comprised about 60% of our audience (12,649).

- If half of our tourists eat in restaurants in addition to the meals we have provided for performers, that would equal (6,403) meals.
- In the 2022-23 Season, 9% of our audience traveled two hours or more to attend shows = 1,897; 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 would equal 736 rooms.

E. Overall description of how the Project/Event attracts and promotes tourists to the area and specifically how the Accommodations Tax Funds were used to accomplish this:

The Accommodations Tax Funds will assist us in accomplishing these tasks by helping fund the paid advertising efforts we have planned for our 2024-2025 Season. Our marketing and advertising budget are key to promoting the shows and engaging the entire area, as well as reaching out-of-state patrons. We greatly appreciate the committee's support over the past years as it is critical to the growth and success of our programming.

Here is the Marketing Plan Outline:

Spring 2024 - Season performances finalized; graphic design for print and digital pieces created; season and performance sponsorships finalized

Late Summer 2024 - Season brochure and postcard mailed to 70,000 residents; rack cards distributed to hotels and visitor centers around the state; print and digital advertisement of season packages begins; season tickets on sale

Early Fall 2024 - Television and radio advertising for individual shows begins; season billboards go up

Per-show advertising throughout the season (September 2024 through May 2025): Appropriate print ad placement; large social media presence with Facebook advertising and others (now adding Snapchat and TikTok where appropriate); press releases; expanded website and page features; Harbison Theatre E-newsletter; billboards; radio and television; magazines; advertising partnerships with local businesses; direct mail reinforcement

2023 Lexington Accommodations Tax Advertising Source Information for Harbison Theatre at Midlands Technical College

Newspaper Ads (516,000 total circulation):

- 4x - Free Times - 150,000 total circulation
- 7x – The State Newspaper circulation – 210,000 total circulation
- 1x – Carolina Panorama – 21,000 total circulation
- 1x - Free Times 101 Things to Do in SC – 135,000 total circulation

WOLO Morning Menu Sponsorship

- 6x Show Promotions (42 total promo spots)
- Logo placement on Morning Menu

Radio Ads – 3 stations in Columbia, SC area

- 60 total spots – WFMV, WWDM & WCOS

Digital: (5,122,731 total impressions)

- Target: Central SC residents
 - 2x Targeted Free Times E-newsletter 2 week run each – 132,840 total emails sent
 - 16x Facebook campaigns (Total 938,241 impressions)
 - 9x Digital Display campaigns (Total 3,634,080 impressions)
 - 1x Streaming Audio campaign (Total 48,908 impressions)
 - 2x Geofencing campaign (Total 174,526 impressions)
 - 1x Email Blast (194,136 emails delivered)

Outdoor: (6,866,036 total impressions)

(5 locations – 4 paid and 1 trade in Columbia, SC area)

- 2x - 1678 Lake Murray Blvd – 90 day run (2,753,100 total imp)
- 2x – 1162 Lake Murray Blvd – 90 day run (1,651,860 total imp)
- 1x - 1722 Sunset Blvd – 30 day run each (1,893,360 imp)
- W/S I-126 .2mi N/O Greystone Blvd – 2 week run (391,154 imp)
- 911 North Lake Drive – 2 week run (176,562 imp)

PANEL #121

911 NORTH LAKE DR



LOCATION #1

ADVERTISING STRENGTHS: Captures inbound traffic from Ima and Lake Murray Communities. Surrounded by numerous retail, restaurant, service businesses.

WEEKLY IMPRESSIONS: 88,281 per spot

MEDIA TYPE/STYLE: Permanent Bulletin - Digital

LAT/LONG: [33.864382, -81.210972](#)

MARKET: COLUMBIA

GEOGRAPHIC ID: 30844830

PANEL SIZE: 10' 6" x 36' 0" [View Spot Sheet](#)

FACING/READ: North / Right

SLOTS/DWELL: 8 slots / 6 seconds



Photo Sheet

1162 Lake Murray Blvd N/S, E/O Church Rd.



Description

New LHR headed to I-26 and Columbiana Centre shopping.

Illuminated Bulletin Location

City: Irmo, SC 29063
Face ID: COL123-1
Facing: West (LHR)
Latitude/Longitude: 34.087637, -81.17964
Bulletin Face Size: 5' x 10'
Geopath ID#: 30828631 | Geopath Weekly Impressions 18+ 21,246



Illuminated Digital Location

City: Columbia, SC 29212
Face ID: IRM-266-2-W-CR
Facing: West (CR)
Latitude/Longitude: 34.08077/-81.19687
Digital Face Size: 12'0 x 24'0
Weekly Circulation 18+: 229,425





Illuminated Digital Location

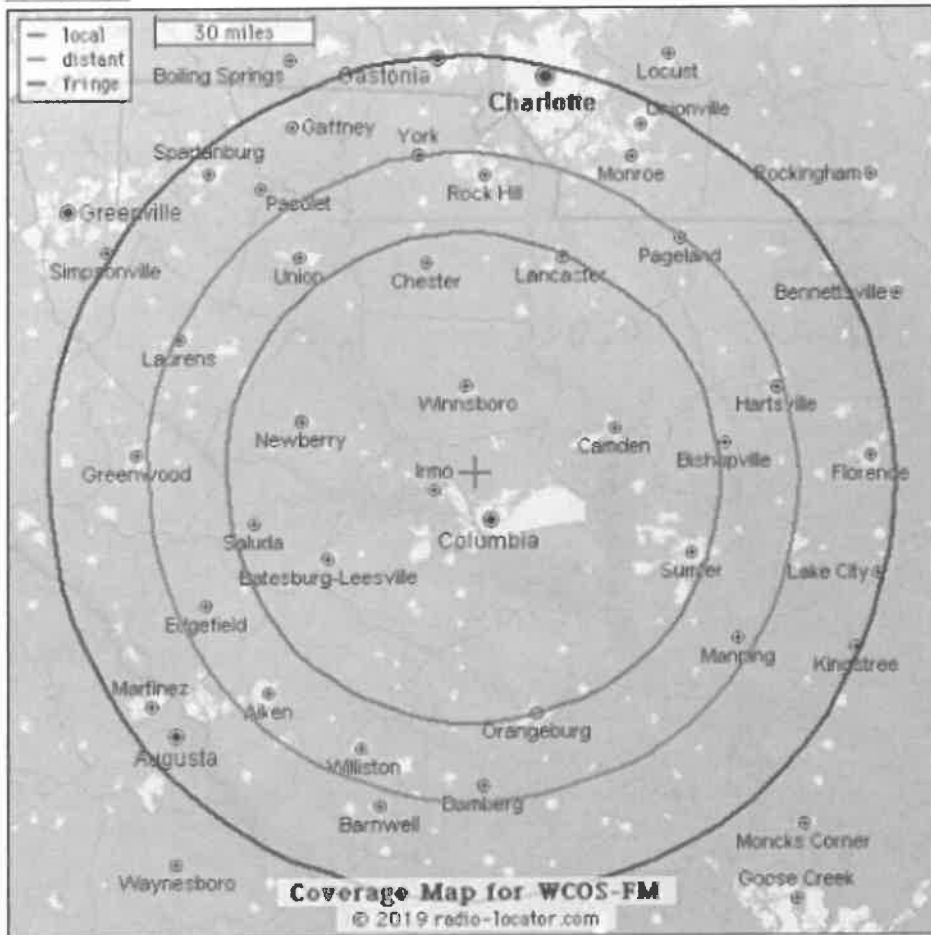
City: West Columbia, SC 29169
Face ID: WES-277-1-E-RR
Facing: East (RR)
Latitude/Longitude: 33.99909/-81.09025
Digital Face Size: 10'0 x 36'0
Weekly Circulation 18+: 236,670



Coverage Area for **WCOS 97.5 FM**, Columbia, SC

[Zoom Out](#)

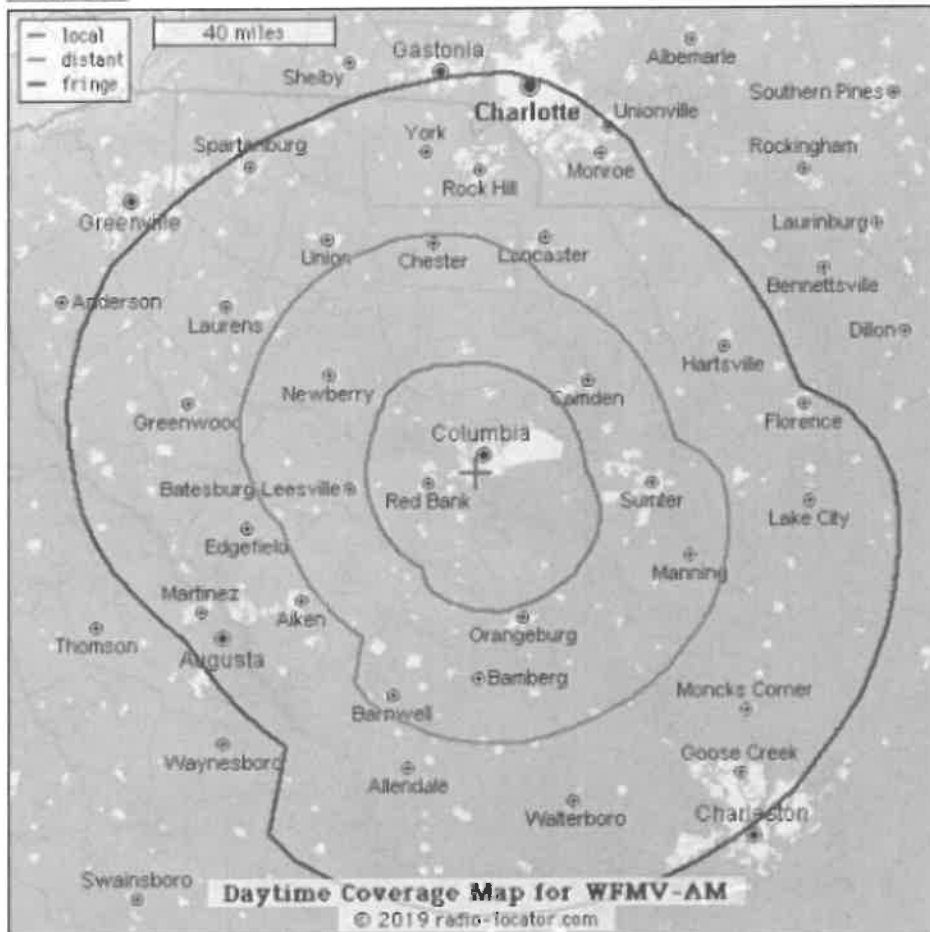
[Zoom In](#)



Daytime Coverage Area for WFMV 620 AM, Cayce, SC

[Zoom Out](#)

[Zoom In](#)



PANEL #901

W/S I-126 .2MI N/O GREYSTONE BLVD



LOCATION #1

ADVERTISING STRENGTHS: One of the best spots that captures outbound commuters from downtown Columbia to NW communities located at Riverbanks Zoo and Botanical Garden.

WEEKLY IMPRESSIONS: 195,577 per week

MEDIA TYPE/STYLE: Permanent Bulletin - Digital

LAT/LONG: [34.012728](#), [-81.078081](#)

MARKET: COLUMBIA

GEOGRAPHIC ID: 30640229

PANEL SIZE: 14' 0" x 48' 0" [View Data Sheet](#)

FACING/READ: East / Left

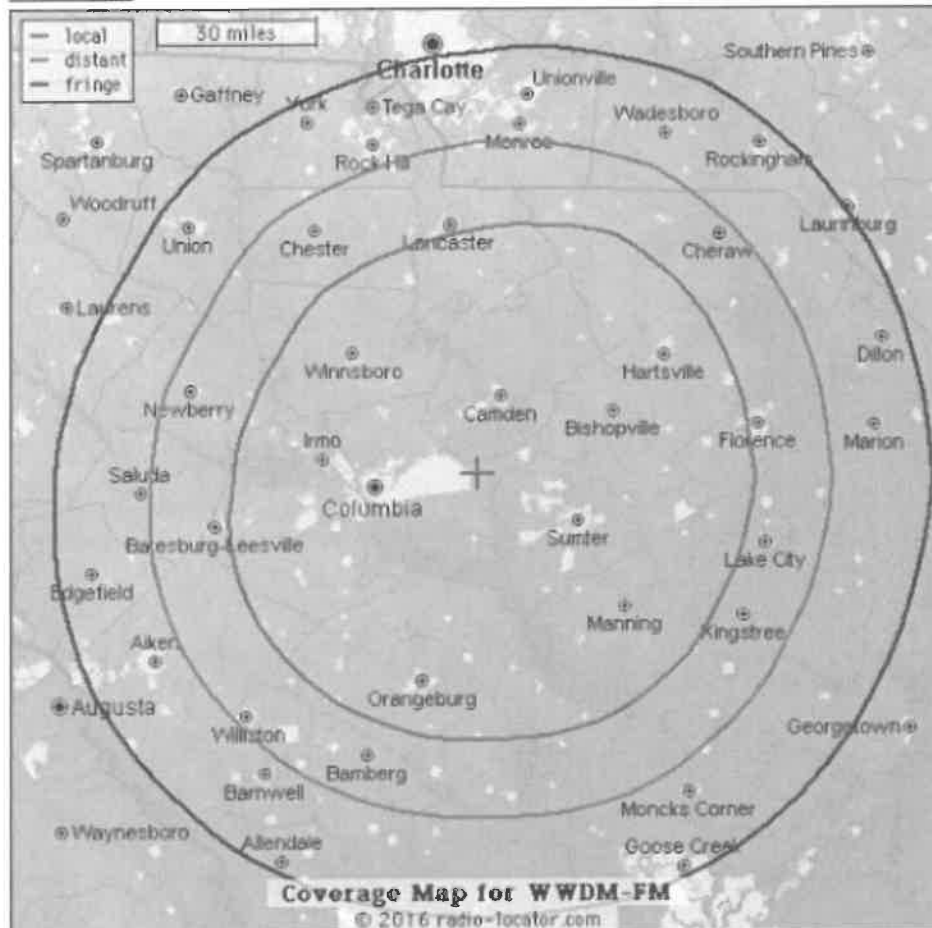
SLOTS/DWELL: 8 slots / 8 seconds



Coverage Area for WWDM 101.3 FM, Sumter, SC

[Zoom Out](#)

[Zoom In](#)





COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Lexington Medical Center Run Hard Half Marathon Event

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Crossover Athletics
Mailing Address	P.O. Box 2515 Lexington, SC 29071

4. Director of Project/Event

Name & Title	Jesse Harmon Chief Executive Officer
Contact Number(s)	803-414-9508
Email	jesse@runhard.org

5. Project/Event Website Address

www.RunHardHalf.org

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	November 8, 2024
End Date	November 9, 2024

8. Location of Project/Event

Blowfish Stadium, 474 Ballpark Rd., Lexington, SC 29072

9. Number of Employees

Full-time	1
Part-time	0

10. Do you advertise outside of a 50-mile radius?

Yes No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
<input type="checkbox"/> Rack Cards			Complete <i>Attachment A</i> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
<input type="checkbox"/> Brochures			
<input type="checkbox"/> Posters			
<input type="checkbox"/> Magazine Ads			
<input type="checkbox"/> Newspaper Ads			
<input type="checkbox"/> Radio Ads			
<input type="checkbox"/> Billboard Ads			
<input checked="" type="checkbox"/> Websites (other than primary)	RunSignUp	Nationwide	
<input checked="" type="checkbox"/> Other	Facebook	Southeast of US and beyond	

11. Number of Project/Event Attendees

Expected Number	1500
Of this number, how many are tourists?	150

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input type="checkbox"/>	Brochure mailings	Brochures mailed per month	
<input type="checkbox"/>	Event ticket sales	Tickets sold per event	
<input checked="" type="checkbox"/>	Event registration	Registrants per event	85
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	
<input type="checkbox"/>	Surveys	Responses per survey	
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
Best Western Plus Lexington Inn 601 Columbia Avenue	10	2
Holiday Inn Express and Suites 325 W Main St.	10	2

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$ 47,095
b. Amount of Accommodations Funds Requested for this Project/Event:	\$ 4000
c. This Request Equals What Percent of the Total Project/Event Budget:	8 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2023
b. Amount(s)	\$9000
c. Source(s)	County of Lexington (\$4000), Town of Lexington (\$5000)
d. Purpose(s)	Promotion of LMC Half Marathon
e. For each award year, did you expend 100% of the ATAX funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use Attachment C to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Jesse Harmon
Print Name

Director
Title

Jesse Harmon
Signature

1/3/24
Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
Free Times	Midlands of SC	Male and Female adults

Television Ads		
Ad Listing	Distribution Range	Targeted Audience
WIS Rotator in all Dayparts	Midlands of SC	Male and Female adults

Radio Ads

Ad Listing	Distribution Range	Targeted Audience

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
I-126 n/o Greystone Blvd	Columbia	
I-26 @ Jamil	Irmo	
Hwy 378 @ Mineral Springs	Lexington	
3118 Augusta Rd	West Columbia	
I-20 e/o 215	Northeast	
Hwy 378 at I-20	Lexington	

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience

Other Ads

Ad Listing	Distribution Range	Targeted Audience



ATTACHMENT C
Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

The Run Hard Half Marathon, 10k, and 5k will begin with an expo on November 8, 2024. The following morning, the races will take place at the Blowfish Stadium in Lexington. Awards ceremonies will take place after each race concludes. There will be complimentary food and beverages. In addition, food trucks will be present offering food and beverage for purchase.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

Out of town guests typically stay in hotel rooms, visit restaurants, and put gas in their cars when they come for this race. The expo takes place at Fleet Feet in Lexington, which encourages sales at their locally owned store. Often, runners strive for different goals such as reaching a certain time for the race, completing races in all 50 states, or even running a certain number of races within a year. Because our race is flat, affordable, and well organized, it draws runners from out of town. We continue striving to improve the race each year in order to make it attractive to out of town guests.

This running event is the biggest fundraiser of the year for the Run Hard children's program. Run Hard is an after school program that serves second through eighth graders teaching them life skills through the sport of running. Funds from this race are essential to build the scholarship fund for children who can not financially afford the fee for participation.

c. Total attendance to the project/event versus the number of total tourists in attendance

Approximately 1500 are expected to attend the event. This number includes participants, volunteers, and spectators. Of this, about 10% are expected to be tourists.

d. Economic impact generated by tourism toward the project/event

Fleet Feet, a locally owned business, will benefit from sales at the race expo. Hotels, restaurants, and gas stations benefit from tourists visiting Lexington for this race. Locally owned food trucks that attend the event also benefit financially from the visitors who come and purchase food at the race. Because the race is a fundraiser for the Run Hard children's program, local families benefit from this also.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

The Lexington Medical Center Run Hard Half Marathon event is promoted on Facebook in order to reach a large audience across other cities and states. Funds help to pay for boosted posts in order to increase the number of viewers.

Funds also pay for the RunSignUp website that allows participants to register for the event. This platform also allows the race to be highlighted on www.runningintheusa.com, which is an important way to promote the race to runners throughout the US.

Signage is also paid for with the funds in order to allow the race to run smoothly, which is important in order to bring guests back to the race the following year.

f. Additional comments

One of the most important ways to continue bringing tourists to this event is to continuously improve the race. Our new partnership with Lexington Medical Center has helped with this. We also conducted a post race survey that helped us determine ways that we can continue improving. Some of these improvements include heaters at the post race party and more course entertainment. The A-tax funds help us to with promotion so that we can free up funds and make these improvements. That helps us to bring tourists back while also recommending it to their friends looking for races. Many runners look for out-of-town races to meet their goals whether it is to run in all 50 states, hit a time goal on a flat course, or qualify for another important race. Recommendations and word of mouth are powerful in the running world.



**COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
FUNDING SOURCES
FY 2024/25**

Organization Name Crossover Athletics

List of Funding Sources	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Lexington Medical Center Sponsorship	20,000	20,000	20,000
BCBS of South Carolina Sponsorship	750	750	750
Midlands Orthopaedics & Neurosurgery	500	0	0
Town of Lexington Accomodations Tax	5000	5000	5000
County of Lexington Accomodations Tax	4000	4000	4000
Registration	35,231.67	38,000	40,000
Total	65,481.67	67,750	69,750

Crossover Athletics
Profit and Loss for Run Hard Half Marathon Event
2023

Net sales (registration)	35,231.67
Net income (sponsorships/A-tax)	30,250
Gross income	65,481.67
Project expense	43,755.55
Net income	21,726.12



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

Tartan Day South Celtic Festival

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	The River Alliance
Mailing Address	300 Candi Lane, Columbia, SC 29210

4. Director of Project/Event

Name & Title	John Banks
Contact Number(s)	803-665-7620
Email	johnbanks@columbiaspeedway.com

5. Project/Event Website Address

tartandaysouth.com

6. Project/Event Category (select one)

<input checked="" type="checkbox"/>	Tourism – Advertising / Promotion (see #10 for advertising/promotion sources)
<input checked="" type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	Thursday April 3rd 2025
End Date	Sunday April 6th 2025

8. Location of Project/Event

4/3/25 Steel Hands Brewery, 4/5/24 Icehouse Amphitheater, 4/5/25 Historic Columbia Speedway, 4/6/25 WC Amphitheater

9. Number of Employees

Full-time	0
Part-time	30

10. Do you advertise outside of a 50-mile radius?

Yes

No

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad		Total # Distributed	Range of Ad	For Ad Listings
X	Rack Cards	3,000	Multiple States	Complete Attachment A to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
	Brochures			
X	Posters	300	Multiple States	
2	Magazine Ads	535,000	North America	
4	Newspaper Ads	295,000	Columbia Region	
1500	Radio Ads	South Carolina		
56	Billboard Ads	SC, NC		
5	Websites (other than primary)	over 1,00,000 unique Visitors	National	
	Other			

11. Number of Project/Event Attendees

Expected Number	15,000
Of this number, how many are tourists?	6,000

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	Inquiries per month	
<input type="checkbox"/>	Phone call inquiries	Phone calls per month	
<input type="checkbox"/>	Brochure mailings	Brochures mailed per month	
X	Event ticket sales	Tickets sold per event	
<input type="checkbox"/>	Event registration	Registrants per event	
<input type="checkbox"/>	Hotel sales	Sales per event / per month	
<input type="checkbox"/>	License plates	Count per event	Via Zip Codes
X	Surveys/Zip Code Collection	Responses per survey	
<input type="checkbox"/>	Other		

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights
N/A Never Applied		

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes

No

15. Project/Event Budget - Requests 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/Event:	\$160,000
b. Amount of Accommodations Funds Requested for this Project/Event:	\$15,000
c. This Request Equals What Percent of the Total Project/Event Budget:	9.34 %
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	Every Year since 2011 - 2024 (Except 2020 and 2021 because of Covid)
b. Amount(s)	Between \$30,000 and \$42,000
c. Source(s)	City of Cayce, Town of Lexington, and City of West Columbia
d. Purpose(s)	Marketing and Festival Logistics (Tents and Restrooms)
e. For each award year, did you expend 100% of the ATAX funds you received?	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>If you answered no, please explain.</i></p> <div style="background-color: #e0f0ff; height: 80px; width: 100%;"></div>

17. Project Description – Please use Attachment C to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use <u>Attachment C</u> to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

John R. Banks

Print Name

Event Coordinator

Title

John R. Banks

Signature

January 4, 2024

Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience
2 Full Page ads Celtic Life Magazine	535,000 North America	People interested in Celtic Events

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience
2 Full Page Ads Free Times	125,000 Columbia Area	Festival Goers, Celtic Fans, Families
2 1/2 Page ads Lexington Chronicle	22,000 Lexington County	

Television Ads		
Ad Listing	Distribution Range	Targeted Audience
48 (30) Second Ads WIS TV	State Wide	Festival Goers, Celtic Fans, Families

Radio Ads

Ad Listing	Distribution Range	Targeted Audience
826(60) second Commercials	State Wide on 11 Radio Stations	Festival Goers, Celtic Fans, Families
	97.5 FM, 96.7 FM, 104.7 FM, 560 AM	
	102.3 FM, 99.7 FM, 94.9 FM, 93.5 FM	
	94.3 FM 93.1 FM, 107.5 FM	
964 (60) Second Commercials	On the Streaming Stations for the above stations	

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience
56 Digital Billboards	Columbia, Greenville, Charlotte, Charleston	Festival Goers, Celtic Fans, Families

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience
National Tartan Day Website	2,300,000 unique visitors per year	Festival Goers, Celtic Fans, Families
One Day Takeover of AM Raleigh Today	890,000 Daily Visitors	
One Day Takeover of AM Asheville Today	376,000 Daily Visitors	
One Day Takeover of WISTV.com	96,000 Daily Visitors	

Other Ads

Ad Listing	Distribution Range	Targeted Audience
7,000 Targeted You Tube Ads	Atlanta, Raleigh, Columbia	Festival Goers, Celtic Fans, Families
50,224 Targeted Streaming Ads on Peacock and Hulu	Atlanta, Charlotte, Jacksonville, Columbia	
Additional Information attached		



ATTACHMENT B
Item #15 – Project/Event Budget

Provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)

Item	Estimated Amount
Event Insurance	\$4,000
Advertising and Marketing	\$50,000
Entertainors, Exhibitors, and Athletics	\$30,000
Tents, Generators, and other Logistical Items	\$36,000
Facility Rentals and Electrical Costs	\$15,000
Labor, Management and Sales Commissions	\$15,000
SC Amusement Taxes	\$3,000
Restroom Rentals	\$4,000
Lodging for Judges, Entertainors, and Exhibitors	\$3,000
Total	\$160,000



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

Tartan Day South is a four day celebration of Celtic Culture. Americans of Scottish descent have played a vibrant and influential role in the development of the United States, from the framers of the Declaration of Independence to the first man on the moon. Congress has designated April 6th National Tartan Day. The largest population of Scotch-Irish descendants outside of New York resides in South and North Carolina. The festival is designed to celebrate the recognized holiday National Tartan Day in the Southeast. Tartan Day South is a festival built around the ancient Scottish sports, Highland Games. The festival also includes traditional and current Celtic music, massed bag pipe bands, traditional dancing exhibitions, herding exhibitions, Celtic Clans, genealogy, archery exhibitions, fencing exhibitions, medieval encampment, falconry, and much more. We host the largest Classic British Car Show in South Carolina with over 130 incredible machines from many states.

b. Benefits that the project/event will serve toward promoting tourism and the benefits to 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 191 Cities from 29 states outside of South Carolina. We also captured zip codes from 126 unique South Carolina Zip Codes located outside 50 miles from Lexington County in 2022. This festival opens new eyes to what Lexington County has to offer.

The festival was recognized in 2018 by the National Tartan Day Committee as one of the 3 largest Tartan Day Celebrations in the United States. Tartan Day South in Lexington County South Carolina was recognized along with Ellis Island, New York and San Antonio, Texas.

c. Total attendance to the project/event versus the number of total tourists in attendance

Attendance has grown almost every year starting with around 3,500 in 2011 to a peak of over 13,000 in 2022. The total attendance for the Festival in 2022 was 13,630. The total number of tourists from out of state were 2,300. Another 4,600 from South Carolina were from outside of 50 miles of Lexington County.

d. Economic impact generated by tourism toward the project/event

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 \$1.74 million dollars over the span of the festival. A local business right down the road from the speedway states that it is their busiest day of the year over the last 7 events.

e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this

The biggest budget item for us is of course Advertising and Marketing. Getting the word out is a very difficult task because patrons get their information from so many different medias today. We know that we generally have to touch someone six times for it to register with them. We have done a very good job growing each year but missing two cycles because of Covid certainly hurt in name recognition. We attacked the 2022 marketing efforts slightly differently using more targeted marketing. We still used many of the same avenues such as billboard, TV, radio, Celtic publications, newspapers, internet media, and social networking. We had our largest event ever in 2022. We continued all of those efforts in 2023 along with adding 7,000 uninterrupted targeted ads on YouTube. We invested in more targeted digital hoping to attract a more broad market. These additional touches are the most integral cog in building the festival to 25,000 attendees by the 20th annual event in 2032.

f. Additional comments

Our festival has an outstanding track record of bringing in tourists from over 25 states each of the last 6 events. We honor a proud heritage that runs in the blood of so many Americans. Our region offers so much for the festival goer to take in such as Lake Murray and The Riverwalks. We have many visitors who are making their first trip to the Lexington County. Many are pleasantly surprised at our vast array of things to do in the area.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 17 2000**

RIVER ALLIANCE
506 GERVAIS STREET
COLUMBIA, SC 29201

Employer Identification Number:
57-1024824
DLN:
17053267748030
Contact Person:
FRANCIS E BERNHARDT ID# 31258
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
AUGUST 1996
Addendum Applies:
NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 857, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

RIVER ALLIANCE

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



Steven T. Miller
Director, Exempt Organizations

Letter 1050 (DO/CG)

Tartan Day South 2023 Advertising List

Television

WIS TV 10 State Wide Broadcasts (48) 30 Second Commercials

Ran between March 22nd and April 1st

Streaming Television

(50,224) Targeted Streaming ads on Peacock and Hulu

Focused in Atlanta, Charlotte and Jacksonville

(7,000) Targeted completed 15 second Videos on You Tube

(2) Magazines Full Page Ad Celtic Life Magazine 535,000 North American Subscribers

December/January Issue and March/February Issue

Billboard 56 Digital Billboards around the midlands Reaching into Florence and Augusta

- 1 Downtown Charlotte off 277
- 2 On 1-26 West Leaving Charleston
- 3 Downtown Greenville

Newspapers

The Lexington Chronicle ½ Page ads on Front Cover Issues 22,000 distribution

(2) Full Page ads in the Free Times Distribution 125,000

Websites:

National Tartan Day Website

One Day Takeover of AM Raleigh Today webpage March 22, 2023 890,000 daily visitors

One Day Takeover of AM Asheville Today webpage March 22, 2023 376,000 daily visitors

One Day Takeover of March 28th WISTV.com 96,000 Unique Visitors per day

WCOSFM.com 24,000 Unique Visitors per day

Social Media Reach Facebook and Instagram:

Digital Video Ads were produced by WIS TV:

150,000 Targeted Video Impressions on Facebook and Instagram

WCOS FM Targeted Facebook campaign:

250,00 Targeted ads on Facebook and Instagram

90,000 Targeted Mobile ads

Page Reach (number of people reached based)

- **High Daily Reach: 211,000**

Impressions (number of times appeared in news feeds)

- **High: 536,000**

Video

- **Impressions: 301,240**
- **Total Video Views: 79,343**

Instagram

Total Followers: 565

Analytics January 14 to April 14

- Reach 5,790
- Impressions 12,640
- Profile Visits 610
- Website Clicks 210

Tartan Day South 2023 Advertising List

Radio Ads:

IHeart Radio 97.5 WCOS FM , 96.7 Steve WLTY FM, 104.7 WNOK FM, 560 WVOC AM
(290) 60 Second Commercials Ran between March 21st and April 1st
(420) 60 Second Commercials Ran between March 21st and April 1st on there
Streaming Stations

Alpha Media 102.3 FM The Fox, Rock 99.7 FM, The Palm 94.9, Q 93.5 FM
(344) 60 Second Commercials Ran between March 20th and April 1st
(344) 60 Second Commercials Ran between March 21st and April 1st on there
Streaming Stations

Midlands Media Group

94.3 FM The Dude (100) 60 Second Commercials
93.1 FM The Lake (100) 60 Second Commercials
Ran between March 14th and March 31st

Cumulus Media

107.5 The Game on Air (42) 60 Second Commercials
107.5 The Game Steaming (66) 60 Second Commercials
98.5 WOMG (50) 60 Second Commercials
98.5 WOMG Steaming (100) 60 Second Commercials



Tartan Day South 2023 by the Numbers

7,658 Total Attendees over 4 Days

2,706 Zip Codes were collected
over 2 days (March 31 and April 1)

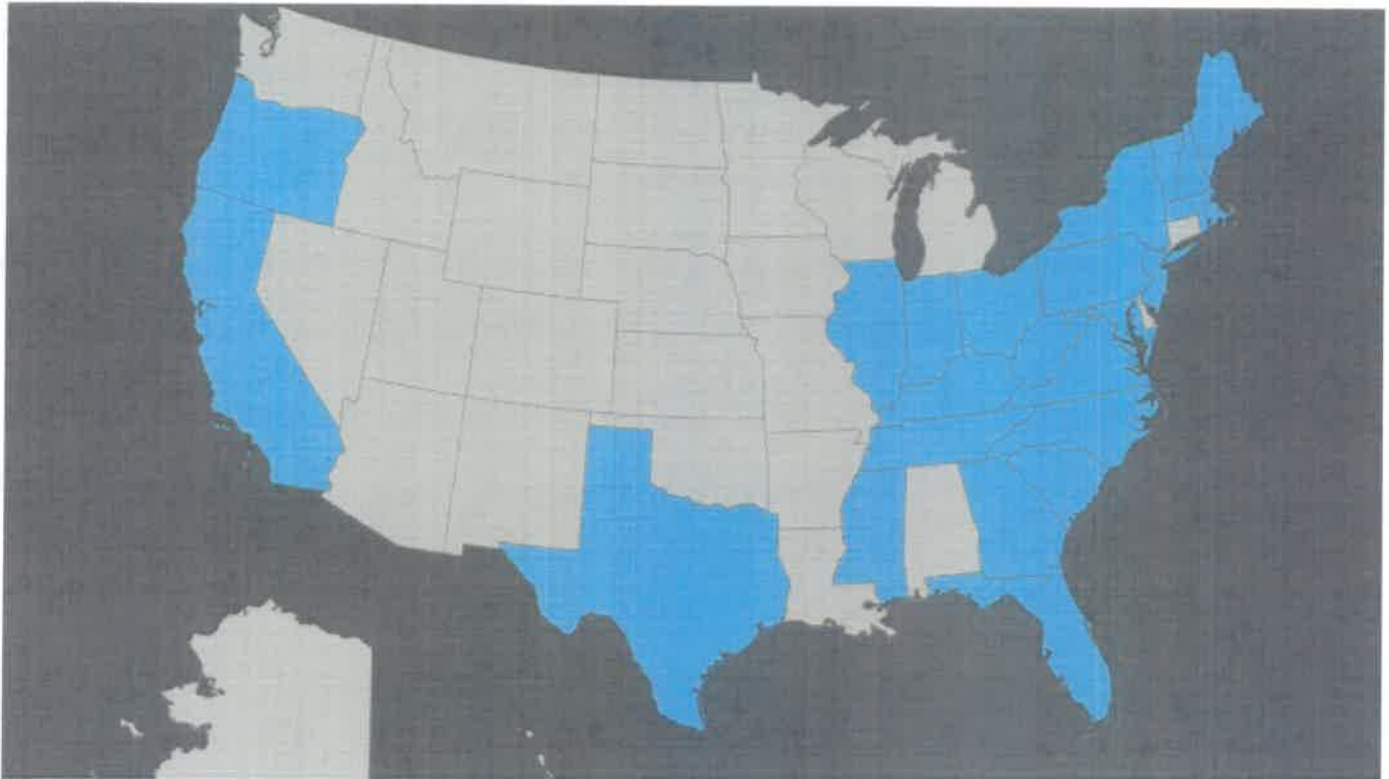
Attendees from 136 Unique Zip Codes from
24 states outside of South Carolina

An estimated 1,670 visitors were from outside
of South Carolina

Zip Codes were collected from 165 Unique
Zip Code Areas in South Carolina

Over 2,100 Patrons were from 115 Unique
Zip Codes in South Carolina outside
of 50 Miles of Lexington County

Tartan Day South 2023 Economic Impact
of \$920, 000 on the local Economy



Patrons from 301 unique zip codes from 25 states visited Tartan Day South



Patrons from 165 unique zip codes from South Carolina visited Tartan Day South

Tartan Day South Patrons Traveling in from outside of South Carolina. 1670 from 136 Zip Codes in 24 states.

New York			North Carolina			North Carolina		
10029	NEW YORK	NY	27616	RALEIGH	NC	28791	HENDERSONVILLE	NC
10512	CARMEL	NY	27616	RALEIGH	NC	28792	HENDERSONVILLE	NC
11221	BROOKLYN	NY	27834	GREENVILLE	NC	28792	HENDERSONVILLE	NC
11704	WEST BABYLON	NY	27892	WILLIAMSTON	NC	28793	ASHEVILLE	NC
12534	HUDSON	NY	28012	BELMONT	NC			
14072	GRAND ISLAND	NY	28025	CONCORD	NC			
			28027	CONCORD	NC			
			28036	DAVIDSON	NC	30101	ACWORTH	GA
			28054	GASTONIA	NC	30114	CANTON	GA
15241	PITTSBURGH	PA	28079	INDIAN TRAIL	NC	30127	POWDER SPRINGS	GA
15701	INDIANA	PA	28083	KANNAPOLIS	NC	30144	KENNESAW	GA
16510	ERIE	PA	28112	MONROE	NC	30161	ROME	GA
18812	BRACKNEY	PA	28127	NEW LONDON	NC	30183	WALESKA	GA
19464	POTTSTOWN	PA	28146	SALISBURY	NC	30338	ATLANTA	GA
			28150	SHELBY	NC	30417	CLAXTON	GA
			28173	WAXHAW	NC	30517	BRASELTON	GA
			28174	WINGATE	NC	30530	COMMERCE	GA
21012	ARNOLD	MD	28202	CHARLOTTE	NC	30601	ATHENS	GA
			28203	CHARLOTTE	NC	30628	COLBERT	GA
			28207	CHARLOTTE	NC	30630	CRAWFORD	GA
			28211	CHARLOTTE	NC	30680	WINDER	GA
23220	RICHMOND	VA	28212	CHARLOTTE	NC	30809	EVANS	GA
23838	CHESTERFIELD	VA	28217	CHARLOTTE	NC	30813	GROVETOWN	GA
			28273	CHARLOTTE	NC	30814	HARLEM	GA
			28277	CHARLOTTE	NC	30823	STAPLETON	GA
			28278	CHARLOTTE	NC	30904	AUGUSTA	GA
26003	WHEELING	WV	28327	CARTHAGE	NC	30906	AUGUSTA	GA
26143	ELIZABETH	WV	28348	HOPE MILLS	NC	30907	AUGUSTA	GA
			28376	RAEFORD	NC			
			28387	SOUTHERN PINES	NC			
			28390	SPRING LAKE	NC			
27101	WINSTON SALEM	NC	28443	HAMPSTEAD	NC	25410	BAKERTON	WV
27157	WINSTON SALEM	NC	28461	SOUTHPORT	NC	26154	MUNDAY	WV
27239	DENTON	NC	28472	WHITEVILLE	NC	26334	BRIDGEPORT	WV
27330	SANFORD	NC	28478	WILLARD	NC	26464	WYATT	WV
27376	WEST END	NC	28607	BOONE	NC	26501	MORGANTOWN	WV
27518	CARY	NC	28612	CONNELLY SPRINGS	NC			
27518	CARY	PA	28612	CONNELLY SPRINGS	NC			
27526	FUQUAY VARINA	NC	28630	GRANITE FALLS	NC			
27560	MORRISVILLE	NC	28630	GRANITE FALLS	NC	33478	JUPITER	FL
28715	CANDLER	NC	28658	NEWTON	NC	33547	LITHIA	FL
28715	CANDLER	NC	28752	MARION	NC	33570	RUSKIN	FL
28732	FLETCHER	NC	28756	MILL SPRING	NC	33617	TAMPA	FL
28739	HENDERSONVILLE	NC	28777	SPRUCE PINE	NC	34206	BRADENTON	FL
			28787	WEAVERVILLE	NC			

Tartan Day South Patrons Traveling in from outside of South Carolina. 1670 from 136 Zip Codes in 24 states.

	Tennessee			Oregon		
37921	KNOXVILLE	TN	97031	HOOD RIVER	OR	
37922	KNOXVILLE	TN	97720	BURNS	OR	
	Mississippi			Massachusetts		
39183	VICKSBURG	MS	1373	SOUTH DEERFIELD	MA	
	Kentucky			2632	CENTERVILLE	MA
			2185	BRAINTREE	MA	
40291	LOUISVILLE	KY				
42103	BOWLING GREEN	KY	77399	Rhode Island		
			79036			
	Ohio			2915	RIVERSIDE	RI
			2916	RUMFORD	RI	
44321	AKRON	OH		New Hampshire		
44615	CARROLLTON	OH				
45601	CHILLICOTHE	OH				
			3305	CONCORD	NH	
	Indiana			3820	DOVER	NH
47112	CORYDON	IN		Maine		
	Illinois			4281	SOUTH PARIS	ME
61265	MOLINE	IL		Vermont		
	Texas			5641	BARRE	VT
76210	DENTON	TX		New Jersey		
77523	BAYTOWN	TX				
78633	GEORGETOWN	TX	8628	Trenton	NJ	
79046	HIGGINS	TX				
	California					
92122	SAN DIEGO	CA				

Tartan Day South Patrons from South Carolina

165 Unique Zip Codes Accounting for 2,187 Groups

29006	BATESBURG	4	29126	POMARIA	1	29349	INMAN	1
29010	BISHOPVILLE	1	29127	PROSPERITY	9	29369	MOORE	1
29016	BLYTHEWOOD	34	29130	RIDGEWAY	5	29376	ROEBUCK	1
29018	BOWMAN	1	29133	ROWESVILLE	2	29379	UNION	1
29020	CAMDEN	7	29132	RION	1	29388	WOODRUFF	1
29031	CARLISLE	1	29135	SAINT MATTHEWS	11	29405	NORTH CHARLESTON	2
29021	CAMDEN	1	29135	SAINT MATTHEWS	1	29407	CHARLESTON	1
29015	BLAIR	1	29137	SALLEY	1	29410	HANAHAN	2
29032	CASSATT	4	29138	SALUDA	3	29418	NORTH CHARLESTON	1
29033	CAYCE	98	29147	STATE PARK	1	29420	NORTH CHARLESTON	1
29036	CHAPIN	83	29150	SUMTER	10	29431	BONNEAU	1
29036	CHAPIN	1	29153	SUMTER	8	29440	GEORGETOWN	1
29038	COPE	3	29154	SUMTER	15	29445	GOOSE CREEK	3
29039	CORDOVA	1	29151	SUMTER	1	29455	JOHNS ISLAND	1
29040	DALZELL	2	29160	SWANSEA	34	29456	LADSON	4
29044	EASTOVER	4	29161	TIMMONSVILLE	2	29464	MOUNT PLEASANT	3
29045	ELGIN	41	29162	TURBEVILLE	2	29483	SUMMERVILLE	1
29045	ELGIN	1	29164	WAGENER	3	29501	FLORENCE	6
29045	ELGIN	1	29163	VANCE	1	29503	FLORENCE	1
29052	GADSDEN	1	29168	WEDGEFIELD	1	29526	CONWAY	3
29053	GASTON	43	29169	WEST COLUMBIA	147	29527	CONWAY	8
29054	GILBERT	31	29170	WEST COLUMBIA	131	29530	COWARD	1
29055	GREAT FALLS	1	29172	WEST COLUMBIA	89	29532	DARLINGTON	1
29056	GREELEYVILLE	4	29178	WHITMIRE	1	29565	LATTA	3
29062	HORATIO	2	29180	WINNSBORO	3	29571	MARION	1
29061	HOPKINS	6	29202	COLUMBIA	1	29579	MYRTLE BEACH	1
29063	IRMO	260	29201	COLUMBIA	45	29601	GREENVILLE	1
29065	JENKINSVILLE	1	29203	COLUMBIA	48	29605	GREENVILLE	1
29067	KERSHAW	4	29204	COLUMBIA	34	29607	GREENVILLE	1
29069	LAMAR	1	29205	COLUMBIA	72	29609	GREENVILLE	4
29070	LEESVILLE	48	29206	COLUMBIA	69	29611	GREENVILLE	1
29072	LEXINGTON	345	29209	COLUMBIA	58	29617	GREENVILLE	1
29073	LEXINGTON	178	29210	COLUMBIA	63	29616	GREENVILLE	1
29075	LITTLE MOUNTAIN	5	29212	COLUMBIA	93	29620	ABBEVILLE	1
29074	LIBERTY HILL	1	29214	COLUMBIA	1	29625	ANDERSON	5
29078	LUGOFF	35	29221	COLUMBIA	1	29625	ANDERSON	1
29079	LYDIA	1	29223	COLUMBIA	39	29630	CENTRAL	1
29107	NEESES	4	29229	COLUMBIA	1	29642	EASLEY	3
29108	NEWBERRY	6	29230	COLUMBIA	31	29644	FOUNTAIN INN	3
29101	MC BEE	1	29260	COLUMBIA	1	29646	GREENWOOD	4
29112	NORTH	1	29250	COLUMBIA	1	29649	GREENWOOD	1
29115	ORANGEBURG	6	29301	SPARTANBURG	4	29649	GREENWOOD	1
29118	ORANGEBURG	5	29304	SPARTANBURG	1	29650	GREER	3
29122	PEAK	1	29321	BUFFALO	1	29655	IVA	2
29123	PELION	12	29330	COWPENS	1	29655	IVA	1

Tartan Day South Patrons from South Carolina

165 Unique Zip Codes Accounting for 2,187 Groups

29657	Liberty	1
29664	MOUNTAIN REST	1
29666	NINETY SIX	1
29672	SENECA	4
29678	SENECA	2
29680	SIMPSONVILLE	1
29681	SIMPSONVILLE	5
29702	BLACKSBURG	1
29706	CHESTER	1
29707	FORT MILL	1
29708	FORT MILL	4
29710	CLOVER	1
29715	FORT MILL	3
29730	ROCK HILL	1
29732	ROCK HILL	6
29801	AIKEN	5
29803	AIKEN	15
29805	AIKEN	2
29824	EDGEFIELD	1
29829	GRANITEVILLE	4
29832	JOHNSTON	1
29838	MODOC	1
29841	NORTH AUGUSTA	4
29842	BEECH ISLAND	6
29851	WARRENVILLE	1
29853	WILLISTON	1
29856	WINDSOR	1
29899	MC CORMICK	1
29927	HARDEEVILLE	3
29936	RIDGELAND	1

Tartan Day South

Paul Pope Photography	\$	750.00	HCS	Hardware Purchases	\$	1,116.28	HCS	2022 Roll Over	\$	4,100.44
Paper Pro	\$	1,031.01	TRA	British Bulldog	\$	337.02	HCS			
Field Signs	\$	996.06	TRA	Tent Rentals	\$	23,788.23	HCS	Grants & Sponsors		
Printing				Vip Tent Expenses	\$	2,000.00	TRA			
Celtic Life	\$	1,290.00	TRA	Golf Carts	\$	1,884.00	HCS	West Columbia A-Tax	\$	10,000.00
Alpha Media	\$	4,000.00	TRA	T Shirts Expense (Vol, Ath, Sale	\$	4,061.12	HCS	Cayce A-Tax	\$	15,000.00
Fox 102.3				Restroom Services	\$	3,365.00	HCS	Lexington Beverage Tax	\$	2,500.00
				Trash Services	\$	389.81	HCS	Cayce H-Tax	\$	30,000.00
I Heart Media 98.5 Steve W	\$	12,000.00	TRA	Athletic Equipment	\$	400.00	HCS	Town of Lexington A-Tax	\$	15,000.00
97.5 WCOS FM 104.7 fm				Feeding Athletes	\$	280.00	HCS	Sponsors		
Magnolia Sign Board	\$	2,500.00	TRA	Line Painting	\$	3,600.00	HCS	Guinness	\$	2,000.00
WIS TV Full Market	\$	12,000.00	TRA	Electrical and Logistics Rentals	\$	2,375.75	HCS	Vital Chiropractic	\$	482.06
Gardner Media	\$	396.00	TRA	Police and Fire	\$	1,485.00	HCS	McDaniels	\$	2,000.00
Billboard and Digitsl CVB	\$	2,180.00	TRA	Music Artists, Pipe Bands, Sou	\$	22,540.00	HCS	Samual Reynolds Law Firm	\$	2,500.00
Cumulus Radio	\$	2,000.00	TRA	Dogs and Birds, Judges				Cottman	\$	482.06
Lexington Chronical	\$	525.00	TRA	Tasting Supplies	\$	680.40	HCS	Lake Murray Lifestyles		
				Pipe Band Coordinator		\$1,800.00	HCS			
Social Media Consultant	\$	750.00	TRA	Prizes Athletes	\$	648.90	HCS	McCray Meadows	\$	700.00
Free Times/Post and Courier	\$	2,000.00	TRA	Ice	\$	390.00	HCS	AOH	\$	1,000.00
Midlands Media Group	\$	3,500.00	TRA	Kirkin of Tartans	\$	300.00	HCS			
Grace Bill Boards	\$	2,500.00	TRA	Rooms for Bands & Judges	\$	2,827.76	TRA			
Professional Printers	\$	481.50	TRA	Event Insurance	\$	1,309.00	HCS	Culpepper	\$	2,500.00
Web Hosting and Design	\$	708.00	TRA	Facility Rental	\$	5,934.43	HCS	First Community	\$	1,000.00
Total Marketing	\$	49,607.57		Equipment for Athletes	\$	400.00	HCS	Total G & S		
Operating Expenses	\$	97,221.70		Miscellaneous Labor	\$	6,375.00	HCS	Vendor Income	\$	10,064.69
				Amusement Taxes	\$	2,134.00	HCS	Car Club Fees and Income	\$	1,670.00
				Management, Sales Comm	\$	6,100.00	TRA	Program Sales, Shirt, Scotch	\$	2,317.47
Total Expenses	\$	146,829.27		Fairy	\$	300.00	HCS	Ticket Sales	\$	39,085.00
				Highland Dancers	\$	200.00	HCS	Beverage Income	\$	5,618.00
				Van Driver	\$	200.00	HCS	Tasting	\$	1,575.00
Net Revenue to TRA	\$	2,765.45		Operating Expenses	\$	97,221.70		Total Revenues	\$	149,594.72



Tartan Day South 2022 by the Numbers

13,630 Total Attendees over 4 Days

4,021 Zip Codes were collected
over 2 days (April 1 and 2)

Attendees from 187 Unique Zip Codes from
29 states outside of South Carolina

An estimated 2,300 visitors were from outside
of South Carolina

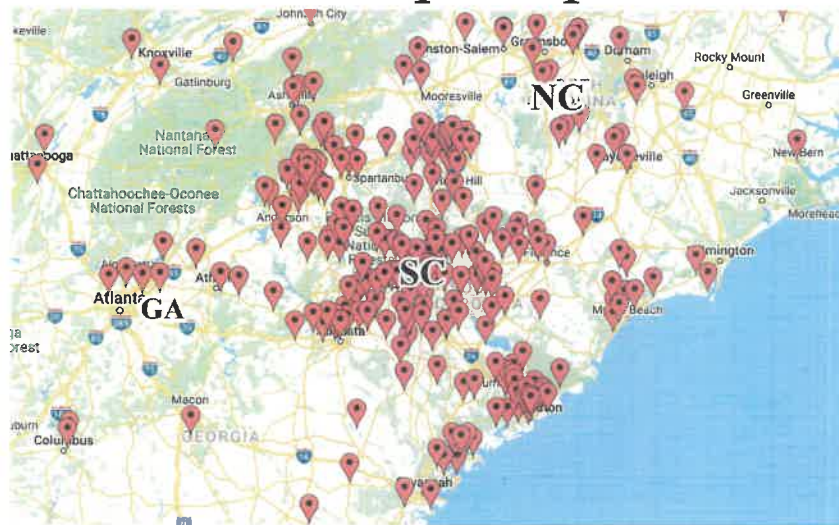
Zip Codes were collected from 191 Unique
Zip Code Areas in South Carolina

Over 3,900 Patrons were from 126 Unique
Zip Codes in South Carolina outside
of 50 Miles of Lexington County

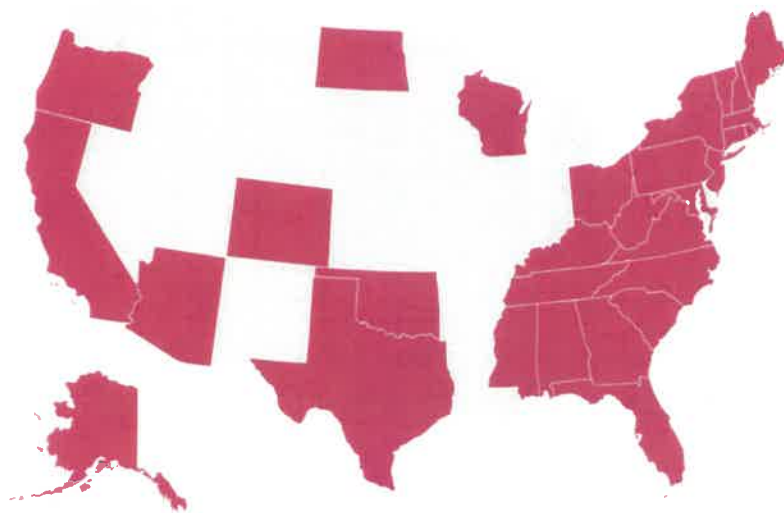
Tartan Day South 2022 Economic Impact
\$1.74 Million Dollars on the local Economy



Patrons from 346 Unique Zip Codes in the US



Patrons from 191 Unique Zip Codes in the SC



Patrons from 30 States Visited TDS in 2022

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

Rhode Island			North Carolina			North Carolina		
2920	CRANSTON	RI	27078	YADKINVILLE	NC	28615	CRESTON	NC
			27150	WINSTON SALEM	NC	28681	TAYLORSVILLE	NC
	New Hampshire		27172	WINSTON SALEM	NC	28711	BLACK MOUNTAIN	NC
			27201	ALAMANCE	NC	28712	BREVARD	NC
3867	ROCHESTER	NH	27205	ASHEBORO	NC	28722	COLUMBUS	NC
			27215	BURLINGTON	NC	28734	FRANKLIN	NC
	Maine		27223	BURLINGTON	NC	28739	HENDERSONVILLE	NC
			27230	CEDAR FALLS	NC	28754	MARS HILL	NC
4080	HARPSWELL	ME	27263	HIGH POINT	NC	28782	TRYON	NC
			27281	JACKSON SPRINGS	NC	28792	HENDERSONVILLE	NC
	Vermont		27376	WEST END	NC	28803	ASHEVILLE	NC
			27410	GREENSBORO	NC	28805	ASHEVILLE	NC
5036	BROOKFIELD	VT	27526	FUQUAY VARINA	NC			
			27540	HOLLY SPRINGS	NC		Maryland	
	Connecticut		27576	SELMA	NC			
			27705	DURHAM	NC	20877	GAITHERSBURG	MD
6074	SOUTH WINDSOR	CT	27902	WOODLAND	NC	20877	GAITHERSBURG	MD
			28054	GASTONIA	NC	21009	ABINGDON	MD
	New Jersey		28056	GASTONIA	NC	21220	MIDDLE RIVER	MD
			28079	INDIAN TRAIL	NC			
8360	VINELAND	NJ	28105	MATTHEWS	NC		Virginia	
			28173	WAXHAW	NC			
	New York		28205	CHARLOTTE	NC	22967	ROSELAND	VA
			28207	CHARLOTTE	NC	23139	POWHATAN	VA
11704	WEST BABYLON	NY	28209	CHARLOTTE	NC	23421	PARKSLEY	VA
11752	ISLIP TERRACE	NY	28210	CHARLOTTE	NC	23454	VIRGINIA BEACH	VA
13480	WATERVILLE	NY	28211	CHARLOTTE	NC	24073	CHRISTIANSBURG	VA
14028	BURT	NY	28217	CHARLOTTE	NC	24523	BEDFORD	VA
			28227	CHARLOTTE	NC			
	Pennsylvania		28277	CHARLOTTE	NC		West Virginia	
			28278	CHARLOTTE	NC			
15201	PITTSBURGH	PA	28306	FAYETTEVILLE	NC	25410	BAKERTON	WV
15458	MC CLELLANTOWN	PA	28307	FORT BRAGG	NC	26154	MUNDAY	WV
16028	EAST BRADY	PA	28327	CARTHAGE	NC	26334	BRIDGEPORT	WV
16601	ALTOONA	PA	28376	RAEFORD	NC	26464	WYATT	WV
17003	ANNVILLE	PA	28390	SPRING LAKE	NC	26501	MORGANTOWN	WV
17112	HARRISBURG	PA	28422	BOLIVIA	NC			
18301	EAST STROUDSBURG	PA	28461	SOUTHPORT	NC		Kentucky	
18974	WARMINSTER	PA	28560	NEW BERN	NC			
19333	DEVON	PA	28601	HICKORY	NC	40461	PAINT LICK	KY
19390	WEST GROVE	PA	28610	CLAREMONT	NC	41053	KENTON	KY

Tartan Day South Patrons Traveling in from outside of South Carolina. 2,300 from 187 Zip Codes in 29 states.

Florida			North Dakota		
32694	WALDO	FL	58105	FARGO	ND
32941	MELBOURNE	FL	58701	MINOT	ND
33065	CORAL SPRINGS	FL	58719	BERTHOLD	ND
33478	JUPITER	FL			
33565	PLANT CITY	FL		Oklahoma	
33810	LAKELAND	FL			
			73099	YUKON	OK
Alabama			Texas		
36907	CUBA	AL			
			77399	LIVINGSTON	TX
			79036	FRITCH	TX
Tennessee			Colorado		
37026	BRADYVILLE	TN			
37343	HIXSON	TN			
37604	JOHNSON CITY	TN	80221	DENVER	CO
37801	MARYVILLE	TN	80906	COLORADO SPRINGS	CO
37821	NEWPORT	TN			
37830	OAK RIDGE	TN			
Massachusetts			85138	MARICOPA	AZ
39106	LUDLOW	MA		California	
Mississippi			91773	SAN DIMAS	CA
39422	BAY SPRINGS	MS		Oregon	
Ohio			97236	PORTLAND	OR
			97478	SPRINGFIELD	OR
43123	GROVE CITY	OH	97741	MADRAS	OR
43223	COLUMBUS	OH			
44820	BUCYRUS	OH		Alaska	
45244	CINCINNATI	OH			
45459	DAYTON	OH	99829	HOONAH	AK
Wisconsin					
54937	1 FOND DU LAC	WI			

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

29006	BATESBURG	16	29138	SALUDA	5	29326	CLINTON	2
29009	BETHUNE	1	29146	SPRINGFIELD	1	29332	CROSS HILL	1
29010	BISHOPVILLE	1	29148	SUMMERTON	1	29349	INMAN	3
29015	BLAIR	1	29150	SUMTER	12	29356	LANDRUM	6
29016	BLYTHEWOOD	33	29152	SHAW AFB	2	29360	LAURENS	3
29020	CAMDEN	10	29153	SUMTER	1	29384	WATERLOO	1
29023	CAMDEN	1	29154	SUMTER	13	29401	CHARLESTON	8
29025	CAMDEN	1	29160	SWANSEA	22	29403	CHARLESTON	2
29030	CAMERON	2	29163	VANCE	1	29405	NORTH CHARLESTON	9
29032	CASSATT	4	29164	WAGENER	6	29407	CHARLESTON	4
29033	CAYCE	68	29167	WARD	1	29412	CHARLESTON	6
29036	CHAPIN	89	29168	WEDGEFIELD	2	29414	CHARLESTON	5
29038	COPE	3	29169	WEST COLUMBIA	71	29420	NORTH CHARLESTON	3
29040	DALZELL	8	29170	WEST COLUMBIA	89	29429	AWENDAW	1
29044	EASTOVER	5	29172	WEST COLUMBIA	33	29449	HOLLYWOOD	1
29045	ELGIN	43	29179	WHITMIRE	1	29451	ISLE OF PALMS	5
29053	GASTON	39	29180	WINNSBORO	8	29455	JOHNS ISLAND	8
29054	GILBERT	43	29201	COLUMBIA	25	29456	LADSON	2
29055	GREAT FALLS	1	29202	COLUMBIA	4	29461	MONCKS CORNER	1
29058	HEATH SPRINGS	1	29203	COLUMBIA	17	29464	MOUNT PLEASANT	6
29061	HOPKINS	15	29204	COLUMBIA	32	29465	MOUNT PLEASANT	2
29063	IRMO	101	29205	COLUMBIA	35	29466	MOUNT PLEASANT	7
29069	LAMAR	1	29206	COLUMBIA	57	29472	RIDGEVILLE	1
29070	LEESVILLE	34	29207	COLUMBIA	2	29474	ROUND O	1
29071	LEXINGTON	1	29209	COLUMBIA	46	29483	SUMMERVILLE	14
29072	LEXINGTON	220	29210	COLUMBIA	52	29485	SUMMERVILLE	7
29073	LEXINGTON	158	29212	COLUMBIA	105	29486	SUMMERVILLE	6
29075	LITTLE MOUNTAIN	8	29216	COLUMBIA	2	29487	WADMALAW ISLAND	1
29078	LUGOFF	20	29220	COLUMBIA	4	29488	WALTERBORO	1
29079	LYDIA	1	29222	COLUMBIA	5	29492	CHARLESTON	3
29090	LODGE	3	29223	COLUMBIA	40	29501	FLORENCE	5
29102	MANNING	2	29225	COLUMBIA	3	29504	FLORENCE	2
29106	MONETTA	1	29227	COLUMBIA	6	29520	CHERAW	1
29107	NEESES	3	29229	COLUMBIA	60	29526	CONWAY	2
29108	NEWBERRY	13	29236	COLUMBIA	6	29527	CONWAY	1
29112	NORTH	3	29250	COLUMBIA	3	29532	DARLINGTON	3
29115	ORANGEBURG	6	29273	COLUMBIA	6	29536	DILLON	2
29118	ORANGEBURG	2	29284	COLUMBIA	2	29545	GREEN SEA	1
29120	ORANGEBURG	1	29285	COLUMBIA	4	29550	HARTSVILLE	6
29123	PELION	12	29290	COLUMBIA	8	29556	KINGSTREE	2
29127	PROSPERITY	11	29301	SPARTANBURG	4	29566	LITTLE RIVER	1
29128	REMBERT	3	29302	SPARTANBURG	2	29569	LORIS	1
29130	RIDGEWAY	7	29306	SPARTANBURG	5	29572	MYRTLE BEACH	3
29135	SAINT MATTHEWS	10	29323	CHESNEE	1	29575	MYRTLE BEACH	5
29137	SALLEY	2	29325	CLINTON	2	29576	MURRELLS INLET	6

Tartan Day South Patrons from South Carolina

191 Unique Zip Codes Accounting for 2,874 Groups

29579	MYRTLE BEACH	4	29824	EDGEFIELD	1
29588	MYRTLE BEACH	2	29829	GRANITEVILLE	5
29601	GREENVILLE	2	29832	JOHNSTON	1
29605	GREENVILLE	4	29841	NORTH AUGUSTA	6
29607	GREENVILLE	2	29847	TRENTON	1
29609	GREENVILLE	1	29856	WINDSOR	1
29615	GREENVILLE	1	29860	NORTH AUGUSTA	1
29617	GREENVILLE	3	29902	BEAUFORT	4
29620	ABBEVILLE	1	29906	BEAUFORT	1
29621	ANDERSON	5	29907	BEAUFORT	4
29632	CLEMSON	1	29909	OKATIE	6
29642	EASLEY	4	29910	BLUFFTON	8
29644	FOUNTAIN INN	1	29920	SAINT HELENA ISLAND	1
29646	GREENWOOD	6	29926	HILTON HEAD ISLAND	3
29649	GREENWOOD	5			
29650	GREER	7			
29655	IVA	1			
29663	MAULDIN	2			
29666	NINETY SIX	5			
29670	PENDLETON	2			
29673	PIEDMONT	1			
29680	SIMPSONVILLE	2			
29680	SIMPSONVILLE	5			
29681	SIMPSONVILLE	3			
29687	TAYLORS	1			
29690	TRAVELERS REST	1			
29697	WILLIAMSTON	1			
29702	BLACKSBURG	2			
29706	CHESTER	5			
29707	FORT MILL	6			
29708	FORT MILL	7			
29710	CLOVER	6			
29712	EDGEMOOR	1			
29720	LANCASTER	1			
29732	ROCK HILL	9			
29745	YORK	1			
29801	AIKEN	4			
29803	AIKEN	14			
29805	AIKEN	3			
29810	ALLENDALE	1			
29812	BARNWELL	1			
29817	BLACKVILLE	4			

Tartan Day South

Marketing Expenses

The Graphic Source	230.74
Paul Pope Photography	\$ 500.00
Paper Pro	\$ 800.48
Field Signs	\$ 1,857.04
Printing	\$ 3,000.00
Celtic Life	\$ 895.00
102.3 Fox	\$ 3,000.00
98.5 Steve WVOC 560 AM	\$ 10,455.00
97.5 WCOS FM 104.7 fm	
107.5 The Game	
WIS TV Full Market	\$ 10,000.00
Peach Jar	\$ 1,120.00
Billboard CVB	\$ 1,750.00
Lexington Chronical	
The State	
Social Media Consultant	\$ 750.00
Free Times	
Hometown radio	\$ 2,500.00
Grace Bill Boards	\$ 950.00
WXRY	
Web Redesign and Maintenance	\$ 8,377.00
Total Marketing	\$ 45,954.52

Operating Expenses

Total Expenses \$ 156,962.32

2022 Final Accounting

Operating Expenses

Vendor Theft Reimbursement	\$ 1,000.00
Misc Hardware	\$ 780.06
Scanners	\$ 1,282.00
Tent Rentals	\$ 19,487.85
Vip Tent Expenses	\$ 2,112.97
Golf Carts	\$ 1,403.84
T Shirts Expense (Vol, Ath, Sale)	\$ 3,383.00
Restroom Services	\$ 2,400.00
Trash Services	\$ 1,000.00
Athletic Equipment	\$ 450.00
Feeding Athletes	\$ 600.00
Credit Card Fees	\$ 2,358.94
Electrical and Logistics Rentals	\$ 10,363.76
Police and Fire	\$ 1,021.00
Music Artists, Pipe Bands, Sou	\$ 21,350.00
Dogs and Birds, Judges	
Tasting Supplies	\$ 592.83
Pipe Band Coordinator	\$ 1,000.00
Ice	\$ 445.50
Kirkin of Tartans	\$ 300.00
Rooms for Bands & Judges	\$ 2,720.61
Event Insurance	\$ 651.00
Facility Rental	\$ 15,000.00
Awards	
Miscellaneous Labor	\$ 5,170.00
Amusement Taxes	\$ 3,141.19
Grant Writers Fees and sales Co	\$ 10,543.25
Fairy	\$ 250.00
Highland Dancers	\$ 200.00
Retained Earnings	\$ 3,000.00
Operating Expenses	\$ 111,007.80

Revenues

2020 and 2021 Roll Over 13,462.57

Grants & Sponsors

West Columbia A-Tax	\$ 10,000.00
Cayce A-Tax	\$ 12,000.00
Lexington Beverage Tax	\$ 2,500.00
Cayce H-Tax	\$ 20,455.00
Town of Lexington A-Tax	\$ 14,000.00
Sponsors	
Guinness	\$ 2,000.00
Vital Chiropractic	
McDaniels	\$ 2,000.00
Samual Reynolds Law Firm	

Code Ninjas Lexington	\$ 482.06
McCray Meadows	\$ 750.00
AOH	\$ 1,000.00
Nephron	
Oharas Pub	\$ 1,000.00
Culpepper	\$ 2,500.00
First Community	\$ 1,000.00

Total G & S 83,149.63

Vendor Income	\$ 6,440.00
Car Club Fees and Income	\$ 2,087.00
Program Sales, Shirt, Scotch	\$ 3,820.00
Ticket Sales	\$ 65,965.00
Beverage Income	\$ 5,795.52
Tasting	\$ 1,440.00
Total Revenues	\$ 168,697.15



COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

--

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	
Mailing Address	

4. Director of Project/Event

Name & Title	
Contact Number(s)	
Email	

5. Project/Event Website Address

--

6. Project/Event Category (select one)

<input type="checkbox"/>	Tourism – Advertising / Promotion <i>(see #10 for advertising/promotion sources)</i>
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	
End Date	

8. Location of Project/Event

--

9. Number of Employees

Full-time	
Part-time	

10. Do you advertise outside of a 50-mile radius?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
Brochures			
Posters			
Magazine Ads			
Newspaper Ads			
Radio Ads			
Billboard Ads			
Websites <i>(other than primary)</i>			
Other			

11. Number of Project/Event Attendees

Expected Number	
Of this number, how many are tourists?	

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	<input type="checkbox"/>	Inquiries per month
<input type="checkbox"/>	Phone call inquiries	<input type="checkbox"/>	Phone calls per month
<input type="checkbox"/>	Brochure mailings	<input type="checkbox"/>	Brochures mailed per month
<input type="checkbox"/>	Event ticket sales	<input type="checkbox"/>	Tickets sold per event
<input type="checkbox"/>	Event registration	<input type="checkbox"/>	Registrants per event
<input type="checkbox"/>	Hotel sales	<input type="checkbox"/>	Sales per event / per month
<input type="checkbox"/>	License plates	<input type="checkbox"/>	Count per event
<input type="checkbox"/>	Surveys	<input type="checkbox"/>	Responses per survey
<input type="checkbox"/>	Other	<input type="checkbox"/>	

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

15. Project/Event Budget - Requests 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/Event:	\$
b. Amount of Accommodations Funds Requested for this Project/Event:	\$
c. This Request Equals What Percent of the Total Project/Event Budget:	%
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

 Yes

 No

If you answered yes, please complete items below.

a. Year(s)	
b. Amount(s)	
c. Source(s)	
d. Purpose(s)	
e. For each award year, did you expend 100% of the ATAX funds you received?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use [Attachment C](#) to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use Attachment C to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Print Name

Title

Paul Sadler

Signature

Date



ATTACHMENT A
Item #10 – Advertisements

Please provide the information below for ads used in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.

Magazine Ads		
Ad Listing	Distribution Range	Targeted Audience

Newspaper Ads		
Ad Listing	Distribution Range	Targeted Audience

Television Ads		
Ad Listing	Distribution Range	Targeted Audience

Radio Ads

Ad Listing	Distribution Range	Targeted Audience

Billboard Ads

Ad Listing	Distribution Range	Targeted Audience

Website Ads (other than primary website)

Ad Listing	Distribution Range	Targeted Audience

Other Ads

Ad Listing	Distribution Range	Targeted Audience



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

c. Total attendance to the project/event versus the number of total tourists in attendance

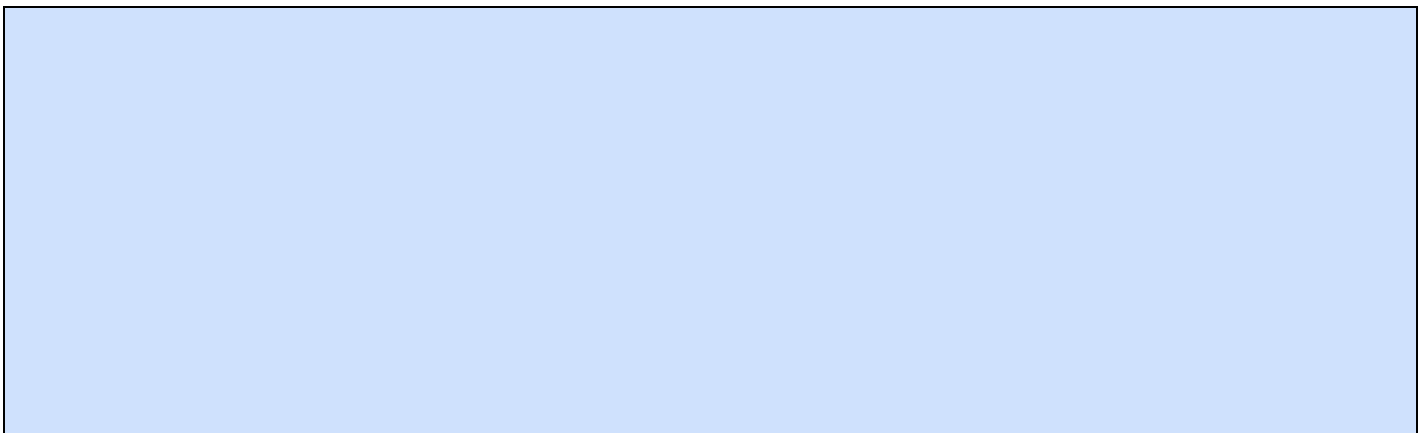
d. Economic impact generated by tourism toward the project/event



e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this



f. Additional comments





**GREATER
CHAPIN**
CHAMBER of COMMERCE
And Visitors Center

January 12, 2024

Jessica Hendrix, Clerk to Council
Lexington County Council
212 South Lake Drive, Suite 601
Lexington, SC 29072

Dear Ms. Hendrix and Council Members,

Enclosed is our request for Accommodations Tax Funds for 2024-2025. Thank you for the opportunity to submit this application. We are focusing our request of \$30,000.00 to support the ongoing upgrades 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 Community & Visitors Guide.

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 growth!

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. We feel that with the support, we will be able to recruit more visitors to the Capital of Lake Murray and encourage them to shop, eat, and play locally.

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.

Please contact me at 803-345-1100 if you have any questions or concerns regarding our 2024-2025 request.

Sincerely,

Paul Sadler

President & CEO

Greater Chapin Chamber of Commerce & Visitor's Center

**COUNTY OF LEXINGTON
TOURISM DEVELOPMENT FEE
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Tourism Development Fee 2130:								
Revenues:								
435300	Tourism Development Fees	753,876	877,046	1,400,000	1,400,000	<u>0</u>		
435302	TDF - Discount Travel Websites	140,888	168,639	200,000	200,000	<u>0</u>		
Other Revenue:								
461000	Investment Interest	626	626	130	130	<u>0</u>		
** Total Revenue		<u>895,390</u>	<u>1,046,311</u>	<u>1,600,130</u>	<u>1,600,130</u>	<u>0</u>	<u>0</u>	<u>0</u>
***Appropriation Total					<u>1,600,130</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>
FUND BALANCE - Projected								
End of Year					<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>

COUNTY OF LEXINGTON
TOURISM DEVELOPMENT FEE
Annual Budget
Fiscal Year - 2024-25

Fund 2130
 Division: General Administrative
 Organization: 101100 - County Council

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
				2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel					
* Total Personnel	0	0	0	0	0
Operating Expenses					
534400 Convention Center Facility	1,044,856	1,044,856	1,600,130	0	0
* Total Operating	1,044,856	1,044,856	1,600,130	0	0
** Total Personnel & Operating	1,044,856	1,044,856	1,600,130	0	0

***** Total Budget Appropriation** **1,044,856** **1,044,856** **1,600,130** **0**

**COUNTY OF LEXINGTON
 TOURISM DEVELOPMENT FEE SURPLUS
 Annual Budget
 Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Tourism Development Fee Surplus 2131:								
Revenues:								
435301	Tourism Development Fees Surplus	0	0	0	0	0		
Other Revenue:								
461000	Investment Interest	0	0	0	0	0		
** Total Revenue		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
***Appropriation Total					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE - Projected								
End of Year					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Fund 2131
 Division: General Administrative
 Organization: 101100 - County Council

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Operating Expenses						
529903	Contingency	0	0	0	0	
* Total Operating		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
** Total Personnel & Operating		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
*** Total Budget Appropriation		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	

**COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
Annual Budget
Fiscal Year 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Temporary Alcohol Beverage License Fee 2140:								
Revenues:								
435400	Temp. Alcohol Beverage Permit Fee	77,250	6,150	75,000	75,000	25,000		
461000	Investment Interest	3,699	2,223	1,000	1,000	0		
** Total Revenue		80,949	8,373	76,000	76,000	25,000	0	0
***Appropriation Total					65,676	78,176	0	0
FUND BALANCE								
Beginning of Year								
					178,736	189,060	189,060	189,060
FUND BALANCE - Projected								
End of Year								
					189,060	135,884	189,060	189,060

Fund 2140
Division: Non-departmental
Organization: 999900 Non-departmental

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
534070	Gaston Collard Festival	2,500	0	0	2,500	
534071	Lexington County Peach Festival	2,500	0	0	0	
534072	SC Poultry Festival	2,500	0	0	0	
534074	Chapin Labor Day Festival	2,500	0	2,500	2,500	
534075	Irmo Okra Strut	2,500	0	2,500	10,000	
534098	Tartan Day South - The River Alliance	2,500	0	2,500	5,000	
534285	Fall Back Fest: City of W. Columbia	2,500	2,500	2,500	2,500	
534288	ICRC Holiday Lights on the River	2,500	0	2,500	2,500	
* Total Operating		20,000	2,500	12,500	25,000	
** Total Personnel & Operating		20,000	2,500	12,500	25,000	
Other Financing Uses						
812501	Op Trn to Community Juvenile Arbitration	53,176	53,176	53,176	53,176	
**Total Other Financing Uses		53,176	53,176	53,176	53,176	
*** Total Budget Appropriation		73,176	55,676	65,676	78,176	



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

--

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input checked="" type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	
Mailing Address	

4. Director of Festival

Name & Title	
Contact Number(s)	
Email	

5. Festival Website Address

--

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

7. Festival Timeline

Actual Dates of Festival

8. Location of Festival

9. How many people do you expect to attend?

Expected Number

10. 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 Total Cost of Festival	\$
b. Amount of Funds Requested for the Festival	\$
c. This Request Equals What Percent of the Total Festival Budget	5 %

11. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	
b. Amount(s)	
c. Source(s)	
d. Purpose(s)	
e. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <p></p>

12. Festival Description – Please use [Attachment A](#) to complete the following information as required by the *Tourism Expenditure Review Committee* to ensure the Festival is in accordance to Chapter 61, Section 61-6-2010, of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization	<i>Please use Attachment A to complete this section.</i>
b. State the benefits 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 towards 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	
f. Additional comments	

Signature of Festival Director:

Print Name

Title

Signature

Date



ATTACHMENT A
Item #12 – Festival Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the festival is in accordance to Chapter 61, Section 61-6-2010 of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization

b. Benefits that the 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

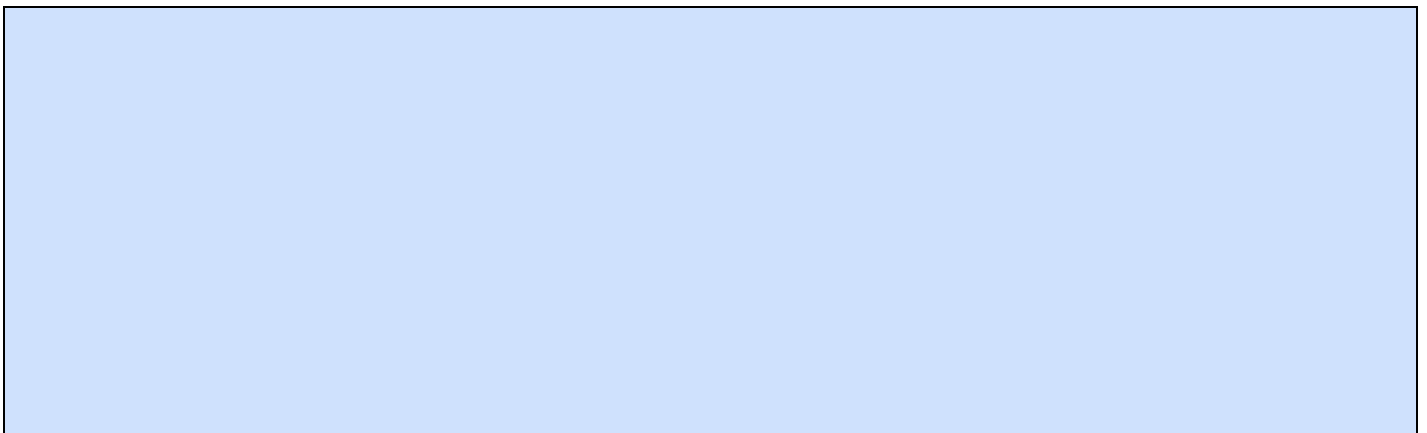
d. Economic impact generated by tourism toward the festival



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



f. Additional comments





COUNTY OF LEXINGTON
ACCOMMODATIONS TAX FUND
APPLICATION
FY 2024/25

1. Name of Project/Event

--

2. Type of Organization (select one)

<input type="checkbox"/>	County
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	501(c) 3
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	
Mailing Address	

4. Director of Project/Event

Name & Title	
Contact Number(s)	
Email	

5. Project/Event Website Address

--

6. Project/Event Category (select one)

<input type="checkbox"/>	Tourism – Advertising / Promotion <i>(see #10 for advertising/promotion sources)</i>
<input type="checkbox"/>	Tourism Related Expenditures

7. Project/Event Timeline

Beginning Date	
End Date	

8. Location of Project/Event

--

9. Number of Employees

Full-time	
Part-time	

10. Do you advertise outside of a 50-mile radius?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

If you answered yes, please check all that apply for advertising sources outside of Lexington County, and include the total number of each distributed.

Type of Ad	Total # Distributed	Range of Ad	For Ad Listings
Rack Cards			Complete <u>Attachment A</u> to provide additional details regarding ads in magazines, newspapers, radio, billboards, and websites. Please include targeted audience.
Brochures			
Posters			
Magazine Ads			
Newspaper Ads			
Radio Ads			
Billboard Ads			
Websites (other than primary)			
Other			

11. Number of Project/Event Attendees

Expected Number	
Of this number, how many are tourists?	

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)]

12. List the methods used to track tourists

Select Methods Used		Provide the Estimated Numbers	
<input type="checkbox"/>	Webpage inquiries	<input type="checkbox"/>	Inquiries per month
<input type="checkbox"/>	Phone call inquiries	<input type="checkbox"/>	Phone calls per month
<input type="checkbox"/>	Brochure mailings	<input type="checkbox"/>	Brochures mailed per month
<input type="checkbox"/>	Event ticket sales	<input type="checkbox"/>	Tickets sold per event
<input type="checkbox"/>	Event registration	<input type="checkbox"/>	Registrants per event
<input type="checkbox"/>	Hotel sales	<input type="checkbox"/>	Sales per event / per month
<input type="checkbox"/>	License plates	<input type="checkbox"/>	Count per event
<input type="checkbox"/>	Surveys	<input type="checkbox"/>	Responses per survey
<input type="checkbox"/>	Other	<input type="checkbox"/>	

13. Must Complete - County accommodations tax funds are generated from the hotels in the unincorporated areas of Lexington County. Please list the hotels, number of rooms, and number of nights you have used or plan to use for your project/event located in the unincorporated areas of Lexington County only.

Hotel Name & Location	Number of Rooms	Number of Nights

14. Please indicate whether you have read Chapter 6, Sections 6-4-5 (4) and 6-4-10, SC Code of Laws, 1976.

Yes
 No

15. Project/Event Budget - Requests 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/Event:	\$
b. Amount of Accommodations Funds Requested for this Project/Event:	\$
c. This Request Equals What Percent of the Total Project/Event Budget:	%
d. Use <u>Attachment B</u> and provide a detailed list of what the funds will be used for and the estimated amount for each item (i.e. brochures - \$1,500, etc.)	Use <u>Attachment B</u> to complete.

16. Has your Project/Event or Organization previously received Accommodations Tax Funds?

 Yes

 No

If you answered yes, please complete items below.

a. Year(s)	
b. Amount(s)	
c. Source(s)	
d. Purpose(s)	
e. For each award year, did you expend 100% of the ATAX funds you received?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

17. Project Description – Please use [Attachment C](#) to provide the following information as required by the *Tourism Expenditure Review Committee* to ensure the project/event is in accordance to Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description	<i>Please use Attachment C to complete this section.</i>
b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community	
c. Total attendance to the project/event versus the number of total tourists in attendance	
d. Economic impact generated by tourism toward the project/event	
e. Overall description of how the project/event 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 REPRESENTATIVE(S) MUST BE PRESENT DURING REVIEW PROCESS BY THE ACCOMMODATIONS TAX ADVISORY BOARD IN ORDER TO BE CONSIDERED FOR FUNDING.

Signature of Project/Event Director:

Print Name

Title

Signature

Date



ATTACHMENT C

Item #17 – Project/Event Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the project/event is in accordance with Section 6-4-10 of the S.C. Code of Laws.

a. General project/event description

b. Benefits that the project/event will serve toward promoting tourism and the benefits to the Lexington County community

c. Total attendance to the project/event versus the number of total tourists in attendance

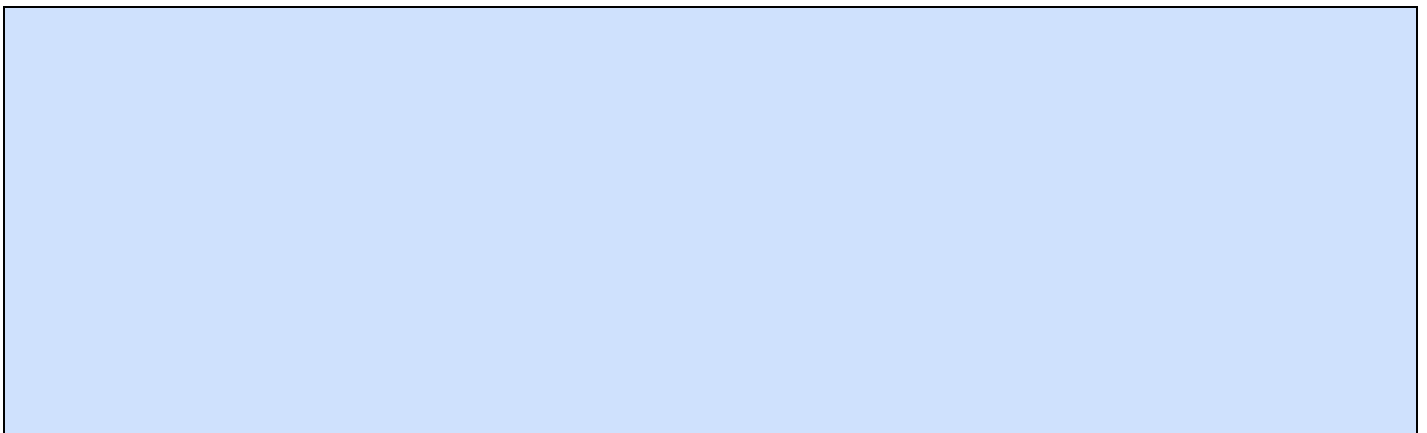
d. Economic impact generated by tourism toward the project/event



e. Overall description of how the project/event attracts and promotes tourists to the area, and specifically how the Accommodations Tax Funds were used to accomplish this



f. Additional comments





COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

Fall Back Fest

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input checked="" type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	City of West Columbia
Mailing Address	200 N. 12th Street, West Columbia, SC 29169

4. Director of Festival

Name & Title	Kelli Ricard - Director of Events & Publications
Contact Number(s)	803-521-7765
Email	kricard@westcolumbiasc.gov

5. Festival Website Address

westcolumbiasc.gov/events <https://www.eventeny.com/events/fallbackfest-8000/>

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

7. Festival Timeline

Actual Dates of Festival | Friday, November 1, 2024 - 5:30 PM - 9:30 PM

8. Location of Festival

100-200 Block of State Street in West Columbia

9. How many people do you expect to attend?

Expected Number | 4000

10. 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 Total Cost of Festival	\$22,500
b. Amount of Funds Requested for the Festival	\$2,500
c. This Request Equals What Percent of the Total Festival Budget	11.11 %

11. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

Yes No

If you answered yes, please complete items below.

a. Year(s)	2019/2020 - 2020/2021 - 2021/2022 - 2022/2023
b. Amount(s)	\$2,500 for each year
c. Source(s)	Lexington County
d. Purpose(s)	Marketing outside of 50-miles
e. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received?	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><i>If you answered no, please explain.</i></p> <p>The 2020/2021 funds were never requested due to COVID cancellation.</p>

12. Festival Description – Please use Attachment A to complete the following information as required by the *Tourism Expenditure Review Committee* to ensure the Festival is in accordance to Chapter 61, Section 61-6-2010, of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization	<i>Please use <u>Attachment A</u> to complete this section.</i>
b. State the benefits 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 towards 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	
f. Additional comments	

Signature of Festival Director:

Kelli Ricard

Print Name

Director of Events & Publications

Title

Kelli Ricard

Signature

11/21/2023

Date



ATTACHMENT A
Item #12 – Festival Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the festival is in accordance to Chapter 61, Section 61-6-2010 of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization

The City of West Columbia's Fall Back Fest event involves bringing 8-10 mural artists from the midlands, live bands, food trucks, local bars/breweries, and a caricaturist to State Street to provide a community event that increases spending with the businesses/vendors in the area and to help develop relationships with the businesses in the area, as well as, an arts district. We will include a night version of the Meeting Street Artisan Market.

The City of West Columbia has a population of approximately 17,600 people.
The City of West Columbia provides a full range of municipal services including police and fire protection, street and sanitation services, recreational activities, planning and zoning and water and sewer services.

b. Benefits that the festival will serve toward promoting tourism and the Lexington County community

Attendees at Fall Back Fest shop, play, and dine in Lexington County.

c. Total attendance to the festival versus the number of total tourists in attendance

c. Fall Back Fest hosted around 3500 people in 2023, and the number of zip codes recorded from outside 50-miles were 30 %.

d. Economic impact generated by tourism toward the festival

The business owners in the area all boasted of significant sales, although the economic impact was not determined.

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

e. This will be the 8th 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 trucks that were open for previous Fall Back Fests reported record sales and created new customers in the process. The funds will be used to increase the marketing opportunities outside 50-miles for the event promoting tourism and our Lexington County Community.

f. Additional comments

We thank Lexington County for providing additional resources to assist in bringing more tourists to West Columbia.



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FUNDING SOURCES
FY 2024/25

Organization Name City of West Columbia - Fall Back Fest 2024/2025

List of Funding Sources	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
City of West Columbia Hospitality Tax Funds	15,000.00	20,000.00	25,000.00
Lexington County Temporary Alcohol Fee Funds	2,500.00	2,500.00	2,500.00
Total	17,500.00	22,500.00	27,500.00



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
EXPENDITURES
FY 2024/25

Organization Name City of West Columbia - Fall Back Fest 2024/2025

List of Expenditures	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Lamar	1700.00	1000.00	1000.00
ColaToday	300.00	1000.00	1000.00
Meta Ads	400.00	1060.00	1060.00
Free Times - Post and Courier	2600	2140.00	2140.00
B106.7	0	700.00	700.00
Midland's Media Group	0	700.00	700.00
State Fair Glider Ads	0	395.00	395.00
Google Ads	0	500.00	500.00
Art Supplies	0	277.47	300.00
Grainger	100.00	277.47	300.00
Lowe's and cafe lights for tents	0	219.37	300.00
Graphic Source	316.00	315.65	600.00
Something Borrowed	455.00	457.00	500.00
Simple Booth Halo	250.00	250.00	250.00
Marco's	300.00	186.29	200.00
Barnhill's	448.00	3090.00	4000.00
Uber/Lyft	0	25.00	500.00
Sunbelt Rentals	0	244.43	500.00
Mural Artists	1,400.00	1500.00	1500.00
Bands	5,500.00	4600.00	5000.00
ACS Sound and Lighting	0	0	2000.00
I-Heart Radio	800.00	0	0
WIS TV	0	0	0
Videographer	1500.00	0	0
		0	0
		0	0
Total	17,263	18,929.22	23445.00



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

Tartan Day South Celtic Festival

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input type="checkbox"/>	Municipal
<input checked="" type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	The River Alliance
Mailing Address	300 Candi Lane, Columbia, SC 29210

4. Director of Festival

Name & Title	John Banks
Contact Number(s)	803-665-7620 Cell and 803-957-1818 Office
Email	johnbanks@columbiaspeedway.com

5. Festival Website Address

tartandaysouth.com

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

7. Festival Timeline

Actual Dates of Festival April 3rd - April 6th 2025

8. Location of Festival

4/3/25 Steel Hands Brewery, 4/4/25 Icehouse Amphitheater, 4/5/25 Historic Columbia Speedway, 4/6/25 WC Amphitheater

9. How many people do you expect to attend?

Expected Number 15,000

10. 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 Total Cost of Festival	\$160,000
b. Amount of Funds Requested for the Festival	\$2,500
c. This Request Equals What Percent of the Total Festival Budget	1.56 %

11. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2014 - 2023
b. Amount(s)	\$2,500 per year
c. Source(s)	Lexington County
d. Purpose(s)	Marketing
e. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 80px; width: 100%;"></div>

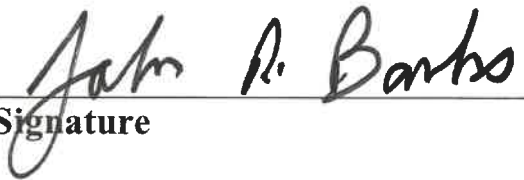
12. Festival Description – Please use [Attachment A](#) to complete the following information as required by the *Tourism Expenditure Review Committee* to ensure the Festival is in accordance to Chapter 61, Section 61-6-2010, of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization	<i>Please use Attachment A to complete this section.</i>
b. State the benefits 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 towards 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	
f. Additional comments	

Signature of Festival Director:

John R. Banks

Print Name



Signature

Event Coordinator

Title

1/4/2024

Date



ATTACHMENT A
Item #12 – Festival Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the festival is in accordance to Chapter 61, Section 61-6-2010 of the S.C. Code of Laws, 1976 as amended.

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 River Alliance has been working since 1997 to build access to the local rivers.

b. Benefits that the 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 191 Cities from 29 states outside of South Carolina. We also captured zip codes from 126 unique South Carolina Zip Codes located outside 50 miles from Lexington County in 2022. 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

The total attendance for the Festival in 2023 was 7,658. The total number of tourists from out of state were 1,670. Another 2,100 from South Carolina were from outside of 50 miles of Lexington County. Becuase of extreme weather forcasted for the main date our number were down 40%. We usually average about 40% of our total attendance as tourists.

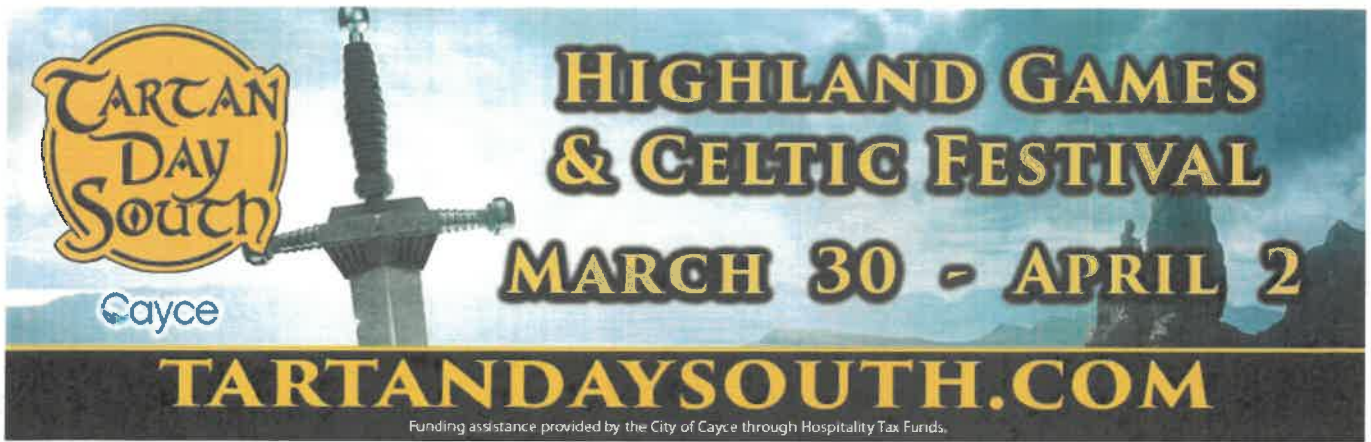
d. Economic impact generated by tourism toward the festival

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 in 2022 the festival conservatively provides over \$1.74 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 5 years of the event. With lower number because of weather in 2023 the impact was \$920,000.

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

We will purchase billboards and digital media in Charlotte, Raleigh, and Atlanta at around \$4,000. We purchase over \$9,000 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.

f. Additional comments



Tartan Day South 2023 by the Numbers

7,658 Total Attendees over 4 Days

2,706 Zip Codes were collected
over 2 days (March 31 and April 1)

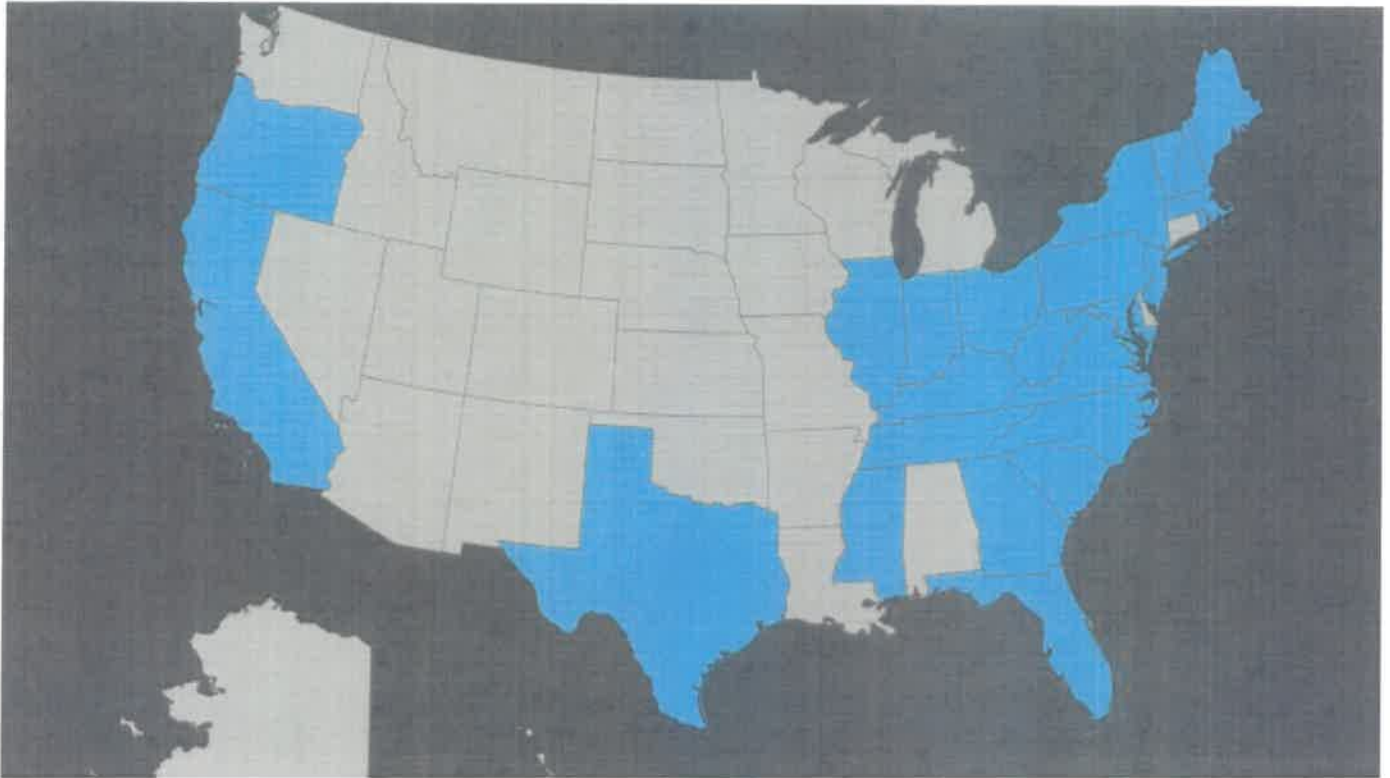
Attendees from 136 Unique Zip Codes from
24 states outside of South Carolina

An estimated 1,670 visitors were from outside
of South Carolina

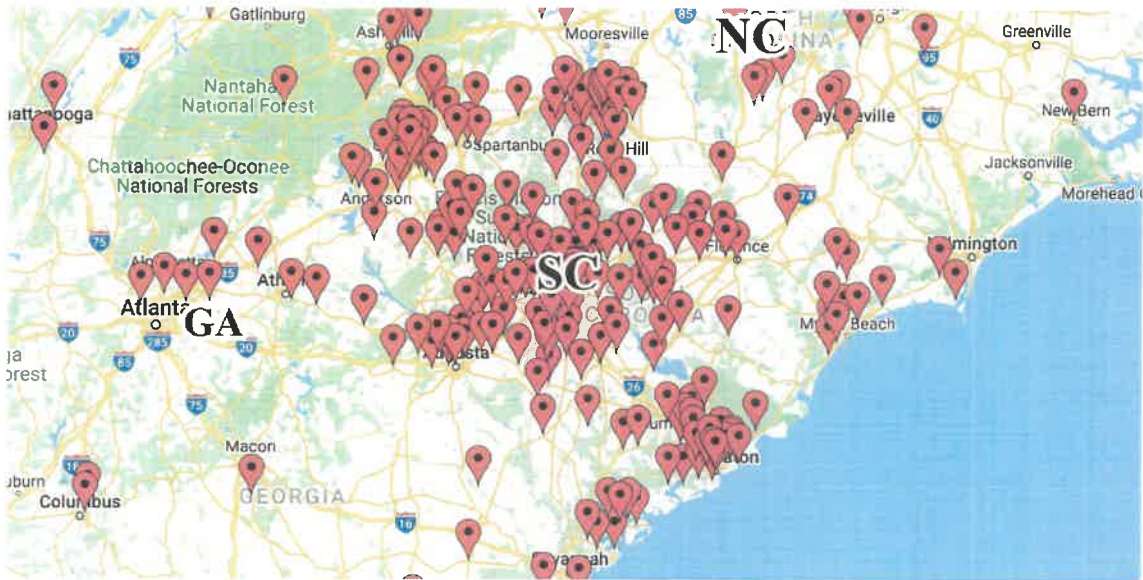
Zip Codes were collected from 165 Unique
Zip Code Areas in South Carolina

Over 2,100 Patrons were from 115 Unique
Zip Codes in South Carolina outside
of 50 Miles of Lexington County

Tartan Day South 2023 Economic Impact
of \$920, 000 on the local Economy



Patrons from 301 unique zip codes from 25 states visited Tartan Day South



Patrons from 165 unique zip codes from South Carolina visited Tartan Day South

Tartan Day South Patrons Traveling in from outside of South Carolina. 1670 from 136 Zip Codes in 24 states.

New York			North Carolina			North Carolina		
10029	NEW YORK	NY	27616	RALEIGH	NC	28791	HENDERSONVILLE	NC
10512	CARMEL	NY	27616	RALEIGH	NC	28792	HENDERSONVILLE	NC
11221	BROOKLYN	NY	27834	GREENVILLE	NC	28792	HENDERSONVILLE	NC
11704	WEST BABYLON	NY	27892	WILLIAMSTON	NC	28793	ASHEVILLE	NC
12534	HUDSON	NY	28012	BELMONT	NC			
14072	GRAND ISLAND	NY	28025	CONCORD	NC		Georgia	
			28027	CONCORD	NC			
	Pennsylvania		28036	DAVIDSON	NC	30101	ACWORTH	GA
			28054	GASTONIA	NC	30114	CANTON	GA
15241	PITTSBURGH	PA	28079	INDIAN TRAIL	NC	30127	POWDER SPRINGS	GA
15701	INDIANA	PA	28083	KANNAPOLIS	NC	30144	KENNESAW	GA
16510	ERIE	PA	28112	MONROE	NC	30161	ROME	GA
18812	BRACKNEY	PA	28127	NEW LONDON	NC	30183	WALESKA	GA
19464	POTTSTOWN	PA	28146	SALISBURY	NC	30338	ATLANTA	GA
			28150	SHELBY	NC	30417	CLAXTON	GA
	Maryland		28173	WAXHAW	NC	30517	BRASELTON	GA
			28174	WINGATE	NC	30530	COMMERCE	GA
21012	ARNOLD	MD	28202	CHARLOTTE	NC	30601	ATHENS	GA
			28203	CHARLOTTE	NC	30628	COLBERT	GA
	Virginia		28207	CHARLOTTE	NC	30630	CRAWFORD	GA
			28211	CHARLOTTE	NC	30680	WINDER	GA
23220	RICHMOND	VA	28212	CHARLOTTE	NC	30809	EVANS	GA
23838	CHESTERFIELD	VA	28217	CHARLOTTE	NC	30813	GROVETOWN	GA
			28273	CHARLOTTE	NC	30814	HARLEM	GA
	West Virginia A		28277	CHARLOTTE	NC	30823	STAPLETON	GA
			28278	CHARLOTTE	NC	30904	AUGUSTA	GA
26003	WHEELING	WV	28327	CARTHAGE	NC	30906	AUGUSTA	GA
26143	ELIZABETH	WV	28348	HOPE MILLS	NC	30907	AUGUSTA	GA
			28376	RAEFORD	NC			
	North Carolina		28387	SOUTHERN PINES	NC		West Virginia B	
			28390	SPRING LAKE	NC			
27101	WINSTON SALEM	NC	28443	HAMPSTEAD	NC	25410	BAKERTON	WV
27157	WINSTON SALEM	NC	28461	SOUTHPORT	NC	26154	MUNDAY	WV
27239	DENTON	NC	28472	WHITEVILLE	NC	26334	BRIDGEPORT	WV
27330	SANFORD	NC	28478	WILLARD	NC	26464	WYATT	WV
27376	WEST END	NC	28607	BOONE	NC	26501	MORGANTOWN	WV
27518	CARY	NC	28612	CONNELLY SPRINGS	NC			
27518	CARY	PA	28612	CONNELLY SPRINGS	NC		Florida	
27526	FUQUAY VARINA	NC	28630	GRANITE FALLS	NC			
27560	MORRISVILLE	NC	28630	GRANITE FALLS	NC	33478	JUPITER	FL
28715	CANDLER	NC	28658	NEWTON	NC	33547	LITHIA	FL
28715	CANDLER	NC	28752	MARION	NC	33570	RUSKIN	FL
28732	FLETCHER	NC	28756	MILL SPRING	NC	33617	TAMPA	FL
28739	HENDERSONVILLE	NC	28777	SPRUCE PINE	NC	34206	BRADENTON	FL
			28787	WEAVERVILLE	NC			

Tartan Day South Patrons Traveling in from outside of South Carolina. 1670 from 136 Zip Codes in 24 states.

	Tennessee			Oregon	
37921	KNOXVILLE	TN	97031	HOOD RIVER	OR
37922	KNOXVILLE	TN	97720	BURNS	OR
	Mississippi			Massachusetts	
39183	VICKSBURG	MS			
	Kentucky		1373	SOUTH DEERFIELD	MA
			2632	CENTERVILLE	MA
			2185	BRAINTREE	MA
40291	LOUISVILLE	KY			
42103	BOWLING GREEN	KY	77399	Rhode Island	
			79036		
	Ohio		2915	RIVERSIDE	RI
			2916	RUMFORD	RI
44321	AKRON	OH		New Hampshire	
44615	CARROLLTON	OH			
45601	CHILLICOTHE	OH			
			3305	CONCORD	NH
	Indiana		3820	DOVER	NH
47112	CORYDON	IN		Maine	
	Illinois		4281	SOUTH PARIS	ME
61265	MOLINE	IL		Vermont	
	Texas		5641	BARRE	VT
76210	DENTON	TX		New Jersey	
77523	BAYTOWN	TX			
78633	GEORGETOWN	TX	8628	Trenton	NJ
79046	HIGGINS	TX			
	California				
92122	SAN DIEGO	CA			

Tartan Day South Patrons from South Carolina

165 Unique Zip Codes Accounting for 2,187 Groups

29006	BATESBURG	4	29126	POMARIA	1	29349	INMAN	1
29010	BISHOPVILLE	1	29127	PROSPERITY	9	29369	MOORE	1
29016	BLYTHEWOOD	34	29130	RIDGEWAY	5	29376	ROEBUCK	1
29018	BOWMAN	1	29133	ROWESVILLE	2	29379	UNION	1
29020	CAMDEN	7	29132	RION	1	29388	WOODRUFF	1
29031	CARLISLE	1	29135	SAINT MATTHEWS	11	29405	NORTH CHARLESTON	2
29021	CAMDEN	1	29135	SAINT MATTHEWS	1	29407	CHARLESTON	1
29015	BLAIR	1	29137	SALLEY	1	29410	HANAHAN	2
29032	CASSATT	4	29138	SALUDA	3	29418	NORTH CHARLESTON	1
29033	CAYCE	98	29147	STATE PARK	1	29420	NORTH CHARLESTON	1
29036	CHAPIN	83	29150	SUMTER	10	29431	BONNEAU	1
29036	CHAPIN	1	29153	SUMTER	8	29440	GEORGETOWN	1
29038	COPE	3	29154	SUMTER	15	29445	GOOSE CREEK	3
29039	CORDOVA	1	29151	SUMTER	1	29455	JOHNS ISLAND	1
29040	DALZELL	2	29160	SWANSEA	34	29456	LADSON	4
29044	EASTOVER	4	29161	TIMMONSVILLE	2	29464	MOUNT PLEASANT	3
29045	ELGIN	41	29162	TURBEVILLE	2	29483	SUMMERVILLE	1
29045	ELGIN	1	29164	WAGENER	3	29501	FLORENCE	6
29045	ELGIN	1	29163	VANCE	1	29503	FLORENCE	1
29052	GADSDEN	1	29168	WEDGEFIELD	1	29526	CONWAY	3
29053	GASTON	43	29169	WEST COLUMBIA	147	29527	CONWAY	8
29054	GILBERT	31	29170	WEST COLUMBIA	131	29530	COWARD	1
29055	GREAT FALLS	1	29172	WEST COLUMBIA	89	29532	DARLINGTON	1
29056	GREELEYVILLE	4	29178	WHITMIRE	1	29565	LATTA	3
29062	HORATIO	2	29180	WINNSBORO	3	29571	MARION	1
29061	HOPKINS	6	29202	COLUMBIA	1	29579	MYRTLE BEACH	1
29063	IRMO	260	29201	COLUMBIA	45	29601	GREENVILLE	1
29065	JENKINSVILLE	1	29203	COLUMBIA	48	29605	GREENVILLE	1
29067	KERSHAW	4	29204	COLUMBIA	34	29607	GREENVILLE	1
29069	LAMAR	1	29205	COLUMBIA	72	29609	GREENVILLE	4
29070	LEESVILLE	48	29206	COLUMBIA	69	29611	GREENVILLE	1
29072	LEXINGTON	345	29209	COLUMBIA	58	29617	GREENVILLE	1
29073	LEXINGTON	178	29210	COLUMBIA	63	29616	GREENVILLE	1
29075	LITTLE MOUNTAIN	5	29212	COLUMBIA	93	29620	ABBEVILLE	1
29074	LIBERTY HILL	1	29214	COLUMBIA	1	29625	ANDERSON	5
29078	LUGOFF	35	29221	COLUMBIA	1	29625	ANDERSON	1
29079	LYDIA	1	29223	COLUMBIA	39	29630	CENTRAL	1
29107	NEESES	4	29229	COLUMBIA	1	29642	EASLEY	3
29108	NEWBERRY	6	29230	COLUMBIA	31	29644	FOUNTAIN INN	3
29101	MC BEE	1	29260	COLUMBIA	1	29646	GREENWOOD	4
29112	NORTH	1	29250	COLUMBIA	1	29649	GREENWOOD	1
29115	ORANGEBURG	6	29301	SPARTANBURG	4	29649	GREENWOOD	1
29118	ORANGEBURG	5	29304	SPARTANBURG	1	29650	GREER	3
29122	PEAK	1	29321	BUFFALO	1	29655	IVA	2
29123	PELION	12	29330	COWPENS	1	29655	IVA	1

Tartan Day South Patrons from South Carolina

165 Unique Zip Codes Accounting for 2,187 Groups

29657	Liberty	1
29664	MOUNTAIN REST	1
29666	NINETY SIX	1
29672	SENECA	4
29678	SENECA	2
29680	SIMPSONVILLE	1
29681	SIMPSONVILLE	5
29702	BLACKSBURG	1
29706	CHESTER	1
29707	FORT MILL	1
29708	FORT MILL	4
29710	CLOVER	1
29715	FORT MILL	3
29730	ROCK HILL	1
29732	ROCK HILL	6
29801	AIKEN	5
29803	AIKEN	15
29805	AIKEN	2
29824	EDGEFIELD	1
29829	GRANITEVILLE	4
29832	JOHNSTON	1
29838	MODOC	1
29841	NORTH AUGUSTA	4
29842	BEECH ISLAND	6
29851	WARRENVILLE	1
29853	WILLISTON	1
29856	WINDSOR	1
29899	MC CORMICK	1
29927	HARDEEVILLE	3
29936	RIDGELAND	1

Tartan Day South

2023 Final Accounting

Paul Pope Photography	\$	750.00	HCS	Hardware Purchases	\$	1,116.28	HCS	2022 Roll Over	4,100.44
Paper Pro	\$	1,031.01	TRA	British Bulldog	\$	337.02	HCS		
Field Signs	\$	996.06	TRA	Tent Rentals	\$	23,788.23	HCS	Grants & Sponsors	
Printing				Vip Tent Expenses	\$	2,000.00	TRA		
Celtic Life	\$	1,290.00	TRA	Golf Carts	\$	1,884.00	HCS	West Columbia A-Tax	\$ 10,000.00
Alpha Media	\$	4,000.00	TRA	T Shirts Expense (Vol, Ath, Sale	\$	4,061.12	HCS	Cayce A-Tax	\$ 15,000.00
Fox 102.3				Restroom Services	\$	3,365.00	HCS	Lexington Beverage Tax	\$ 2,500.00
				Trash Services	\$	389.81	HCS	Cayce H-Tax	\$ 30,000.00
I Heart Media 98.5 Steve W	\$	12,000.00	TRA	Athletic Equipment	\$	400.00	HCS	Town of Lexington A-Tax	\$ 15,000.00
97.5 WCOS FM 104.7 fm				Feeding Athletes	\$	280.00	HCS	Sponsors	
Magnolia Sign Board	\$	2,500.00	TRA	Line Painting	\$	3,600.00	HCS	Guinness	\$ 2,000.00
WIS TV Full Market	\$	12,000.00	TRA	Electrical and Logistics Rentals	\$	2,375.75	HCS	Vital Chiropractic	\$ 482.06
Gardner Media	\$	396.00	TRA	Police and Fire	\$	1,485.00	HCS	McDaniels	\$ 2,000.00
Billboard and Digitsl CVB	\$	2,180.00	TRA	Music Artists, Pipe Bands, Sou	\$	22,540.00	HCS	Samual Reynolds Law Firm	\$ 2,500.00
Cumulus Radio	\$	2,000.00	TRA	Dogs and Birds, Judges				Cottman	\$ 482.06
Lexington Chronical	\$	525.00	TRA	Tasting Supplies	\$	680.40	HCS	Lake Murray Lifestyles	
				Pipe Band Coordinator		\$1,800.00	HCS		
Social Media Consultant	\$	750.00	TRA	Prizes Athletes	\$	648.90	HCS	McCray Meadows	\$ 700.00
Free Times/Post and Courier	\$	2,000.00	TRA	Ice	\$	390.00	HCS	AOH	\$ 1,000.00
Midlands Media Group	\$	3,500.00	TRA	Kirkin of Tartans	\$	300.00	HCS		
Grace Bill Boards	\$	2,500.00	TRA	Rooms for Bands & Judges	\$	2,827.76	TRA		
Proffessional Printers	\$	481.50	TRA	Event Insurance	\$	1,309.00	HCS	Culpepper	\$ 2,500.00
Web Hosting and Design	\$	708.00	TRA	Facility Rental	\$	5,934.43	HCS	First Community	\$ 1,000.00
Total Marketing	\$	49,607.57		Equipment for Athletes	\$	400.00	HCS	Total G & S	
Operating Expenses	\$	97,221.70		Miscelanous Labor	\$	6,375.00	HCS		
				Amusement Taxes	\$	2,134.00	HCS	Vendor Income	\$ 10,064.69
				Management, Sales Comm	\$	6,100.00	TRA	Car Club Fees and Income	\$ 1,670.00
Total Expenses	\$	146,829.27		Fairy	\$	300.00	HCS	Program Sales, Shirt, Scotch	\$ 2,317.47
				Highland Dancers	\$	200.00	HCS	Ticket Sales	\$ 39,085.00
				Van Driver	\$	200.00	HCS	Beverage Income	\$ 5,618.00
Net Revenue to TRA	\$	2,765.45		Operating Expenses	\$	97,221.70		Tasting	\$ 1,575.00
								Total Revenues	\$ 149,594.72



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

Holiday Lights on the River

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	Other Special Purpose District

3. Sponsoring Organization

Name of Organization	Irmo Chapin Recreation Commission
Mailing Address	5605 Bush River Road, Columbia, SC 29212

4. Director of Festival

Name & Title	Mark Smyers, Executive Director
Contact Number(s)	803-772-1228
Email	msmyers@icrc.net

5. Festival Website Address

www.icrc.net/event/holiday-lights-river

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

7. Festival Timeline

Actual Dates of Festival November 27, 2024-December 31, 2024

8. Location of Festival

Saluda Shoals Park East, 6071 St. Andrews Road, Columbia, SC 29212

9. How many people do you expect to attend?

Expected Number 110,000

10. 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 Total Cost of Festival	\$271,662
b. Amount of Funds Requested for the Festival	\$2,500
c. This Request Equals What Percent of the Total Festival Budget	.92 %

11. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

Yes

No

If you answered yes, please complete items below.

a. Year(s)	2021, 2022, 2023
b. Amount(s)	\$2,500, \$2,500, \$2,500
c. Source(s)	Lexington County
d. Purpose(s)	Holiday Lights on the River Marketing/Advertising
e. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

12. Festival Description – Please use Attachment A to complete the following information as required by the *Tourism Expenditure Review Committee* to ensure the Festival is in accordance to Chapter 61, Section 61-6-2010, of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization	<i>Please use <u>Attachment A</u> to complete this section.</i>
b. State the benefits 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 towards 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	
f. Additional comments	

Signature of Festival Director:

Marl A. Smyers

Print Name



Signature

Executive Director

Title

January 5, 2024

Date



ATTACHMENT A
Item #12 – Festival Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the festival is in accordance to Chapter 61, Section 61-6-2010 of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization

Holiday Lights on the River is the Midlands largest drive-thru light show, featuring millions of sparkling lights on a three-mile loop through Saluda Shoals Park. Since 2002, this outdoor light show has glittered with holiday magic for well over one million visitors. In 2023, Holiday Lights welcomed more than 108,000 people from across the state and southeast. Established in 1969, ICRC 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 activities.

b. Benefits that the festival will serve toward promoting tourism and the Lexington County community

Temporary Alcohol Beverage License Fee funding will be used to advertise and promote Holiday Lights on the River throughout the state of South Carolina. This fun, affordable, family-oriented holiday event draws people from across the state and southeast. Holiday Lights uses its themed light displays to promote not only Saluda Shoals Park but also Lake Murray and its recreational activities. Through the sponsorship program, 35 business sponsors have an opportunity to advertise their products and services to visitors. In 2023, the event attracted 108,804 visitors. People look for special events and activities, especially around the holidays, that allow them to spend time together as well as entertain out-of-town guests. The park's central location, combined with its proximity to a wide variety of restaurants, shopping centers, hotels, Riverbanks Zoo, and other attractions makes it an ideal destination for special events and recreational opportunities. Saluda Shoals Park is an established tourism destination with more than 820,000 visitors in 2022-23. The park is conveniently located between Irmo and downtown Columbia, with nearby access to I-26, I-20, and downtown Lexington.

c. Total attendance to the festival versus the number of total tourists in attendance

Holiday Lights on the River 2023
Total attendance: 108,804 people
Tourists: 21,761 people (20%)

d. Economic impact generated by tourism toward the festival

108,804 people attend the 2023 Holiday Lights on the River. Approximately 20% (or 21,761 people) are considered tourists. The economic impact of these guests would be \$957,484.

(NOTE: Calculation is based on the Estimated Expenditures Per Person Per Day Formula's & Amounts from SCPRT for day visitors at \$44 per person per day.)

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

The 2023 marketing plan utilized a broad range of advertising mediums to reach residents as well as communities across the state including: radio, television, digital retargeting, print, social media, email, and website advertising.

Statewide audiences were reached through the following:

\$7,750 Radio Coverage: ad placement with iHeart Media and Midlands Media Group reaching Columbia, Lexington, Orangeburg, Barnwell, Chester, Camden, Sumter, Newberry, Aiken, Augusta, Rock Hill, Florence, Hartsville, Union, Greenwood, Laurens, and surrounding areas.

\$11,250 Television coverage: WLTX TV, WIS TV, and WACH FOX covering 29 Counties throughout the state.

\$2,000 electronic billboards in Charlotte, NC and Augusta, GA

\$1,500 Print coverage in the Free Times and Natural Awakenings Magazine

\$1,000 digital advertising: Columbia CVB, iHeart Media, Midlands Media Group, Free Times, Visit

f. Additional comments

As stated above, tourist visiting Holiday Lights on the River have an economic impact of approximately \$957,484 on the local economy.

Saluda Shoals Park was established in 1997 through a public-private partnership between the Irmo Chapin Recreation Commission, Dominion Energy (formerly SCE&G) and the Saluda Shoals Foundation with a commitment to be operationally self-sustaining. In order to meet this goal, Holiday Lights on the River was created to provide a fun holiday activity for individuals and families as well as generate revenue to support Saluda Shoals Park operations.



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FUNDING SOURCES
FY 2024/25

Organization Name Irmo Chapin Recreation Commission

List of Funding Sources	Actual FY 2022/23	Current FY 2023/24	Estimated FY 2024/25
Admissions	599,505	638,020	650,520
Sponsorships	101,500	104,000	105,000
Concessions/Gift Shop	73,235	92,131	96,738
Total	774,240	834,151	825,258



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2024/25 FINAL REPORT
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION

Organization Name	Irmo Chapin Recreation Commission
Festival Name	Holiday Lights on the River
Contact Name & Phone Number	Mark A. Smyers, 803-772-1228

II. FESTIVAL COMPLETION

Were you able to complete the festival as stated in your original application?

Yes No

If no, state any problems you encountered.

III. FESTIVAL SUCCESS

Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.).

Holiday Lights on the River experience an increase in attendance this year even with several rainy nights. Based on feedback from ICRC social media platforms, the event was very well liked by the public and considered a great value for the cost. More than 108,000 people visited Holiday Lights on the River this year. In addition to local visitors, many families traveled from around the state to enjoy the event. Traffic along St. Andrews Road can be a problem on busy nights but the assistance of local law enforcement as traffic control and implementing online ticket sales has helped a great deal. A partnership with the Lexington-Richland School District Five Center for Advance Technical Studies has allowed us to work with students and teachers at the Center over the past few years. This year, students designed and built a reindeer carousel which they will expand on next year to make 3-dimensional. This event supports the operation of Saluda Shoals Park which is not funded though tax dollars.

IV. FESTIVAL ATTENDANCE

Record numbers in the table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous years.

Total Budget of Project/Event	Current Year FY 2024/25	Previous Year FY 2023/24
Total Budget of Festival	\$271,662	\$227,201
Amount Funded by the Temporary Alcohol Beverage License Fee	\$2,500	\$2,500
Amount Funded by the Temporary Alcohol Beverage License Fee from all sources	\$2,500	\$2,500
Total Attendance	108,804	101,180
Total Tourists*	21,761	20,022

**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 (i.e. license plates, surveys, etc.).

We capture attendance though license plates and visitor surveys and this year we implemented online ticket sales.

VI. FESTIVAL BUDGET

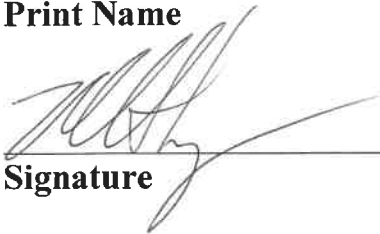
Attach a report indicating what festival expenses were paid for using the amount funded by the Temporary Alcohol Beverage License Fee for the fiscal year.

VII. ORGANIZATION SIGNATURE

Provide signature of official with the organization verifying accuracy of above statements.

Mark A. Smyers

Print Name



Signature

Executive Director

Title

January 5, 2024

Date



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

Holiday Lights on the River

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input checked="" type="checkbox"/>	Other Special Purpose District

3. Sponsoring Organization

Name of Organization	Irmo Chapin Recreation Commission
Mailing Address	5605 Bush River Road, Columbia, SC 29212

4. Director of Festival

Name & Title	Mark Smyers, Executive Director
Contact Number(s)	803-772-1228
Email	msmyers@icrc.net

5. Festival Website Address

www.icrc.net/event/holiday-lights-river

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

HL Budget 23

Radio		
Iheart Media	Nov/Dec Radio live remotes, web, social	6,790.00
Midlands Media Group	The Dude/ The Lake	1,500.00
Television		
WLTX	5 weeks commercials, Streaming, social	7,150.00
WACH FOX	5 weeks commercials, web, social	2,500.00
WIS	5 weeks commercials, social	7,784.00
Newspaper		
Free Times	Holiday Guide/Weekly ads Nov/Dec	1,300.00
Print		
Holiday Lights Rack Card	Distributed to all SC Visitors Centers	529.65
Billboards		
Augusta/Charlotte Nov./Dec.		2,000.00
Total		29,553.65



ADVERTISER	MEDIA	DETAILS	FLIGHT DATES	DUE DATES	SPECS	UNIT COST	QUANTITY	TOTAL	
Partner: Irmo Chapin Recreation Commission									
Partner Contact: Loni Shaffer									
Partner E-mail: lshaffer@icrc.net									
Ad Agency Information if Applicable	Digital Billboards	Charlotte Tyvola Rd	11/1/23-12/31/23		828 w x 576 h pixels	\$500	2	\$1,000	
Advertiser's Agency		Augusta	11/1/23-12/31/23		1408 w X 384 h pixels	\$500	2	\$1,000	
Agency Contact:									
Agency E-mail:									
Advertising Notices									
<p>Once ads are placed, reimbursements cannot be made. Deadlines indicated in this document are the responsibility of the partner. If deadlines are missed, Experience Columbia SC cannot provide a replacement co-op opportunity.</p>									
<p>Please e-mail McClelland Schilling with Experience Columbia SC at mschilling@experiencecolumbiasc.com for ad submissions or any questions.</p>									
							Total	\$2,000	
<p>I understand this is a binding space insertion order and I agree to the payment policy. Insertions cancelled after applicable space closing date will be billed in full.</p>									
Partner Signature:			Date: 10/25/23						

DUPLICATE INVOICE



WIS
 1111 Bull Street
 Columbia, SC 29201
 Sales T & C: www.gray.tv/advertising
 Main: (803) 799-1010
 Billing: (803) 758-1204

Property	WIS		
Invoice #	3278959A-1	Order #	3278959A
Invoice Date	11/30/23	Alt Order #	
Invoice Month	November 2023	Deal #	
Invoice Period	11/01/23 - 11/30/23	Flight Dates	11/20/23 - 12/31/23
Advertiser	Irmo-Chapin Recreation Commission		
Product	Holiday Lights on the River 2023		
Estimate #			
Account Executive	Duvall Winns		
Sales Office	Columbia Local		
Sales Region	Local		
Agency Code			
Advertiser Code			
Billing Calendar	Calendar		
Billing Type	Cash		
Special Handling			
Agency Ref	159406		
Advertiser Ref	573575		
Product 1			
Product 2			

Billing Address:

Irmo-Chapin Recreation Commission
Attention: Accounts Payable
 5605 Bush River Road
 Columbia, SC 29212

Send Payment To:

WIS
 PO Box 14200
 Tallahassee, FL 32317-4200

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
1	11/20/23	12/31/23	M-F 6a News	6a-7a	-TWTF--	:15	1	\$280.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/20/23 11/26/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 1 WIS Tu 11/21/23 6:55 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/27/23 12/03/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 2 WIS W 11/29/23 6:34 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
2	11/20/23	12/31/23	Soda City Live	3p-4p	-TWTF--	:15	1	\$65.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/20/23 11/26/23 -TWTF-- 1 \$65.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 1 WIS Tu 11/21/23 3:29 PM Soda City Live 3p-4p :15 UPDATED HOLIDAY LIGHTS \$65.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/27/23 12/03/23 -TWTF-- 1 \$65.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 2 WIS W 11/29/23 3:36 PM Soda City Live 3p-4p :15 UPDATED HOLIDAY LIGHTS \$65.00 NM									
3	11/20/23	12/31/23	M-F 530p News	530p-6p	MTWTF--	:15	2	\$211.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/20/23 11/26/23 MTWTF-- 2 \$211.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 1 WIS W 11/22/23 5:47 PM M-F 530p News 530p-6p :15 UPDATED HOLIDAY LIGHTS \$211.00 NM 2 WIS Th 11/23/23 5:59 PM M-F 530p News 530p-6p :15 UPDATED HOLIDAY LIGHTS \$211.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 11/27/23 12/03/23 MTWTF-- 2 \$211.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 3 WIS Tu 11/28/23 5:47 PM M-F 530p News 530p-6p :15 UPDATED HOLIDAY LIGHTS \$211.00 NM									
4	11/20/23	12/31/23	Sat Morning News	830a-10a/7-8a	-----S-	:15	1	\$97.00	NM

We warrant that the actual broadcast information shown on this invoice was taken from the program log. The station does not discriminate in its advertising contracts, and it will not accept advertising intended to discriminate on the basis of race or ethnicity. Advertiser hereto affirms that nothing in this Agreement is intended to discriminate on the basis of race or ethnicity. This Agreement is subject to the Standard Terms and Conditions available at the link located above on this invoice.

DUPLICATE INVOICE



WIS
 1111 Bull Street
 Columbia, SC 29201
 Sales T & C: www.gray.tv/advertising
 Main: (803) 799-1010
 Billing: (803) 758-1204

Property	WIS		
Invoice #	3278959A-2	Order #	3278959A
Invoice Date	12/31/23	Alt Order #	
Invoice Month	December 2023	Deal #	
Invoice Period	12/01/23 - 12/30/23	Flight Dates	11/20/23 - 12/31/23
Advertiser	Irmo-Chapin Recreation Commission		
Product	Holiday Lights on the River 2023		
Estimate #			
Account Executive	Duvall Winns		
Sales Office	Columbia Local		
Sales Region	Local		
Agency Code			
Advertiser Code			
Billing Calendar	Calendar		
Billing Type	Cash		
Special Handling			
Agency Ref	159406		
Advertiser Ref	573575		
Product 1			
Product 2			

Billing Address:

Irmo-Chapin Recreation Commission
Attention: Accounts Payable
 5605 Bush River Road
 Columbia, SC 29212

Send Payment To:

WIS
PO Box 14200
Tallahassee, FL 32317-4200

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
1	11/20/23	12/31/23	M-F 6a News	6a-7a	-TWTF--	:15	1	\$280.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/04/23 12/10/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 3 WIS F 12/08/23 6:53 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/11/23 12/17/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 4 WIS Th 12/14/23 6:31 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/18/23 12/24/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 5 WIS W 12/20/23 6:25 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/25/23 12/31/23 -TWTF-- 1 \$280.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 6 WIS F 12/29/23 6:09 AM M-F 6a News 6a-7a :15 UPDATED HOLIDAY LIGHTS \$280.00 NM									
2	11/20/23	12/31/23	Soda City Live	3p-4p	-TWTF--	:15	1	\$65.00	NM
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/04/23 12/10/23 -TWTF-- 1 \$65.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 3 WIS Th 12/07/23 3:45 PM Soda City Live 3p-4p :15 UPDATED HOLIDAY LIGHTS \$65.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/11/23 12/17/23 -TWTF-- 1 \$65.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 4 WIS F 12/15/23 3:55 PM Soda City Live 3p-4p :15 UPDATED HOLIDAY LIGHTS \$65.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/18/23 12/24/23 -TWTF-- 1 \$65.00									
Spots: # Ch Day Air Date Air Time Description Start/End Time Length Ad-ID Rate Type 5 WIS Tu 12/19/23 3:18 PM Soda City Live 3p-4p :15 UPDATED HOLIDAY LIGHTS \$65.00 NM									
Weeks: <u>Start Date</u> <u>End Date</u> <u>MTWTFSS</u> <u>Spots/Week</u> <u>Rate</u> 12/25/23 12/31/23 -TWTF-- 1 \$65.00									

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DUPLICATE INVOICE



Send Payment To:
WIS
PO Box 14200
Tallahassee, FL 32317-4200

Invoice #	3278959A-2	Invoice Month	December 2023
Invoice Date	12/31/23	Invoice Period	12/01/23 - 12/30/23
Advertiser	Irmo-Chapin Recreation Commision		
Product	Holiday Lights on the River 2023		
Estimate #			

Line	Start Date	End Date	Description	Start/End Time	MTWTFSS	Length	Spots/ Week	Rate	Type
4	11/20/23	12/31/23	Sat Morning News	830a-10a/7-8a	-----S-	:15	1	\$97.00	

Total Spots **22**

Payment Terms 30 Days

<u>Net Total</u>	\$3,764.00
<u>Invoice Balance as of 01/05/24 12:30:34 PM ET</u>	\$3,764.00

We warrant that the actual broadcast information shown on this invoice was taken from the program log. The station does not discriminate in its advertising contracts, and it will not accept advertising intended to discriminate on the basis of race or ethnicity. Advertiser hereto affirms that nothing in this Agreement is intended to discriminate on the basis of race or ethnicity. This Agreement is subject to the Standard Terms and Conditions available at the link located above on this invoice.

ORDER



Orders
Order / Rev: 2793275
Alt Order #:
Product Desc: Saluda Shoals Holiday Lights 2023
Estimate:
Flight Dates: 11/20/23 - 12/24/23
Original Date / Rev: 10/18/23 / 10/18/23
Order Type: *Must Change Default*

WLTX
Primary AE: Paige Whitaker
Sales Office: WLTX
Sales Region: LOC

Agency Name: Irmo Chapin Recreation Commission
Buying Contact: Lori Shaffer
Billing Contact:
 5605 Bush River Road
 Columbia, SC 29212

Billing Type: Cash
Billing Calendar: Calendar
Billing Cycle: EOM/EOC
Agency Commission: 0%

Advertiser Name: Irmo Chapin Recreation Commission
Demographic: W25-54
Product Codes: TR-Convention & Visitor Bureaus
Revenue Code 1: DIR
Revenue Code 2: (Gen) General
Revenue Code 3: (Gen) General Core
Priority: P04

New Business End:
Advertiser External ID: 92259
Agency External ID: 92259
Unit Code: General
Order Separation: 00:15:00

Bill Plan

Start Date	End Date	# Spots	Gross Amount	Net Amount
11/01/23	11/30/23	18	\$1,520.00	\$1,520.00
12/01/23	12/23/23	28	\$2,130.00	\$2,130.00

Totals

Month	# Spots	Gross Amount	Net Amount	Rating
November 2023	18	\$1,520.00	\$1,520.00	0.00
December 2023	28	\$2,130.00	\$2,130.00	0.00
Totals	46	\$3,650.00	\$3,650.00	0.00

Account Executives

Account Executive	Sales Office	Sales Region	Start Date / End Date	Order %
Paige Whitaker			Start Of Order - End Of Order	100%

Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
N 1	WLTX	12/11/23	12/17/23	Local News @ 5-6a M-FCM Local News @ 5a M-F		5-6a	MTWTF--	:15	1	\$35.00	P04	0.00	NM	1	\$35.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
		Week: 12/11/23	12/17/23	MTWTF--		1				\$35.00		0.00			
N 2	WLTX	11/20/23	12/17/23	Local News @ 5-6a M-FCM Local News @ 5a M-F		5-6a	MTWTF--	:15/:15	1	\$50.00	P04	0.00	BK	4	\$200.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
		Week: 11/20/23	11/26/23	MTWTF--		1				\$50.00		0.00			
		Week: 11/27/23	12/03/23	MTWTF--		1				\$50.00		0.00			
		Week: 12/04/23	12/10/23	MTWTF--		1				\$50.00		0.00			
		Week: 12/11/23	12/17/23	MTWTF--		1				\$50.00		0.00			
N 3	WLTX	11/20/23	12/24/23	Local News @ 6-7a M-FCM Local News @ 6a M-F		6-7a	MTWTF--	:15	1	\$80.00	P04	0.00	NM	5	\$400.00
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
		Week: 11/20/23	11/26/23	MTWTF--		1				\$80.00		0.00			
		Week: 11/27/23	12/03/23	MTWTF--		1				\$80.00		0.00			
		Week: 12/04/23	12/10/23	MTWTF--		1				\$80.00		0.00			
		Week: 12/11/23	12/17/23	MTWTF--		1				\$80.00		0.00			
		Week: 12/18/23	12/24/23	MTWTF--		1				\$80.00		0.00			
N 4	WLTX	11/20/23	12/24/23	Local News @ 6-7a M-FCM Local News @ 6a M-F		6-7a	MTWTF--	:15/:15	1	\$120.00	P04	0.00	BK	5	\$600.00

Order / Rev: 2793275
 Alt Order #:
 Flight Dates: 11/20/23 - 12/24/23

Advertiser: Immo Chapin Recreation Commission
 Product Desc: Saluda Shoals Holiday Lights 2023
 Estimate: WLTX

Ln	Ch	Start	End	Inventory Code	Break	Start/End Time	Days	Len	Spots	Rate	Pri	Rtg	Type	Spots	Amount
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
		Week: 12/18/23	12/24/23	-----S-		1				\$60.00		0.00			
N14	WLTX	11/20/23	12/17/23	Local News @ 11a Sa	CM	11a-12p	-----S-	:15	1	\$30.00	P04	0.00	NM	2	\$60.00
				Local News @ 11a Sa											
		<u>Start Date</u>	<u>End Date</u>	<u>Weekdays</u>		<u>Spots/Week</u>				<u>Rate</u>		<u>Rating</u>			
		Week: 11/20/23	11/26/23	-----S-		1				\$30.00		0.00			
		Week: 11/27/23	12/03/23	-----		0				\$0.00		0.00			
		Week: 12/04/23	12/10/23	-----		0				\$0.00		0.00			
		Week: 12/11/23	12/17/23	-----S-		1				\$30.00		0.00			
													Totals	46	\$3,650.00



Professional Printers

PO Box 5287 • West Columbia, SC 29171
803.796.4000 • 800.948.1074 • F. 803.796.4527

INVOICE

Bill To:

Lori Shaffer
Irmo Chapin Recreational Commission
5605 Bush River Road
Columbia, SC 29212

Ship To:

Lori Shaffer
Irmo Chapin Recreational Commission
5605 Bush River Road
Columbia, SC 29212

Invoice #
272500

Invoice Date:
09/21/2023

Payment Due:
10/11/2023

P.O. #

Sales Person:
Brent Skinner

Terms:
NET 20 DAYS

Job Number	Description	Unit Price	Amount
191285	3,000 - Rack Card	495.00	495.00
	Invoice Subtotal		495.00
	Sales Tax @ 7.00000%		34.65
	Invoice Total		529.65

Holiday lights Rack Cards - Visitors Center

Discounts are not allowed on Postage, Freight or Tax.
FSC Certificate Registration Code: BV-COC-122259

*If you have any questions about this invoice, please call
Jeff Westfall or Dianne Conley at 803-796-4000.*

Thank you for your business!



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
APPLICATION
FY 2024/25

1. Name of Festival

Gaston Collard + Barbeque Festival

2. Type of Organization (select one)

<input type="checkbox"/>	County Government
<input checked="" type="checkbox"/>	Municipal
<input type="checkbox"/>	Non-Profit Organization
<input type="checkbox"/>	Community Service Club, Church, etc.
<input type="checkbox"/>	Other

3. Sponsoring Organization

Name of Organization	Town of Gaston
Mailing Address	P.O. Box 429, Gaston, SC, 29053

4. Director of Festival

Name & Title	Jennifer Hoyt, Town Clerk
Contact Number(s)	(803) 796-7725
Email	jghoyt7085@gmail.com

5. Festival Website Address

gaston.sc.org

6. Festival Category (select one)

<input checked="" type="checkbox"/>	Festival
<input type="checkbox"/>	Other – Pursuant to State Statute Section 61-6-2010

7. Festival Timeline

Actual Dates of Festival

8. Location of Festival

9. How many people do you expect to attend?

Expected Number

10. 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 Total Cost of Festival	\$ 10,000
b. Amount of Funds Requested for the Festival	\$ 2,500
c. This Request Equals What Percent of the Total Festival Budget	25 %

11. Has your festival previously received Temporary Alcohol Beverage License Fee funding?

Yes No

If you answered yes, please complete items below.

a. Year(s)	<input type="text" value="2023 / 2024"/>
b. Amount(s)	<input type="text" value="\$ 2500"/>
c. Source(s)	<input type="text" value="Lexington County"/>
d. Purpose(s)	<input type="text" value="Help with Collard + BBQ Festival"/>
e. For each award year, did you expend 100% of the Temporary Alcohol Beverage License Fee funds you received?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If you answered no, please explain.</i> <input type="text"/>



ATTACHMENT A

Item #12 – Festival Description

Please complete the following information as required by the Tourism Expenditure Review Committee to ensure that the festival is in accordance to Chapter 61, Section 61-6-2010 of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization

The Gaston Collard + BBQ Festival is held every year in the early to late Fall. This year it was going to be held October 7, 2023. Advertisement for the festival was completed. Next year it will be the first weekend in October, 2023. The festival consists of barbeque, collard greens, along with games, inflatables, vendors and crafters from different areas and entertainment for the community. The Town of Gaston was founded in 1894, incorporated into Lexington County 1974. Population 1983.

b. Benefits that the festival will serve toward promoting tourism and the Lexington County community

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.

c. Total attendance to the festival versus the number of total tourists in attendance

Attendance this year was approximately 1900. Almost half were tourists.

d. Economic impact generated by tourism toward the festival

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.

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

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, flyers, etc.

f. Additional comments

12. Festival Description – Please use Attachment A to complete the following information as required by the *Tourism Expenditure Review Committee* to ensure the Festival is in accordance to Chapter 61, Section 61-6-2010, of the S.C. Code of Laws, 1976 as amended.

a. General description of the festival and brief history of the organization	<i>Please use <u>Attachment A</u> to complete this section.</i>
b. State the benefits 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 towards 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	
f. Additional comments	

Signature of Festival Director:

Jennifer Hoyt
Print Name

Town Clerk
Title

Jenif Hoyt
Signature

10/23/23
Date



COUNTY OF LEXINGTON
TEMPORARY ALCOHOL BEVERAGE LICENSE FEE
FY 2024/25 FINAL REPORT
(SUBMIT WITH FINAL EXPENDITURES FOR FUNDING)

I. FESTIVAL INFORMATION

Organization Name	Town of Gaston
Festival Name	Gaston Collard + Barbeque Festival
Contact Name & Phone Number	Jennifer Hoyt 803-796-7725

II. FESTIVAL COMPLETION

Were you able to complete the festival as stated in your original application?

Yes No

If no, state any problems you encountered.

III. FESTIVAL SUCCESS

Please share any additional comments regarding the festival (e.g., lessons learned, successes, problems encountered, etc.).

Continuing to learn how to make the festival run more smoothly and communication gets better every year.

IV. FESTIVAL ATTENDANCE

Record numbers in the table below as requested by the Tourism Expenditure Review Committee. Numbers are to reflect attendance and funds received for festivals for current and previous years.

Total Budget of Project/Event	Current Year FY 2024/25	Previous Year FY 2023/24
Total Budget of Festival	10,000	10,000
Amount Funded by the Temporary Alcohol Beverage License Fee	2,500	2,500
Amount Funded by the Temporary Alcohol Beverage License Fee from all sources	2,500	2,500
Total Attendance	1,950	1,900
Total Tourists*	975	950

*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 (i.e. license plates, surveys, etc.).

Volunteer committee did a head count and calculated sale of plates.

VI. FESTIVAL BUDGET

Attach a report indicating what festival expenses were paid for using the amount funded by the 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
Print Name

Town Clerk
Title

Jef Hoyt
Signature

10/23/23
Date



GASTON
220 S MAIN ST
GASTON, SC 29053-9331
(800)275-8777

08/31/2023 02:18 PM

Product	Qty	Unit Price	Price
---------	-----	------------	-------

Every Door Direct			\$974.16
Trans Type: Online Paid at Retail			
Name: Gaston Town Hall			
CRID/Acct No: 25704791			
Pieces: 4920			
Mail Piece Weight: 0.30 oz			
Acceptance Date: 2023-08-31			
Tracking #:			
11000000000257047910000009599068049200			
2			

Grand Total: \$974.16

Credit Card Remit \$974.16

Card Name: VISA
Account #: XXXXXXXXXXXX5462
Approval #: 81709G
Transaction #: 051
AID: A0000000031010 Chip
AL: VISA CREDIT
PIN: Not Required

Preview your Mail
Track your Packages
Sign up for FREE @
<https://informedelivery.usps.com>

All sales final on stamps and postage.
Refunds for guaranteed services only.
Thank you for your business.

Tell us about your experience.
Go to: <https://postalexperience.com/Pos>
or scan this code with your mobile device.



or call 1-800-410-7420.


UFN: 453300-0053
Receipt #: 840-52900028-2-6195584-2
Clerk: 09

United States Postal Service
Every Door Direct Mail (EDDM) Retail®

entire ✓

Post Office: Note Mail Arrival Date & Time
 (Do Not Round Stamp)

Mailer	Name and Address of Individual or Organization for Which Mailing is Prepared Town of Gaston 131 N CARLISLE ST GASTON, SC, 29053	Telephone (803) 796-7725	Name and Address of Mailing Agent (If other than mailer)	Telephone
	Customer Registration I.D. (CRID) 25704791		Customer Registration I.D. (CRID)	

Mailing	Post Office of Mailing GASTON	Processing Category <input checked="" type="checkbox"/> EDDM Flats	Mailer's Mailing Date 09/01/2023	Total # of Bundles	Total # of Pieces per Bundle
	Type of Postage <input type="checkbox"/> EDDM Retail Indicia <input type="checkbox"/> Metered <input type="checkbox"/> Meter Strip	Delivery Type Business & Residential	Weight of a Single Piece ___ ounces Max Weight 3.3 ounces	Every Door Direct Mail Barcode	
		Route Type(s) Rural	Incentive/Discount Claimed	 110000000002570479100000095990680492002	

Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Incentive/Discount Amount	Total Postage	Status
DDU	Saturation	0.198	4,920	\$974.16			UNPAID

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	Acceptance USPS Use Only	
	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: <input type="checkbox"/> Yes <input type="checkbox"/> No			Verification USPS Use Only	
	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 Mailed Notified		Contact		Round Date (Required)
		By (Initials)	Time	AM		Verification Date
				PM		
USPS Verification Employee Signature		Print USPS Verification Employee Printed Name				

USPS - Every Door Direct Mail Order # 8796832 has been received

1 message

auto-reply@usps.com <auto-reply@usps.com>
To: townofgaston@gmail.com

Fri, Aug 25, 2023 at 10:29 AM



Order #: 8796832

Hello Gaston Town Hall,
Thank you for using USPS.com.

USPS - Every Door Direct Mail Order Confirmation

Name: Gaston Town Hall
Order #: 8796832
Placed on: 08/25/2023
Expected Drop Off Date: 09/01/2023
Selected Payment Method: Pay at Post Office™

Item	Price	Total Due
Every Door Direct Mail - Retail®	\$974.16	= \$974.16
GASTON Post Office, 29053	Amount: \$974.16	

Total Due: **\$974.16**

Thank you for selecting USPS Every Door Direct Mail. Please click here to retrieve your required documentation for your Every Door Direct Mail service. Prior to submitting your mailing please review the Every Door Direct Mail Quick Reference Guide for correct indicia, address formats and acceptable sizes to ensure acceptance.



POST OFFICE LOCATIONS AND DROP INFORMATION

Information provided below identifies the Post Office retail units that service the ZIP Codes and routes included in your mailing. Each mailing must be taken to the specified Post Office retail unit as indicated below for processing at the discount postage rate.

1 GASTON
220 S MAIN ST
GASTON, SC 29053

Phone:
(803) 796-7555
Fax: (803) 796-8718
800-ASK-USPS

Retail Business Hours

M	T	W	Th	F	Sa	Su
09:00AM	09:00AM	09:00AM	09:00AM	09:00AM	09:00AM	
12:30PM	12:30PM	12:30PM	12:30PM	12:30PM	11:00AM	Closed
01:30PM	01:30PM	01:30PM	01:30PM	01:30PM		
05:00PM	05:00PM	05:00PM	05:00PM	05:00PM		

ZIP Code	Route	Mailpieces	ZIP Code	Route	Mailpieces	ZIP Code	Route	Mailpieces
29053	R006	758	29053	R010	929	29053	R002	503
29053	R007	885	29053	R001	788	29053	R008	800
29053	R011	257						
Total Mailpieces: 4920			Approximate Cost: \$974.16					

K&K Printing Co., Inc.
 2562 FISH HATCHERY ROAD
 WEST COLUMBIA, SC 29172

Invoice

DATE	INVOICE #
7/26/2023	53903

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	7/26/2023	OUR VAN		
QUANTITY	ITEM CODE	DESCRIPTION				AMOUNT
4	WIDE FORMAT PRI...	CHANGE OF DATE BEAUTY PAGEANT SEPT 23RD Sales Tax				25.00 1.75

PETTY CASH

AMOUNT \$ 26.75 FOR K&K Printing

NO. _____

DATE 7/27/23 Signs - Pageant

ACCOUNT NO. _____

APPROVED BY _____

RECEIVED BY [Signature]

12-11
A-1154
T-4105

K&K

\$ 26.75
 \$ 957.65
 \$ 209.72

 \$ 1,194.12

	Total	<u>\$26.75</u>
--	--------------	----------------

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

K&K Printing Co., Inc.
 2562 FISH HATCHERY ROAD
 WEST COLUMBIA, SC 29172

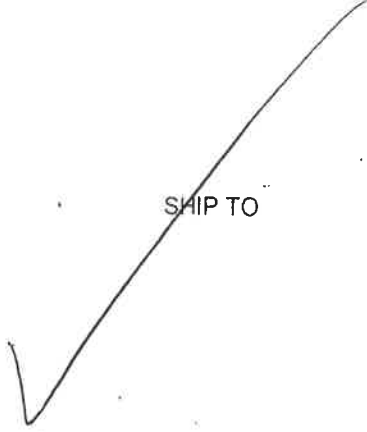
Invoice

DATE	INVOICE #
8/4/2023	53953

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	8/4/2023	OUR VAN		
QUANTITY	ITEM CODE	DESCRIPTION				AMOUNT
5,000	FLY	COLLARD FESTIVAL FLYERS Sales Tax				895.00 62.65
<p><i>centered CF</i></p> <p>K&K PRINTING 2562 FISH HATCHERY RD WEST COLUMBIA, SC 29172 803-739-4850</p> <p>08/08/2023 21:47</p> <p>Sale</p> <p>Trans #: 1 Batch #: 5</p> <p>VISA CHIP *****5462 **/**</p> <p>AMOUNT: \$957.65</p> <p>Resp: AUTH/TKT 10922G Code: 10922G Ref #: 583221534690082</p> <p>App Name: VISA CREDIT AID: A0000000031010 TUR: 8080008000 TSI: 6800</p>						
					Total	\$957.65

THANK YOU!

CUSTOMER COPY

DED TO BALANCES AFTER 30 DAYS

A FINANCE CHAR
 The buyer promises
 collection Phone #

8037394850

collection of the account including reasonable attorney fees and any cost incurred for

K&K Printing Co., Inc.
 2562 FISH HATCHERY ROAD
 WEST COLUMBIA, SC 29172

Invoice

DATE	INVOICE #
7/10/2023	53838

BILL TO

SHIP TO

TOWN OF GASTON
 PO BOX 429
 GASTON, SC 29053

P.O. NUMBER	TERMS	REP	SHIP	VIA	VENDOR #	PROJECT
JENNIFER	NET 20	WRK	7/10/2023	OUR VAN		
QUANTITY	ITEM CODE	DESCRIPTION				AMOUNT
16	WIDE FORMAT PRI...	RELABELING OF DATES ON YARD SIGNS OCTOBER 7TH				121.00
4	WIDE FORMAT PRI...	RELABELING OF DATES ON BANNERS OCTOBER 7TH				75.00
		Sales Tax				13.72
<p>K&K PRINTING 2562 FISH HATCHERY RD WEST COLUMBIA, SC 29172 803-739-4850</p> <p>07/09/2023 21:17 Sale</p> <p>Trans #: 1 Batch #: 7</p> <p>VISA CHIP *****5462 **/**</p> <p>AMOUNT: \$209.72</p> <p>Resp: AUTH/TRK 01268G Code: 01268G Ref #: 583191516127604</p> <p>App Name: VISA CREDIT AID: A0000000031010 TUR: 8080008000 ISI: 6800</p> <p>THANK YOU! CUSTOMER COPY</p>						
					Total	\$209.72

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

Credit Card Purchase/Charge CLEARED

PURCHASED FROM: **K&K Printing**

DATE: **07/09/2023**

REF NO.: **[REDACTED]**

AMOUNT: **209.72**

MEMO

Expenses \$209.72 Items \$0.00 Ready to pay a credit card bill?

ACCOUNT	AMOUNT	MEMO
6100 - Operating Expense:...	209.72	Signs and Banners 2023 Festival

TROY BIVENS
TOWN OF GASTON

Account Number: #### #### #### 5462
Page 3 of 3



Cardholder Account Summary Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/01	07/02	PPLN01	24692163182102891644703	AMZN Mktp US*XV1R169Q3 Amzn.com/bill WA	PD 79.95 ✓
07/02	07/04	PPLN01	24226383184370140162028	SAMSLUB.COM 888-746-7726 AR	PD 1,186.61 ✓
07/05	07/06	PPLN01	24692163186106127870913	Amazon.com*MF29R0V63 Amzn.com/bill WA	PD 51.75 ✓
07/05	07/06	PPLN01	24692163186106351870662	Amazon.com*G382E0DE3 Amzn.com/bill WA	PD 146.14 ✓
07/06	07/07	PPLN01	24431063187083708324676	AMAZON.COM*GB0UE1Z63 AMZN AMZN.COM/BILL WA	PD 146.14 ✓
07/06	07/07	PPLN01	24692163187107008262872	AMZN Mktp US*7J56P3093 Amzn.com/bill WA	PD 477.96 ✓
07/09	07/10	PPLN01	24692163187107018477122	AMZN Mktp US*9Y5J081S3 Amzn.com/bill WA	PD 21.39 ✓
07/10	07/11	PPLN01	24015143191083740480179	DNH*GODADDY.COM 480-505-8855 AZ	TH 7.48 ✓
07/10	07/12	PPLN01	24122593192030017222037	SOUTH CAROLINA FIRE SERVI 803-896-4314 SC	PD 5.00 ✓
07/11	07/12	PPLN01	24122593192030017222037	K&K PRINTING WEST COLUMBIA SC	CF 209.72 ✓

Bill

Town of Gaston
731 N. Carlisle Street
Gaston, SC 29053

Date	Ref. No.
08/24/2023	4373

Vendor
Lexington County Chronicle P.O. Box 9 Lexington, SC 29071

PAID

Bill Due	09/23/2023
Terms	
Memo	Ad for 2023 Festival

Expenses

Account	Memo	Amount	Customer:Job	Class
Community Events	Ad for 2023 Festival	249.00		Collard Festival

Expense Total : 249.00

Bill Total : **\$249.00**

Invoice

Lexington County Chronicle
 514 E. Main Street
 Lexington, SC 29072
 803.359.7633
 lauren@lexingtonchronicle.com



Bill To
Town of Gaston 186 N Carlisle St Gaston, SC 29053

Date
8/24/2023

Invoice #
4373

Due Date

9/23/2023

File No.	P.O. No.

Item	Description	Column Inches	Rate	Amount
Football Preview T...	FOOTBALL PREVIEW TABLOID ad (08/24/2023) - 1/8 Page		249.00	249.00

Thank you for doing business with us!	Total \$249.00
--	---

Town of Gaston / General Fund

Lexington County Chronicle

Date 8/24/2023
Type Bill
Reference 4373

5850

8/28/2023

Discount

Balance Due
249.00

Original Amt.
249.00

Payment
249.00
249.00

Check Amount

General Fund- BB&T Ad

249.00

GREEN CLASSIC

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com

Order # 042393



THE TOWN OF GASTON WOULD LIKE TO INVITE EVERYONE TO COME JOIN US FOR OUR 39TH ANNUAL COLLARD AND BARBEQUE FESTIVITIES!!! THIS YEAR, THE FESTIVAL WILL BEGIN WITH THE BARBEQUE COMPETITION ON FRIDAY, OCTOBER 6, 2023 AND CONTINUE ON SATURDAY, OCTOBER 7, 2023 WITH OUR PARADE AT 10 A.M. FOLLOWED BY THE AWARD CEREMONY FOR THE BARBEQUE COMPETITION WINNERS; LIVE ENTERTAINMENT; KARAOKE; SHOWS; FREE RIDES FOR THE KIDS; CRAFTERS, EXHIBITORS AND MUCH MORE!!! KITCHEN WILL BE OPEN AT 11:30 WITH BARBEQUE PLATES AVAILABLE CONTAINING BARBEQUE, BLACK EYED PEAS, COLLARD GREENS, MAC N CHEESE, CORNBREAD AND POUND CAKE. COME JOIN THE FUN!!! LOCATED AT 131 NORTH CARLISLE STREET IN GASTON, SC. FOR MORE INFORMATION CONTACT TOWN HALL AT 803-796-7725.

Swansea High School Ad

3 messages

Julisa Arriaga-Arreguin (SHS) <jarr1222@edu.lexington4.net>
To: "townofgaston@gmail.com" <townofgaston@gmail.com>

Mon, Apr 24, 2023 at 10:22 AM

April 24, 2023

Dear Community Member:

Swansea High School would like to include you in the special creation of our 2022-2023 yearbooks! When up to 800 students and staff receive their yearbook, they will share it with family and friends. You want to be a part of that!

By placing an advertisement in this book, a collection of memories that will be instantly cherished and for years to come, you can reach a sought-after Swansea demographic. Students and parents will recognize your business as a member of the community and appreciate your role as a contributor to the school.

Imagine your advertisement on:

Business Card Size (1/8 page)	\$60
Quarter Page (1/4 page)	\$120
Half Page (1/2 page)	\$180
Full Page	\$300

After you have decided on the size you would like, fill out the attached form with an appropriate advertisement to be sent to the school by April 29, 2023. Please make your payment by cash or check payable to Swansea High School to reserve and secure your advertisement space.

TOWN OF GASTON COLLARD FESTIVAL

Date 5/2/2023
Type Bill
Reference Swansea High School

882

Original Amt.	180.00	Balance Due	180.00	5/2/2023	Discount	Payment
					Check Amount	180.00
						180.00

Collard Festival - BB& 2023 Yearbook Ad - Town of Gaston

To re-order checks please call 1-877-586-6377 www.LaserPrinterChecks.com

Order # 095917

180.00



THE TOWN OF GASTON WOULD LIKE TO INVITE EVERYONE TO COME JOIN US FOR OUR 39TH ANNUAL COLLARD AND BARBEQUE FESTIVITIES!!! THIS YEAR, THE FESTIVAL WILL BEGIN WITH OUR PARADE AT 10 A.M. ON SATURDAY, OCTOBER 7, 2023, FOLLOWED BY LIVE ENTERTAINMENT; KARAOKE; FREE RIDES FOR THE KIDS; CRAFTERS, EXHIBITORS AND MUCH MORE!!! KITCHEN WILL BE OPEN AT 11:30 WITH BARBEQUE PLATES AVAILABLE CONTAINING BARBEQUE, BLACK EYED PEAS, COLLARD GREENS, MAC N CHEESE, CORNBREAD AND POUND CAKE. COME JOIN THE FUN!!! LOCATED AT 131 NORTH CARLISLE STREET IN GASTON, SC. FOR MORE INFORMATION CONTACT TOWN HALL AT 803-796-7725.

Town of Gaston
Statement of Activities for Collard Festival
 July through October 2023

Audit

	<u>Jul - Oct 23</u>
Ordinary Income/Expense	
Income	
4600 · Collard Festival	
4610 · Beauty Pageant	4,088.00
4625 · Contest - BBQ	-225.00
4630 · Sponsors	150.00
4640 · Kitchen - Plates Sold	5,274.00
4650 · Vendors - Food/Crafts/Etc	520.00
4600 · Collard Festival - Other	100.00
Total 4600 · Collard Festival	<u>9,907.00</u>
Total Income	<u>9,907.00</u>
Gross Profit	<u>9,907.00</u>
Expense	
6100 · Operating Expense	
6199 · Office Expense	
6202 · Postage and Delivery	974.16
6200 · Office Supplies	146.86
Total 6199 · Office Expense	<u>1,121.02</u>
6300 · Contracted Services	200.00
6830 · Community Events	982.12
6851 · State Sales & Use Tax	361.80
6852 · Admissions/Theater Tax	20.95
6855 · Collard Festival Expense	
BBQ - Contest	73.17
Beauty Pageant Exp	26.75
Kitchen - Food for Plates	1,736.97
6855 · Collard Festival Expense - Other	10,252.08
Total 6855 · Collard Festival Expense	<u>12,088.97</u>
Total 6100 · Operating Expense	<u>14,774.86</u>
Total Expense	<u>14,774.86</u>
Net Ordinary Income	<u>-4,867.86</u>
Net Income	<u><u>-4,867.86</u></u>

**COUNTY OF LEXINGTON
MINIBOTTLE TAX FUND
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Minibottle Tax Fund 2141:								
Revenues:								
420700	Minibottle Tax	995,155	793,349	700,000	700,000	<u>800,000</u>		
461000	Investment Interest	0	0	0	0	<u>0</u>		
** Total Revenue		<u>995,155</u>	<u>793,349</u>	<u>700,000</u>	<u>700,000</u>	<u>800,000</u>	0	0
***Total Appropriation					<u>700,000</u>	<u>800,000</u>	0	0
FUND BALANCE								
Beginning of Year					<u>31</u>	<u>31</u>	<u>31</u>	<u>31</u>
FUND BALANCE - Projected					<u>31</u>	<u>31</u>	<u>31</u>	<u>31</u>
End of Year					<u>31</u>	<u>31</u>	<u>31</u>	<u>31</u>

Fund: 2141
Division: Health & Human Services
Organization: 171600 - Minibottle Contributions

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Expenditure	Expend (Dec)	Amended (Dec)	Requested	Recommend	Approved
Personnel						
* Total Personnel	0	0	0	<u>0</u>		
Operating Expenses						
534000 Contributions (LRADAC)	995,155	100,903	700,000	<u>800,000</u>		
* Total Operating	995,155	100,903	700,000	<u>800,000</u>		
** Total Personnel & Operating	995,155	100,903	700,000	<u>800,000</u>		
Capital						
** Total Capital	0	0	0	<u>0</u>		
*** Total Budget Appropriation	995,155	100,903	700,000	<u>800,000</u>		

**COUNTY OF LEXINGTON
INDIGENT CARE
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Indigent Care 2200:								
	Revenues:	<u>0.479 Mills</u>		<u>0.479 Mills</u>	<u>0.479 Mills</u>	<u>0.479 Mills</u>	<u>0.479 Mills</u>	<u>0.479 Mills</u>
410000	Current Property Taxes	571,339	79,083	611,247	611,247	611,247		
410500	Homestead Exemption Reimbursements	24,703	0	25,000	25,000	25,000		
410520	Manufacturer's Tax Exemption	4,053	0	4,000	4,000	4,000		
410521	Manufacturer Partial Prop Tx Exempt	4,341	0	0	0	0		
410530	State Sales and Use Tax Credit	2,507	1,272	3,072	3,072	3,072		
411000	Current Vehicle Taxes	85,725	38,010	94,136	94,136	94,136		
412000	Current Tax Penalties	970	(29)	800	800	800		
413000	Delinquent Taxes	15,806	5,476	15,000	15,000	15,000		
414000	Delinquent Tax Penalties	2,390	821	2,500	2,500	2,500		
417100	Fee in Lieu of Taxes	55,148	1,499	65,000	65,000	65,000		
417120	Fee in Lieu of Taxes - Prior Year	(417)	(515)	0	0	0		
417130	FILOT - Manufacturer's Tax Exemption	6,995	0	6,000	6,000	6,000		
417150	FILOT - Fee for Services	221	0	200	200	200		
418000	Motor Carrier Payments	2,337	824	2,000	2,000	2,000		
418100	Heavy Equip. Rental Surcharge Fees	1,072	692	400	400	400		
419000	Merchants Exemptions	23,800	11,900	23,800	23,800	23,800		
461000	Investment Interest	29,051	19,649	2,000	2,000	2,000		
	** Total Revenue	<u>830,041</u>	<u>158,682</u>	<u>855,155</u>	<u>855,155</u>	<u>855,155</u>	<u>0</u>	<u>0</u>
	***Total Appropriation				<u>623,354</u>	<u>623,354</u>	<u>0</u>	<u>0</u>
	FUND BALANCE							
	Beginning of Year				<u>1,023,118</u>	<u>1,254,919</u>	<u>1,254,919</u>	<u>1,254,919</u>
	FUND BALANCE - Projected							
	End of Year				<u>1,254,919</u>	<u>1,486,720</u>	<u>1,254,919</u>	<u>1,254,919</u>

Fund 2200
Division: Health & Human Services
Organization: 171200 - Social Services

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0		
Operating Expenses						
529903 Contingency	0	0	0	0		
534000 Contributions	623,354	307,978	623,354	623,354		
* Total Operating	623,354	307,978	623,354	623,354		
** Total Personnel & Operating	623,354	307,978	623,354	623,354		
Capital						
** Total Capital	0	0	0	0		
*** Total Budget Appropriation	623,354	307,978	623,354	623,354		

**COUNTY OF LEXINGTON
CLERK OF COURT / PROFESSIONAL BOND FEES
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Clerk of Court / Professional Bond Fee 2600:								
Revenues:								
431100	Clerk of Court Fees	12,240	6,960	12,500	12,500	12,500		
461000	Investment Interest	3,889	2,338	300	300	300		
** Total Revenue		<u>16,129</u>	<u>9,298</u>	<u>12,800</u>	<u>12,800</u>	<u>12,800</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>91,890</u>	<u>0</u>	<u>0</u>	<u>0</u>
Contingency: Unused								
FUND BALANCE								
Beginning of Year					<u>153,592</u>	<u>74,502</u>	<u>74,502</u>	<u>74,502</u>
FUND BALANCE - Projected End of Year					<u>74,502</u>	<u>87,302</u>	<u>74,502</u>	<u>74,502</u>

Fund: 2600
Division: Judicial
Organization: 141100 - Clerk of Court

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Expenses							
521000	Office Supplies	1,319	0	500	0		
529903	Contingency	0	0	87,390	0		
* Total Operating		<u>1,319</u>	<u>0</u>	<u>87,890</u>	<u>0</u>	<u>0</u>	<u>0</u>
** Total Personnel & Operating		<u>1,319</u>	<u>0</u>	<u>87,890</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital							
540000	Small Tools & Minor Equipment	0	0	1,500	0		
	All Other Equipment	(98)	0	2,500			
** Total Capital		<u>(98)</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Budget Appropriation		<u>1,221</u>	<u>0</u>	<u>91,890</u>	<u>0</u>	<u>0</u>	<u>0</u>

**COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Public Safety / Emergency Telephone System E-911 2605:								
Revenues:								
435100	911 Tariff	382,383	147,527	500,000	500,000	500,000		
435101	911 CMRS Cell Phone Surcharge	1,284,071	314,624	1,100,000	1,100,000	1,100,000		
435103	911 CMRS Capital Reimbursements	504,138	326,115	360,000	360,000	360,000		
435110	E911 & CMRS Municipal Disburseme	(22,650)	0	0	0	0		
437550	911 Tape Sales	4,597	570	2,000	2,000	500 2,000		
Other Revenues:								
461000	Investment Interest	255,800	156,297	100,000	100,000	100,000		
490100	Sale of General Fixed Assets	0	0	0	0	0		
** Total Revenue		<u>2,408,339</u>	<u>945,133</u>	<u>2,062,000</u>	<u>2,062,000</u>	<u>2,060,000</u>	0	0
***Total Appropriation					5,403,398	2,365,862	0	0
						3,779,834		
FUND BALANCE								
Beginning of Year					7,316,333	3,974,935	3,974,935	3,974,935
FUND BALANCE - Projected								
End of Year					3,974,935	3,669,573	3,974,935	3,974,935
						2,257,081		

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2024-25

Fund: 2605
Division: Department of Emergency Services
Organization: 131300 - Communications

Object Code	Expenditure Classification	BUDGET				
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 7	319,180	156,629	384,017	384,017	
510200	Overtime	50,972	45,420	0	0	
511112	FICA - Employer's Portion	25,361	14,233	29,377	31,624	
511113	State Retirement - Employer's Portion	62,473	34,518	71,274	71,274	
511120	Employee Insurance - 7	54,600	27,300	54,600	54,600	
511130	Workers Compensation	1,677	906	1,717	1,717	
519999	Personnel Contingency	0	0	48,467	?	
	* Total Personnel	514,263	279,006	589,452	543,232	0
Operating Expenses						
520100	Contracted Maintenance	417,199	320,561	1,117,786	571,282	
520200	Contracted Services	248,369	136,220	909,155	292,433	
520231	Garbage Pickup Service	790	395	799	799	
520300	Professional Services	0	0	8,400	8,400	
520400	Advertising & Publicity	0	875	2,000	2,000	
520510	Interpreting Services	12,231	2,481	17,640	17,640	
520702	Technical Currency & Support	117,720	89,533	127,359	97,150	
521000	Office Supplies	7,173	6,623	10,000	10,000	
521100	Duplicating	763	418	875	875	
521200	Operating Supplies	676	57	1,000	1,000	
521213	Public Education Supplies	1,954	58	4,000	4,000	
522000	Building Repairs & Maintenance	13,758	10,854	21,547	23,235	
522050	Generator Repairs & Maintenance	1,607	0	173,764	88,373	
522100	Heavy Equipment Repairs & Maint.	1,264	0	3,713	3,713	
522200	Small Equip Repairs & Maintenance	0	136	3,000	3,000	
524201	General Tort Liability Insurance	0	0	343	343	
524202	Surety Bonds - 7	0	0	0	0	
525000	Telephone	19,102	9,563	29,022	29,022	
525002	Telephone (800 Service)	96	48	125	125	
525004	WAN Service Charges	4,885	2,576	5,625	5,625	29,554
525021	Smart Phone Charges	4,040	1,784	6,061	6,061	
525030	800 MHz Radio Service Charges - 47	28,084	11,069	33,041	33,041	
525031	800 MHz Radio Maintenance Contracts - 47	258,921	276,715	276,997	304,997	380,243
525041	E-mail Service Charges - 8	516	183	1,032	1,032	
525100	Postage	1,015	17	800	800	
525210	Conference, Meeting & Training Expense	74,229	34,963	232,058	124,247	
525230	Subscriptions, Dues, & Books	8,138	1,967	12,366	12,366	
525240	Personal Mileage Reimbursement	690	0	1,000	1,000	
525250	Motor Pool Reimbursement	0	0	2,000	2,000	
525430	Emergency Generator Fuel	228	393	4,082	4,082	
525500	Laundry & Linen	0	0	1,000	1,000	
525600	Uniforms & Clothing	2,211	784	5,171	2,793	
525700	Employee Service Awards	1,137	48	1,684	2,369	
529903	Contingency	0	0	1,446,025	0	1,338,726
	* Total Operating	1,226,796	908,321	4,459,470	1,654,803	0
	** Total Personnel & Operating	1,741,059	1,187,327	5,048,922	2,198,035	0

COUNTY OF LEXINGTON
EMERGENCY TELEPHONE SYSTEM E-911
Annual Budget
Fiscal Year - 2024-25

Fund: 2605
Division: Department of Emergency Services
Organization: 131300 - Communications

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
	Capital						
540000	Small Tools and Minor Equipment	25,736	4,690	25,261	<u>28,295</u>		
540010	Minor Software	0	0	0			
	All Other Equipment	332,772	219,461	329,215	<u>139,532</u>		
	** Total Capital	358,508	224,151	354,476	<u>167,827</u>	0	0

*** Total Budget Appropriation	2,099,567	1,411,478	5,403,398	<u>2,365,862</u>	0	0
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in SECTION V. – PROGRAM OVERVIEW

911 DIVISION

PROGRAM 1 - 911 TRAINING

The 911 Training Program 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. Additionally all Lexington County Consolidated 911 Telecommunicators are trained and or certified in the following: Cardio-Pulmonary Resuscitation (CPR), Pro-QA Emergency Medical Dispatch (EMD), Pro-QA Emergency Fire Dispatch (EFD), Pro-QA Emergency Police Dispatch (EPD), National Crime Information Center (NCIC) and National Incident Management System (NIMS). The 911 Training Program 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

The Public Education Team was created to promote a greater understanding of 911 and emergency response services available to the citizens of Lexington County. The public education program has designed presentations for schools, child/adult care facilities, businesses, churches and community groups. Presentation design is to reinforce the proper use of 911 through demonstrations by Department of Emergency Service personnel, digital presentations, posters and informational handouts. The 911 Public Education Team 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 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. Information Services currently manages and supports the coordination and maintenance of the database operations along with the 911 related telephone equipment. The System Management Program is dedicated to the research and development of identifying new technologies designed to improve emergency communications.

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – LISTING OF REVENUES

435100 – 911 Tariff **\$500,000**

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 2020.

435101 – 911 CMRS Cell Phone Surcharges **\$1,100,000**

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 2020.

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**

This is revenues collected for the processing of 911 recording request.

**FUND 2605
 DES/911 (131300)
 FY '24-25' BUDGET REQUESTS**

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

Full Time Equivalent

<u>Job Title</u>	<u>General</u>	<u>Other</u>	<u>Positions</u>	<u>Fund</u>	<u>Fund</u>	<u>Total</u>	<u>Grade</u>
Deputy Chief of Communications			1		1	1	213
Training Coordinator			1		1	1	211
PC LAN Administrator			1		1	1	212
Accreditation Manager			1		1	1	209
Senior Administrative Assistant			1		1	1	108
Document Processing Clerk II			1		1	1	106
PC LAN Specialist II			1		1	1	112
TOTAL POSITIONS			7		7	7	

**8 Positions require insurance

SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

911 DIVISION

520100 - CONTRACTED MAINTENANCE **\$571,282**

All items below are required by reoccurring contract:

PROGRAM 3 - 911 SYSTEM MANAGEMENT **\$571,282.25**

This account will cover the cost of maintaining 911 equipment at Lexington backup center and Ball Park Road.

AT&T, Viper & Text 2 9-1-1 = \$14,543.38 x 12mo = \$174,520.56 + tax = \$186,737

This account will also cover cost of maintaining uninterrupted power source (UPS) at the Lexington backup facility.

UPS Total = \$4,658

This account will cover the cost of maintaining uninterrupted power source (UPS) at the Ball Park Road Facility.

UPS Total = \$77,444.24

This account will cover the 24x7 maintenance for the National Academy Emergency Medical Dispatch (NAEMD) Priority Dispatch software.

Priority Dispatch = \$95,280.00 + tax = \$96,387.95

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 = \$23,500.73 + tax = \$25,145.79

This account will cover the annual maintenance for the Scheduling software, Planit.

PLANIT Total = \$2,536.50

This account will cover the annual maintenance for the Guardian Tracking Employee Performance Documentation/Early Intervention & Recognition Software.

Guardian Tracking Total = \$3,020

This account will cover the annual maintenance for the Frontline Daily Observation Report and Quality Assurance Tracking employee performance.

Frontline Total = \$5670.00

This account will cover the annual agreement for 25 evaluations per month.

Replay Total = \$4,500

This account will cover the annual System version upgrade from Motorola API on Audiolog TLR Dongle #17380.

Annual Motorola upgrade Total = \$20,000

PageGate Support Renewal = \$395

This account will cover the annual maintenance for recording equipment at PSAPS.

Lexington (Backup)	\$15,377 + tax = \$16,453.39
Ball Park Road	\$50,524 + tax = \$54,060.68
Parallel Recording	\$3549

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

This account will cover the annual maintenance and support for Lexington Fire Service and Text-2-Speech Module Software = \$10,990

This account will cover the annual maintenance and support for Smart 911 = \$59,734.70

520200 - CONTRACTED SERVICES **\$292,433**

All items below are required by reoccurring contract:

PROGRAM 3 - 911 SYSTEM MANAGEMENT **\$292,432.23**

This account will also cover the cost of E-911 network service charges. Does NOT include Late Fees.
AT&T Subscriber Billing (Est.) \$11,123.60 x 12mo = \$133,483.20 + tax = \$142,827.02

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.

Criticall = \$5,495
Hearing Screening \$30 x 40 employees = \$1,200
Psychological testing \$240 x 40 employees = \$9,600
Vision Screening \$15 x 40 employees = \$600

This account will provide 24 hours a day 7 days a week including holidays for:

Admin Building to Pal 800
2-T-1 Lines to include line card \$866.57 x 2 x 12mo + tax = \$22,253.52
(2 Wire Line from Node 2 to Tower on Ball Park Road to tone out Fire for VHF paging)
Radio Loop for Radio Infrastructure - \$32.83 x 12mo + tax = \$421.54
(Line from Basement to roof of Admin Building for toning out Fire VHF paging)

P25 Core Connection (T1 or Ethernet) Ball Park Road - \$500 per month x 12 = \$6,000
P25 Core Connection (T1 or Ethernet) South Lake Drive - \$500 per month x 12 = \$6,000

ECC Ball Park Road
11-4 Wire Circuits for UHF/VHF Radios & Conventional Paging
\$1,191.55 per month x 12mo + tax = \$15,299.50
(4 Wire Line from Node 1 to Tower on Ball Park Road to tone out Fire for VHF paging)

ECC to Pal 800
2 Metro-E Lines for 800 MHz Radio's \$925.76 x 12mo + tax = \$11,886.76

Phase II Wireless \$213.47 x 1 PSAPS x 12mo + tax = \$2,740.95

Sonnet Ring \$2771.88 x 12mo + tax = \$35,590.94

Metro Ethernet GBPS Point to Point \$2,503 x 12mo + tax = \$32,139

Fire Alarm Monitoring - \$378 annually

520231 - GARBAGE PICK UP SERVICES **\$799**

This account will provide the cost for garbage pick-up services for the shared dumpster between Communications and Public Works.

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

520300 – PROFESSIONAL SERVICES **\$8,400**

PROGRAM 3 – 911 SYSTEM MANAGEMENT & PROGRAM 1 - TRAINING **\$8,400**

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 Department of Emergency Services / 911 Communications Staff retreat.

911 Comprehensive Survey - \$3,600

Contractor for Department of Emergency Services / 911 Communications Staff Retreat - \$4,000

Funds are requested for fit for duty evaluations by a mental health professional where PEER Team referrals are not enough. This can be the result of a high stress call or stressors that accumulate over time. Mental health counseling is required in order to assist affected employees either on or off site. Current cost is \$100 per hour.

Estimated 8 hours @ \$100/hour = \$800

520400 – ADVERTISING AND PUBLICITY **\$2,000**

PROGRAM 2 – PUBLIC EDUCATION **\$2,000**

This account provides fees for advertising Job Vacancies at the local, state and national level.

520510 – INTERPRETER SERVICE **\$17,640**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$17,640**

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 19/20 the monthly cost has increased due to call volume for non-English speaking citizens. Language Line Monthly Fees - \$1300/mo (average of July 2021-December 2021) x 12mo + tax = \$16,692

520702 – TECHNICAL CURRENCY & SUPPORT **\$97,150⁷⁰**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$97,169.86**

Cover cost of technical support for:

Arch view ESRI = \$460

This account will cover 24 x 7 maintenance for the Central Square CAD (Computer Aided Dispatch).

Central Square CAD **(Contract Required)**

Total = \$88,038.06 + tax = \$94,200.72

This account will cover maintenance for the security camera system. The total cost of the contract per year is \$309.14 and will be shared by Emergency Management.

(Contract Required)

Communications	\$154.57
Emergency Management	\$154.57
Total	\$309.14

This account will be used to purchase an annual service agreement to ensure operability of the audio/visual equipment in the Emergency Operations Center (EOC) and Emergency Communications Center (ECC). For training and response to real world incidents, it is essential the equipment in the EOC remain operable at all times. The service agreement not only allow us to receive timely support from the vendor, but also covers the cost of necessary firmware updates and testing twice a year. The total cost of the contract per year is \$2,200 and will be shared by Emergency Management.

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

(Contract Required)

Communications	\$1,100
Emergency Management	\$1,100
Total	\$2,200

521000 - OFFICE SUPPLIES **\$10,000**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$10,000**

This account is used to cover the cost of supplies needed to operate at both Node 1 and Node 2. Each 911 center utilizes toner cartridges for printing NCIC related information, FOIA packets, training materials and other daily administrative duties during the course of normal operations. Each 911 center utilizes toner cartridges for fax machines receiving alerts from VC Summer, communications from municipalities and FOIA requests. Other costs include the use of paper, pens, pencils, staples, paper clips, file folders and any other office supplies needed to perform daily operations.

521100 – DUPLICATING **\$875**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$875**

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 Department of Emergency Services 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 at Node 1 and Node 2. These items include thermometers for daily temperature monitoring, batteries for thermometer and label maker and label refills for TS to use to label all data lines for technological blue printing of the 911 centers. Supplies also include oil maintenance for the shredder and writable discs for audio FOIA requests.

521213 – PUBLIC EDUCATION SUPPLIES **\$4,000**

PROGRAM 2 - 911 PUBLIC EDUCATION **\$4,000**

This account covers the costs of 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 Department of Emergency Services events.

522000 – BUILDING REPAIRS & MAINTENANCE **\$23,235**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$13,235**

This account will cover facility maintenance for the 911 Center located on Ball Park Road. Standard Maintenance such as gazebo repairs, annual fire suppression testing, Prox card reader replacement, etc. \$13,235 Increase of \$10,000 for unexpected building repairs.

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

522050 – GENERATOR REPAIRS & MAINTENANCE **\$88,373**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$88,372.13**

This account covers the repairs or maintenance for the generator located at the Ball Park Road Tower and the 2 units at the Ball Park Road 911 Center. Estimated repair cost based on last fiscal year expenditures. Cost provided by Building Services.

- Maintenance - \$1,029 x 2 units + tax = \$2,202.06
- Repairs - \$6,050 + tax = 6,473.50
- Repairs - unit at Tower = \$1,464.10
- Schneider Electric repairs & maintenance (Contract Required) = \$73,114.46 + tax = 78,232.47

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **\$3,713**

PROGRAM 3 - 911 SYSTEM MANAGEMENT **\$3,712.28**

This account will be used to cover the cost of repairing and maintaining the radio tower, and equipment not covered under contracted maintenance.

- Service Order for Tower Lights - \$1,452 x 2 = \$3,107.28
- Replacement Parts - \$605

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 **\$343**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$342.88**

This account will cover cost of general tort liability for Deputy Chief of Communications, Accreditation manager, Training Coordinator, PC LAN Administrator, Document Processing Clerk II, PC LAN Specialist II and 911 Administrative Assistant.

524202 – SURETY BONDS **\$0**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$0**

This account will cover cost of general tort liability for Deputy Chief of Communications, Accreditation manager, Training Coordinator, PC LAN Administrator, Document Processing Clerk II, PC LAN Specialist II and 911 Administrative Assistant.

525000 - TELEPHONE **\$29,022**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$29,021.28**

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 \$1,112 x 12mo = \$13,744.32
- 2 Fax Lines \$103 per month x 12mo - \$1,273.08
- Radio Loops (7) along with 9 cable pairs = \$11,457.72
- Tornado Alarm Loop with 6 cable pairs = \$1,909.62
- Court House Elevator = \$636.54

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

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 \$5.625

PROGRAM 3 – 911 SYSTEM MANAGEMENT \$5,624.95
 This account covers the cost of the modem for redundancy between Node 1 and Node 2.
 131 Modem \$438.08 x 12mo + tax = \$5,624.95

525021 – SMART PHONES PHONE \$6,061

PROGRAM 3 – 911 SYSTEM MANAGEMENT \$6,060.48
 Smart Phones for 7 (On Call Personnel), Chief of Communications, Deputy Chief of Communications, Training Coordinator, Accreditation Manager, Compliance Officer, PC LAN Administrator, PC LAN Specialist and Dispatch Supervisors (supervisor phone rotates between shifts) for after hour duties
 4 x \$64/mo x 12mo + tax = \$3,287.04 (Chief, Deputy Chief, Training Coordinator & PC LAN)
 4 x \$54/mo x 12mo + tax = \$2,773.44

525030 - 800 MHZ RADIO SERVICE CHARGES \$33,041

PROGRAM 3 – 911 SYSTEM MANAGEMENT \$33,040.53
 This account covers the cost of operating consoles and radios in Central Dispatch operations.
 47 Radios 6 Sites Secure x \$54.75/mo x 12mo+ tax = \$33,040.53 (Contract Required)

380,243

525031 - 800 MHZ MAINTENANCE \$304,997

PROGRAM 3 – 911 SYSTEM MANAGEMENT \$304,996.94
 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. (Contract Required)

MCC7500 Consoles – 18 at Ball Park Road and 8 at Lexington backup
 Advanced Plus Package = \$103,246.08
 Infrastructure Repair w/Advanced Replacement = \$28,275.54
 Onsite Infrastructure Response = \$36,473.56
 Dispatch (Motorola support to call and open incidents) = \$577.39
 Technical Support = \$1154.77
 Network Monitoring = \$2,002.53
 Security Update Service = \$22,986.82
 Remote Security Update Service (service for remote patching of SUS) = \$8,372.92
 Network Preventative Maintenance = \$3,402.55
 RSUS w/Reboot (service for MCA to manually reboot workstations after patching) = \$5,561.33
 SUA (software upgrade agreement) = \$61,543.15 = tax = \$65,851.17
 SUA Implementation (service for SUA field installation of software & hardware) = \$6,429.59
 Configuration Management (MARVLIS) = \$51,319.76
 Onsite Response (Motorola call in & onsite response from MCA for VHF radios) = \$3,591.11
 Local Device Combo (depot support for consolettes) = \$4,893.97
 Local Device Combo (depot support for handhelds) = \$151.94
 Security Monitoring (Active Eye) = \$35,952

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

525041 – EMAIL SERVICE CHARGES **\$1,032**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$1,032**

7 Full Time Employee Email accounts x \$10.75 x 12 months = \$903
1 Email account to be used to monitor automated dispatching x \$10.75 x 12 = \$129

525100 – POSTAGE **\$800**

PROGRAM 3 – 911 SYSTEM MANAGEMENT **\$800**

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 Smart 911 participants and to comply with the CALEA standards regarding community surveys.

525210 – CONFERENCE, MEETINGS & TRAINING EXPENSES **\$124,247**

PROGRAM 1 - 911 TRAINING **\$124,247**

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 40 employee = \$14,600
(Required for Emergency Medical Dispatch Certification for Priority Dispatch)

Emergency Fire Dispatch \$365/class x 40 employees = \$14,600
(Required for Emergency Fire Dispatch Certification for Priority Dispatch)

Emergency Police Dispatch \$365/class x 40 employees = \$14,600
(Required for Emergency Police Dispatch Certification for Priority Dispatch)

APCO Public Safety Telecommunicator Course \$399 / class x 40 employees =15,960

APCO Communication Training Officer Course \$466 / class x 10 employees =4,660

APCO Communication Center Manager Course \$466 / class x 10 employees =4,660

Site Fee for EMD, EPD and EFD = \$500/class x 4 classes per year = \$6,000
(Required by Priority Dispatch)

Re-certification for Priority Dispatch to include EMD, EFD, EPD, EMD-Q, EFD-Q and EMD-Q
(Required for Continued Certification) for 17 re-certifications = \$800

Bi-Monthly In-Service Training = 6 classes = \$3,000
(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,

**FUND 2605
DES/911 (131300)**

FY '24-25' BUDGET REQUESTS

- Barricaded Subjects, 911 Hang-ups, Teambuilding
- Professional Development

(Below are all required for CALEA Reaccreditation)

Commission on Accreditation for Law Enforcement Agencies (CALEA)

CALEA Annual Continuation Fee = \$4,188

APCO Annual National Conference and Expo. = \$2,500 x 2 employees = \$5,000

NENA National Conference and Expo. = \$2,500 x 2 employees = \$5,000

Department of Emergency Services / 911 Communications Leadership Staff Retreat = \$180 x 13 employees = \$2,340

This includes the cost for lodging, meals and any materials needed for the offsite retreat.

Department of Emergency Services Quarterly Leadership Training Lunch & Learn (Communications will be responsible for one (1) session.) \$750

A Department of Emergency Services Leadership Lunch & Learn will be scheduled once a quarter and each division of Emergency Services will sponsor one of the Lunch & Learns. To meet this requirement we are requesting \$750 to cover the one quarter Communications will sponsor. This will cover the cost of the lunch meal and the cost associated with any books or learning materials needed for the class

NAVIGATOR – Priority Dispatch, CEO Training & Continuing education for Training Coordinator x 3 employees = \$6,000

Central Square Engage x 1 employee = \$2,500

Leadership Lexington County - \$550.00 (1employee)

911 National Training & Leadership in Washington x 1 employees = \$2,500

Emergency Number Professional Training x 2 employees = \$840

911 Center Supervisor Training Program = \$4000

CALEA Public Safety Communications Accreditation Manager Course = \$499

National Public Educator Forum (NPEF) Conference designated specifically for the Department of Emergency Services educators. Registration & Lodging = \$3,000

The Peer Team is a peer led support group that offers stress management, critical incident peer support and facilitates access to support resources to all Department of Emergency Services employees. This committee endeavors to help protect and promote the mental integrity and resiliency for all emergency services. These funds will be utilized to hire speakers, trainers, onsite programs and workshops to better educate emergency services employees on maintaining mental and emotional wellbeing and peer to peer support.

PEER Team Training = 3 x \$500 = \$1,500

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

**FUND 2605
DES/911 (131300)**

FY '24-25' BUDGET REQUESTS

Telecommunicators Emergency Response Team (T.E.R.T) Training - \$500.00 (**specialized training, required for CALEA Accreditation**)

Emergency Services Leadership Training - \$400

This training program is used for the standardization, unification and enhancement of the Lexington County Department of Emergency Services to included Communications, Fire Services, EMS and Emergency Management. This cost will be used for team building exercises and course materials needed.

525230 – SUBSCRIPTIONS, DUES & BOOKS

\$12,366

PROGRAM 2 – 911 TRAINING

\$12,365.49

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) = \$725

Association of Public Safety Communication Officials (APCO) = \$2,514

Public Safety Communications Accreditation Network (PSCAN) = \$50

Leadership books (includes True Colors and Professional Leadership) = \$300

APCO33 Training certification and Accreditation = \$500

APCO Train the Trainer Course Manuals x 6 = \$1,020.78

APCO Public Safety Telecommunicator Course Manuals x 60 = \$6,800.71

Go To Meeting Business \$16 per/mo x 12mo + tax = \$206

APCO Retain = \$99

525240 – PERSONAL MILEAGE REIMBURSEMENT

\$1,000

PROGRAM 2 – 911 TRAINING

\$1,000

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

\$2,000

PROGRAM 1 – 911 TRAINING

\$2,000

This will allow for the use of motor pool vehicles by employees to attend APCO/NENA Conferences, meeting/training events and leadership site visits at other communications centers.

525430 – EMERGENCY GENERATOR FUEL

\$4,082

PROGRAM 3 – 911 MANAGEMENT

\$4,082

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 \$3.14 per gallon = \$4,082

525500 – LAUNDRY & LINEN

\$1,000

PROGRAM 3 – 911 MANAGEMENT

This account will be used to dry clean uniforms with the purpose of reusing them after an employee has terminated employment. Also the Cleaning of the Red E. Fox mascot to twice annually.

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

525600 – UNIFORMS & CLOTHING

\$2793

PROGRAM 3 – SYSTEM MANAGEMENT

This will cover uniforms and clothing for the Deputy Chief of Communications, 911 Training Coordinator, Accreditations Manager, Administrative Assistant, Document Processing Clerk, and ECC System Controller.

- 4 Short Sleeve Polo Shirts = \$120
- 4 Uniform Pant = \$160
- 1 T-Shirt/Undershirt = \$18
- 1 Long Sleeve Fleece Shirt = \$25
- 1 Pullover = \$35
- 1 Jacket = \$55
- 1 Knit Beanie = \$10
- 1 Ball Hat = \$12

TOTAL per employee = \$435 x 6 employees + tax = \$2792.70

525700 – EMPLOYEE SERVICE AWARDS

\$2369

Communications has in place an employee recognition program that recognized Employee of the Year, Employee 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 Dispatcher of the Quarter = \$25 ea + tax = \$107
- 4 Call Taker of the Quarter = \$25 ea + tax = \$107
- 4 Part Time Dispatcher of the Quarter = \$25 + tax = \$107
- 4 Sergeant of the Quarter = \$25 ea + tax = \$107
- 4 Supervisor of the Quarter = \$25 ea + tax = \$107
- 1 Dispatcher of the Year = \$100 + tax = \$107
- 1 Call Taker of the Year = \$100 + tax = \$107
- 1 Sergeant of the Year = \$100 + tax = \$107
- 1 Supervisor of the Year = \$100 + tax = \$107
- 1 Shift of the Year = \$200 + tax = \$214
- Public Education Team Member of the Year = \$100+ tax = \$107
- Life Saver Award = 79.00+tax= 84.53

These funds will be used for Divisional Annual Emergency Services Awards and Recognition Ceremony, which will include the divisions of EMS, Fire Services, Emergency Management and Communications.

- Appetizers, drinks, Hors d'oeuvres and venues expenses = \$800.00
- Emergency Services plaques and awards for 4 awards x \$50 per award = \$200

529903 - CONTINGENCY

\$1,338,726

SECTION V.D. – CAPITAL LINE ITEM NARRATIVE

FUND 2605
DES/911 (131300)

FY '24-25' BUDGET REQUESTS

540000 – SMALL TOOLS AND MINOR EQUIPMENT \$28,295

This account will be used to replace small tools and equipment that become damaged or are no longer covered under maintenance.

- Wireless Headsets \$90 x 30 + Tax = \$2,889
- Base stations for Wireless Headsets at ECC = \$590 x 8 + tax = \$5,050.40
- Batteries for Wireless Headsets at ECC = \$60 x 64 + tax = \$4108.80
- Fitness and Wellness Equipment = \$2,000
- Back-up KVM switches and cables needed for dispatch positions
 - Switches - \$640 x 8 + tax + shipping = \$5,560
 - Cables - \$9.95 x 32 + tax = 340.69
- KVM Monitor and Keyboard for 2 server racks - \$7,800 + tax = \$8,346

NEW AND REPLACEMENT MONITORS \$2,676

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 \$5,195

TS replacement recommendations x 3 laptops x 1 desktop

REPLACEMENT PRINTER \$1,023

TS replacement recommendations x 3 laptops x 1 desktop

REPLACEMENT DISPATCH CHAIRS \$26,803

This account will be used to replace chairs in the Primary PSAP. Chairs purchased will be 24 x 7 High Backs with Adjustable arms.

10 24x7 chairs \$2504.90 = \$25049.90 + tax and shipping = \$26,803.33

REPLAY ESINET INTERFACE \$19,606

Upgrade current recorder system if ESinet Service is implement

- Ball Park Rd = \$9,490
- Back-Up Recorder = \$10,116

REPLAY QA/QI \$60,300

The communication center is not meeting the APCO / NENA standard on the recommended minimum components of a Quality Assurance / Quality Improvement (QA/QI) program. The minimum requirements during the normal course of business, review at least 2% of all calls for service. In this budget I am requesting the outside vendor perform at least 1% due to our staffing crisis. We currently have this vendor reviewing 300 calls per year.

APCO-NENA_ANS_1.107.1.2015_Q.pdf (vnmaws.com)

- Law Calls Total Reviews= 3138
- EMS Calls Total Reviews= 656
- Fire Calls Total Reviews= 226

AT&T DEDICATED INTERNET & VOICE \$23,929

Total Monthly Recurring Charges \$1863.60 x 12 months = \$22,363.20 + Tax

**Move to WAN
Service Charges
Account 525004*

New Program

FUND 2605
DES/911 (131300)
FY '24-25' BUDGET REQUESTS

911 System Management

\$1,338,726

Emergency Services IP Network ***Depends on research if project will be implemented in this budget year***

ESInets for Next Generation 911 are IP networks used for emergency telecommunications services and are designed for all public safety agencies to use. The purpose of an ESInet is to interconnect at local, regional, state, federal, national and international levels to form an IP-based internetwork. This network is a critical element and the networking backbone upon which PSAPS and public safety agencies can build services toward Next Generation 911.

The desired scenario for Next Generation 911 is that a caller dials 911 and connects to a public safety answering point. Once getting the basic information about the emergency, including the nature and location, the caller is able to use his or her smartphone to send the PSAP pictures and video of the incident. The National Emergency Number Association develops the technology standards that drive NG911 known as i3 and spell out specific factors PSAPs must meet for their systems to be considered NG911, which includes ESInet. *****This is not reimbursed by the State*****

911 System Management

\$19,606

Replay recorder ESInet Interface for Ball Park Rd and Admin Building **If project implemented**

OPERATING EXPENSES FOR 2605-131300-520200

Annual re-occurring cost for ESInet Services (after 1st year of implementation) - \$363,037.44

- This expense will be billed monthly and will replace the current AT&T contracted services upon implementation *****This is not reimbursed by the State***** (Will not be included in this budget)

**COUNTY OF LEXINGTON
DOMINION SUPPORT FUND
Annual Budget
FY 2024-25 Estimated Revenues**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Dominion Support Fund 2606:								
Revenues:								
461000	Investment Interest	1,058	636	0	0	<u>0</u>		
466000	Dominion Support Funds	25,000	26,233	62,771	62,771	<u>22,088</u>		
** Total Revenue		<u>26,058</u>	<u>26,869</u>	<u>62,771</u>	<u>62,771</u>	<u>22,088</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>115,376</u>	<u>22,088</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>72,787</u>	<u>20,182</u>	<u>20,182</u>	<u>20,182</u>
FUND BALANCE - Projected								
End of Year					<u>20,182</u>	<u>20,182</u>	<u>20,182</u>	<u>20,182</u>

**COUNTY OF LEXINGTON
DOMINION SUPPORT FUND
Annual Budget
Fiscal Year - 2024-25**

Fund: 2606
Division: Department of Emergency Services
Organization: 131101 - Emergency Preparedness

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	0	0	0
Operating Expenses							
521200	Operating Supplies	0	0	4,972	<u>1,886</u>		
522000	Building Repairs & Maintenance	0	0	3,000	<u>1,500</u>		
522200	Small Equipment Repairs & Maint.	1,203	0	3,728	<u>2,500</u>		
524015	Drone Insurance	2,439	3,709	2,624	<u>3,895</u>		
525110	Other Parcel Delivery Service	0	0	200	<u>200</u>		
525210	Conference, Meeting & Training Expense	5,240	2,533	8,546	<u>6,222</u>		
529903	Contingency	0	0	81,820	<u>0</u>		
* Total Operating		8,882	6,242	104,890	<u>16,203</u>	0	0
** Total Personnel & Operating		8,882	6,242	104,890	<u>16,203</u>	0	0
Capital							
540000	Small Tools & Minor Equipment	0	278	7,570	<u>3,785</u>		
540010	Minor Software	1,284	660	2,916	<u>2,100</u>		
	All Other Equipment	0	0	0			
** Total Capital		1,284	938	10,486	<u>5,885</u>	0	0
*** Total Budget Appropriation		10,166	7,180	115,376	<u>22,088</u>	0	0

SECTION V – PROGRAM OVERVIEW

DOMINION 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.

Program II: Emergency Management

Objectives:

This program provides the capability to plan for natural and manmade 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 lessens 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.) and accidents involving the fixed nuclear facility at the V.C. Summer Nuclear Station. 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 evidence 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.

Program III: DES Emergency Communication Coordinator (ECC)

The Emergency Communications Coordinator maintains oversight of the countywide (with the exception of the Sheriff's Department) communications program to include the design, construction, maintenance, and repair of radio and telecommunications systems as well as design and recommend modifications. The ECC oversees radio communication projects to include budgeting and identifying resources needed. Additional duties include conducting and/or assisting with communications training curriculum to ensure county staff are trained on the operation of available communication systems. The ECC monitors/reports system performance indicators; maintains operational efficiency of systems and makes recommendations for improvements as needed.

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI.A. – LISTING OF REVENUES

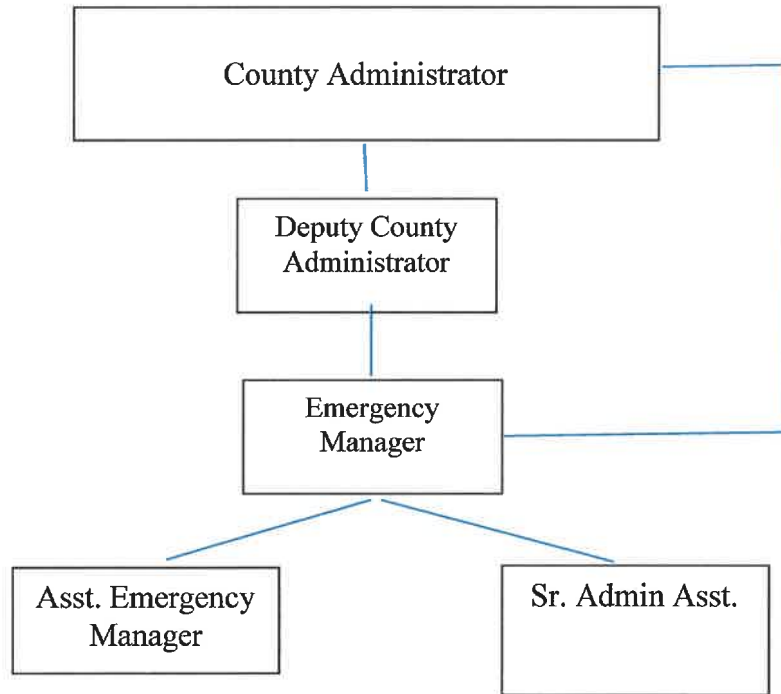
466000 DOMINION SUPPORT FUNDS **\$22,088**

This funding is used to meet the County’s responsibility established by the Federal Emergency Management Agency (FEMA) and the Nuclear Regulatory Commission (NRC) for Radiological Emergency Planning (REP) for the V.C. Summer Nuclear Station

SECTION VI.B. – PERSONNEL

Current Staffing Level:

<u>Job Title Positions</u>	<u>Full Time Equivalent</u>			<u>Grade</u>
	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	
Emergency Manager	1.00	0.00	1.00	213
Assistant Emergency Mgr	1.00	0.00	1.00	208
TOTAL POSITIONS	2.00	1.00	2.00	



VLC. - OPERATING LINE ITEM NARRATIVES

521200 OPERATING SUPPLIES \$1,886

PROGRAM II - EMERGENCY MANAGEMENT

This account will be used to purchase imaging drums, fuser kits and transfer kits for the Emergency Management Network Printer. This account will also be used for operating supplies during disaster operations and exercises. Increased emphasis on Emergency Operations Center training will necessitate more supplies. This account also includes supplies used for incident EOC badging and field operations.

522000 BUILDING REPAIRS & MAINTENANCE \$1,500

PROGRAM II – EMERGENCY MANAGEMENT \$1,500

This account will be utilized for miscellaneous repairs and maintenance of items such as the fire suppression system, prox card readers, grounds fencing and gates, etc. at the EOC facility located at 434 Ball Park Road.

522200 SMALL EQUIPMENT REPAIRS & MAINTENANCE \$2,500

PROGRAM II- EMERGENCY MANAGEMENT \$2,500

This account will be used for necessary repairs and maintenance of equipment essential to the functions of Emergency Management to include the recalibration and maintenance of radiological monitors and the traffic and communication trailers.

524015 DRONE INSURANCE \$3,895

PROGRAM II – EMERGENCY MANAGEMENT \$3,895

This account will be used to cover the annual insurance premium for (2) County owned drones that are utilized to enhance emergency response capabilities such as search and rescue operations, VC Summer evacuation route reconnaissance and monitoring and HAZMAT response.

525110 OTHER PARCEL DELIVERY SERVICE \$200

PROGRAM II – EMERGENCY MANAGEMENT

This account will cover the cost for mailing any packages not covered under the regular postage account to include the shipping of the Ludlum radiation monitors for annual recalibration.

525210 – CONFERENCES AND MEETING EXPENSES \$6,222

PROGRAM 2 – EMERGENCY MANAGEMENT \$6,222

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 EOC Emergency Awareness Seminars and/or Tabletop Exercises annually, SCEMA Conference expenses, the FEMA Advanced Academy for the Assistant Emergency Manager and the IAEM Conference.

Emergency Management Training & Exercises	\$3,123
FEMA Advanced Academy Certification (Assistant EM)	\$1,400
SCEMA (SC Emergency Management Association) (EM, Assistant EM)	\$1,300
IAEM (International Association of Emergency Managers) (EM)	\$399

VI.D. – CAPITAL LINE ITEM NARRATIVES

540000 SMALL TOOLS & MINOR EQUIPMENT **\$3,785**

PROGRAM 2 – EMERGENCY MANAGEMENT

This account will be utilized to purchase small tools & minor equipment needed to assist Emergency Management with the coordination of activation, operation, and training for the division and to support the County Emergency Shelter located at 432 Ball Park Road.

540010 – MINOR SOFTWARE **\$2,100**

PROGRAM 2 – EMERGENCY MANAGEMENT \$600

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.

(2) ArcView Licenses @ \$300/ea = \$600

Emergency Services utilizes software packages for aerial drone operations, including Drone2map, and ARCGIS. This software is used for many mapping related projects including station location and runout mapping, as well as three dimensional mapping of post fire damage, flood damage, and pre-planning many activities within Emergency Services. This funding will purchase a license for Drone2map.

Drone2Map Annual License 1@ \$1,500/ea= \$1,500 \$1,500

**COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* P/D (Indigent Criminal Defense) 2618:								
Revenues:								
451610	State Revenue (Lexington)	109,885	41,121	200,000	200,000	200,000		
461000	Investment Interest	0	0	0	0			
** Total Revenue		<u>109,885</u>	<u>41,121</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
***Total Appropriation					<u>200,000</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
FUND BALANCE								
Beginning of Year					<u>(4)</u>	<u>(4)</u>	<u>(4)</u>	<u>(4)</u>
FUND BALANCE - Projected End of Year					<u>(4)</u>	<u>(4)</u>	<u>(4)</u>	<u>(4)</u>

Fund: 2618
Division: Judicial
Organization: 141400 - Public Defender

Object Code	Expenditure Classification	BUDGET					
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Expenses							
520300	Professional Services	109,885	51,434	200,000	<u>200,000</u>		
* Total Operating		<u>109,885</u>	<u>51,434</u>	<u>200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
** Total Personnel & Operating		<u>109,885</u>	<u>51,434</u>	<u>200,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital							
** Total Capital		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
*** Total Budget Appropriation		<u>109,885</u>	<u>51,434</u>	<u>200,000</u>	<u>200,000</u>	<u>0</u>	<u>0</u>

**COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Public Defender 2619:								
Revenues:								
451610	State Revenue (Lexington)	697,823	348,911	697,823	697,823	697,822		
451611	State Revenue (Tri-Counties)	151,838	75,919	151,838	151,838	151,838		
451615	Carry Forward Revenues	37,840	51,804	0	0			
451616	Additional PD State Funding	112,500	37,500	75,000	75,000	112,500		
451617	PD Backlog State Funding	112,500	75,000	150,000	150,000			
451620	State Supplemental (Lexington)	132,286	78,691	96,062	96,062	132,285		
451621	State Supplemental (Tri-Counties)	27,899	15,862	8,663	8,663	27,899		
451631	Application Fees (Lexington)	0	3,480	0	0			
451632	Probation Fees (Lexington County)	73,325	37,179	27,825	27,825	73,325		
451633	Civil Fees (Lexington County)	42,584	18,775	22,766	22,766	42,583		
451634	CDV Fees (Lexington County)	78,126	39,063	78,126	78,126	78,125		
451635	DUI Fees (Lexington County)	55,401	27,700	55,401	55,401	55,400		
451636	Probation Fees (Tri-Counties)	15,955	7,621	6,054	6,054	15,954		
451637	Civil Fees (Tri-Counties)	9,266	4,085	4,954	4,954	9,265		
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	12,054		
451641	Application Fees (Tri-Counties)	0	2,052	0	0			
455004	Contribution from Tri-Counties	87,019	26,750	86,000	86,000	86,000		
455012	Contributions from Municipalities	0	0	400	400	400		
461000	Investment Interest	53,183	42,504	100	100	100		
469900	Miscellaneous Revenues	0	0	0	0			
801000	Op Trn from General Fund	1,155,790	521,054	2,084,215	2,084,215	2,233,213		
** Total Revenue		2,872,389	1,428,477	3,574,281	3,574,281	3,745,762	0	0
***Total Appropriation					4,275,202	4,050,824	0	0
Contingency:								
Unused -								
Rental								
FUND BALANCE								
Beginning of Year					1,590,999	890,078	890,078	890,078
FUND BALANCE - Projected								
End of Year					890,078	585,016	890,078	890,078

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year - 2024-25

Fund: 2619
Division: Judicial
Organization: 141400 - Public Defender

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 43	1,471,217	646,197	2,541,302	2,541,302		
510200 Overtime	18	0	0			
511112 FICA Cost	107,197	47,345	194,411	194,411		
511113 SCRS - Employer's Portion	244,041	107,433	476,740	476,740		
511120 Employee Insurance - 43	210,600	84,500	335,400	350,450		
511130 Workers Compensation	5,337	2,354	9,364	9,364		
519999 Personnel Contingency	0	0	244,925			
* Total Personnel	2,038,410	887,829	3,802,142	3,572,267	0	0
Operating Expenses						
520200 Contracted Service	750	0	1,500	1,500		
520219 Water & Other Beverage Service	1,363	524	1,500	1,500		
520300 Professional Services	0	158	1,200	1,200		
520400 Advertising & Publicity	0	0	100	100		
521000 Office Supplies	8,517	4,941	14,200	14,200		
521100 Duplicating	6,880	3,088	14,100	14,100		
521200 Operating Supplies	0	60	0			
522200 Small Equip Repairs & Maintenance	0	0	750	750		
522300 Vehicle Repairs & Maintenance	449	40	1,000	1,000		
523100 Building Rental	77,676	38,838	138,384	168,384		
524000 Building Insurance	185	180	382	393		
524100 Vehicle Insurance - 4	1,230	1,845	2,460	2,460		
524101 Comprehensive Insurance - 4	319	382	740	600		
524201 General Tort Liability Insurance	0	4,270	2,957	3,105		
524202 Surety Bonds	0	0	276	271		
525000 Telephone	10,370	5,171	18,535	18,535		
525004 WAN Service Charges	8,159	4,079	8,749	8,749		
525020 Pagers and Cell Phones - 2	440	184	3,032	3,032		
525041 E-mail Service Charges - 46	4,064	1,527	5,934	5,934		
525100 Postage	2,196	842	2,500	2,500		
525210 Conference, Meeting & Training Expense	25,995	10,363	52,250	52,250		
525230 Subscriptions, Dues & Books	16,562	9,652	23,750	23,750		
525240 Personal Mileage Reimbursement	18,888	3,139	21,400	21,400		
525328 Util / Public Defenders Offices	10,077	5,208	10,000	10,500		
525400 Gas, Fuel & Oil	2,759	919	3,700	3,700		
529903 Contingency	0	0	20,187	100,000		
529907 Rental Contingency	0	0	70,189	0		
* Total Operating	196,879	95,410	419,775	459,913	0	0
** Total Personnel & Operating	2,235,289	983,239	4,221,917	4,032,180	0	0

COUNTY OF LEXINGTON
PUBLIC DEFENDER
Annual Budget
Fiscal Year - 2024-25

Fund: 2619
 Division: Judicial
 Organization: 141400 - Public Defender

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Capital						
540000 Small Tools & Minor Equipment	1,486	(60)	1,500	<u>1,500</u>		
540010 Minor Software	0	0	3,428			
All Other Equipment	17,948	4,131	48,357	<u>17,144</u>		
** Total Capital	19,434	4,071	53,285	<u>18,644</u>	0	0

*** Total Budget Appropriation	2,254,723	987,310	4,275,202	<u>4,050,824</u>	0	0
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SECTION V – PROGRAM OVERVIEW

Summary of Programs

Background
Program 1 – General Sessions
Program 2 – Family Court
Program 3 – Magistrate’s Court

Background:

The Eleventh Circuit Public Defender’s Office represents juvenile and adult clients in the Eleventh Judicial Circuit, which consists of Lexington, Saluda, Edgefield, and McCormick Counties.

In each of the office’s programs, our primary goal is to defend and protect the rights, liberties, and dignity of those accused of crimes who cannot afford to retain counsel. We work to ensure that no innocent person is wrongfully convicted.

We seek equal justice under the law, and we seek to defend against discriminatory treatment and disproportionate punishment. Our attorneys and support staff are dedicated to the full and fair representation of each client, and we recognize that by protecting the rights of individual people, we contribute to the integrity of the justice system as a whole.

We look for alternatives to incarceration for clients who pose a low risk to the community and a low risk of recidivism. These alternatives, both pre-trial and as part of probationary sentences, largely consist of treatment for mental illness and drug and alcohol addiction, but include other services, such as domestic abuse counseling, vocational training, and GED programs. By finding these alternatives to incarceration, we benefit the community by increasing the likelihood of rehabilitation and by lowering incarceration costs, while maintaining accountability.

As a publicly-funded office, we are committed to providing all constitutionally and statutorily mandated legal services in an efficient and cost-effective manner, while holding ourselves to the highest professional and ethical standards.

Program 1: General Sessions

Objectives:

Our General Sessions program consists of representing adult clients with misdemeanor and felony charges ranging from simple drug possession and minor property crimes up to violent and most serious felony charges. For each client, we strive to carry out the above office goals.

Program 2: Family Court

Objectives:

In our Family Court program, the Public Defender's Office represents juvenile clients charged with crimes ranging from simple drug possession to murder. In the Family Court setting, the Court's goal is to act in the best interests of the child. As a result, we have the opportunity to collaborate with other professionals from local schools, the Department of Mental Health, and the Department of Juvenile Justice to find holistic resolutions to our clients' cases. Additionally, we are able to work with our clients' parents to educate them about possible consequences. We work towards reducing recidivism and preventing our clients from becoming adult offenders.

Program 3: Magistrate's Court

Objectives:

In our Magistrate's Court program, the Public Defender's Office represents adult clients on charges that carry fines and short jail sentences. However, the consequences of a conviction for even a minor offense can have lifelong effects on our clients. We treat each case seriously and apply the same diligence to these cases that we give our General Sessions and Family Court cases.

SERVICE LEVELS

**Service Level Indicators:
 Program 1:**

General Sessions Cases

	<u>Actual</u> <u>2020</u>	<u>Actual</u> <u>2021</u>	<u>Actual</u> <u>2022</u>	<u>Actual</u> <u>2023</u>	<u>Projected</u> <u>2024</u>
Total Warrants Served	6397	7173	7664	7742	7900
Warrants with Public Defender Appointed	4485	4809	5246	5127	5200
Appointed to Private Bar	204	464	223	427	400
Percentage of Adult General Sessions Warrants Appointed PD	70.1%	67.0%	68.4%	66.2%	65.8%

Program 2:

Family Court Cases

	<u>Actual</u> <u>2020</u>	<u>Actual</u> <u>2021</u>	<u>Actual</u> <u>2022</u>	<u>Actual</u> <u>2023</u>	<u>Projected</u> <u>2024</u>
Juvenile Cases in Court	221	198	338	284	300
Juveniles Appointed PD	216	185	328	263	280
Cases against Parents				77	90
Private Bar	5	13	10	21	20
Percentage of Juvenile Caseload	97.7%	93.4%	97.0%	92.6%	93.3%

Program 3:

Magistrate's Court Cases

Cases Opened:

2019	795
2020	929
2021	843
2022	1007
2023	1049

Cases Closed:

2019	523
2020	608
2021	742
2022	1060
2023	1159

Current Cases:

2020	728
2021	819
2022	673
2023	633

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. LISTING OF REVENUES

451610 – State Revenue (Lexington) \$697,822

State-appropriated funding for Lexington County, distributed quarterly per capita based on the 2010 census.

451611 – State Revenue (Tri-Counties) \$151,838

State-appropriated funding for the Tri-Counties (Edgefield, Saluda, and McCormick Counties), distributed quarterly per capita based on the 2010 census.

451616 - Carry Forward \$112,500

Additional state funding. We received \$112,500 in FY 24.

451620 – State Supplemental (Lexington) \$132,285

Funding distributed per capita by the South Carolina Commission on Indigent Defense. This funding comes from surplus left over from other funds. The amount is not fixed and changes yearly. These funds are distributed quarterly based on the 2010 census.

451621 – State Supplemental (Tri-Counties) \$27,899

Funding distributed per capita by the South Carolina Commission on Indigent Defense. This funding comes from surplus left over from other funds. The amount is not fixed and changes yearly. These funds are distributed quarterly based on the 2010 census.

451632– Probation Fees (Lexington) \$73,325

A person placed on probation and represented by appointed counsel must pay a \$500 fee as a part of the sentence. These fees are then distributed on a per capita basis based on the 2010 census.

451633 – Civil Fees (Lexington) \$42,583

Anyone filing a civil lawsuit must pay a surcharge. This surcharge is then divided among several recipients. The South Carolina Commission on Indigent Defense distributes this money on a per capita basis based on the 2010 census.

451634 – Domestic Violence Fees (Lexington) \$78,125

This is a surcharge assessed on all domestic violence cases. It is distributed on a per capita basis. The distribution is based on the 2010 census.

451635 – DUI Fees (Lexington) \$55,400

This is a surcharge assessed on all driving under the influence cases. It is distributed on a per capita basis. The distribution is based on the 2010 census.

451636 – Probation (Tri-Counties) \$15,954

A person placed on probation and represented by appointed counsel must pay a \$500 fee as part of the sentence. These fees are then distributed on a per capita basis based on the 2010 census.

451637 – Civil Fees (Tri-Counties) \$9,265

Anyone filing a civil lawsuit must pay a surcharge. This surcharge is then divided among several recipients. The South Carolina Commission on 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 domestic violence cases. It is distributed on a per capita basis. The distribution is based on the 2010 census.

451639 – DUI (Tri-Counties) \$12,054

This is a surcharge assessed on all driving under the influence 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 \$86,000

The Tri-Counties contributed \$86,000 to the operational costs of the Eleventh Circuit Public Defender's Office for FY24.

455012 – Contributions from Municipalities \$400

Our office represents the municipality of Pelion 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 **\$2,233,213**

We are requesting that Lexington County contribute \$2,233,213 for this upcoming budget year.

SECTION VI. B. - LISTING OF POSITIONS

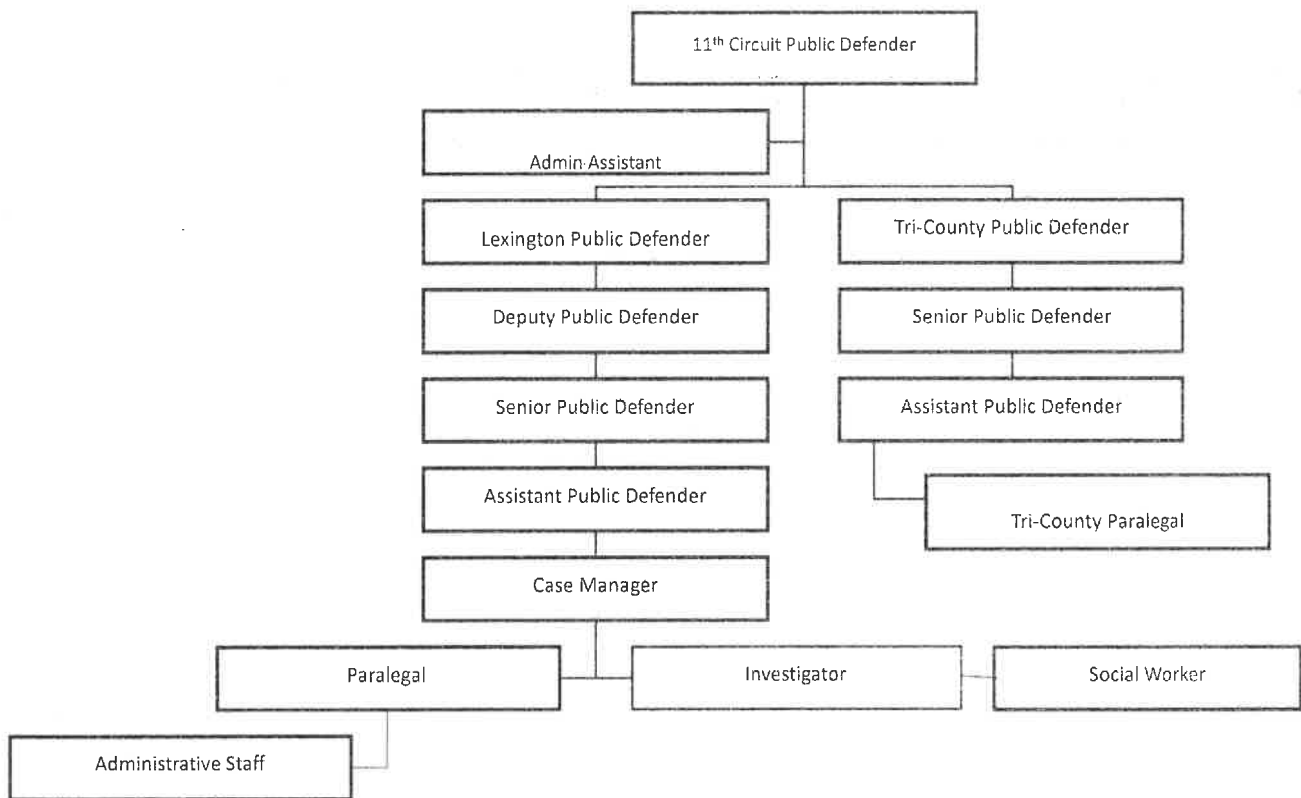
Current Staffing Levels:

Full Time Equivalent

<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
County Public Defender	2	2		2	
Deputy Public Defender	3	3		3	
Attorney III	2	2		2	
Attorney II	4	4		4	
Attorney I	15	15		15	
Case Manager	4	4		4	
Receptionist/Records	1	1		1	
Paralegal	5	5		5	
Screeener/AA	3	3		3	
Investigator	3	3		3	
Social Worker	1	1		1	
Total Positions	43	43		43	

All of these positions require insurance.

Display organization flowchart:



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES	\$2,541,302
Salaries for forty-three full-time positions	
51112-FICA COST	\$194,411
Employer's portion 7.65%	
511113-STATE RETIREMENT	\$476,740
Employer's portion 18.56%	
511120-INSURANCE FUND CONTRIBUTION	\$350,450
Employer's portion at the cost of \$8,150 per employee (43)	
511130-WORKERS COMPENSATION	\$9,364
Based on last year's premiums	
520200-CONTRACTED SERVICES	\$1,500
Contracted services, including shredding	
520219-WATER SERVICE	\$1,500
Through Lexington County, we have contracted with a company that provides drinking water for the office.	
520300-PROFESSIONAL SERVICES	\$1,200
Additional shredding services	
520400-ADVERTISING & PUBLICITY	\$100
We must advertise before shredding old files	
521000-OFFICE SUPPLIES	\$14,200
Office supplies, including printer ink, which is our most costly expense in this category	
521100-DUPLICATING	\$14,100
Duplicating costs	

522200-SMALL EQUIPMENT REPAIRS **\$750**

Covers the cost of printer maintenance kits recommended by the Technology Services department

522300-VEHICLE REPAIRS & MAINTENANCE **\$1,000**

We use county cars to reduce our personal mileage costs. This category covers the cost of service on the cars.

523100-BUILDING RENTAL **\$168,384**

We rent an office building at 202 East Main Street. This building currently houses our entire office. We are in negotiations to enter a rental agreement for a second facility to house our Magistrate's Court division. Mini-Warehouses provides one storage unit for old file storage.

We have negotiated successfully with Edgefield, Saluda, and McCormick Counties for office space in each county. These county offices provide space for us to work in each of the tri-counties.

524000-BUILDING INSURANCE **\$393**

This is the expected premium for contents insurance on our office.

524100-VEHICLE INSURANCE **\$2,460**

This is the expected premium for our office vehicles.

524101-COMPREHENSIVE INSURANCE **\$600**

This is the expected comprehensive premium for our vehicles.

524201-GENERAL TORT LIABILITY INSURANCE **\$3,105**

We are covered under the insurance reserve.

524202-SURETY BONDS **\$271**

Surety bonds at \$6.29 for 43 employees.

525000-TELEPHONE **\$18,535**

We have two phone service providers, Comporium for the Lexington office and Western Carolina Rural Tel Coop. for our Tri-County office.

525004-WAN SERVICE CHARGE **\$8,749**

Our WAN expenses will remain static.

525020-PAGER AND CELL PHONES **\$3,032**

Office cell phones

525041-E-MAIL SERVICE CHARGE **\$5,934**

Our email service charges are \$10.75 per account per month for 46 accounts.

525100-POSTAGE **\$2,500**

We limit postage costs when letters can be hand delivered, such as to the Clerk of Court, Solicitor's Office, judges' offices, and jails.

525210-CONFERENCE & MEETING EXPENSES **\$52,250**

The South Carolina Bar requires attorneys to undergo a minimum of fourteen hours of Continuing Legal Education each year. We meet this requirement by attending an annual Public Defender's conference. The South Carolina Commission on Indigent Defense requires new public defenders to attend PD 101, PD102, and PD103, which are scheduled throughout the year. Additionally, our attorneys attend other local seminars to stay informed on changes in the law.

525230-SUBSCRIPTIONS, DUES, & BOOKS **\$23,750**

This amount encompasses our legal research. It includes the cost of LexisNexis, our service provider for electronic legal research, and updates to our law library.

525240-PERSONAL MILEAGE REIMBURSEMENT **\$21,400**

Personal mileage reimbursement for trips when county cars are unavailable or impractical.

525328-UTIL/PUBLIC DEFENDERS OFFICES **\$10,500**

Utilities, including electrical service provided by SCE&G.

525400-GAS, FUEL & OIL **\$3,700**

Fuel and oil for our county cars.

529903-Contingency **\$100,000**

Funding for unexpected expenses

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000-Small Tools & Minor Equipment **\$1,500**

Every year a variety of small tools and equipment are necessary to keep the office running.

540000- iPad 10.2 (Replacement) **\$2,886**

Attorneys use tablets in the courtroom and when meeting with clients to access our office database, perform legal research, and to review discovery materials. This is for the replacement of six (6) iPads that have become obsolete.

540000- iPad keyboard case **\$1,134**

Six (6) cases with keyboards that will protect the tablets and facilitate work performed on tablets.

540000- Apple Pencil **\$222**

Three (3) Apple Pencils that will allow attorneys to turn written notes into text for files and allow them to annotate discovery materials.

540000- Standard Laptop (3A) (Replacement) **\$4,329**

These three (3) standard laptops with 1 TB hard drive capacity will accommodate large discovery files such as cellphone extractions and lengthy police body camera videos. These laptops will replace laptops that have become obsolete.

540000- Standard Laptop (Replacement) **\$4,068**

These three (3) standard laptops will replace laptops that have become obsolete.

540000- WD22TB4 (Replacement) **\$1,236**

Replacement docking stations for the six (6) laptops above.

540000- Blu-ray Burner (Replacement) \$513

Blu-ray drives are necessary for viewing evidence including lengthy body camera videos provided to the office on Blu-ray discs. This is for the purchase of three (3) Blu-ray/dvd burners for use with laptops. These players will replace DVD players in the office.

540000- Dell OptiPlex 7410 (Replacement) \$2,756

Two (2) all-in-one computers for administrative staff. These computers will replace equipment that has become obsolete.

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 GENERAL FUND
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2619
 Division: Position Change - Attorney II
 Organization: Public Defender's Office - 141400

Object Expenditure Code Classification	<i>BUDGET</i>		
	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel			
510100 Salaries & Wages - 4	37,665		
510200 Overtime			
511112 FICA Cost	2,881		
511113 State Retirement	6,991		
511120 Insurance Fund Contribution			
511130 Workers Compensation	139		
511213 State Retirement - Retiree			
* Total Personnel	47,676		
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	47,676		
Capital			
540000 Small Tools & Minor Equipment			
540010 Minor Software			
All Other Equipment			
** Total Capital	0		
*** Total Budget Appropriation	47,676		

SECTION V – PROGRAM OVERVIEW

Summary of Programs – Position Change – Attorney II

213

215

This position will change four existing Attorney I positions into four Attorney II positions. The attorney will participate in the investigation of witnesses and physical evidence, perform legal research, negotiate with prosecuting agencies, analyze cases, and develop trial strategies. The attorney will spend time in the courtroom litigating cases through motions and trials.

As an Attorney II, this person will handle felony cases, such as common law robbery and drug distribution, where clients face time in prison. This attorney will have the knowledge and experience to litigate legal issues without direct supervision. This attorney will have the experience necessary to handle a large caseload.

Program 1: Position Change – Attorney II

Objectives:

The Eleventh Circuit Public Defender's Office represents juvenile and adult clients in the Eleventh Judicial Circuit, which consists of Lexington, Saluda, Edgefield, and McCormick Counties.

The primary goal of our office is to defend and protect the rights, liberties, and dignity of those accused of crimes who cannot afford to retain counsel. We work to ensure that no innocent person is wrongfully convicted.

We seek equal justice under the law, and we seek to defend against discriminatory treatment and disproportionate punishment. Our attorneys and support staff are dedicated to the full and fair representation of each client, and we recognize that by protecting the rights of individual people, we contribute to the integrity of the justice system as a whole.

We look for alternatives to incarceration for clients who pose a low risk to the community and a low risk of recidivism. These alternatives, both pre-trial and as part of probationary sentences, largely consist of treatment for mental illness and drug and alcohol addiction, but include other services, such as domestic abuse counseling, vocational training, and GED programs. By finding these alternatives to incarceration, we benefit the community by increasing the likelihood of rehabilitation and by lowering incarceration costs, while maintaining accountability.

As a publicly-funded office, we are committed to providing all constitutionally and statutorily 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 AND WAGES **\$37,665**

Salary increase from four full-time Attorney I positions to four full-time Attorney II positions.

51112-FICA COST **\$2,881**

Employer's portion - 7.65%.

51113-STATE RETIREMENT **\$6,991**

Employer's portion - 18.56%.

511130-WORKERS COMPENSATION **\$139**

Anticipated cost based on last year's premiums.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

NO CAPITAL ITEM REQUESTS

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 GENERAL FUND
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2619
 Division: Position Change - Attorney III
 Organization: Public Defender's Office - 141400

Object Expenditure Code - Classification	BUDGET		
	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel			
510100 Salaries & Wages - 4	58,491		
510200 Overtime			
511112 FICA Cost	4,475		
511113 State Retirement	10,856		
511120 Insurance Fund Contribution			
511130 Workers Compensation	216		
511213 State Retirement - Retiree			
* Total Personnel	74,038		
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	74,038		
Capital			
540000 Small Tools & Minor Equipment			
540010 Minor Software			
All Other Equipment			
** Total Capital	0		
*** Total Budget Appropriation	74,038		

SECTION V – PROGRAM OVERVIEW

Summary of Programs – Position Change – Attorney III

This position will change four existing Attorney I positions into four Attorney III positions. The attorney will participate in the investigation of witnesses and physical evidence, perform legal research, negotiate with prosecuting agencies, analyze cases, and develop trial strategies. The attorney will spend time in the courtroom litigating cases through motions and trials.

As an Attorney III, this person will handle serious felony cases, such as armed robbery and drug trafficking, where clients face significant time in prison. This attorney will have the knowledge and experience to litigate complex legal issues. In addition to handling his or her own cases, this attorney will help train less-experienced attorneys at the public defender's office.

Program 1: Position Change – Attorney III

Objectives:

The Eleventh Circuit Public Defender's Office represents juvenile and adult clients in the Eleventh Judicial Circuit, which consists of Lexington, Saluda, Edgefield, and McCormick Counties.

The primary goal of our office is to defend and protect the rights, liberties, and dignity of those accused of crimes who cannot afford to retain counsel. We work to ensure that no innocent person is wrongfully convicted.

We seek equal justice under the law, and we seek to defend against discriminatory treatment and disproportionate punishment. Our attorneys and support staff are dedicated to the full and fair representation of each client, and we recognize that by protecting the rights of individual people, we contribute to the integrity of the justice system as a whole.

We look for alternatives to incarceration for clients who pose a low risk to the community and a low risk of recidivism. These alternatives, both pre-trial and as part of probationary sentences, largely consist of treatment for mental illness and drug and alcohol addiction, but include other services, such as domestic abuse counseling, vocational training, and GED programs. By finding these alternatives to incarceration, we benefit the community by increasing the likelihood of rehabilitation and by lowering incarceration costs, while maintaining accountability.

As a publicly-funded office, we are committed to providing all constitutionally and statutorily 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 AND WAGES **\$74,038**

Salary increase from four full-time Attorney I positions to four full-time Attorney III positions.

51112-FICA COST **\$4,475**

Employer's portion - 7.65%.

511113-STATE RETIREMENT **\$10,856**

Employer's portion - 18.56%.

511130-WORKERS COMPENSATION **\$216**

Anticipated cost based on last year's premiums.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

NO CAPITAL ITEM REQUESTS

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 GENERAL FUND
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2619
 Division: Position Change - Senior Deputy
 Organization: Public Defender's Office - 141400

		<i>BUDGET</i>		
Object Expenditure		2024-25	2024-25	2024-25
Code	Classification	Requested	Recommend	Approved
Personnel				
510100	Salaries & Wages - I	6,826		
510200	Overtime			
511112	FICA Cost	522		
511113	State Retirement	1,267		
511120	Insurance Fund Contribution - I			
511130	Workers Compensation	25		
511213	State Retirement - Retiree			
	* Total Personnel	8,640		
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	8,640		
Capital				
540000	Small Tools & Minor Equipment			
540010	Minor Software			
	All Other Equipment			
	** Total Capital	0		
	*** Total Budget Appropriation	8,640		

SECTION V – PROGRAM OVERVIEW

Summary of Programs – Position Change – Senior Deputy Public Defender

This position will change one existing Deputy Public Defender position into one Senior Deputy Public Defender position. The attorney will participate in the investigation of witnesses and physical evidence, perform legal research, negotiate with prosecuting agencies, analyze cases, and develop trial strategies. The attorney will spend time in the courtroom litigating cases through motions and trials.

As a Senior Deputy Public Defender, this person will handle some of the most serious cases in the office, such as murder, where clients face life in prison or the death penalty. This attorney will have the knowledge and experience to litigate complex legal issues. This attorney will have the experience necessary to develop and run a formal training program for attorneys within the office. This attorney will assist in managing the day-to-day functions of the office.

Program 1: Position Change – Senior Deputy Public Defender

Objectives:

The Eleventh Circuit Public Defender's Office represents juvenile and adult clients in the Eleventh Judicial Circuit, which consists of Lexington, Saluda, Edgefield, and McCormick Counties.

The primary goal of our office is to defend and protect the rights, liberties, and dignity of those accused of crimes who cannot afford to retain counsel. We work to ensure that no innocent person is wrongfully convicted.

We seek equal justice under the law, and we seek to defend against discriminatory treatment and disproportionate punishment. Our attorneys and support staff are dedicated to the full and fair representation of each client, and we recognize that by protecting the rights of individual people, we contribute to the integrity of the justice system as a whole.

We look for alternatives to incarceration for clients who pose a low risk to the community and a low risk of recidivism. These alternatives, both pre-trial and as part of probationary sentences, largely consist of treatment for mental illness and drug and alcohol addiction, but include other services, such as domestic abuse counseling, vocational training, and GED programs. By finding these alternatives to incarceration, we benefit the community by increasing the likelihood of rehabilitation and by lowering incarceration costs, while maintaining accountability.

As a publicly-funded office, we are committed to providing all constitutionally and statutorily 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 AND WAGES **\$6,826**

Salary increase from one full-time Deputy Public Defender position to one full-time Senior Deputy Public Defender position.

51112-FICA COST **\$522**

Employer's portion - 7.65%.

511113-STATE RETIREMENT **\$1,267**

Employer's portion - 18.56%.

511130-WORKERS COMPENSATION **\$25**

Anticipated cost based on last year's premiums.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

NO CAPITAL ITEM REQUESTS

**COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Victims' Bill of Rights 2620:								
Revenues:								
443002	Clerk of Crt Conviction Surcharges (\$100)	70,643	33,587	65,000	65,000	67,500		
443003	Clk of Crt Gen Sessions - 38% Assessment	18,089	3,556	16,480	16,480	13,105		
443507	Solicitor Traffic Education Program - 9.17%	3,030	1,515	1,500	1,500	3,030		
444011	Traffic Court Conviction Surcharge (\$25)	8,981	994	4,675	4,675	4,200		
444012	Traffic Court - 11.16% Assessment	60,915	31,649	68,000	68,000	68,025		
444050	CDV Court - 11.16% Assessment	688	306	400	400	659		
444051	CDV Court - Conviction Surcharge	2,376	1,072	1,600	1,600	2,300		
444111	Mag. Dist. 1 Conviction Surcharge (\$25)	2,692	1,308	4,450	4,450	3,400		
444112	Mag. Dist. 1 - 11.16% Assessment	7,676	3,436	8,500	8,500	7,100		
444211	Mag. Dist. 2 Conviction Surcharge (\$25)	5,700	1,515	4,850	4,850	4,950		
444212	Mag. Dist. 2 - 11.16% Assessment	8,074	4,652	7,240	7,240	8,400		
444311	Mag. Dist. 3 Conviction Surcharge (\$25)	8,549	5,207	5,855	5,855	6,500		
444312	Mag. Dist. 3 - 11.16% Assessment	6,718	3,529	4,830	4,830	6,300		
444411	Mag. Dist. 4 Conviction Surcharge (\$25)	8,992	3,609	5,780	5,780	6,500		
444412	Mag. Dist. 4 - 11.16% Assessment	5,426	2,599	5,600	5,600	5,310		
444511	Mag. Dist. 5 Conviction Surcharge (\$25)	2,389	453	2,750	2,750	2,400		
444512	Mag. Dist. 5 - 11.16% Assessment	5,509	1,155	4,068	4,068	3,900		
444611	Mag. Dist. 6 Conviction Surcharge (\$25)	1,281	332	1,050	1,050	1,050		
444612	Mag. Dist. 6 - 11.16% Assessment	7,103	3,454	3,020	3,020	6,000		
444711	Mag. Worthless Ck - Conviction Surcharge	139	0	215	215	200		
444712	Mag. Worthless Ck - 11.16% Assessment	32	0	80	80	50		
444911	DUI Court - Conviction Surcharge	5,682	2,410	3,970	3,970	4,125		
444912	DUI Court - 11.16% Assessment	10,823	2,948	10,640	10,640	9,200		
455008	Contribution from Town of Gaston	12,048	6,672	13,200	13,200	13,100		
455009	Contribution from Town of Swansea	5,503	2,592	5,675	5,675	5,675		
455013	Contribution from Town of Pelion	1,340	146	1,350	1,350	1,350		
Other Revenues:								
461000	Investment Interest	6,099	3,295	4,600	4,600	5,690		
801000	Op Trm from General Fund/ Cty Ord - Sheriff -	0	0	0	0	0		
		276,497	121,991	255,378	255,378	260,019	0	0
Appropriations:					76,511	80,973		
- Solicitor					101,421	109,092		
- Magistrate Court Services					179,358	203,285		
- LE/Major Crimes								
***Total Appropriations					357,290	393,350	0	0
FUND BALANCE								
Beginning of Year					162,493	60,581	60,581	60,581
FUND BALANCE - Projected								
End of Year					60,581	(72,750)	60,581	60,581
					Solicitor	Magistrate	Law Enfr	Total
FY 23 Fund Balance					62,276	38,714	61,503	162,493
Budgeted FY 24 Revenues					85,126	85,126	85,126	255,378
Budgeted FY 24 Expenditures					(76,511)	(101,421)	(179,358)	(357,290)
Estimated FY 24 Fund Balance					70,891	22,419	(32,729)	60,581

**COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2024-25**

Fund 2620
Division: Judicial
Organization: 141200 - Solicitor

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 1.25	39,154	24,788	46,981	<u>51,702</u>		
510200 Overtime	24	0	0	<u>0</u>		
511112 FICA - Employer's Portion	2,677	1,807	3,594	<u>3,955</u>		
511113 State Retirement - Employer's Portion	6,462	4,292	8,720	<u>9,596</u>		
511120 Employee Insurance - 1.25	7,800	3,900	7,800	<u>8,150</u>		
511130 Workers Compensation	136	80	173	<u>191</u>		
519999 Personnel Contingency	0	0	5,929	<u>3,272</u>		
* Total Personnel	56,253	34,867	73,197	<u>76,866</u>		
Operating Expenses						
521000 Office Supplies	0	0	50	<u>100</u>		
521100 Duplicating	0	0	60	<u>75</u>		
524201 General Tort Liability Insurance	0	260	193	<u>273</u>		
524202 Surety Bonds - 1	0	0	7	<u>0</u>		
525041 E-mail Service Charges - 1	118	75	129	<u>129</u>		
525210 Conference, Meeting & Training Expense	410	1,019	2,875	<u>2,880</u>		
* Total Operating	528	1,354	3,314	<u>3,457</u>		
** Total Personnel & Operating	56,781	36,221	76,511	<u>80,323</u>		
Capital						
540000 Small Tools & Minor Equipment	0	0	0	<u>650</u>		
** Total Capital	0	0	0	<u>650</u>		
*** Total Budget Appropriation	56,781	36,221	76,511	<u>80,973</u>		

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 ... 461000 – VICTIMS' BILL OF RIGHTS REVENUES **\$ 86,673**

Fines and Assessments collected in General Sessions and Magistrates Courts and investment interest allocated to the Lexington County Solicitor's Office.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>		<u>Other Fund</u>	<u>Total</u>	<u>Band</u>
	<u>Positions</u>	<u>General Fund</u>			
Victim Service Provider	<u>1.25</u>		<u>1.25</u>	<u>1.25</u>	109
Total Positions	<u>1.25</u>		<u>1.25</u>	<u>1.25</u>	

All of the above positions require insurance.

Organization chart is displayed in Fund 1000 of the Solicitor's Budget Request.

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 – OFFICE SUPPLIES **\$ 100**

To cover the cost of paper, pens, markers, highlighters, staples, binders, paper clips, file folders, calendars, tissues, etc.

521100 – DUPLICATING **\$ 75**

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

524201 – GENERAL TORT LIABILITY INSURANCE **\$ 273**

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

524202 – SURETY BONDS – 1 **\$ 0**

No surety bonds are required.

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

The cost of e-mail services is \$10.75 per month per account.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 2,880**

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 to attend the S.C. Victims' Rights Week Conference and the South Carolina Solicitors' Association Annual Conference.

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

Capital Request:

540000 – SMALL TOOLS & MINOR EQUIPMENT **\$ 650**

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

**COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2024-25**

Fund 2620
Division: Judicial
Organization: 142000 - Magistrate Court Services

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	<i>BUDGET</i>	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	54,198	32,370	63,939	69,784		
510200 Overtime	0	0	0	0		
511112 FICA - Employer's Portion	3,982	2,370	4,891	5,339		
511113 State Retirement - Employer's Portion	8,954	5,581	11,867	12,952		
511120 Employee Insurance - 2	15,600	7,800	15,600	16,300		
511130 Workers Compensation	168	101	198	217		
519999 Personnel Contingency	0	0	270	2,292		
* Total Personnel	82,902	48,222	96,765	106,884	0	0
Operating Expenses						
521000 Office Supplies	1,986	0	300	300		
521100 Duplicating	4,677	305	3,660	1,200		
524201 General Tort Liability Insurance	0	0	238	250		
524202 Surety Bonds - 2	0	0	0	0		
525041 E-mail Service Charges	710	322	258	258		
525210 Conference, Meeting & Training Expense	0	0	200	200		
* Total Operating	7,373	627	4,656	2,208	0	0
** Total Personnel & Operating	90,275	48,849	101,421	109,092	0	0
Capital						
** Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	90,275	48,849	101,421	109,092	0	0

FUND 2620
MAGISTRATE COURT SERVICES (142000)
FY 2024-25 BUDGET REQUEST

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Victim Assistance Coordinator

Objectives:

The Magistrate Court Services has two full time Victim Assistance Coordinator positions. These positions are located at the Lexington County Bond Court and assist the Magistrate with victim related issues. The VAC positions as related to the courts provide notification to victims regarding bond hearings, conditions of bond, information regarding a defendant's 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 2019	Victim Related Cases 2020	Victim Related Cases 2021	Victim Related Cases 2022	Victim Related Cases 2023
2753	2485	2465	2541	2684

FUND 2620
MAGISTRATE COURT SERVICES (142000)
FY 2024-25 BUDGET REQUEST

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVE

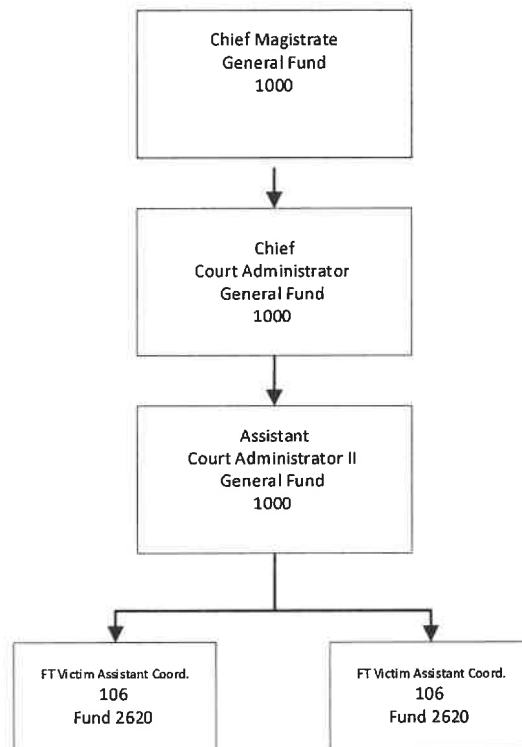
LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title:</u>	<u>Full Time Positions:</u>	<u>Part Time Positions:</u>	<u>Grade:</u>
Victim Asst. Coordinator	2	106	
Total Positions:	<u>2</u>		

*All Full Time Positions Require Insurance.

Display Organizational Flow Chart



FUND 2620
MAGISTRATE COURT SERVICES (142000)
FY 2024-25 BUDGET REQUEST

SECTION VI - PERSONNEL

510100 SALARIES & WAGES \$ 69,784

This will cover the current salaries of two full time Victim's Assistance Coordinator positions at a pay band 106.

511112 FICA-EMPLOYER'S PORTION \$ 5,339

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 \$ 12,952

This will cover the State Retirement cost for the two full time. The rate is 18.56% of each salary.

511120 INSURANCE FUND CONTRIBUTION \$ 16,300

This will cover the employer's portion of the insurance contribution for the two full time positions at \$8,150ea. The figure is provided by HR.

511130 WORKER'S COMPENSATION \$ 217

This will cover Workers' Compensation cost for the two full time employees. The rate is .31% of each salary.

519999 PERSONNEL CONTENGENCY \$ 2,292

This will cover Workers' Compensation cost for the two full time employees. The rate is .31% of each salary.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 OFFICE SUPPLIES \$ 300

Paper, pens, envelopes, scotch tape, folders, storage boxes, household supplies, rubber bands, disks, print cartridges, calculators, business cards, etc.

521100 DUPLICATING \$1,200

MFP duplicating is used in the daily accomplishment of the Magistrate Court operations.

1 MFP under contract @ \$100 per month x 12 = \$1,200

524201 GENERAL TORT LIABILITY INSURANCE \$250

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.

**COUNTY OF LEXINGTON
VICTIMS' BILL OF RIGHTS
Annual Budget
Fiscal Year - 2024-25**

Fund 2620
Division: Law Enforcement
Organization: 151260 - LE/ Major Crimes

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	102,826	54,115	100,032	109,609		
510199 Special Overtime	6,703	5,764	6,998	11,528		
510200 Overtime	2,847	2,571	400	5,142		
511112 FICA - Employer's Portion	8,374	4,668	8,218	9,660		
511113 State Retirement - Employer's Portion	7,216	4,044	7,494	9,072		
511114 Police Retirement - Employer's Portion	13,735	7,811	14,241	16,439		
511120 Employee Insurance - 2	15,600	7,800	15,600	16,300		
511130 Workers Compensation	2,579	1,439	2,202	2,830		
515600 Clothing Allowance	1,200	600	1,200	1,200		
519999 Personnel Contingency	0	0	13,738	10,678		
* Total Personnel	161,080	88,812	170,123	192,458	0	0
Operating Expenses						
522300 Vehicles Repairs & Maintenance	1	155	800	1,971		
524100 Vehicle Insurance - 1	615	0	615	615		
524101 Comprehensive Insurance - 1	0	0	250	250		
524201 General Tort Liability Insurance	0	1,563	1,679	1,679		
524202 Surety Bonds - 2	0	0	20	0		
525000 Telephone	480	241	482	482		
525030 800 MHz Radio Service Charges - 1	703	351	708	708		
525031 800 MHz Radio Maintenance Contract - 1	63	62	85	85		
525041 E-mail Service Charges - 2	258	108	258	258		
525230 Subscriptions, Dues & Books	30	55	55	55		
525400 Gas, Fuel, & Oil	420	357	4,183	3,640		
525600 Uniforms & Clothing	0	0	100	1,084		
* Total Operating	2,570	2,892	9,235	10,827	0	0
** Total Personnel & Operating	163,650	91,704	179,358	203,285	0	0
Capital						
** Total Capital	0	0	0	0	0	0
*** Total Budget Appropriation	163,650	91,704	179,358	203,285	0	0

SECTION V. – PROGRAM OVERVIEW

Being victimized by crime can be a traumatic experience often causing the victim to feel they have nowhere to turn. However, it is the goal of the Lexington County Sheriff's Department to provide crime victims with resources and services to move forward with their lives.

The Sheriff's Department is staffed with Victim Assistance Officers and coordinators tasked with the responsibility of providing crisis intervention, advocacy, and support services to crime victims. Daily, incident reports are reviewed and victims are contacted by either phone or mail. Assistance offered to victims includes emotional support, referral to specific agencies for focused follow-up services, assistance with court proceedings, guidance through the criminal justice process, and help with receiving compensation for violent crimes. When requested, Victim Assistance personnel also work with the Lexington County Coroner's Office to assist in making death notifications and to provide counseling to family members.

Victims have rights, and any crime victim needs to be aware of those rights. Victims and witnesses of crime have the RIGHT to:

- The right to be treated with fairness, respect, and dignity;
- The right to be informed of their constitutional rights as a victim;
- The right to be reasonably informed when the accused is arrested, released from custody, or has escaped;
- The right to be informed of, and be present at, all criminal proceedings which may result in a possible disposition of the charges where the defendant has the right to be present;
- The right to be allowed to submit either a written or oral statement at all hearings that affect bond or bail;
- The right to be heard at any proceeding involving a post-arrest decision, a plea, or sentencing;
- The right to be protected through reasonable measures from the accused or persons acting on behalf of the accused throughout the criminal justice process;
- The right to confer with the prosecution, after the suspect has been charged, before the trial, or before any disposition, and to be informed of the disposition of the case;
- The right to have reasonable access, after the conclusion of the criminal investigation, to review or obtain case documents relating to the crime against the victim unless such information is protected by law;
- The right to receive prompt and full restitution from the convicted person or persons;
- The right to be informed of any proceedings when any post-conviction action or hearing is being conducted and the right to be present at any hearing; and
- Victims have the right to a reasonable disposition, and a prompt and final conclusion of the case.

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

	Positions	Full Time Equivalent		Total	Grade
		General Fund	Other Fund		
Law Enforcement/Major Crimes:					
Victims Assistance Officer	1		1	1	SO3
Victims Assistance Coordinator	1		1	1	106
Totals	2	0.000	2	2.000	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

522300 - VEHICLE REPAIR & MAINTENANCE \$ 1,971

The minimum amount budgeted for the maintenance of a LCSD fleet vehicle is \$1,971. This is approximately the cost of normal maintenance for one year.

524100 - VEHICLE INSURANCE \$ 615

The County's Risk Manager recommends the budget amount.

524101 - COMPREHENSIVE INSURANCE \$ 250

The budget amount per vehicle is the estimate provided by the County's Risk Manager approximately \$250 per vehicle.

524201 - GENERAL TORT LIABILITY INSURANCE \$ 1,679

General tort liability insurance amounts are allocated based on the number and liability classification of personnel. The law enforcement officer's insurance is \$1,637 and the civilian's is \$42.

524202 - SURETY BONDS \$ 0

Surety bonds are due this fiscal year with an estimated cost of \$10 per employee. Surety bonds are paid every 3 fiscal years and will not be paid again until fiscal year 2027.

525000 - TELEPHONE \$ 482

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 cost per month for both phone lines is \$40.16, which equates to \$482 annually.

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.

Two users * \$10.75 per month * 12 months = \$ 258

525230 - SUBSCRIPTIONS, DUES, & BOOKS \$ 55

A membership for the SC Law Enforcement Officers Association and the Sheriff's Association is provided for every sworn law enforcement officer.

525400 - GAS, FUEL & OIL \$ 3,640

The minimum budget for vehicle fuel is \$4,183 for a LCSD fleet vehicle. This amount covers for fluctuation in the cost of fuel due to the unstable fuel market.

525600 - UNIFORMS & CLOTHING

\$ 1,084

Uniforms are required under Section 23-13-30 of the SC Code of Laws. Each officer receives replacement uniforms once a year and replacement body armor every five years. This position will need replacement body armor this fiscal year with an estimated cost of \$824 and two replacement uniforms with a total cost of \$260.

**COUNTY OF LEXINGTON
PUBLIC DEFENDER ADDITIONAL FUNDING
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25	
* Public Defender Additional Funding 2621:									
Revenues:									
451616	Additional PD State Funding	0	365,012	730,023	730,023	<u>730,023</u>			
** Total Revenue		<u>0</u>	<u>365,012</u>	<u>730,023</u>	<u>730,023</u>	<u>730,023</u>	<u>0</u>	<u>0</u>	
***Total Appropriation					<u>730,023</u>	735,365	<u>0</u>	<u>0</u>	
						743,917			
FUND BALANCE									
Beginning of Year						<u>730,023</u>	<u>730,023</u>	<u>730,023</u>	<u>730,023</u>
FUND BALANCE - Projected									
End of Year						<u>730,023</u>	<u>724,681</u>	<u>730,023</u>	<u>730,023</u>

SECTION III

COUNTY OF LEXINGTON
 NEW PROGRAM
 GENERAL FUND
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2621
 Division: Recruitment and Retention
 Organization: Public Defender's Office - 141400

Object Expenditure Code Classification	<i>BUDGET</i>		
	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel			
510100 Salaries & Wages - 2	163,999		
510105 Pay Supplement	292,968		
510200 Overtime			
511112 FICA Cost	34,958		
511113 State Retirement	84,814		
511120 Insurance Fund Contribution - 2	15,600		
511130 Workers Compensation	1,691		
511213 State Retirement - Retiree			
520300 Professional Services	80,000		
529903 Contingency	55,993		
* Total Personnel	730,023		
Operating Expenses			
520300 Professional Services			
520702 Technical Currency & Support			
520800 Outside Printing			
521000 Office Supplies	1,200		
521100 Duplicating	600		
521200 Operating Supplies			
524000 Building Insurance			
524201 General Tort Liability Insurance			
524202 Surety Bonds - 2	12		
525000 Telephone	482		
525021 Smart Phone Charges			
525041 E-mail Service Charges - 2	258		
525100 Postage			
525110 Other Parcel Delivery Service			
525210 Conference & Meeting Expense	4,000		
525230 Subscriptions, Dues, & Books	1,000		
525240 Personal Mileage Reimbursement	1,000		
525300 Utilities - Admin. Bldg.			
* Total Operating	8,552		
** Total Personnel & Operating	738,575		
Capital			
540000 Small Tools & Minor Equipment			
540010 Minor Software	1,062		
All Other Equipment	4,280		
** Total Capital	5,342		
*** Total Budget Appropriation	743,917		

SECTION IV

COUNTY OF LEXINGTON
 NEW PROGRAM
 Capital Item Summary
 Fiscal Year - 2024-25

Fund #	2621	Fund Title:	Public Defender
Organization #	141400	Organization Title:	Public Defender
Program #	140	Program Title:	Judicial

BUDGET
 2023-24
 Requested

Qty	Item Description	Amount
540000	Small Tools & Minor Equipment	
2	F3A Standard Laptop - Dell Precision 3580 - Addnl	2,886
2	MI2 - Dell Precision 3580 Laptop Dell Thunderbolt 4 Dock WD22TB4 - Addnl	412
2	MI10 - External USB Blu-ray Burner - Addnl	342
2	MI11 - Dell 24 Monitor - P2422H - Addnl	640
540010	Minor Software	
2	Microsoft Office Pro Plus	840
2	Symantec Encryption License	114
2	PA Cortex XDR Pro Antivirus	108
** Total Capital (Transfer Total to Section III)		5,342

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. LISTING OF REVENUES

451616 – State Revenue – Recruitment and Retention \$730,023

State-appropriated funding for recruitment and retention of attorneys. A portion, \$359,184, must be spent on new positions, and the remainder is designated as money to retain attorneys.

SECTION VI. B. - LISTING OF POSITIONS

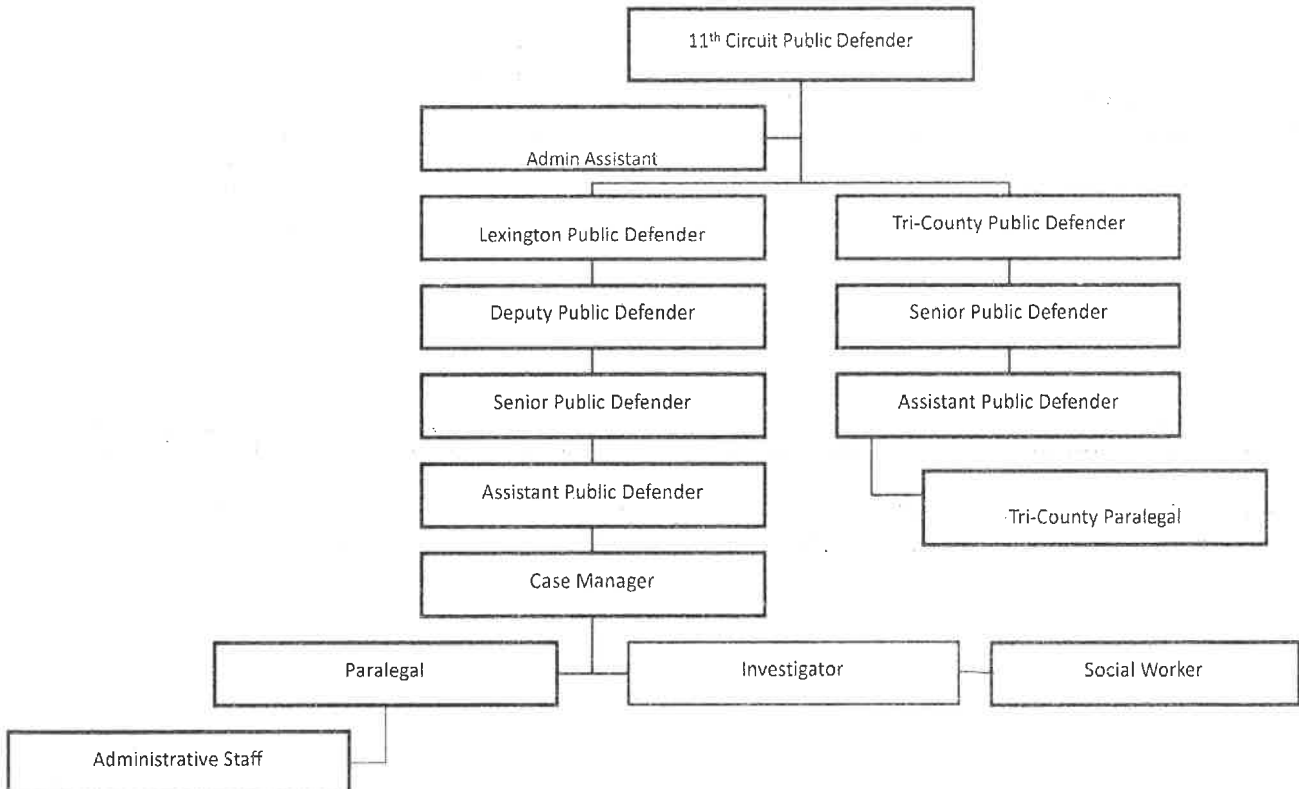
Current Staffing Levels:

Full Time Equivalent

<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
Attorney III	2	2		2	

These positions require insurance.

Display organization flowchart:



SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

510100-SALARIES **\$163,999**

Salaries for two full-time Attorney III positions

510100-PAY SUPPLEMENT **\$292,968**

Supplements to retain attorneys

51112-FICA COST **\$34,958**

Employer's portion 7.65%

511113-STATE RETIREMENT **\$84,814**

Employer's portion 18.56%

511120-INSURANCE FUND CONTRIBUTION **\$15,600**

Employer's portion at the cost of \$8,150 per employee (2)

511130-WORKERS COMPENSATION **\$1,691**

Based on last year's premiums

520300-PROFESSIONAL SERVICES **\$80,000**

Funds to retain private attorneys to handle cases on a contract basis

529903-CONTINGENCY **\$55,993**

Money for annual increases

521000-OFFICE SUPPLIES **\$1,200**

This line item covers ordinary office supplies (pens, paper, etc.) necessary for these positions.

521100-DUPLICATING **\$600**

This line item covers copying costs, primarily for discovery materials.

524202-SURETY BONDS **\$12**

This line item covers surety bonds - \$6.29 per person.

525000-TELEPHONE **\$482**

Based on our current phone system provided by Comporium, this cost is expected to be \$240.96 annually for one phone line per person.

525041-E-MAIL SERVICE CHARGE **\$258**

Our email service charges are \$10.75 per account per month.

525210-CONFERENCE AND MEETING EXPENSES **\$4,000**

This line item will cover the cost of fourteen hours of continuing legal education (CLE) classes required for attorneys, as well as other relevant criminal law training. These classes include the annual public defender's conference.

525230-SUBSCRIPTION, DUES & BOOKS **\$1,000**

This line item will cover South Carolina Bar dues, CLE compliance fees, law books, and the cost of the a legal research service.

525240-PERSONAL MILEAGE REIMBURSEMENT **\$1,000**

This line item covers reimbursement for driving a personal vehicle. Personal mileage for these position will include trips to courts throughout the Eleventh Circuit, to prisons and jails throughout the state, and to CLE seminars.

SECTION VI. D.-CAPITAL ITEM NARRATIVES

540000 – Standard Laptop (3A) \$2,886

This line item request is for two (2) standard laptops with a 1 TB hard drive capacity to accommodate large files such as cellphone extractions and lengthy police body camera videos.

540000-WD22TB4 (docking station) \$412

Two (2) docking stations for the laptops.

540000-External Blu-ray Burner \$342

Two (2) disc drives for the laptops. Blu-ray capabilities are necessary to play Blu-ray discs of large discovery files from the Solicitor's Office.

540000-MI13 Dell 24 Monitor \$640

Two (2) monitors (24 inches) for the laptops.

540010-Microsoft Office Pro Plus \$840

Software for the laptops.

540010-Symantec Encryption License \$114

Symantec license for the laptops.

540010-PA Cortex XDR Pro \$108

Anti-virus software for the laptops.

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
FY 2024-25 Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Schedule "C" Funds 2700:								
Revenues:								
452200	C Fund SCDOT Apportionment	4,450,457	1,945,832	4,425,450	4,425,450	<u>4,507,400</u>		
452202	C Fund Donor County Settlement	1,991,204	2,057,092	1,750,200	1,750,200	<u>2,057,092</u>		
Other Revenues:								
461000	Investment Interest	513,047	335,745	75,000	75,000	<u>150,000</u>		
** Total Revenue		<u>6,954,708</u>	<u>4,338,669</u>	<u>6,250,650</u>	<u>6,250,650</u>	<u>6,714,492</u>		
***Total Appropriation					<u>24,631,518</u>	<u>6,564,492</u>		
Contingency: Unused								
FUND BALANCE Beginning of Year					<u>15,368,163</u>	<u>15,368,163</u>		
FUND BALANCE - Projected End of Year					<u>(3,012,705)</u>	<u>15,518,163</u>		

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121100 - PW / Administration & Engineering

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages	21,395	11,856	105,000	105,000		
510200 Overtime	251	116	0	0		
510300 Part Time	23,605	13,806	22,454	22,454		
511112 FICA - Employer's Portion	3,368	1,915	9,751	9,751		
511113 SCRS - Employer's Portion	7,815	4,411	23,655	23,655		
511130 Workers Compensation	662	369	3,505	3,505		
519999 Personnel Contingency	0	0	2,834	2,834		
*Total Personnel	57,096	32,473	167,199	167,199		
Operating Expenses						
520200 Contracted Services	3,000	3,000	3,000	3,000		
* Total Operating	3,000	3,000	3,000	3,000		
** Total Personnel & Operating	60,096	35,473	170,199	170,199		
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		

<p>This organization will be used by the Public Works Engineering department to charge any time worked that is associated with a C Fund Project. Organization - 121100.</p>
--

***** Total Budget Appropriation** **60,096** **35,473** **170,199** **170,199**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121302 - PW / Special Projects / Municipal Grants & Sidewalks

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Operating Expenses						
539900 Unclassified	(2,295)	0	452,360	100,000		
539904 Unclassified - Municipal Projects	0	0	264,650	250,000		
* Total Operating	-2,295	0	717,010	350,000		
Capital						
5AN388 SCDOT Sign Dedication Perry, Jr.	500	0	0	0		
5AN389 SCDOT Sign Dedication Phillips, Jr.	500	0	0	0		
5AN478 FY23 Gilbert-Rikard Cr Sidewalk	7,125	0	0	0		
5AP363 SCDOT Sign Dedication Taylor, Jr.	0	500	500	0		
** Total Capital	8,125	500	500	0		
Road & Infrastructure Improvements						
5R0153 W. Columbia Enhancement # 26-12 (Sunset/	0	0	36,250	0		
5R0218 Town of B-L Sidewalk Repairs	0	0	3,300	0		
5R0236 City of Cayce - Knox Abbott Dr.	0	0	40,000	0		
5R0250 Town of Lex Sidewalk Repairs	0	0	28,440	0		
5R0251 City of W. Columbia - Terrace View	0	0	36,275	0		
5R0253 Town of Pine Ridge Sidewalk Ext.	0	0	25,000	0		
5R0257 Town of Chapin - Beaufort St Rehab	0	29,155	82,300	0		
5R0259 South Cong. - Sunset Dr Sidewalk	129,567	0	0	0		
5R0265 Taylor St Resurfacing	0	0	151,229	0		
5R0272 West Cola Mill Village One-Way Proj	0	0	31,000	0		
5R0274 Cayce - State Street Sidewalk	43,992	0	6,008	0		
5R0276 Whiteford Way	0	0	159,457	0		
5R0277 Henbet Dr. - Traffic Signal/Fiber	0	0	241,300	0		
5R0279 FY22 Irmo Sidewalk Repairs	0	0	15,000	0		
5R0280 FY22 Cayce - Dunbar Rd Sidewalk	0	0	50,000	0		
5R0281 FY22 Batesburg-Leesville Sidewalk	0	0	407	0		
5R0282 FY22 Lexington Mallard Lakes Sidewalk	29,593	0	60,000	0		
5R0283 FY22 Springdale Kitty Hawk Dr Sidewalk	0	0	178,600	0		
5R0287 Enterprise Pkwy - Intersection Improvements	0	0	125,000	0		
5R0288 FY23 Cayce - Julius Felder Rd	0	0	50,000	0		
5R0289 FY23 W. Cola. - Dreher Rd Sidewalk	0	0	75,000	0		
5R0290 FY23 Batesburg-Leesville Sidewalk	0	0	50,000	0		
5R0294 City of Cayce - Frink St Sidewalk	0	0	525,000	0		
*** Total Road & Infrastructure Improve	203,152	29,155	1,969,566	0		
This department is to account for expenditures including special projects, sidewalk projects, grant matches, and municipal projects.						
*** Total Budget Appropriation	208,982	29,655	2,687,076	350,000		

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY CTY TRANS COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121304 - PW / Maintenance / Dirt to Pave Projects

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
538300 Retainage Payable Expense	(128,031)	0	0	0		
539900 Unclassified	0	0	2,822,783	<u>1,000,000</u>		
* Total Operating	(128,031)	0	2,822,783	<u>1,000,000</u>		
Road Construction (Dirt to Pave Projects)						
5R0172 Limestone Road	27,402	0	16,539	<u>0</u>		
5R0191 Ruth Vista Road	2,273	1,415	235,795	<u>0</u>		
5R0206 Bub Shumpert Rd #13	1,485,625	0	343,917	<u>0</u>		
5R0226 Bub Shumpert Rd #7	76,798	426,910	3,914,302	<u>0</u>		
5R0244 Alice Drive & Phaeton Drive	13,641	17,845	2,144,725	<u>0</u>		
5R0264 Lakewood Estates	81,865	0	0	<u>0</u>		
5R0269 Lakewood Estates Waterline Reloc.	15,668	0	0	<u>0</u>		
** Total Road Construction (Dirt to Pave l	1,703,272	446,170	6,655,278	<u>0</u>		

This department is to account for expenditures for petitioned dirt road paving projects as approved by the County Transportation Committee.

***** Total Budget Appropriation** **1,575,241** **446,170** **9,478,061** **1,000,000**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121306 - PW / Maintenance / SCDOT 33% Fund

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
539900 Unclassified - SCDOT 33%	1,100,000	0	2,400,976	<u>1,487,442</u>		
* Total Operating	1,100,000	0	2,400,976	<u>1,487,442</u>		
State Road Projects						
5R0266 New State Rd Intersection Improvements	0	0	196,000	<u>0</u>		
** Total State Road Projects	0	0	196,000	<u>0</u>		

This department is to account for expenditures on the state highway system required in the C Fund Law.
Organization - 121306.

***** Total Budget Appropriation** **1,100,000** **0** **2,596,976** **1,487,442**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121307 - PW / Maintenance / Asphalt Maintenance

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
538300 Retainage Payable Expense	0	0	0	0		
539900 Unclassified	0	0	3,688,623	<u>3,106,851</u>		
* Total Operating	0	0	3,688,623	<u>3,106,851</u>		
Capital						
** Total Capital	0	0	0	<u>0</u>		
Pavement Maintenance Projects						
5R0256 County Pavement Marking	5,876	0	0	0		
5R0278 2022 Asphalt Maintenance Project	2,599,622	0	0	0		
5R0293 2023 Asphalt Maintenance Project	0	101,565	2,375,000	0		
5AP367 FY24 County Pavement Marking	0	0	90,500	0		
Total Asphalt Maintenance Projects	2,605,498	101,565	2,465,500	<u>0</u>		

This department is to account for expenditures for resurfacing, patching, reclamation, line stripping, etc. for existing County paved roads.
Organization - 121307.

***** Total Budget Appropriation** **2,605,498** **101,565** **6,154,123** **3,106,851**

COUNTY OF LEXINGTON
SCHEDULE "C" FUNDS - AUTHORIZED BY COUNTY TRANSPORTATION COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Fund 2700
Division: Public Works
Organization: 121308 - PW / Maintenance / Dirt Road Maintenance & Safety

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses						
538300 Retainage Payable Expense	0	0	0	<u>0</u>		
539900 Unclassified	0	0	840,698	<u>200,000</u>		
* Total Operating	0	0	840,698	<u>200,000</u>		
Maintenance Projects						
5R0116 Hyman Road	0	0	59,268	<u>0</u>		
5R0117 Darby Ambross Road	0	0	59,304	<u>0</u>		
5R0118 Sweet Pea Lane	56,429	0	3,571	<u>0</u>		
5R0120 Green Hills Drive	0	0	15,000	<u>0</u>		
5R0284 Howitzer Circle	55,149	3,502	54,851	<u>0</u>		
** Total Maintenance Projects	111,578	3,502	191,994	<u>0</u>		

This department is to account for expenditures on improvements to portions of unpaved roads with continuous maintenance or safety deficiencies.
Organization - 121308.

***** Total Budget Appropriation** **111,578** **3,502** **1,032,692** **200,000**

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2024-25

Fund #	<u>2700</u>	Fund Title:	<u>C-Fund</u>	BUDGET 0 Requested
Organization #	<u>121100</u>	Organization Title:	<u>PW / Administration & Engineering</u>	
Program #	<u>1</u>	Program Title:	<u>Public Works</u>	

Qty	Item Description	Amount
		0
		0

NOTE: All Capital Items for Fund 2700 are included under 1000-121100 - 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 of Road and Drainage projects according to 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. Funding breakdown is in accordance with the County Transportation Plan adopted on May 11, 2021.

2) Assist CTC appropriate C Fund Program Revenues per State C Fund laws

C Fund SCDOT Apportionment - 3.99 cents per gallon of the State's 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 about \$21,000,000 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 Project Manager oversees day to day operations of the County's 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 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. Special Projects (121302) - \$350,000 of annual revenues is set aside for special projects, such as SCDOT enhancement grant matches, sidewalks, economic development projects, school road projects, and similar municipal projects. As part of the \$350,000 set aside, \$250,000 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. All recommendations are subject to CTC approval.

3. Subdivision Bond Supplements (121303) - These funds are programmed as needed and used to supplement funds obtained from a surety bond related to subdivision road and drainage construction.

4. Dirt To Pave Program (121304) - \$1,000,000 of annual revenues is set aside 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.

5. Drainage Projects (121305) - \$250,000 is set aside to fund storm drainage improvements directly related to public roads and transportation.

6. SCDOT 33% Fund (121306) - These funds are set aside to meet the C Fund requirement that 33% 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.

7. Pavement Maintenance Program (121307) - Approximately \$2,600,000 of annual revenues 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.

FUND 2700
 PUBLIC WORKS (121300-121308) C FUNDS
 FY 2024-25 BUDGET REQUEST

8. 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:

Project Name	COUNCIL DISTRICT	STATUS
BUB SHUMPERT RD - From Hartley Quarter Rd to SC Rt. 302	1	Under Construction
PHAETON DR - From US 321 to Leland Dr	1	Under Construction
ALICE DR, #1 - From US 321 to Pound Rd	9	Under Construction
PEACHTREE ROCK RD - From Hwy 6 to Boiling Springs Rd	1	Design Awarded in Jan. 2024
RUTHERFORD RD - From Crystal Springs Dr to Dead End	1	
CHARLES TOWN RD - From Fairview Rd to Hartley Quarter Rd	1	
CHERRY BLOSSOM RD - From Jeff Sharpe Rd to Sharon Church Rd	1	Design Awarded in Jan. 2024
HASS LUCAS RD - From Sharpes Hill Rd to Fallaw Rd	1	Design Awarded in Jan. 2024
OTIS RD - From Water Tank Rd to James Dunbar Rd	1	
HYMAN RD - From Jim Rucker Rd to Dead End	1	
LONG SPIRES RD - From Mimosa Dr to Sharpes Hill Rd	1	
CROUT PLACE RD - From Calks Ferry Rd to Liberty Hill Rd	2	
LIBERTY HILL RD - From Calks Ferry Rd to Crout Place Rd	2	
SWAMP RABBIT RD - From N Edisto Rd to Pine Grove Rd	2	Design Awarded in Jan. 2024

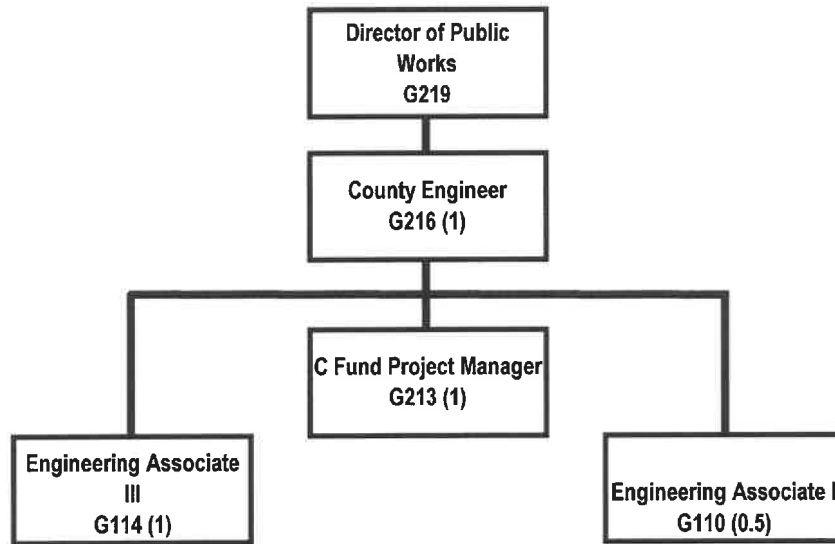
SECTION VI. - LINE ITEM NARRATIVES

SECTION VI.B. - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Full-time equivalent</u>	
	<u>General Fund</u>	<u>Grade</u>
C Fund Project Manager	1	213
Engineering Associate III	1	114
Engineering Associate I	0.5	110
Total Positions	2.5	

NOTE: Full Time Positions are shown here and in 1000-121100 and charge to both accounts. The Part Time Position is funded through C Funds.



SECTION VI.C. - OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES	\$3,000
<hr/>	
Contracted services for the preparation and review of the Lexington CTC annual C Fund Report and annual Set-Aside (DBE) Report.	

FUND 2700
PUBLIC WORKS (121300-121308) C FUNDS
FY 2024-25 BUDGET REQUEST

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

NOTE: All Capital Items for Fund 2700 are included under 1000-121100 - Admin/Engineering.

COUNTY OF LEXINGTON
LEXINGTON COUNTYWIDE STORMWATER CONSORTIUM
Annual Budget
FY 2024-25 Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25
* Lex Cty Stormwater Consortium/MS4 2720:							
Revenues:							
452151	MS4 Municipal Portions	17,500	17,500	17,500	17,500	17,500	
452152	MS4 Municipal Contract Portions	81,175	81,175	81,175	81,175	102,000	
456100	Program Income	3,153	650	0	0		
461000	Investment Interest	0	0	0	0		
469900	Miscellaneous Revenues	0	0	0	0		
801000	Op Trn from General Fund/Cty Ord.	25,850	162,325	162,325	162,325		
** Total Revenue		127,678	261,650	261,000	261,000	119,500	0
***Total Appropriation					330,156	0	0
Unused:							
Contingency							
Appropriations							
						219,392	

SECTION II

**COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2024-25**

Fund #: 2720 Fund Name: Lex Co Stormwater Consortium /MS4

Organ. #: 101611 Organ. Name: Lexington Countywide Stormwater Consortium

Revenue Code	Fee Title	Actual Fees		Year-to-Date 2023-24	Anticipated Fiscal Year Total 2023-24	Units of Service		Budget	
		2021-22	2022-23			Current Fee	Current Total Estimated Fees 2024-25	Proposed Fee Change	Total Proposed Estimated Fees 2024-25
452151	MS4 Municipal Portion	24,150	17,500	17,500	17,500			\$17,500	\$17,500

COUNTY OF LEXINGTON
LEXINGTON COUNTY STORMWATER CONSORTIUM
Annual Budget
Fiscal Year - 2024-25

Fund: 2720
Division: General Administrative
Organization: 101611 - Land Development

Object Expenditure		2022-23	2023-24	2023-24	2024-25	<i>BUDGET</i>
Code	Classification	Expend	Expend	Amended	Requested	2024-25
			(Dec)	(Dec)		Recommend
Personnel						
510300	Part Time - 1 (0.5 - FTE)	12,928	8,518	17,958	17,958	
511112	FICA - Employer's Portion	993	655	1,370	1,475	
511113	State Retirement - Employer's Portion	2,207	1,476	3,365	3,990	
511130	Workers Compensation	40	27	59	61	
519999	Personnel Contingency	0	0	1,868	0	
	* Total Personnel	16,168	10,676	24,620	23,483	0
Operating Expenses						
520200	Contracted Services	15,000	6,454	30,031	15,000	
520221	Website Services	1,450	0	3,800	350	
520300	Professional Services	0	0	211,000	168,500	
520400	Advertising & Publicity	0	0	11,026	250	
520702	Technical Currency & Support	0	0	1,208	412	
521000	Office Supplies	0	0	691	200	
521100	Duplicating	0	45	814	0	
521200	Operating Supplies	137	3,500	7,210	0	
524201	General Tort Liability Insurance	7,895	40	38	40	
524202	Surety Bonds	0	0	6	6	
525000	Telephone	241	120	270	264	
525021	Smart Phone				693	
525041	E-mail Service Charges	129	32	128	128	
525100	Postage	0	0	125	0	
525210	Conference, Meeting & Training Expense	818	0	823	625	
525230	Subscriptions, Dues, & Books	160	0	765	250	
525250	Motor Pool Reimbursement	0	0	769	0	
525600	Uniforms & Clothing	64	0	428	0	
529903	Contingency	0	0	20,816	0	
	* Total Operating	25,894	10,191	289,948	186,718	0
	** Total Personnel & Operating	42,062	20,867	314,568	210,201	0
Capital						
540000	Small Tools & Minor Equipment	0	0	1,438	190	

540010	Minor Software	0	0	0	<u>0</u>	
	All Other Equipment	0	0	14,150	<u>0</u>	
	** Total Capital	0	0	15,588	<u>190</u>	0
	Other Financing Uses					
812730	Op Trn to Rain Barrel Workshops	6,056	0	0	<u>0</u>	
	***Total Other Financing Uses	6,056	0	0	<u>0</u>	0
	*** Total Budget Appropriation	48,118	20,867	330,156	<u>210,391</u> ²	0

SECTION IV

**COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year 2024-25**

Fund #	<u>2720</u>	Fund Title:	<u>GENERAL</u>	
Organization #	<u>101611</u>	Organization Title:	<u>Stormwater Consortium</u>	BUDGET
Program #	<u>100</u>	Program Title:	<u></u>	2024-25 Requested

<u>Qty</u>	<u>Item Description</u>	<u>Amount</u>
	Small Tools and Minor Equipment	190
	Minor Software	0
	MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) TRACKING SOFTWARE	0
	** Total Capital (Transfer Total to Section III)	190

SECTION V - PROGRAM OVERVIEW

Lexington Countywide Stormwater Consortium (LCSC) Minimum Control Measures 1 and 2

The staff of the Land Development Division within Community Development 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 an expired permit as of December 31, 2018. A new application has been submitted by Lexington County waiting for reissuance by DHEC. 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 which includes employing a part-time Public Outreach Assistant. From the creation of the consortium it was agreed to pay a consultant \$50,000 for MM1 and MM2. The Consortium decided not to use a consultant several years ago and continued contributing \$50,000 and do the work among the members of the consortium.

Staffing Level

<u>Personnel</u>		<u>Grade</u>
1 Part Time Position	without insurance	105

SECTION VI. – LINE ITEM NARRATIVES

SECTION VIA - LISTING OF REVENUES

Explanation of Revenue Code 452151 MS4 Municipality Portion

Lexington County currently assists (7) municipalities with their MS4 program with the understanding that each municipality pay into professional services for consulting service provided to maintain compliance with NPDES permit requirements. Each municipality pays a portion of the costs determined by the population of each municipality based on the current census. Lexington County portion is 64.9% of the shared tasks items with the 7 municipalities paying the other 35.1%. The following is the break down of Account 520300. **PLEASE NOTE: THIS ACCOUNT HAS BEEN MOVED FROM 101611.**

Professional Services/NPDES MS4 Program (Municipality Portion of Shared Tasks)	\$220,000	x	0.350		\$77,000
	\$25,000	x	1.000		\$25,000
					<u>\$102,000</u>
Professional Services/NPDES MS4 Program (County Portion of Shared Tasks)	\$220,000	x	0.65		\$143,000
	\$25,000	x	1.000		\$25,000
	\$500	x	1.000		\$500
					<u>\$168,500</u>
Total:					\$270,500

Explanation of Revenue Code 452151 MS4 Municipality Portion

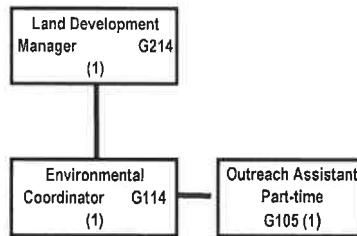
Lexington County currently assists seven (7) municipalities with their MS4 program with the understanding that each municipality pays into the cost to hire a part time employee, Outreach Assistance, to administer **public education and outreach**, and public involvement/participation to maintain compliance with permit requirements. Each municipality pays a portion of the costs determined by the population of each municipality based on the 2020 census. Lexington County portion 65.0% with the 7 municipalities paying the other 35.0%. The following is a breakdown of the revenue reimbursed by the municipalities:

Lexington County	\$50,000	x	0.65	=	\$32,500	
(7) Municipalities	\$50,000	x	0.35	=	\$17,500	Revenue from Municipalities
					<u>\$50,000</u>	

SECTION VI.B. – LISTING OF POSITIONS

One part time position without insurance

<u>Job Title</u>	<u>Positions</u>	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
Outreach Assistant				
Part Time Position	1	1		1
Total Positions	<u>1</u>	<u>1</u>	<u>0</u>	<u>1</u>



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. 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.

Cost shared for events with Solid Waste Department total of \$15,000

520221 - WEBSITE SERVICES **\$350**

Cost for website maintenance.

520300 - PROFESSIONAL SERVICES/NPDES MS4 PROGRAM **\$270,500**

This provides funding for consultant services for the on-going NPDES (National Pollution Discharge Elimination System) Phase II, permit requirements. This un-funded USEPA mandated program is coordinated through the Department of Health and Environmental Control (DHEC). We continue to work as the Lexington Countywide Consortium with seven municipalities that are also designated to be in this program. We share over-all costs for economies of scale based off population. The current permit expired December 2018 with a new permit expected to be released within two years. The greatest program cost this year will be Infrastructure Inventory, and Alternative Funding option. With the unknown in future permit requirements the Consortium requests the use of remaining funds from 2022-23 budget as carryover. The cost associated with laboratory services are for monitoring water quality in Lexington County.

Stormwater Inventory (County Only)	\$20,000
Dry Weather Screening (Shared)	\$0
Alternative Funding Analysis (Shared)	\$0
Grant Writing (County Only)	\$15,000
Revisions Ordinance and Land Development Manual(Shared)	\$10,000
Training (Shared)	\$0
Program Management (Shared)	\$45,000
Meetings (Shared)	\$20,000
Water Quality (TMDL's) (Shared)	\$30,000
Watershed Analysis (Shared)	\$5,000
Infrastructure Inventory(Shared)	\$50,000
Municipal SCM Maintenance Support (Shared)	\$75,000
Laboratory Services	\$500
Total:	\$270,500

520400 - ADVERTISING **\$250**

Update the Consortium Website to be more user friendly and provide more educational opportunities.

520702 – TECHNICAL CURRENCY & SUPPORT **\$412**

Software to support MS4 permit requirements including (7) municipalities.

1 AGOL User @ 412 = \$412

521000 - OFFICE SUPPLIES **\$200**

Supplies for MMI and MMII of permit requirement regarding public education/outreach and public involvement/participation.

521100 - DUPLICATING **\$0**

Cost for duplication of documents. Additional expenditures to be covered by remaining previous budget

521200 - OPERATING SUPPLIES **\$0**

Operating supplies for educational component of the NPDES permit. Additional expenditures to be covered by remaining previous budget

524201 - GENERAL TORT LIABILITY INSURANCE **\$40**

5% above previous year expenditure through Dec. 1.05 @ 38 = 40

524202 - SURETY BONDS **\$6**

1 employee @ \$6.29 = \$6.29

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

525021 – SMART PHONE CHARGES **\$693**

Cell Phone for Outreach Assistant while in the field.

1 Smart phones ea. @	\$54.00	per month for 12 months =	\$648
1 Otter Box Def. Case ea. @	\$45.00		\$45

525041 – EMAIL SERVICE CHARGES **\$128**

LCSWC has 1 email account @ \$10.75 per month for 12 months = \$128.00

525100 - POSTAGE

\$0

Anticipated postage costs. Expenditures to be covered by remaining previous budget.

525210 - CONFERENCE & MEETING EXPENSES

\$625

Cost to attend educational outreach seminars/workshop,conferences to include any training needed for program development.

1	Training/Conference EEASC	@	\$150	=	\$150
1	Post Construction SW Inspector Cert	@	\$475	=	<u>\$475</u>
					\$625

525230 - SUBSCRIPTIONS, DUES, & BOOKS

\$250

Anticipated costs for membership/dues/materials needed to keep recent on new program requirements.

1	Membership EEASC	@	\$75	=	\$75
1	Membership SCASM	@	\$175	=	<u>\$175</u>
					\$250

525250 - MOTOR POOL REIMBURSEMENT

\$0

Estimate of miles to be driven by one (1) Outreach Assistant and the Environmental Coordinator. Expenditures to be covered by remaining previous budget.

525600 - UNIFORMS & CLOTHING **\$0**
Clothing for identification in the field. Expenditure to be covered by remaining previous budget.

529903 - CONTINGENCY **\$0**

SECTION VI.D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 – SMALL TOOLS & MINOR EQUIPMENT **\$190**
New and Replacement tools for Public Outreach and Education Workshops

1	Replacement Drill	@	\$100	=	\$100
6	Hole Saw Bit	@	\$15	=	\$90
					<u>\$190</u>

540010 – MINOR SOFTWARE **\$0**

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) TRACKING SOFTWARE **\$0** 1 @ 8,000
Program audit indicated need for tracking software for all data to be in one central location not on County drive

Equipment Justification
Communications Equipment

**COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
FY 2024-25 - Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Campus Parking Fund 2920:								
Revenues:								
430600	Employee Parking Fees	12,894	5,712	15,177	15,177	<u>15,177</u>		
430601	Public Parking Fees	696	360	720	720	<u>720</u>		
Other Revenues:								
461000	Investment Interest	2,401	1,443	2,000	2,000	<u>2,000</u>		
** Total Revenue		<u>15,991</u>	<u>7,515</u>	<u>17,897</u>	<u>17,897</u>	<u>17,897</u>	0	0
***Total Appropriation					10,000	<u>10,000</u>	0	0
Contingency: Unused								
FUND BALANCE								
Beginning of Year					<u>119,223</u>	<u>127,120</u>	<u>127,120</u>	<u>127,120</u>
FUND BALANCE - Projected End of Year					<u>127,120</u>	<u>135,017</u>	<u>127,120</u>	<u>127,120</u>

**COUNTY OF LEXINGTON
CAMPUS PARKING FUND
Annual Budget
Fiscal Year - 2024-25**

Fund 2920

Organization: 101500 - Human Resource

Organization: 111300 - Building Services

Organization: 999900 - Non-departmental

Object Code	Expenditure Classification	<i>BUDGET</i>				
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend
Operating Expenses (Organization - 101500)						
* Total Operating (101500)		0	0	0	<u>0</u>	0
Personnel (Organization - 111300)						
510100	Salaries & Wages	0	314	0	<u>0</u>	
510300	Part Time	0	0	0	<u>0</u>	
511112	FICA - Employer's Portion	0	23	0	<u>0</u>	
511113	SCRS - Employer's Portion	0	58	0	<u>0</u>	
511130	Workers Compensation - Employer Cost	0	27	0	<u>0</u>	
* Total Personnel (111300)		0	422	0	<u>0</u>	0
Operating Expenses (Organization - 111300)						
522000	Building Repairs & Maintenance	0	0	10,000	<u>10,000</u>	
* Total Operating (111300)		0	0	10,000	<u>10,000</u>	0
** Total Personnel & Operating		0	422	10,000	<u>10,000</u>	0
Capital: (Organization - 111300)						
** Total Capital (111300)		0	0	0	<u>0</u>	0
Capital: (Organization - 999900)						
549904	Capital Contingency	0	0	0	<u>0</u>	
** Total Capital (999900)		0	0	0	<u>0</u>	0
*** Total Budget Appropriation		0	422	10,000	<u>19,000</u>	0

COUNTY OF LEXINGTON
HUMAN RESOURCES / EMPLOYEE COMMITTEE
Annual Budget
Fiscal Year - 2024-25

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Human Resources/Employee Committee 2930:								
Revenues:								
438300	Vending Machine Sales	2,396	1,333	3,400	3,400	<u>3,400</u>		
439900	Misc Fees, Permits, and Sales	116	0	150	150	<u>150</u>		
Other Revenues:								
461000	Investment Interest	215	129	8	8	<u>8</u>		
** Total Revenue		<u>2,727</u>	<u>1,462</u>	<u>3,558</u>	<u>3,558</u>	<u>3,558</u>	0	0
***Total Appropriation					<u>3,558</u>	<u>3,558</u>	0	0
Contingency: Unused								
FUND BALANCE								
Beginning of Year					<u>9,852</u>	<u>9,852</u>	<u>9,852</u>	<u>9,852</u>
FUND BALANCE - Projected					<u>9,852</u>	<u>9,852</u>	<u>9,852</u>	<u>9,852</u>
End of Year					<u>9,852</u>	<u>9,852</u>	<u>9,852</u>	<u>9,852</u>

Fund 2930
Division: General Administrative
Organization: 101500 - Human Resources

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET			
					2024-25 Requested	2024-25 Recommend	2024-25 Approved	
Personnel								
* Total Personnel		0	0	0	<u>0</u>	0	0	0
Operating Expenses								
539900	Unclassified	0	0	3,558	<u>3,558</u>			
* Total Operating		0	0	3,558	<u>3,558</u>	0	0	0
** Total Personnel & Operating		0	0	3,558	<u>3,558</u>	0	0	0
Capital								
** Total Capital		0	0	0	<u>0</u>	0	0	0
*** Total Budget Appropriation		0	0	3,558	<u>3,558</u>	0	0	0

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
 Annual Budget
 FY 2024-25 Estimated Revenue

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Treasurer / Delinquent Tax Collections 2950:								
Revenues:								
416000	Delinquent Tax Costs	854,888	474,465	800,000	850,000	<u>850,000</u>		
439900	Misc Fees, Permits, and Sales	33,615	4,390	10,000	10,000	<u>10,000</u>		
450000	Rental Income	450	0	1,000	1,000	<u>1,000</u>		
461000	Investment Interest	379,618	15,607	10,000	100,000	<u>150,000</u>		
461020	Delinquent Tax Account Interest	0	0	0	0			
469900	Miscellaneous Revenues	0	0	0	0			
	** Total Revenue	<u>1,268,571</u>	<u>494,462</u>	<u>821,000</u>	<u>961,000</u>	<u>1,011,000</u>	<u>0</u>	<u>0</u>
	***Total Appropriation				<u>1,040,592</u>	<u>1,039,635</u>	<u>0</u>	<u>0</u>
Contingency:								
Unused								
Frozen Position: Tax Clerk II - Bd. 106 (50,153)								
FUND BALANCE								
Beginning of Year <u>657,251 527,506 527,506 527,506</u>								
FUND BALANCE - Projected								
End of Year <u>527,506 498,871 527,506 527,506</u>								

COUNTY OF LEXINGTON
 DELINQUENT TAX COLLECTIONS
 Annual Budget
 Fiscal Year - 2024-25

Fund: 2950
 Division: General Administration
 Organization: 101700 Treasurer

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
510100	Salaries & Wages - 8.2	304,397	170,204	351,835	351,835		
510200	Overtime	1,590	1,616	1,500	3,000		
511112	FICA - Employer's Portion	22,209	12,513	27,030	27,068		
511113	State Retirement - Employer's Portion	51,276	29,442	65,579	65,672		
511120	Employee Insurance - 8.2	63,960	31,980	63,960	66,830		
511130	Workers Compensation	1,794	1,080	2,153	2,153		
519999	Personnel Contingency	0	0	28,164			
	* Total Personnel	445,226	246,835	540,221	516,558	0	0
Operating Expenses							
520200	Contracted Services	90,573	73,525	85,000	112,500		
520244	Moving Services - Buildings	0	0	1,000	1,000		
520300	Professional Services	5,974	0	6,289	10,400		
520400	Advertising & Publicity	42,458	33,999	46,000	51,000		
520500	Legal Services	140,000	65,750	140,000	140,000		
520700	Technical Services	0	0	0	0		
520702	Technical Currency & Support	0	0	0	39,000		
521000	Office Supplies	5,968	1,829	5,000	7,000		
521100	Duplicating	466	566	700	700		
522200	Small Equipment Repairs & Maint	0	0	0	500		
524000	Building Insurance	168	239	173	246		
524001	Burglary Insurance	0	0	130	130		
524201	General Tort Liability Insurance	0	400	305	400		
524202	Surety Bonds - 2	0	0	0	0		
525000	Telephone	1,484	742	1,484	1,484		
525004	WAN Service Charges	71	0	105	105		
525041	E-mail Service Charges - 7	763	269	774	774		
525100	Postage	120,552	21,871	136,000	145,000		
525210	Conference, Meeting & Training Expense	2,173	0	3,135	3,165		
525230	Subscriptions, Dues, & Books	275	280	900	900		
525250	Motor Pool Reimbursement	75	58	450	200		
525300	Utilities	5,355	2,951	5,320	6,195		
526900	DMV Title & License Fee	0	0	0	0		
529900	Miscellaneous Operating Expense	0	0	0	0		
529903	Contingency	0	0	60,711	0		
	* Total Operating	416,355	202,479	493,476	520,699	0	0
	** Total Personnel & Operating	861,581	449,314	1,033,697	1,037,257	0	0

COUNTY OF LEXINGTON
DELINQUENT TAX COLLECTIONS
 Annual Budget
 Fiscal Year - 2023-24

Fund: 2950
 Division: General Administration
 Organization: 101700 Treasurer

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
	Capital						
540000	Small Tools & Minor Equipment	0	0	0	<u>1,000</u>		
540010	Minor Software	0	0	0	<u>0</u>		
	All Other Equipment	0	6,483	6,895	<u>1,378</u>		
	** Total Capital	0	6,483	6,895	<u>2,378</u>	0	0
	Other Financing Uses						
814526	Op Trn to Tax Billing/Collection Sys.	109,134	0	0	<u>0</u>		
	***Total Other Financing Uses	109,134	0	0	<u>0</u>	0	0
	*** Total Budget Appropriation	970,715	455,797	1,040,592	<u>1,039,635</u>	0	0

SECTION VI. B. – PERSONNEL LINE ITEM NARRATIVES

LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Deputy Tax Collector	1		1	1	210
Assist. Deputy Tax Collector	1		1	1	109
Tax Clerk I	2		2	2	104
Tax Clerk II	3	1 position frozen unfunded	3	3	106
Total Positions	7		7	7	

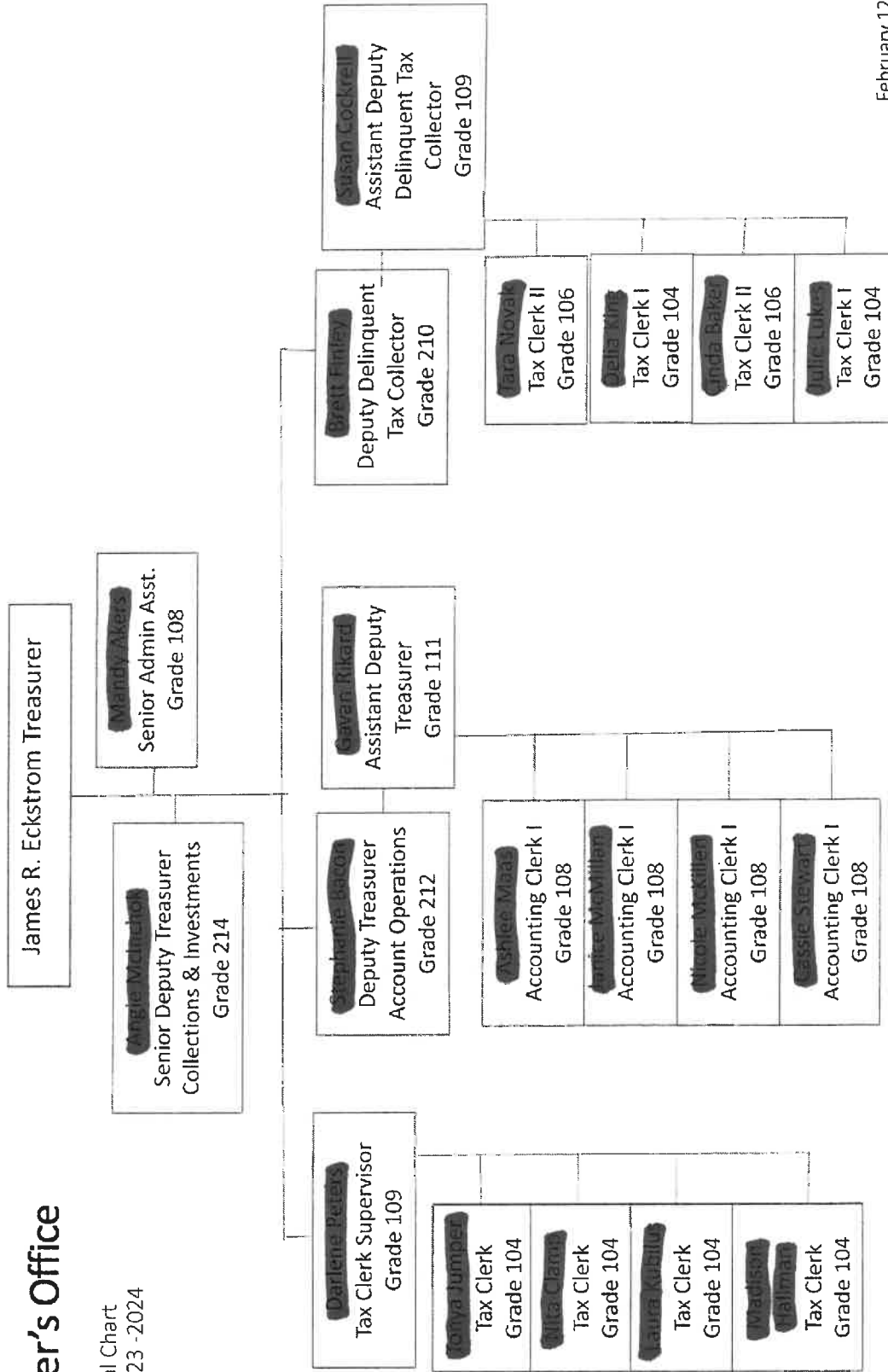
(SEE ORGANIZATION CHART ON NEXT PAGE)

Treasurer's Office

101700

Organizational Chart

Fiscal Year 2023 - 2024



FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2024-25 BUDGET REQUEST

SECTION VI. C. - PERSONNEL LINE ITEM NARRATIVES

510200 - OVERTIME

\$3,000

This is for overtime worked by office staff during busy times and in preparation for tax sale.

FUND 2950
 DELINQUENT TAX DEPARTMENT (101700)
 FY 2024-25 BUDGET REQUEST

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES		\$112,500
	The Sourcing Group	19,000.00
	Pacer on line Bankruptcy Court	300.00
	Accurant (online people search)	3,200.00
	Palmetto Postings	90,000.00
520244 - MOVING SERVICES - BUILDINGS		\$1,000
	Cover moving expenses of moving mobile homes acquired by the FLC	
520300 - PROFESSIONAL SERVICES		\$10,400
	Auctioneer fees	10,000.00
	Definitely Taking Request (Deaf interpreter for tax sale)	400.00
520400 - ADVERTISING		\$51,000
	Tax Sale	
	Lexington County Publishing Network	50,000.00
	FLC Advertising	1,000.00
520500 - LEGAL SERVICES		\$140,000
	Attorney fees, title searches, deed preparation, & consultations	
520702 - TECHNICAL CURRENCY AND SUPPORT		\$39,000
	Software management for Delinquent Tax System - Publiq Software -per signed County agreement	
521000 - OFFICE SUPPLIES		\$7,000
	To cover routine office supplies (paper, envelopes, file folders, cash register tape and ribbons, toner cartridges, etc.)	
521100 - DUPLICATING		\$700
	This account is used for copier machine duplicating of correspondence to employees and customers, packet copies for lawyers, etc.	
522200 - SMALL EQUIPMENT REPAIRS & MAINTENANCE		\$500
	Repair of computers, printers (maintenance kits for printers)	
524000 - BUILDING INSURANCE		\$246
	1,157 square footage of Treasurers office. Per Risk Management Budgeted a 3% increase over expenditure amount through Dec. 2023 per Finance Guidelines.	
524001 - BURGLARY INSURANCE		\$130
	1,157 square footage of Treasurers office. Per Risk Management	
524201 - GENERAL TORT LIABILITY INSURANCE		\$400
	Per Risk Management	
524202 - SURETY BONDS		\$00
	Per Risk Management	

FUND 2950
 DELINQUENT TAX DEPARTMENT (101700)
 FY 2024-25 BUDGET REQUEST

525000 - TELEPHONE **\$1,484**

This department currently has 8 phone lines and 4 voicemails.

525004 – WAN Service Charges **\$105**

525041 E-MAIL SERVICE CHARGE **\$774**

6 Accounts x \$10.75 per Account x 12 Months = \$774.00

525100 - POSTAGE **\$145,000**

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. There were two postage rate increases in FY23 by the USPS.

525210 - CONFERENCE & MEETING EXPENSE **\$3,165**

SCATT Legislative Conference (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)	\$ 675.00
GFOASC Spring Conference (2 employees)	\$ 200.00

525230 - SUBSCRIPTIONS, DUES, & BOOKS **\$900**

TAPS	3 employees	\$ 90.00
SCACEE	1 employee	\$ 75.00
SCATT	3 employees	\$ 150.00
Lexington County Chronicle		\$ 50.00
The State Newspaper		\$ 280.00
Chapin Times		\$ 30.00
Supplement to Title 12 Tax Book		\$ 25.00
Misc.		\$ 200.00

525250 - MOTOR POOL REIMBURSEMENT **\$200**

525300 - UTILITIES **\$6,195**

1,157 square footage of Treasurers office.
 Budget remains same based on FY23 and FY24 expenditures

526900 – DMV TITLE & LICENSE FEES **\$0**

FLC title transfers for sold mobile homes.

529900 – MISCELLANEOUS OPERATION EXPENSES **\$0**

FLC operating expenses.

529903 - CONTINGENCY **\$0**

Per Finance

FUND 2950
DELINQUENT TAX DEPARTMENT (101700)
FY 2024-25 BUDGET REQUEST

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT \$1,000

To cover costs for replacements of minor equipment including shredders, money counters, and back-up batteries for the cash registers

ALL OTHER EQUIPMENT

REPLACEMENTS OF F1 PC'S AND PRINTERS \$1,378

Technology Services recommends we replace (1) PC's this fiscal year with (1) F1A All In One Computer & Monitor at \$1,480 each

**COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Finance / Grants Administration 2990:								
Revenues:								
461000	Investment Interest	348	0	10	10	0		
801000	Op Trn from General Fund/Cty Ord.	90,846	104,161	104,161	104,161	115,803		
** Total Revenue		91,194	104,161	104,171	104,171	115,803	0	0
***Total Appropriation					107,686	108,077	0	0
Contingency:								
Unused								
Carryforward								
FUND BALANCE								
Beginning of Year						(4,211)	(7,726)	
FUND BALANCE - Projected						(7,726)	0	
End of Year								

**COUNTY OF LEXINGTON
GRANTS ADMINISTRATION
Annual Budget
Fiscal Year - 2024-25**

Fund: 2990
Division: General Administration
Organization: 101400 Finance

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
					2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 1	69,800	36,614	69,679	76,428	
511112	FICA - Employer's Portion	5,317	2,793	5,330	5,847	
511113	State Retirement - Employer's Portion	11,731	6,236	12,932	14,185	
511120	Employee Insurance - 1	7,800	3,900	7,800	8,150	
511130	Workers Compensation	217	114	216	237	
519999	Personnel Contingency	0	0	8,794	0	
	* Total Personnel	94,865	49,657	104,751	104,847	0
Operating Expenses						
521000	Office Supplies	292	51	600	600	
521100	Duplicating	245	122	200	500	
524201	General Tort Liability Insurance	0	40	35	40	
524202	Surety Bonds - 1	0	0	10	0	
525000	Telephone	241	120	241	241	
525041	E-mail Service Charge - 1	129	54	129	129	
525210	Conference, Meeting & Training Expense	939	931	1,265	1,265	
525230	Subscriptions, Dues, & Books	354	354	355	355	
525240	Personal Mileage Reimbursement	0	0	0	0	
529903	Contingency	0	0	0	0	
	* Total Operating	2,200	1,672	2,835	3,130	0
	** Total Personnel & Operating	97,065	51,329	107,586	107,977	0
Capital						
540000	Small Tools & Minor Equipment	0	0	100	100	
540010	Minor Software	0	0	0	0	
	All Other Equipment	0	0	0	0	
	** Total Capital	0	0	100	100	0
	*** Total Budget Appropriation	97,065	51,329	107,686	108,077	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 <u>FY 2022-23</u>	Estimated <u>FY 2023-24</u>	Projected <u>FY 2024-25</u>
Solicitor Grants	1	1	1
Solicitor Special Revenue	8	8	8
Law Enforcement Grants	13	13	13
LE Special Revenue	29	31	31
Public Safety Grants	6	5	5
PS Special Revenue	2	2	2
Other Grants	20	20	20
Other Special Revenue	45	47	47

SECTION VI. A. - SUMMARY OF REVENUES

801000 - OPERATING TRANSFER FROM GENERAL FUND **\$ 115,803**

Transfer from the General Fund to help cover the operating costs of grant administration.

SECTION VI. B. - LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u> <u>Positions</u>	<u>Full Time Equivalent</u>			<u>Grade</u>
	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	
Manager	0.00	1.00	1.00	212
Total Positions	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES \$ 600

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 @ \$35.00 + tax)	\$337.05
Toner Cartridge (1 @ \$137.00)	\$137.00
Paper for Printer (2 cases @ \$40.20)	\$80.40
Pens, pencils, & other office products	\$15.55
Storage boxes	\$30.00

521100 - DUPLICATING \$ 500

Funds will be used to photocopy monthly reports, quarterly reports, and other documents related to grants and special revenue programs.

Copier Machine Usage cost (\$0.05) x 10,000 copies	\$500.00
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524201 - GENERAL TORT LIABILITY INSURANCE \$ 40

To cover the cost of general tort liability insurance.

Manager of Grants	1.00 position	\$40
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524202 - SURETY BONDS \$ 0

To cover the cost of surety bonds.

Manager of Grants	1.00 position	\$0
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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	<u>\$0.15</u>	
	\$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 **\$ 1,265**

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:

GFOASC Fall Conference in Hilton Head (October 2024)	\$900
GFOASC Spring Conference in Columbia (May 2025)	\$120
Other Training Sessions	\$245

525230 - SUBSCRIPTIONS, DUES, & BOOKS **\$ 355**

Funds are used for membership dues to the following professional organizations.

National GFOA annual membership	\$230
GFOASC annual membership (1)	\$125

SECTION VI. D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT **\$ 100**

Funds will be used to purchase minor equipment as needed.

**COUNTY OF LEXINGTON
PASS-THRU GRANTS
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Pass-Thru-Grants 2999:								
Revenues:								
452100	Town Recorders Fees	189,291	48,296	193,185	193,185	193,186		
461000	Investment Interest	3,193	2,121	2,300	2,300			
** Total Revenue		192,484	50,417	195,485	195,485	193,186	0	0
***Total Appropriation					309,399	193,186	0	0
FUND BALANCE								
Beginning of Year					155,008	41,094	41,094	41,094
FUND BALANCE - Projected								
End of Year					41,094	41,094	41,094	41,094

Fund: 2999

Organization: 142000 - Magistrate Court Services (Personnel Costs)

Organization: 999900 - Non-departmental (Special Projects)

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25	2024-25	Approved
Personnel: (Organization - 142000)							
510100	Salaries & Wages	146,365	74,685	149,371	149,371		
511112	FICA - Employer's Portion	11,082	5,598	11,427	11,427		
511114	PORS - Employer's Portion	765	(1,153)	31,726	31,727		
511130	Workers Compensation	1,417	778	661	661		
511214	PORS - Emplr. Port. (Retiree)	27,592	15,863	0	0		
* Total Personnel		187,221	95,771	193,185	193,186	0	0
Operating Expenses: (Organization - 999900)							
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			
* Total Operating		0	0	116,214	0	0	0
** Total Personnel & Operating		187,221	95,771	309,399	193,186	0	0
Capital							
** Total Capital		0	0	0	0	0	0
*** Total Budget Appropriation		187,221	95,771	309,399	193,186	0	0

COUNTY OF LEXINGTON
RED BANK CROSSING RENTAL PROPERTIES
Combined Annual Budget
Fiscal Year 2024-25

Fund: 5601
Division: Non-Departmental

Summary Page	2022-23	2023-24	2023-24	2024-25	<i>BUDGET</i>	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
450000 Rental Income	103,685	43,044	102,305	102,300		
461000 Investment Interest	16,613	9,985	0			
Total Revenue	120,298	53,029	102,305			
Expenses:						
Total Personnel & Operating	57,851	39,684	227,305	102,300		
Depreciation	19,677	0	19,677	19,677		
Total Expense	77,528	39,684	246,982	121,977		
Noncash Expenses:						
Depreciation: Add Back In	19,677	0	19,677	19,677		
Net Cash	62,447	13,345	(125,000)	0		
Income Calculation:						
Net Income (Loss)	42,770	13,345	(144,677)	(19,677)		
FUND BALANCE						
Beginning - Cash			308,439	183,439		
FUND BALANCE						
End of Year - Projected - Cash			183,439	183,439		

COUNTY OF LEXINGTON
RED BANK CROSSING RENTAL PROPERTIES
Annual Budget
Fiscal Year 2024-25

Fund: 5601
Division: Non-Departmental
Organization: 999900 - Non-Departmental

Object Expenditure Code Classification	2022-23	2023-24	2023-24	2024-25	<i>BUDGET</i>	
	Expend	Expend (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0			
Operating Expenses						
520103 Landscape/Ground Maintenance	18,557	8,100	20,865	26,287		
520231 Garbage Pickup Service	2,369	1,185	2,560	2,700		
520232 Parking Lot Sweeping	7,242	3,335	8,254	8,254		
522000 Building Repairs & Maintenance	3,840	240	3,150	5,000		
524000 Building Insurance	998	1,216	1,183	1,219		
529903 Contingency	0	0	162,949	27,662		
530100 Depreciation	19,677	0	19,677	19,677		
538500 Property Taxes	24,845	25,608	28,344	31,178		
* Total Operating	77,528	39,684	246,982	121,977		
** Total Personnel & Operating	77,528	39,684	246,982	121,977		
Capital						
** Total Capital	0	0	0	0		
*** Total Expenses	77,528	39,684	246,982	121,977		

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program I – Red Bank Crossing / Rental Property

Objectives:

- Collect rent from seven (7) tenants
- House state agencies (DSS & H&HS), no rent received
- Keep building/property area clean and properly maintained
- Provide prompt and friendly customer service to all the tenants

Program I: Red Bank Crossing /Rental Property

Property, formerly a Winn-Dixie store and eight (8) additional store front spaces, were purchased in December 2007 for the purpose of having additional office space and to maintain the lease agreements with current tenants. The former Winn Dixie and CVS tenant spaces were renovated to provide space for the two (2) state agencies. Operations in this renovated space began in June 2010 and were completed in July 2011.

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. - LISTING OF REVENUES

450000 – RENTAL INCOME \$102,300

This is the rent paid by tenants in the seven (7) spaces available at Red Bank Crossing on a monthly basis.

Ivy League Barber & Beauty D	12 months @ \$1,800.00 = \$21,600.00
Palmetto Kempo Karate E	12 months @ \$1,700.00 = \$20,400.00
Cut-N-Up Hair Salon F	12 months @ \$ 825.00 = \$ 9,900.00
Defender Shooting/Tego Tactical G	12 months @ \$1,025.00 = \$12,300.00
Sweet and Savory H	12 months @ \$1,050.04 = \$12,600.48
State Farm Insurance I	12 months @ \$1,000.00 = \$12,000.00
MBAJ Architecture J	12 months @ \$1,125.00 = \$13,500.00

Total annual rental income \$ 102,300.00

SECTION VI. B. - OPERATING LINE ITEM NARRATIVES

520103 – LANDSCAPING/GROUND MAINTENANCE **\$26,287**

Landscaping, cutting grass, trim bushes, edging curbs, sign posts, herbicide, pesticide, pick up trash on grounds and mulch application and removal on contract.

520231 - GARBAGE PICKUP SERVICE **\$2,700**

Garbage pickup – one (1) eight cubic yard container and service three days per week
 12 mos. x \$197.45/month = \$2,370.00

520232 – PARKING LOT SWEEPING **\$8,254**

Parking lot sweeping: once a week at a cost of \$540.00/month
 12 mos. x \$667.00/month = \$8,004.00

520500 – LEGAL SERVICES **\$0**

Legal fees from County Attorney costs

522000 – BUILDING REPAIRS & MAINTENANCE **\$5,000**

Small repairs and maintenance of building

524000 - BUILDING INSURANCE **\$1,219**

12 months coverage (\$1,183 + 3% = \$1,219)

525300 - UTILITIES **\$0**

Covers electrical from SCE&G
 Old Winn Dixie Building and CVS (Utilities paid by state agencies)
 Parking lot lighting for 12 mos. @ \$100.00/month = \$1,200.00
 Total SCE&G = **\$1,200.00**

529903 - CONTINGENCY ~~\$125,920~~ **27,662**

Funds are used for unexpected expenses not budgeted.

530100 – DEPRECIATION **\$19,677**

538500 – PROPERTY TAXES **\$31,178**

Funds are used for property taxes assessed on the rental space.
 All units are being rented and assessed property taxes this year.
 FY 22-23 expense \$28,344 + 10% = \$31,178.00

SOLID WASTE MANAGEMENT
Combined Annual Budget
Fiscal Year 2024-25

Fund: 5700
Division: Public Works

Summary Page	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
Property Taxes	11,755,347	2,002,040	12,475,771	12,475,771		
Landfill Revenue Fees	6,627,454	2,454,107	6,500,397	6,211,256		
Other Revenues	553,901	262,859	697,000	781,000		
Loss on Disposal of Fixed Assets	(293,851)	0	0	0		
Total Revenues	18,642,851	4,719,006	19,673,168	19,468,027		
Expenses:						
Total Personnel & Operating	14,233,508	5,434,976	17,319,531	17,304,179		
Depreciation	1,783,326	0	1,939,205	1,939,205		
Capital Outlay	6,039	2,132,458	11,008,970	5,574,572		
Operating Transfers	150,000	0	124,252	88,402		
Total Expenses	16,172,873	7,567,434	30,391,958	24,906,358		
Sub-Total	2,469,978	(2,848,428)	(10,718,790)	(5,438,331)		
Noncash Expenses:						
Depreciation: Add Back In	1,783,326	0	1,939,205	1,939,205		
Total Expenses (Cash Basis)	14,389,547	7,567,434	28,452,753	22,967,153		
Net Cash	4,253,304	(2,848,428)	(8,779,585)	(3,499,126)		
Income Calculation:						
Capital Outlay: Existing	6,039	2,132,458	11,008,970	5,574,572		
Total Expenses (Income Basis)	16,166,834	5,434,976	19,382,988	19,331,786		
Net Income (Loss)	2,476,017	(715,970)	290,180	136,241		
Unused Appropriations						
FUND BALANCE						
Beginning - Fund Balance - Cash			17,672,587	8,893,002		
Less: Carry-forward Items						
FUND BALANCE						
End of Year - Projected - Cash			8,893,002	5,393,876		

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
FY 2024-25 Estimated Revenues & Other Funding Sources**

Fund: 5700	Actual	Actual	Actual	Actual	Received	Amended	Projected			
Division: Public Works	Receipts	Receipts	Receipts	Receipts	Thru Dec	Budget	Revenue	Requested	Recommend	Approved
Revenue Account Title	2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25
* Undesignated Revenues 5700 :										
Property Taxes:	<u>7.877 Mills</u>	<u>7.877 Mills</u>	<u>7.877 Mills</u>	<u>7.877 Mills</u>	<u>7.544 Mills</u>	<u>7.544 Mills</u>	<u>7.544 Mills</u>			
410000 Current Property Taxes	7,855,415	8,376,923	8,577,225	8,999,023	3,174,795	9,582,036	9,582,036	9,582,036		
410500 Homestead Exemption Reimburse.	380,435	372,425	382,207	388,360	0	375,000	375,000	375,000		
410520 Manufacturer's Tax Exemption	56,473	60,452	62,015	63,827	0	60,000	60,000	60,000		
410521 Manufacturer Partial Prop Tx Exemp	11,858	11,723	14,916	68,370	0	0	0	0		
410530 State Sales & Use Tax Credit	39,299	39,045	47,703	39,530	34,651	48,151	48,151	48,151		
410540 Lease Purchase Tax Credit	0	0	0	0	0	0	0	0		
411000 Current Vehicle Taxes	1,159,572	1,205,056	1,278,637	1,362,488	712,519	1,482,584	1,482,584	1,482,584		
412000 Current Tax Penalties	12,532	13,032	14,108	15,282	(459)	14,000	14,000	14,000		
413000 Delinquent Taxes	301,772	301,366	281,399	230,058	109,752	300,000	300,000	300,000		
414000 Delinquent Tax Penalties	38,203	39,812	34,020	37,582	16,462	35,000	35,000	35,000		
417100 Fee in Lieu of Taxes	523,038	520,278	457,522	449,646	55,644	500,000	500,000	500,000		
417120 FILOT - Prior Year	0	347	(11,199)	(3,652)	(3,341)	0	0	0		
417130 FILOT - Manufacturer's Tax Exempt	37,939	40,441	44,384	47,673	0	40,000	40,000	40,000		
417150 FILOT - Fee for Services	3,183	3,378	3,378	3,479	0	3,000	3,000	3,000		
418000 Motor Carrier Payments	10,160	32,587	35,197	36,803	14,537	30,000	30,000	30,000		
418100 Heavy Equip Rental Surcharge Fees	5,025	6,029	6,912	16,880	10,896	6,000	6,000	6,000		
Total Property Taxes	10,434,904	11,022,894	11,228,424	11,755,349	4,125,456	12,475,771	12,475,771	12,475,771		
Landfill Revenue Sources:										
430850 Credit Report Fees	200	300	225	225	150	200	200	275		
434000 Landfill Fees	3,286,075	3,677,907	4,073,159	5,613,507	2,479,011	5,469,067	5,469,067	5,268,071		
434100 Landfill Permit Fees	2,790	5,195	5,305	4,825	2,491	5,200	5,200	5,500		
434200 Garbage Franchise Fees	148,259	163,413	175,446	185,153	92,294	190,430	190,430	188,460		
434400 Paper Recycling Fees	836	1,030	1,020	804	318	300	300	350		
434401 Battery Recycling Fees	15,704	20,642	16,862	18,896	11,790	20,000	20,000	21,000		
434402 Aluminum Recycling Fees	26,617	32,540	60,441	42,289	17,075	40,000	40,000	32,000		
434405 White Goods Recycling Fees	59,383	360,368	562,922	295,553	79,968	280,000	280,000	200,000		
434406 Waste Tire Fees	74,820	101,820	149,101	218,512	96,803	200,000	200,000	200,000		
434407 Textile Recycling Fees	0	48	0	0	0	0	0	0		
434408 Cardboard Recycling Fees	7,119	31,917	62,669	17,033	10,308	38,000	38,000	28,000		
434409 Glass Recycling Fees	8,294	6,528	3,897	8,470	5,088	5,200	5,200	7,500		
434411 Oil Filter Recycling Fees	300	1,072	2,944	2,692	150	800	800	600		
434414 Refrigerant Recycling Fees	14,850	23,310	25,440	25,770	13,980	26,000	26,000	28,000		
434416 Motor Oil Recycling Fees	0	4,038	22,759	37,867	20,235	38,000	38,000	39,000		
434417 Safety Vest Recycling Fees	68	66	3	0	0	0	0	0		
434419 Electronics Recycling Fees	7,680	7,032	7,281	6,630	2,037	7,200	7,200	5,500		
434420 Mattress Recycling Fees	16,544	22,980	22,178	31,946	20,392	33,000	33,000	37,000		
434421 Wood/Vegetative Compost Fee	0	0	81,831	92,474	46,322	93,000	93,000	96,000		
434422 Food Waste Compost Fee	0	0	0	0	0	54,000	54,000	54,000		
438800 Mulch Sales	29,804	24,820	13,001	1,797	0	0	0	0		
438801 Compost Sales	37,853	59,041	72,131	23,010	(20)	0	0	0		
Total Revenue Sources	3,737,196	4,544,067	5,358,615	6,627,453	2,898,392	6,500,397	6,500,397	6,211,256		
Other Revenues:										
450100 Ground Lease Agreement	12,000	12,000	13,597	13,717	6,000	12,000	12,000	12,000		
451201 FEMA Disaster Reimbursement	0	0	0	0	0	0	0	0		
451205 State Disaster Reimbursement	0	0	0	0	0	0	0	0		
461000 Investment Interest	255,267	55,108	49,481	537,140	332,353	340,000	340,000	400,000		
463200 Insurance Claims Reimbursement	0	0	0	0	0	0	0	0		
467000 Cash Over/Short	1	(36)	(178)	(236)	(129)	0	0	0		
469420 Sale of Land - SW	1,000	(1,000)	0	0	0	0	0	0		
469900 Miscellaneous Revenues	0	0	586	3,280	0	0	0	0		
490100 Sale of General Fixed Assets	17,266	0	0	0	911	345,000	345,000	369,000		
490200 Trade-in Allowance on FA	313,350	0	0	0	0	0	0	0		
490300 Gain on Sale of Fixed Assets	203,216	0	67,729	0	0	0	0	0		
491000 Contributed Capital	3,920	20,001	81,124	0	0	0	0	0		
590300 Loss on Disposal of Fixed Assets	(146,906)	(96,435)	0	(293,851)	0	0	0	0		
Total Other Revenue	659,114	(10,362)	212,339	260,050	339,135	697,000	697,000	781,000		
** Total Undesignated Landfill Revenues	14,831,214	15,556,599	16,799,378	18,642,852	7,362,983	19,673,168	19,673,168	19,468,027	0	0

COUNTY OF LEXINGTON
Combined Annual Budget - Enterprise Fund
Fiscal Year 2023-24

Fund 5700 Division: Public Works-Solid Waste Organization: Solid Waste - All Departments	Object Expenditure Code Classification	BUDGET										Litter Control	Recycling	Transfer Station	Code Enforcement	Non- Departmental		
		2023-24 Amended (Dec)	2024-25 Requested (Total)	Admin.	Acctg. & Collections	Collection Stations	Landfill Operations	321 Landfill	321 Landfill	321 Landfill	321 Landfill							
	Personnel																	
	510100 Salaries & Wages	1,411,784	1,427,216	251,677	173,163	87,392	405,075	0	203,643	30,878	152,629	122,759	0					
	510199 Special Overtime	3,000	3,000	0	0	0	0	0	0	0	0	3,000	0					
	510200 Overtime	28,950	31,200	0	1,200	4,000	15,000	0	10,000	0	1,000	0	0					
	510300 Part Time	608,789	748,892	0	81,527	394,854	0	0	0	272,511	0	0	0					
	511112 FICA Cost	152,158	174,039	19,254	19,576	37,198	32,136	0	16,344	23,210	11,753	9,621	4,947					
	511113 State Retirement	325,429	398,996	46,712	47,493	90,248	77,966	0	39,652	56,309	28,514	0	12,102					
	511114 Police Retirement	20,375	26,712	0	0	0	0	0	0	0	0	26,712	0					
	511120 Insurance Fund Contribution	249,600	260,800	24,450	57,050	12,225	77,425	0	36,675	4,075	32,600	16,300	0					
	511130 Workers Compensation	113,669	140,047	5,333	794	28,854	33,574	0	18,353	28,809	15,763	4,352	4,215					
	519901 Salaries & Wages Adjustment Account	401,083	64,667	0	0	0	0	0	0	0	0	0	0					
	519999 Personnel Contingency	0	0	0	0	0	0	0	0	0	0	0	0					
	* Total Personnel	3,314,837	3,275,569	347,426	380,803	654,771	641,176	0	324,667	415,792	242,259	182,744	85,931					
	Operating Expenses																	
	520100 Contracted Maintenance	268,513	326,760	0	0	1,049	263,779	0	61,932	0	0	0	0					
	520103 Landscaping/Ground Maintenance	3,500	5,000	0	0	5,000	0	0	0	0	0	0	0					
	520200 Contracted Services	10,187,665	10,210,765	87,564	498	2,282,466	482,920	79,000	7,045,316	233,001	0	0	0					
	520219 Water & Other Beverage Service	4,500	6,600	0	0	5,280	0	0	1,320	0	0	0	0					
	520233 Towing Service	2,015	2,945	75	0	390	1,000	0	0	1,000	290	190	0					
	520239 E-Waste Recycling	75,594	78,600	0	0	0	0	0	0	78,600	0	0	0					
	520240 Tire Disposal Service	100,750	178,250	0	0	0	178,250	0	0	0	0	0	0					
	520300 Professional Services	287,600	274,905	0	650	635	77,725	187,260	8,635	0	0	0	0					
	520302 Drug Testing Services	2,441	1,873	0	0	150	984	0	489	250	0	0	0					
	520303 Accounting/Auditing Services	5,000	5,000	0	5,000	0	0	0	0	0	0	0	0					
	520305 Infectious Disease Services	5,677	5,757	303	606	1,515	1,212	0	606	606	909	0	0					
	520400 Advertising & Publicity	23,671	27,600	25,600	0	2,000	0	0	0	0	0	0	0					
	520500 Legal Services	15,460	15,000	15,000	0	0	0	0	0	0	0	0	0					
	520601 Landfill Monitoring - Batesburg	0	0	0	0	0	0	0	0	0	0	0	0					
	520602 Landfill Monitoring - Edmund	25,000	27,500	0	0	0	27,500	0	0	0	0	0	0					
	520603 Landfill Monitoring - Chapin	0	0	0	0	0	0	0	0	0	0	0	0					
	520620 EPA Cost	14,835	15,000	0	0	0	0	15,000	0	0	0	0	0					
	520702 Technical Currency & Support	20,050	18,692	16,692	1,800	0	0	0	0	0	0	200	0					
	520800 Outside Printing	2,064	2,064	6,679	0	0	0	0	0	0	0	0	0					
	521000 Office Supplies	5,600	6,625	2,350	2,925	300	300	0	500	250	0	0	0					
	521100 Duplicating	2,964	3,589	509	2,400	225	144	14	72	225	0	0	0					
	521200 Operating Supplies	217,550	312,142	5,600	4,275	28,600	260,922	0	2,945	6,300	3,000	500	0					
	521208 Police Supplies	600	800	500	0	0	0	0	0	0	0	800	0					
	521214 Safety Supplies	3,500	3,500	500	3,000	0	0	0	0	0	0	0	0					
	521220 Closure Operating Supplies	0	0	0	0	0	0	0	0	0	0	0	0					
	521402 Occupational Health Supplies	400	500	0	200	100	0	0	0	200	0	0	0					
	521601 Sign Materials	750	1,000	1,000	0	0	0	0	80,000	0	0	0	0					
	522000 Building Repairs & Maintenance	76,040	139,340	0	0	44,500	14,840	0	0	0	0	0	0					
	522050 Generator Repairs & Maintenance	3,317	4,620	0	0	0	4,620	0	0	0	0	0	0					
	522100 Heavy Equipment Repairs & Maintenance	419,180	466,514	0	0	44,000	164,780	0	255,234	2,500	0	0	0					
	522200 Small Equipment Repairs & Maintenance	23,900	36,900	0	0	400	6,500	0	0	30,000	0	0	0					
	522201 Fuel Site Repairs & Maintenance	5,200	5,200	0	0	0	5,200	0	0	0	0	0	0					
	522300 Vehicle Repairs & Maintenance	32,524	36,774	1,000	0	6,000	8,774	0	0	12,000	6,500	2,500	0					

COUNTY OF LEXINGTON
Combined Annual Budget - Enterprise Fund
Fiscal Year 2023-24

Fund 5700
 Division: Public Works-Solid Waste
 Organization: Solid Waste - All Departments

Object Expenditure Code Classification	2023-24	2024-25	Admin.	Acqir. & Collections	Collection Stations	Landfill Operations	321 Landfill	Transfer Station	Recycling	Litter Control	Code Enforcement	Non-Departmental
	Amended (Dec)	Requested (Total)										
Cont:												
523200 Equipment Rental	17,054	22,054	0	0	0	19,980	0	2,074	0	0	0	0
524000 Building Insurance	7,626	19,038	2,670	0	3,627	0	0	12,741	0	0	0	0
524100 Vehicle Insurance	10,455	10,455	615	0	1,230	4,305	0	0	1,845	1,230	1,230	0
524101 Comprehensive Insurance	73,542	65,393	0	0	443	56,798	0	5,399	1,268	973	512	0
524201 General Tort Liability Insurance	15,708	17,660	1,193	308	2,210	6,867	0	2,487	747	410	3,438	0
524202 Surety Bonds	30	0	0	0	0	0	0	0	0	0	0	0
524900 Data Processing Equipment Insurance	172	167	0	167	0	0	0	0	0	0	0	0
525000 Telephone	8,981	8,981	4,560	0	4,421	0	0	0	0	0	0	0
525004 WAN Service Charges	10,466	10,466	9,480	0	0	0	0	0	0	0	986	0
525006 GPS Monitoring Charges	4,273	4,587	218	0	436	2,613	0	0	884	436	0	0
525020 Pagers and Cell Phones	0	0	0	0	0	0	0	0	0	0	0	0
525021 Smart Phone Charges	7,176	7,176	2,304	768	1,296	0	0	648	0	0	2,160	0
525030 800 MHz Radio Service Charges	16,526	16,526	1,348	447	1,526	6,048	0	3,360	3,037	760	0	0
525031 800 MHz Radio Maintenance	2,732	2,732	219	219	219	982	0	546	437	110	0	0
525040 Internet Service Charges	3,600	7,200	0	0	7,200	0	0	0	0	0	0	0
525041 E-mail Service Charges	1,548	1,548	387	903	129	129	0	0	0	0	0	0
525100 Postage	15,700	18,508	17,708	800	0	0	0	3,399	0	0	1,000	0
525210 Conference, Meeting & Training Expenses	11,975	23,856	13,462	0	525	5,470	0	0	0	0	0	0
525230 Subscriptions, Dues, & Books	2,745	2,745	2,745	0	0	0	0	0	0	0	0	0
525240 Personal Mileage Reimbursement	1,850	2,704	2,304	300	100	0	0	0	0	0	0	0
525250 Motor Pool Reimbursement	300	300	300	0	0	0	0	0	0	0	0	0
525315 Utilities - Landfill (Cayce 321)	24,000	26,000	0	0	0	18,750	0	0	0	0	0	0
525317 Utilities - Landfill (Edmund)	51,800	58,750	9,000	0	0	0	0	31,000	0	0	0	0
525318 Utilities - Convenience Stations	90,600	95,400	0	0	95,400	0	0	0	0	0	0	0
525400 Gas, Fuel, & Oil	403,816	466,341	1,605	0	22,130	312,212	0	53,681	45,955	18,382	12,376	0
525405 Small Equipment Fuel	1,200	750	0	0	750	0	0	0	0	0	0	0
525600 Uniforms & Clothing	30,079	30,933	855	905	6,006	8,500	0	4,878	6,837	2,352	600	0
526500 Licenses & Permits	2,515	2,650	0	0	250	300	1,200	900	0	0	0	0
527040 Outside Personnel (Temporary)	758,370	732,060	0	0	732,060	0	0	0	0	0	0	0
529903 Contingency	551,000	100,000	0	0	0	0	0	0	0	0	0	100,000
530100 Depreciation	1,939,205	1,939,205	1,235	821	430,000	900,000	784	500,000	85,000	6,365	15,000	0
534027 Keep America Beautiful Program	36,500	39,500	39,500	0	0	0	0	0	0	0	0	0
538000 Claims & Judgments (Litigation)	2,000	2,000	250	0	750	500	0	250	250	0	0	0
538500 Property Taxes	2,700	2,700	0	0	0	0	0	2,700	0	0	0	0
538600 SCDHEC - Administrative Order	2,500	5,000	0	0	0	5,000	0	0	0	0	0	0
* Total Operating	15,943,899	15,967,815	274,830	26,992	3,733,318	2,847,904	311,958	8,078,412	511,192	41,717	41,492	100,000
** Total Personnel & Operating	19,258,736	19,243,384	622,256	407,795	4,388,089	3,489,080	311,958	8,403,079	926,984	283,976	224,236	185,931
Capital Items	11,008,970	5,574,572	858,098	12,878	1,502,024	1,812,500	0	1,282,100	24,800	500	31,672	50,000
** Total Capital	11,008,970	5,574,572	858,098	12,878	1,502,024	1,812,500	0	1,282,100	24,800	500	31,672	50,000
815701 Op Trm to Solid Waste Post Closure	124,252	88,402	0	0	0	88,402	0	0	0	0	0	0
815726 Op Trm to SW/DHEC Compost Bin Grant	0	0	0	0	0	0	0	0	0	0	0	0
*** Total Budget Appropriation	30,391,958	24,906,358	1,480,354	420,673	5,890,113	5,389,982	311,958	9,685,179	951,784	284,476	255,908	235,931

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2024-25**

Fund: 5700

Division: Public Works

Organization: 121201 - Solid Waste / Administration

Object Expenditure Code Classification	2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 3	240,668	125,900	257,319	251,677		
511112 FICA Cost	17,412	9,184	17,451	19,254		
511113 State Retirement	28,751	21,457	40,056	46,712		
511120 Insurance Fund Contribution - 3	23,400	11,700	23,400	24,450		
511130 Workers Compensation	9,238	4,860	5,122	5,333		
* Total Personnel	319,469	173,101	343,348	347,426		
Operating Expenses						
520200 Contracted Services	35,766	120	77,015	87,564		
520233 Towing Services	0	0	75	75		
520305 Infectious Disease Services	0	0	250	303		
520400 Advertising & Publicity	1,642	297	22,171	25,600		
520500 Legal Services	630	7,157	15,460	15,000		
520702 Technical Currency & Support	14,621	0	18,050	16,692		
520800 Outside Printing	0	0	2,064	6,679		
521000 Office Supplies	777	134	2,300	2,350		
521100 Duplicating	261	216	300	509		
521200 Operating Supplies	415	225	2,500	5,600		
521214 Safety Supplies	0	0	500	500		
521601 Sign Materials	0	0	750	1,000		
522300 Vehicle Repairs & Maintenance	1,533	5	1,500	1,000		
524000 Building Insurance	2,029	2,592	2,153	2,670		
524100 Vehicle Insurance - 1	615	615	615	615		
524201 General Tort Liability Insurance	1,104	1,141	1,193	1,193		
524202 Surety Bonds	0	0	30	0		
525000 Telephone	4,308	2,160	4,560	4,560		
525004 WAN Service Charges	9,479	4,740	9,480	9,480		
525006 GPS Monitoring Charges - 1	205	60	204	218		
525021 Smart Phone Charges - 3	1,926	803	2,304	2,304		
525030 800 MHz Radio Service Charges - 2	1,171	586	1,348	1,348		
525031 800 MHz Radio Maintenance - 2	0	0	219	219		
525041 E-mail Service Charges - 3	387	161	387	387		
525100 Postage	89	73	15,000	17,708		
525210 Conference, Meeting & Training Expenses	3,608	985	5,000	13,462		
525230 Subscriptions, Dues, & Books	1,109	947	1,690	2,745		
525240 Personal Mileage Reimbursement	1,263	911	1,500	2,304		
525250 Motor Pool Reimbursement	174	0	300	300		
525317 Utilities / Landfill / Edmund	7,961	4,176	8,800	9,000		
525400 Gas, Fuel, & Oil	932	418	1,000	1,605		
525600 Uniforms & Clothing	449	270	855	855		
530100 Depreciation	1,235	0	1,235	1,235		
534027 Keep America Beautiful Program	33,000	18,250	36,500	39,500		
538000 Claims & Judgements	0	0	250	250		
* Total Operating	126,689	47,042	237,558	274,830		
** Total Personnel & Operating	446,158	220,143	580,906	622,256		

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 includes 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, management of a compost facility, operation of a construction and demolition recycling 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

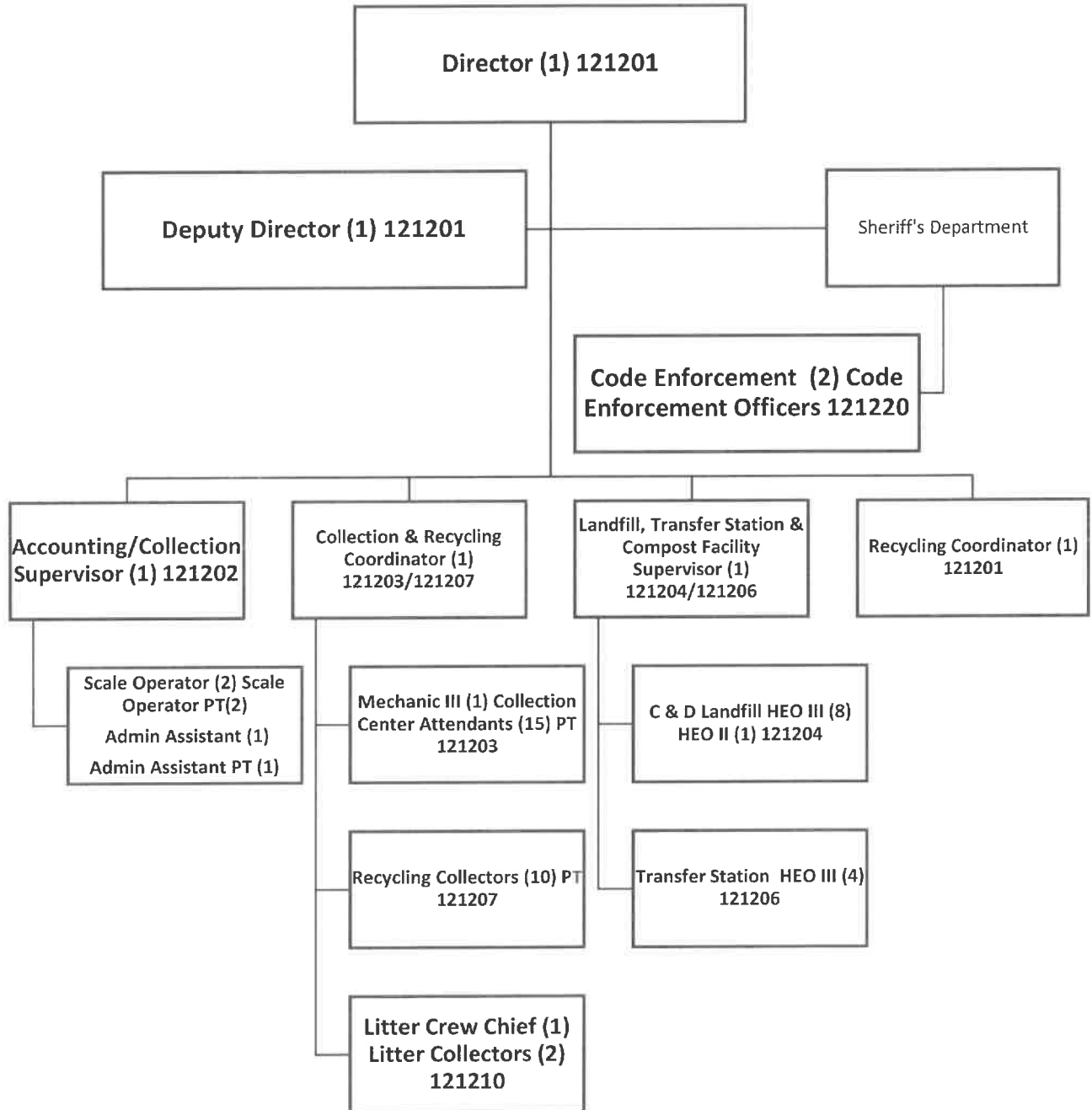
Current Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>	<u>Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Pay Band</u>
*Director		1	1		1	218
*Deputy Director		1	1		1	214
*Recycling Coordinator		1	1		1	210
Total Positions		<u>3</u>	<u>3</u>		<u>3</u>	

(*) Denotes positions requiring insurance.

Attached organization flowchart:

Department of Solid Waste Management Organization FY 2024-2025



SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES \$ 87,564

Program 2: Recycling Education

- Contractor costs for providing address labeling and handling of bulk mailings to Lexington County Residents.
 - 38,858 participating households x \$0.05 = \$1,925 X 4% CPI = \$77 = \$2,002
- Contractor costs for the planning, setup, safe collection, transportation, disposal, and recycling of Household Hazardous Waste (HHW). During FY 2020-2021 the HHW program transitioned from large events to a permanent location serviced by a HHW Contractor and four mobile truck days at one Collection and Recycling Center in the County. The collection locations include one permanent site serviced by the County’s HHW Contractor, Republic Services, located at 1741 Caulk’s Ferry Rd, Lexington, SC 29073, and the Chapin Collection and Recycling Center as space allows. This service will occur during the months of February to December (11 months) and will provide more consistent collection service for the residents of Lexington County. Examples of HHW include paint, pesticides, herbicides, fire extinguishers, cleaners and mercury.
 - In FY 2022-2023, a total of 41.25 tons of HHW was collected at 22 events. So far in FY 2023-2024 a total of 16 tons of HHW has been collected at eight of twenty two events. Lexington County residents are becoming more aware of how to properly dispose of these materials and need a way to dispose of them quickly and safely when moving.
 - Solid Waste Management and the Lexington County Stormwater Consortium will continue to share the cost of HHW collection events. The Lexington County Stormwater Consortium will contribute \$15,000 in FY 2024-2025.
 - Solid Waste Management portion - \$3,369 average per collection x 22 collections = 74,118 + CPI (4%) = \$2,965= 77,083+ 18% estimated max energy surcharge of \$13,875 = \$90,958- \$15,000 Community Development, Stormwater contribution = \$75,958

Off-Duty Officer Payment

The Household Hazardous Waste Drop-Off Opportunities have become regularly scheduled occurrences for residents. Staff have been working to enforce the residency requirements, but when faced with a non-resident or a resident who refuses to show a form of ID, it has been prudent to have a deputy step in. Deputies also help staff enforce the no business disposal rule and disposal limits, which helps to keep costs down. Solid Waste only has 2 deputies, and they are not always able to commit two days a month for these opportunities among their many other responsibilities. Allowing SWM to hire an off-duty officer to be present and enforce the residency requirements will help keep HHW costs down, and also ensure the County is doing their best to conserve tax dollars for disposing of items that have been generated in Lexington County.

Off-Duty Officer Pay Rate \$57.00 (hour) X (24 events X 6.5 hours each) 156 hours = \$ 8,892

Processing Fees (Required to pay with Credit Card in Detail Kommander) = 8% = \$ 712

520233 - TOWING SERVICES **\$75**

To cover the cost for towing of Admin vehicle, (#43899) if required - \$75

520305 – INFECTIOUS DISEASE SERVICES **\$303**

To cover the cost for any necessary vaccination for administrative staff.

- Hep B shot series = \$243
- Hep B Titre = 60
- Total \$303

520400 - ADVERTISING **\$25,600**

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 for the Edmund C&D Landfill. This account will also cover the cost of newspaper ads for soliciting applicants for employment

Total \$ 1,000

Program 2: Recycling Education

To cover the cost of newspaper ads, magazine ads, brochures, and signs that promote the County’s recycling program. These items will promote the recycling drop-off opportunities, compost, mulch, backyard compost bins, and educate residents on how/why to recycle correctly. These items will also provide education to reduce roadside litter. The ad budget is being increased as it is unlikely the county will receive the advertising dollars from SCDHEC in the FY24 grant season. In addition, the county has become more cost-efficient with collections and by spending the money on advertising recycling right and using drop-off opportunities rather than quarterly events (Events cost an average of \$16,000 per event, in 2022 and the County spent over \$50,000 in event hosting alone). The County stands to save several thousands of dollars by eliminating these large and difficult to operate events. We are re-allocating saved funds from the events into advertising.

- Lexington Chronicle 10 Ads, informing residents about drop-offs, litter and procedures= \$ 4,800
- Lakeside Magazine (4 issues, \$550 for quarter page) \$ 2,200
- Lexington Life, 1 half page ad with 2023 HOW TO RECYCLE = \$ 1,500
- Natural Awakening, full page ad shared with partners, advertising mulch, compost, etc. = \$ 2,200
- Free Times, digital marketing package (Ads on Google and other social engines) = \$ 8,400
- SC Motor Vehicle Network Ads for Oil, Tires and Recycling = \$ 2,000
- Digital Marketing at Local Businesses \$ 1,000
- Facebook Ads- marketing for events, recycle right and more = \$ 1,500
- Brochures and flyers on Recycling Drop-off and HHW recycling = \$ 1,000
- Total \$24,600

520500 - LEGAL FEES **\$15,000**

To cover the cost of attorney fees. Services provided by the County Attorney include: drawing up contracts, reviewing agreements/contracts prior to signing, land purchases, updating the SWM Plan, and reviewing/drawing up other legal documents for the department.

520702 - TECHNICAL CURRENCY & SUPPORT **\$16,692**

To cover the cost of maintenance and support agreements with ReCollect, our solid waste mobile application software program provider –

FY 2023-2024 charge \$16,049.88 + 4% CPI = \$16,692

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, professional and consistent in appearance, and to help direct traffic at Events. As events continue to grow and change, the need for new signs continues to exist.

522300 - VEHICLE REPAIRS & MAINTENANCE **\$1,000**

To cover the cost of repairs and maintenance for 2023 Chevrolet Silverado (#43899) for the Director of SWM - Service and maintenance every 7,000 miles and additional repairs, tires, etc.

524000 - BUILDING INSURANCE **\$2,670**

To cover the cost of allocated building insurance per HR/Risk Management schedule. Includes all buildings on the Solid Waste Management Complex except the Transfer Station. FY 2023-2024 actual \$2,592.27 + 3% = \$2,670.00

524100 - VEHICLE INSURANCE (1) **\$615**

To cover the cost of allocated vehicle insurance per HR/Risk Management schedule. FY2024-2025 Estimate \$615.

524201 - GENERAL TORT LIABILITY INSURANCE **\$1,193**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. FY 2024-2025 estimate: Director \$999, Deputy Director \$148, and Recycling Coordinator \$46 = Total \$1,193

524202 - SURETY BONDS **\$0**

To cover the cost of surety bonds \$0 x 3 FTE's = \$0. This is not a surety bond year.

525000 - TELEPHONE **\$4,560**

To cover all of the telephone service (Edmund Facility) for communicating with internal departments as well as Lexington County citizens.

- \$380 per month X 12 months = \$4,560

525004 - WAN SERVICE CHARGES **\$9,480**

To cover the cost of Metro"E" data connection for E-mail and Internet access for Solid Waste Management Dept.

- 6Mbps @ \$790 per month x 12 months = \$9,480

525006 - GPS MONITORING CHARGES **\$218**

To cover the cost of vehicle GPS monitoring charges for the 2023 Chevrolet Silverado.

- \$18.14 per month x 12 months = \$217.68

525021 - SMART PHONE CHARGES **\$2,304**

Program 1: Admin

To cover the cost of Smart Phones from Verizon Wireless for the Director and Deputy Director for the period of July 1, 2024 through June 30, 2025.

- Director - \$64/month x 12 months =	\$ 768
- Deputy Director - \$64/month x 12 months =	768
Total	\$1,536

Program 2: Recycling Education

To cover the cost of a Smart Phone from Verizon Wireless for Recycling Coordinator for the period of July 1, 2023 through June 30, 2024.

- Recycling Coordinator - \$64/month x 12 months =	\$ 768
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525030 - 800 MHZ RADIO SERVICE CHARGES **\$1,348**

800 MHz radio service for Director and Deputy Director @ \$56.16 (5 site rate + airtime & tax)/month x 2 x 12 months = \$1,347.84.

525031 - 800 MHZ RADIO MAINTENANCE **\$219**

800 MHz annual radio maintenance for Director and Deputy Director. The annual cost for the maintenance contracts is \$218.16. This figure provided by Emergency Services.

525041 - E-MAIL SERVICE CHARGES **\$387**

Program 1: Admin

- E-mail charges \$10.75/computer/month x 12 months x 2 computers =	\$ 258
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Program 2: Recycling Education

- E-mail charges \$10.75/computer/month x 12 months x 1 computer =	\$ 129
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525100 - POSTAGE **\$17,708**

Program 2: Recycling Education

To cover the cost of postage to mail recycling survey to Lexington County businesses as required annually by DHEC and to mail one postcard to all County curbside customers aimed to increase recycling volumes and decrease contamination in the recyclables collected.

- DHEC survey, FY 25 cost = (450 X 0.63)=	\$ 283.50
- 36,300 pieces x 0.48/piece =	\$ 17,424.00
Total	\$ 17,707.50

525210 - CONFERENCE & MEETING EXPENSES **\$13,462**

Program 1: Admin

- SWANA Registration & Special Courses (3 Employees) =	\$1,000
3 nights lodging \$150/night x 3 (3 Employees) =	1,350
Per Diem (3 nights x \$45) (3 Employees) =	405
Mileage 250 miles x \$0.67* 2 =	335
CRA Cost For Director	2,230
Total	\$5,320

- SWANA Webinars \$105/ online class x 10 classes =	\$1,050
- Spill Prevention Course =	<u>\$ 150</u>
Total	\$1,200

Program 2: Recycling Education

Note: This amount has increased as the Recycling Coordinator Professional Development costs had been previously offset by the SCDHEC Solid Waste Grants. Due to funding shortages, the awards are no longer offering professional development funds for every applicant, and the chances of receiving them are low. These trainings are part of the recycling coordinator's credential and licensure maintenance and are essential to the position. The County is striving to reduce waste not only in the residential sectors, but also in the commercial sectors and attending conferences where waste in these areas can be reduced will be imperative to the county's waste reduction strategy.

- CDRA Conference Registration;	\$ 600
- CDRA Conference Hotel Cost (2 nights)	\$ 500
- CDRA per-diem \$45 x 2 (1 employee)	\$ 90
- LEED Construction & Demolition Meeting fees	\$ 200
- Zero Waste Virtual Conference Registration	\$ 400
- CRA Meeting Expenses & Conference Registration (1 employee)	\$ 700
- CRA Hotel Cost (4 nights) (1 Employee)	\$ 1,000
- CRA per-diem (4 nights x \$45) (1 Employee)	\$ 180
- CRA mileage (1 Employee)	\$ 350
- SSDN Regional Annual Meeting & Conference (All inclusive) (1 employee)	\$ 1,000
- Conference & Meeting Mileage	\$ 1,407
- EEASC Conference Registration & Lodging (3 nights) (1 employee)	\$ 500
- <u>Take Action Workshop for Schools =</u>	<u>\$ 15</u>
Total	\$ 6,942

525230 - SUBSCRIPTIONS, DUES AND BOOKS **\$2,745**

Program 1: Admin

- Membership to South Carolina Chapter SWANA for Director =	\$ 300
- Membership to SWANA for Deputy Director	\$ 300
- Subscription - Lexington Chronicle =	\$ 70
- <u>Subscription - The State Newspaper =</u>	<u>\$ 325</u>
Total	\$ 995

Program 2: Recycling Education

- Membership to Environmental Education Assoc. of SC (EEASC) (5 employees)	\$ 50
- Membership to SWANA for young professionals	\$ 200
- SWANA Zero Waste Professional Fee	\$ 250
- Membership to Carolina Recycling Association (CRA) (5 employees)	\$ 500
- Membership to Construction & Demolition Recycling Association (CDRA)	\$ 300
- <u>Membership to LEED Education Construction & Demolition SC</u>	<u>\$ 450</u>
Total	\$1,750

525240 - PERSONAL MILEAGE REIMBURSEMENT **\$2,304**

Program 1: Admin

To cover the cost associated with the use of a personal vehicle by the Director to attend meetings.

- \$21/month x 12 months =	\$ 252
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To cover the cost associated with the use of a personal vehicle by the Deputy Director to attend meetings.

- \$11/month x 12 months = \$ 132

Program 2: Recycling Education

To cover the cost associated with the use of a personal vehicle by the Recycling Coordinator to attend meetings, educational speaking engagements, and events in the performance of job duties.

- \$160/month x 12 = \$1,920

525250 - MOTOR POOL REIMBURSEMENT \$300

To cover the cost associated with the use of a Motor Pool Vehicle when assigned vehicle is out of service for repair.

525317 - UTILITIES - EDMUND \$9,000

To cover the cost of electric utilities for Edmund Landfill Administration office based on current monthly charges.

- \$750/month x 12 months = \$ 9,600

525400 - GAS FUEL & OIL \$1,605

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. Chevrolet Silverado (#43899)

- 450 gallons per year @ \$3.40/gal =	\$ 1,530
- One oil change during the year = 1 x \$75 =	75
Total	\$ 1,605

525600 – UNIFORMS & CLOTHING \$855

To cover the cost of (3) pairs of boots and (9) shirts for the Director, Deputy Director, and Recycling Coordinator.

- Boots – 3 pairs x \$135 each =	\$405
- Shirts – 9 shirts x \$50 each =	450
Total	\$855

530100 - DEPRECIATION \$1,235

To cover the cost of allocated depreciation.

534027 - KEEP THE MIDLANDS BEAUTIFUL PROGRAM \$39,500

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.

538000 - CLAIMS & JUDGMENTS \$250

This account will cover any cost that may occur that are lower than the deductible of our insurance.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT \$500

Program 1: Admin

To cover the cost of items that may need to be purchased under this category - \$500

540010 – MINOR SOFTWARE \$2,511

Program 1: Admin

To cover the cost of minor software items that may need to be replaced under this category - \$300

Adobe Pro Subscriptions (2) Director, Deputy Director - \$576

Program 2: Recycling

To cover the cost of software subscriptions that help provide effective customer service

- Adobe Pro Subscriptions (2) Recycling Coordinator PC, Recycling Coordinator Laptop - \$576
- To cover the cost of a Customer Relationship Management program (CRM) called Brevo (Formerly SendinBlue)
 $\$843.09 + 4\% \text{ (CPI)} \$33.73 = \$876.82 + 3\% \text{ (Intl. Transaction Fee)} \$26.31 =$ \$ 904
- Cover the cost of Canva, the AD & Marketing program.
 $\$144.62 + 4\% \text{ (CPI)} \$5.78 = \$150.40 + 3\% \text{ (Intl. Transaction Fee)} \$4.51 =$ \$ 155

5A0000 - (3) PC REPLACEMENT \$6,550

Program 1: Administration

To cover the cost of purchasing one (2) PC's as recommended by Technology Services.

Director's PC – F1 Standard Computer with additional Monitor - \$1,854
Deputy Director's PC – F1A Standard PC All-In-One Computer - \$1,378

Program 2 Recycling Education

To cover the cost of replacing (1) PC as recommended by Technology Services.

Recycling Coordinator's – Replaced with Laptop, Dock, Monitor, & Accessories - \$3,318

5A0000 - (1) P2 STANDARD COLOR NETWORK PRINTER W/WARRANTY (REPLACE) \$1,237

Program 1: Administration

To cover the cost of purchasing one (1) Standard Color Network Printer with warranty as recommended by Technology Services.

5AQ000 - CONSTRUCTION COST SWM ADMIN FACILITY **\$730,000**

Program 1: Administration

The purpose of this line item is to cover the additional cost of the New SWM Administration Building. The construction of this new facility is scheduled to begin in July and be completed with the 2024-2025 fiscal year. Due to cost increases in the construction market, a new estimate on the project was obtained and a budget deficit is expected to occur.

5AQ000 - FURNISHINGS FOR SWM ADMIN FACILITY **\$117,300**

Program 1: Administration

To cover the cost of purchasing furnishings for the Solid Waste Management Administration Facility. The facility will contain ten offices, a work room, a reception area, and a conference room with smart board and video conferencing capabilities.

SECTION III

COUNTY OF LEXINGTON

New Program Request

Fiscal Year - 2024-2025

Fund # 5700
 Organization # 121201
 Program # 1

Fund Title: Solid Waste Management
 Organization Title: Administration
 Program Title: Recycling Coordinator

Object Expenditure Code Classification	Total 2024-2025 Requested
Personnel	
510100 Salaries # 2	50,041
510300 Part Time #	0
511112 FICA Cost	3,829
511113 State Retirement	9,288
511114 Police Retirement	0
511120 Insurance Fund Contribution # 3	8,150
511130 Workers Compensation	1,377
511131 S.C. Unemployment	0
* Total Personnel	72,685
Operating Expenses	
520200 Contracted Services	0
520233 Towing Services	0
520305 Infectious Disease Services	0
520400 Advertising & Publicity	0
520500 Legal Services	0
520702 Technical Currency & Support	0
520800 Outside Printing	0
521000 Office Supplies	0
521100 Duplicating	0
521200 Operating Supplies	0
521214 Safety Supplies	0
521601 Sign Materials	0
522300 Vehicle Repairs & Maintenance	0
524000 Building Insurance	0
524100 Vehicle Insurance	0
524201 General Tort Liability Insurance	0
524202 Surety Bonds	0
525000 Telephone	0
525004 WAN Service Charges	0
525006 GPS Monitoring Charges	0
525021 Smart Phone Charges - 1	768
525030 800 MHz Radio Service Charges	0
525031 800 MHz Radio Maintenance	0
525041 E-mail Service Charges - 1	129
525100 Postage	0
525210 Conference, Meeting & Training Expenses	4,045
525230 Subscriptions, Dues, & Books	850
525240 Personal Mileage Reimbursement	1,920
525250 Motor Pool Reimbursement	0
525317 Utilities / Landfill / Edmund	0
525400 Gas, Fuel, & Oil	0
525600 Uniforms & Clothing	285
530100 Depreciation	0
534027 Keep America Beautiful Program	0
538000 Claims & Judgements	0
* Total Operating	7,997
** Total Personnel & Operating	80,682
** Total Capital (From Section IV)	4,665
*** Total Budget Appropriation	85,347

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Position Addition, Waste Reduction Coordinator- Solid Waste Administration

Program 1: Position Addition – (1) Waste Reduction Coordinator (Recycling Coordinator) – Administration

Objectives:

This program is being requested to add a Recycling Coordinator position to the Solid Waste Management Department (Payband 210). The addition of this position will serve five purposes. The first purpose that this addition will serve is to support and expand the recycling and waste reduction programs. Under the current job description, the recycling coordinator has 6 main tasks: 1) Collecting business data for the state annual report; 2) Informing the public about recycling; 3) Applying for and managing grant programs and funds; 4) Managing the collection of special wastes; 5) Serving as the main contact and educational resource for the county schools and civic groups; and 6) Maintain the department solid waste app, website and social media. While this may seem easy enough, when the job description was developed, the associated sub tasks were manageable as the scale was much smaller as was the County population.

The position has grown to include not only these responsibilities for recycling, but to also include: backyard composting education, sustainability education, grant programs has grown from 3 to 7-10 depending on the year, litter reporting has become more and more time intensive, as well as coordinating with code enforcement about hot-spot areas for collection. In addition, the app management company has started to reduce the amount of services provided and the current recycling coordinator has been picking up these tasks. The Green Step School program has grown from 6 schools to 27, more residents are demanding more and more content and resources and businesses have been working through waste contracts and waste plans that have needed assistance. The recycling coordinator does not have time to enhance or grow new programs when they are working to keep up with current reporting demands. With over 46 businesses in Lexington County completing Environmental and Social Governance (ESG) reports, (*ESG reporting is the disclosure of environmental, social and corporate governance data. As with all disclosures, its purpose is to shed light on a company's ESG activities while improving transparency and inspiring other organizations to do the same. This data is used to evaluate an entity's sustainability and ethical impacts on the surrounding community.*) The County will soon be expected to also be producing a report to set an example of all the things it is doing to move the county forward. This is also a tool that is effective in recruiting businesses to come to the County and develop business branches.

ESG reports include qualitative and quantitative information pertaining to its three key topics: Environmental, Social, and Governance factors. The Environmental information to be completed includes mitigation of climate change, reducing carbon emissions, preserving biodiversity, improving air and water quality, and responsibly managing waste. The environmental sectors also include the use and spending of resources and their supply chain management. In the social sectors, the inventory looks at how it grows and supports its workforce, employee engagement, the protection and privacy of data and customer information, community involvement, labor standards and more. The Governance factors are things like what policies a company has in place to prevent corruption, policies, principles and procedures governing leadership, compensation and other policy implementation factors.

The reporting needs for this position have grown to the point where the data is taking much more time and energy to collect. Where the County used to say it picked up 20-50 bags of trash per week, it is now being asked to report the road location, weight, type, time and several other factors to support the use of funding.

The second purpose this addition serves is to create a designated person to assist and apply for grant funding related to the growing interest in zero waste practices, composting and litter pickup/prevention programs. By allocating a second person to focus on these tasks, it will allow this position to focus on the zero waste presentations, growing the litter prevention program, more efficiently track statistics and assist with the strategic advancement of both litter and waste reduction initiatives.

This would move half the department’s current grant programs to this position, as well as allow them to expand these programs as these issues continue to grow in the county. This position will also largely be the educational contact for schools and will take over as the lead manager for Green Steps, the Environmental Education Association of South Carolina programming and the public outreach parts of the position such as developing new marketing materials, giving tours, class expansion and developing strategies to unite and refine these programs. This position would be responsible for working with the existing grant programs, as well as applying for and managing additional zero waste grants as they come available.

The third purpose that this addition will serve is to assist with social media, marketing and the growing need for residents to be reached with information the county has, but has not had the resources or time to develop. By developing content, updating current marketing information and developing new marketing strategies, this will lead to the County having a more effective marketing strategy and work to target areas of the market that are not getting the information. By the addition of this position, the recycling coordinator can focus on the business side of the county, help businesses reduce their waste numbers and be able to build stronger relationships with their contacts. To reduce the solid waste coming into the landfill as much as possible, businesses will be essential to the county maintaining their high recycling rate and to push it even further.

The fourth purpose this position would serve is to assist with the current responsibilities that the recycling coordinator has when there are multiple commitments at the same time. With 27 schools, several businesses and a growing number of community organizations requesting help, presentations, hosting meetings or having discussions that solid waste and litter personnel from the county should be involved with, there is often not enough availability for one person to attend them all. The growing demands of educating and being present in our community should be considered, as with the growing population, the services also need to grow with the population in order to continue smooth operations.

Lastly, the addition of this position will allow for coverage for several things. Currently, the only person that can complete or submit several duties and tasks is the Recycling Coordinator. As seen with recent events, if the Recycling Coordinator is unavailable, there is no other coverage for these tasks. Items such as fixing the Google sites, website and Solid Waste phone application for emergency or weather events, updating the website in a timely fashion, developing and posting relevant information, submitting grant reimbursements and communicating with outside partners. This position would be cross-trained on several items and be able to provide coverage as needed.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION V.A. – LISTING OF POSITIONS

Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>	<u>Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
*COORDINATOR	1	1	1		1	210
Total Positions		1	1		1	

(*) Denotes positions requiring insurance.

SECTION IV – SUMMARY OF REVENUES

Requested Personnel Budget:

510100 - SALARIES AND WAGES (1) \$50,041

511112 - FICA COSTS \$3,829

511113 - STATE RETIREMENT \$9,288

511120 - EMPLOYEE INSURANCE \$8,150

511130 - WORKERS COMPENSATION (1.0 FTE) \$1,377

525021 - SMART PHONE CHARGES (1) \$768

Program 2: Recycling Education

To cover the cost of a Smart Phone from Verizon Wireless for Recycling Coordinator for the period of July 1, 2023 through June 30, 2024.

-Waste Reduction Coordinator - \$64/month x 12 months = \$ 768

525041 - EMAIL SERVICE CHARGES (1) \$ 129

Program 2: Recycling Education

E-mail charges \$10.75/computer/month x 12 months x 1 computer = \$ 129

525210 - CONFERENCE & MEETING EXPENSES \$4,045

Program 2: Recycling Education

- EEASC Conference Registration & Lodging (3 nights) (1 employee) \$ 500
- SWANA Courses; Online \$ 300
- Zero Waste Virtual Conference Registration \$ 400
- CRA Meeting Expenses & Conference Registration (1 employee) \$ 700
- CRA Hotel Cost (4 nights) (1 Employee) \$ 1,000
- CRA per-diem (4 nights x \$45) (1 Employee) \$ 180
- CRA mileage (1 Employee) \$ 350
- Conference & Meeting Mileage \$ 350
- SC Recycling Professional Certification Course \$ 250
- Take Action Workshop for Schools = \$ 15
- Total \$ 4,045

525230 - SUBSCRIPTIONS, DUES AND BOOKS \$850

Program 2: Recycling Education

- Membership to SWANA (Individual) \$ 300
- Zero Waste Professional Fee \$ 250

-	Membership Zero Waste Association	\$ 300
	Total	\$ 850

525240 - PERSONAL MILEAGE REIMBURSEMENT **\$1,920**

Program 2: Recycling Education

To cover the cost associated with the use of a personal vehicle by the Waste Reduction Coordinator to attend meetings, educational speaking engagements, and events in the performance of job duties.

-	\$160/month x 12 =	\$1,920
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525600 – UNIFORMS & CLOTHING **\$285**

To cover the cost of (1) pair of boots and (3) shirts for the Waste Reduction Coordinator.

-	Boots – 1 pairs x \$135 each =	\$ 135
-	Shirts – 3 shirts x \$50 each =	\$ 150
	Total	\$ 285

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540010 – MINOR SOFTWARE **\$1,347**

Program 2: Recycling

To cover the cost of software subscriptions that help provide effective customer service

- To cover the cost of an additional Adobe Pro subscription for one computer
 - 12 months (\$24) \$ 288
- To cover the cost of a Customer Relationship Management program (CRM) additional member \$ 904
- Cover the cost of Canva, the AD & Marketing program.
 - \$144.62+4% (CPI) \$5.78 = \$150.40 + 3% (Intl. Transaction Fee) \$4.51 = \$ 155

5A0001 - (1) Laptop Purchase **\$3,318**

Program 1: Administration

Program 2 Recycling Education

To cover the cost of purchasing (1) Laptop as recommended by Technology Services.

Waste Reduction Coordinator’s –Laptop, Dock, Monitor, & Accessories - \$3,318

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2024-25**

Fund: 5700

Division: Public Works

Organization: 121202 - Solid Waste / Accounting & Collections

Object Expenditure Code Classification		2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
					2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel						
510100	Salaries & Wages - 4	174,644	89,199	178,591	<u>173,163</u>	
510200	Overtime	1,406	241	1,200	<u>1,200</u>	
510300	Part Time - 3 (2.25 - FTE)	77,082	46,931	82,416	<u>81,527</u>	
511112	FICA Cost	18,043	9,622	17,890	<u>19,576</u>	
511113	State Retirement	30,927	23,256	41,064	<u>47,493</u>	
511120	Insurance Fund Contribution - 7	54,600	27,950	54,600	<u>57,050</u>	
511130	Workers Compensation	794	424	760	<u>794</u>	
	* Total Personnel	357,496	197,623	376,521	<u>380,803</u>	
Operating Expenses						
520200	Contracted Services	498	498	498	<u>498</u>	
520300	Professional Services	465	73	500	<u>650</u>	
520303	Accounting/Auditing Services	5,000	5,000	5,000	<u>5,000</u>	
520305	Infectious Disease Services	0	0	606	<u>606</u>	
520702	Technical Currency & Support	1,600	800	1,800	<u>1,800</u>	
521000	Office Supplies	1,334	978	2,000	<u>2,925</u>	
521100	Duplicating	1,403	653	2,000	<u>2,400</u>	
521200	Operating Supplies	3,621	2,544	3,000	<u>4,275</u>	
521214	Safety Supplies	1,454	0	3,000	<u>3,000</u>	
521402	Occupational Health Supplies	0	0	200	<u>200</u>	
524201	General Tort Liability Insurance	294	290	357	<u>308</u>	
524900	Data Processing Equipment Insurance	160	160	172	<u>167</u>	
525021	Smart Phone Charges - 1	706	294	768	<u>768</u>	
525030	800 MHz Radio Service Charges - 2	415	207	447	<u>447</u>	
525031	800 MHz Radio Maintenance - 2	0	0	219	<u>219</u>	
525041	E-mail Service Charges - 6	903	376	903	<u>903</u>	
525100	Postage	494	222	700	<u>800</u>	
525240	Personal Mileage Reimbursement	84	0	250	<u>300</u>	
525600	Uniforms & Clothing	324	0	900	<u>905</u>	
530100	Depreciation	755	0	821	<u>821</u>	
	* Total Operating	19,510	12,095	24,141	<u>26,992</u>	
	** Total Personnel & Operating	377,006	209,718	400,662	<u>407,795</u>	
Capital						
540000	Small Tools & Minor Equipment	515	443	1,000	<u>1,500</u>	
599999	Capital Clearing	(480)	0	0	<u>0</u>	
	All Other Equipment	480	1,493	5,779	<u>11,378</u>	
	** Total Capital	515	1,936	6,779	<u>12,878</u>	
	*** Total Expenses	377,521	211,654	407,441	<u>420,673</u>	

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. This department also receives revenue, processes expenditure documents, invoices, contract payments for all Department cost centers, and oversees the County Franchise Solid Waste Collection Customer Service Program.

SERVICE LEVELS

Service Level Indicators:

Service Levels	FY20-21 (Actual)	FY 21-22 (Actual)	FY 22-23 (Actual)	FY 23-24 (Dec.)	FY 23-24 (Est. June)	FY 24-25 (Projected)
Landfill Permits Issued	1,213	1,068	950	612	1100	1200
Landfill Tickets Issued	87,037	95,406	102,073	53,671	107,300	109,000
Commercial Accounts	358	370	370	373	377	383
Landfill Invoices Issued	859	846	846	444	900	950
Accounting Deposits (Includes Credit Cards Deposits)	398	401	409	203	425	450
Accounting- Scale Credit Card (Scale) Transactions	9,694	13,218	10,294	7,151	14,500	15,000
Accounting documents posted/ processed	2,787	2,825	2,850	1,153	2,700	2,950
Written franchise complaints only (does not include those handled by phone or email)	1,988	2,963	2,377	1,677	2,500	3,000

*Call volume is generally 50-150 calls per day, but increases to as many as 300 calls during inclement weather, holidays, and franchise curbside collection issues.

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	2	2		2	106
*Scale Master P/T	2	1.5		1.5	106-P/T
*Administrative Assistant I	1	1		1	105
*Administrative Assistant I P/T	1	0.75		0.75	105-P/T
Total Positions	<u>7</u>	<u>6.25</u>		<u>6.25</u>	

(*) Denotes positions requiring insurance.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES **\$498**

This account is for contracted monitoring services of the scale building security system at the Edmund Landfill facility. Annual charge = \$498.

520300 - PROFESSIONAL SERVICES **\$650**

To cover the cost of a credit report service for screening potential new landfill customers - \$650.00. This includes the cost of credit report fees and membership dues of \$350.00.

520303 - ACCOUNTING/AUDITING SERVICES **\$5,000**

To cover the cost of the annual financial audit performed by an independent firm. - \$5,000.

520305 – INFECTIOUS DISEASE SERVICES **\$606**

To cover the cost for any necessary vaccination for accounting and collection staff.

Hep B shot series - \$243
 Hep B Titre - 60
 Total \$303 x 2 employees = \$606

520702 - TECHNICAL CURRENCY & SUPPORT **\$1,800**

To cover the cost of maintenance and support agreements with WasteWorks, our solid waste software program provider.

521000 - OFFICE SUPPLIES **\$2,925**

To cover the cost of routine office supplies – paper, pens, binders, file folders, internal control forms, color paper for flyers, and printing of envelopes.

Miscellaneous Supplies		\$ 700.00
Printer Cartridges	4 @ \$133.49	\$ 533.96
Printer Cartridges	4 @ \$115.22	\$ 460.88
Printer Cartridges (HY) Scales	4 @ 259.49	\$ 1,037.96
Sales Tax		<u>\$ 191.30</u>
Total:		<u>\$ 2,924.10</u>

521100 - DUPLICATING **\$2,400**

To cover the cost of making copies of landfill tickets, recycling records, various reports for finance, invoices for payable activity, and internal control paperwork. Cost per month \$200 x 12 mos. = \$2,400. The increase in this line item is due to the anticipated increases with the new Pollock contract.

521200 - OPERATING SUPPLIES **\$4,275**

To cover the cost of landfill permits, decals, scale tickets, invoices, statements, and other misc supplies such as batteries, floor mats, etc.

27 boxes scale tickets and invoices @ \$88.97 ea. plus tax and shipping =	\$ 3,175.00
1000 landfill permit decals	\$ 600.00
Misc. items	\$ 500.00
Total	\$ 4,275.00

521214 - SAFETY SUPPLIES **\$3,000**

To cover the cost of safety vests (including disposable) for the public that uses the Edmund Landfill. The public may also purchase the vests from which the revenues generated may offset part of the cost of this line item.

20 cases disposable vests @ \$90.00 ea. plus tax and shipping =	\$ 2,076.00
300 non-disposable vest, plus tax and shipping. =	\$ 924.00
Total	\$3,000.00

521402 - OCCUPATIONAL HEALTH SUPPLIES **\$200**

To cover the cost of first aid supplies, eye wash, sanitizers, gloves, etc.

524201 - GENERAL TORT LIABILITY INSURANCE **\$308**

To cover the cost of general tort liability insurance based on HR/Risk Management schedule. \$44 per employee x 7 employees = \$308.

524202 - SURETY BONDS **\$0**

To cover the cost of surety bonds for FY 23-24. \$0 x 7 employees = \$0. This is not a surety bond year.

524900 - DATA PROCESSING EQUIPMENT INSURANCE **\$167**

To cover the cost of allocated data processing equipment insurance. Cost provided by County Risk Management. \$159.73 FY 2024-25 actual + CPI 4.1% = 166.28.

525021 - SMART PHONE CHARGES **\$768**

To cover the cost of a Smart Phone for the Accounting and Collections Supervisor for the period of July 1, 2024 through June 30, 2025. (\$64.00 per month-includes hot spot for checking complaints during off hours)

\$64/month x (1) x 12 = \$ 768

525030 - 800 MHZ RADIO SERVICE CHARGES (2) \$447

800 MHz radio for office use @ \$18.61 (1 site rate + airtime & tax) /month for 12 months = \$223.32
800 MHz radio for scale house @ \$18.61 (1 site rate + airtime & tax) /month for 12 months = \$223.32
Total \$446.64

525031 - 800 MHZ RADIO MAINTENANCE \$219

800 MHz office radio maintenance - \$109.08/year per Emergency Services
800 MHz scale house radio maintenance - \$109.08/year
Total \$218.16

525041 - E-MAIL SERVICE CHARGES \$903

E-mail charges \$10.75/computer/month x 12 months x 7 employee accounts = \$ 903

525100 - POSTAGE \$800

To cover the cost to mail monthly billing and assorted correspondence.

525240 - PERSONAL MILEAGE REIMBURSEMENT \$300

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, attend committee meetings, and follow up on franchise complaints.

525600 - UNIFORMS AND CLOTHING \$905

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 3 pair = \$405.00
Shirt, Jacket, Sweatshirt - \$75.00 each x 6 employees =\$ 450.00
Shirt - \$50.00 for supervisor

530100 - DEPRECIATION \$821

To cover the cost of allocated depreciation.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS & MINOR EQUIPMENT \$1,500

To cover cost of items that may need to be replaced under this category to include a new chair for the supervisor.

5A0000 – F1A STANDARD PC (REPLACEMENT) \$1,378

This account will cover the cost of replacing the Standard PC All-In-One Computer & Monitor for the Outbound Scale. This replacement is recommended by Technology Services.

5A0000 – PROXIMITY CARD ACCESS SYSTEM \$10,000

This account will cover the cost of installing a Proximity Card Access System on the scale facility. This will increase the security of the facility and safety for the employees. Currently the doors to the facility remain unlocked during business hours which provides little safety for the employees and little security for the cash that is kept within the building.

COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2024-25

Fund: 5700
Division: Public Works
Organization: 121203 - Solid Waste / Collection Stations

		BUDGET				
Object Expenditure		2022-23	2023-24	2023-24	2024-25	2024-25
Code	Classification	Expenses	Expenses	Amended	Requested	Recommend
			(Dec)	(Dec)		Approved
Personnel						
510100	Salaries & Wages - 1.5	81,980	42,161	85,554	87,392	
510200	Overtime	3,227	2,038	2,000	4,000	
510300	Part Time - LS (11.05 - FTE)	181,589	153,207	285,840	394,854	
511112	FICA Cost	19,888	14,914	25,627	37,198	
511113	State Retirement	29,807	30,878	58,824	90,248	
511120	Insurance Fund Contribution - 1.5	11,700	5,850	11,700	12,225	
511130	Workers Compensation	18,866	13,522	20,080	28,854	
511213	State Retirement - Retiree	2,108	2,206	0	0	
511214	Police Retirement - Retiree	0	1,642	0	0	
	* Total Personnel	349,165	266,418	489,625	654,771	
Operating Expenses						
520100	Contracted Maintenance	179	0	665	1,049	
520103	Landscaping/Ground Maintenance	0	0	3,500	5,000	
520200	Contracted Services	1,897,991	659,504	2,294,422	2,282,466	
520219	Water & Other Beverage Service	1,276	650	3,500	5,280	
520233	Towing Service	220	0	390	390	
520300	Professional Services	0	0	635	635	
520302	Drug Testing Services	0	0	150	150	
520305	Infectious Disease Services	81	0	1,500	1,515	
520400	Advertising & Publicity	1,830	0	1,500	2,000	
521000	Office Supplies	56	40	300	300	
521100	Duplicating	123	50	225	225	
521200	Operating Supplies	27,412	11,978	26,000	28,600	
521402	Occupational Health Supplies	0	0	100	100	
522000	Building Repairs & Maintenance	110,830	12,319	35,000	44,500	
522100	Heavy Equipment Repairs & Maintenance	28,900	22,849	31,900	44,000	
522200	Small Equipment Repairs & Maintenance	81	0	400	400	
522300	Vehicle Repairs & Maintenance	2,218	1,635	4,000	6,000	
524000	Building Insurance	3,106	3,521	3,200	3,627	
524100	Vehicle Insurance - 4	1,230	1,230	1,230	1,230	
524101	Comprehensive Insurance	518	422	544	443	
524201	General Tort Liability Insurance	1,358	130	1,426	2,210	
525000	Telephone	4,290	2,145	4,421	4,421	
525006	GPS Monitoring Charges - 2	409	114	407	436	
525021	Smart Phone Charges - 2	1,177	488	1,296	1,296	
525030	800 MHz Radio Service Charges - 2	1,406	703	1,526	1,526	
525031	800 MHz Radio Maintenance - 2	0	0	219	219	
525040	Internet Service Charges	0	129	3,600	7,200	
525041	E-mail Service Charges - 1	129	54	129	129	
525210	Conference & Meeting Expenses	405	0	525	525	
525240	Personal Mileage Reimbursement	0	0	100	100	
525318	Utilities / Landfill / Convenience Stations	91,191	46,725	90,600	95,400	
525400	Gas, Fuel, & Oil	10,922	9,059	15,000	22,130	
525405	Small Equipment Fuel	0	0	500	750	
525600	Uniforms & Clothing	3,590	4,662	5,600	6,006	
526500	Licenses & Permits	175	175	250	250	

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 in 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 Solid Waste Management (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 based at the SWM offices at the Lexington County Landfill.

SERVICE LEVELS

Service Level Indicators:

Program 1:

Collection and Recycling Centers

<u>Services Provided</u>	<u>Actual FY 21/22</u>	<u>Actual FY 22/23</u>	<u>Estimated FY 23/24</u>	<u>Projected FY 24/25</u>
MSW Collected (Tons)	32,386	30,920	31,200	32,760
Yard Trash Collected (Tons)	29,217	28,257	28,068	29,472
Total # of Resident Deliveries	2,285,863	2,023,592	2,264,140	2,377,347

SECTION V. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Pay Band</u>
C&R Coordinator (1)	.5	.5		.5	210
Equipment Mechanic	1	1		1	111
* Collection Center Attendants	<u>15</u>	<u>11.06</u>		<u>11.06</u>	101
Total Positions	16.5	12.56		12.56	

Only two of these positions, the Collection and Recycling Coordinator and the Equipment Mechanic, have benefits.

*These positions are part-time, without benefits.

15 attendants @ 29.5 hours per week = 442.5 hours, divided by 40 hour (FTE Hours) =	11.06 FTE positions
0.5 Coordinator @ 40 hours per week = 20 hours, divided by 40 hour =	0.5 FTE positions
1 Equipment Mechanic =	<u>1 FTE positions</u>
Total FTE for 121203	12.56 FTE positions

(1) Other half of C&R Coordinator is charged to 5700-121207

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 - CONTRACTED MAINTENANCE \$1,049

These funds are for the annual inspection and replacement of the portable fire extinguishers at the eleven (11) Collection & Recycling Centers.

11 Centers x \$24 per inspection	\$ 264.00
5 Replacements per year (as needed) x \$135	\$ 675.00
5 Recharges per year x \$22 per recharge	<u>\$ 110.00</u>
Total:	\$ 1,049.00

520103 – LANDSCAPING/GROUND MAINTENANCE \$5,000

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 \$1,000 per service and the Southeast detention pond is estimated at \$1,500 per service.

- Edmund CRC \$1,000 x 2 mowing services per year	= \$ 2,000.00
- S.E. CRC \$1,500 x 2 mowing services per year	= \$ <u>3,000.00</u>
	\$ 5,000.00

520200 - CONTRACTED SERVICES \$2,282,466

These funds are for the transportation of solid waste from the eleven (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. Factors that affect the waste stream are: 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 citizen 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. Additionally, an increase in the number of compactors can result in increased efficiency, thereby reducing the costs associated with waste transportation. The prices in this line item reflect a CPI increase of 4.0% for FY 2024-2025.

Estimated Pulls July 1, 2023 – June 30, 2024

Ball Park	1,130 pulls/yr. @ \$273.52	\$309,077.60 +	\$4,132.38 rent:	Period Total =	\$313,209.98
Bush River	1,190 pulls/yr. @ \$273.52	\$325,488.80 +	\$4,132.38 rent:	Period Total =	\$329,621.18
Chapin	720 pulls/yr. @ \$273.52	\$196,934.40 +	\$6,198.48 rent:	Period Total =	\$203,132.88
Edmund	860 pulls/yr. @ \$273.52	\$235,227.20 +	\$6,198.48 rent:	Period Total =	\$241,425.68
Hollow Creek	560 pulls/yr. @ \$273.52	\$153,171.20 +	\$4,132.38 rent:	Period Total =	\$157,303.58
Leesville	370 pulls/yr. @ \$273.52	\$101,202.40 +	\$4,132.38 rent:	Period Total =	\$105,334.78
Landfill	16 Pulls/yr. @ \$273.52	\$4,376.32 +	\$1,033.08. rent:	Period Total =	\$5,409.40
Pelion	485 pulls/yr. @ \$273.52	\$132,657.20 +	\$3,099.24 rent:	Period Total =	\$135,756.44
River Chase	1000 pulls/yr. @ \$273.52	\$273,520.00 +	\$4,132.38 rent:	Period Total =	\$277,652.38
Sandhills	960 pulls/yr. @ \$273.52	\$262,579.20 +	\$4,132.38 rent:	Period Total =	\$266,711.58
Southeast	435 pulls/yr. @ \$273.52	\$118,981.20 +	\$5,156.48 rent	Period Total =	\$124,137.68
Summit	<u>430 Pulls/yr. @ \$273.52</u>	<u>\$117,613.60 +</u>	<u>\$5,156.40 rent</u>	<u>Period Total =</u>	<u>\$122,770.00</u>
Total	8,156 Pulls/yr. @ \$273.52	\$2,230,829.12 +	\$51,636.44 rent	Period Total =	\$2,282,465.56

520219 – WATER AND OTHER BEVERAGES \$5,280

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 center’s drinking water, it is necessary that we provide safe, clean water to consume during their shifts.

- 11 centers x 5 bottles/month = 55 bottles/month
- 55 bottles x 12 months = 660 bottles
- 660 bottles x \$8.00 per bottle = \$5280.00

520233 – TOWING \$390

These funds cover any towing charges on the two (2) County vehicles assigned to this program. The vehicles are the C&R Coordinator’s pick-up, and the service truck.

520300 - PROFESSIONAL SERVICES \$635

This account covers cost associated with quarterly water quality testing of the Edmund CRC well. This well has recently been designated as a Public Water System which requires regular sampling by DHEC.

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 \$1,515

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 \$303 x 5 employees = \$1,515

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, 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 \$300

Office Supplies include: Business cards, printer cartridges, file folders, bulletin board, pens, pencils, laminates, etc., as needed.

521100 - DUPLICATING \$225

These funds are necessary for copying work reports, time sheets, time cards, training sheets, work schedules, etc. related to the Collection & Recycling Centers.

Copies	5,000
Cost	<u>x 0.045</u>
Total	\$ 225

521200 - OPERATING SUPPLIES \$28,600

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, the Coordinator, and the 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 \$215.00 per center per month in operating supplies and \$220.00 per year for the Coordinator/Mechanic.

\$215 x 11 Collection & Recycling Centers = \$2,365/month
 \$2,365 x 12 mo. = \$28,380
 \$28,380 + \$220.00 (Coordinator/Mechanic) = \$28,600

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 \$44,500

These funds are for normal maintenance, repairs, and upkeep of the eleven (11) Collection & Recycling Centers attendant's building's, asphalt, concrete, fences, and gates to allow for appropriate security and safety of the Centers. 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.

Preventative maintenance, painting and repair is needed for all attendant buildings at the Collection & Recycling Centers. Building Services has recommended a budget cost of \$2,500 per building to complete these repairs. Only 5 buildings will be completed this fiscal year and the rest will be completed the next year. This cost accounts for 6 buildings at \$2,500 for a total of \$15,000.00 plus regular maintenance and repair of \$29,500 for a grand total of \$44,500

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE \$44,000

These funds are necessary for the repairs and maintenance of the solid waste compactors at the eleven (11) Collection & Recycling Centers. Currently, there are 57 compactors in operation. Due to the nature of the equipment, the cost of parts are very expensive. The funds in this account allows for an average of \$4,000 per collection center throughout the year for parts and repairs. \$4,000 per center x 11 = \$44,000.00

522200 - SMALL EQUIPMENT REPAIRS AND MAINTENANCE \$400

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 \$6,000

These funds are for normal maintenance costs associated with the operation of the 1500 Chevrolet Pickup Truck #41304 and a service vehicle, Dodge 5500 #42723, assigned to this account.

Chev.1500 Pickup Truck Co # 41304	\$ 3,000
Dodge 5500 Service Vehicle Co # 42723	<u>\$ 3,000</u>
Total	\$ 6,000

524000 - BUILDING AND CONTENTS INSURANCE **\$3,627**

These funds are for insurance of the buildings at the eleven (11) Collection & Recycling Centers. This figure provided by Risk Management.

2023-2024 Actual \$3,520 + 3% increase estimated by Risk Management = \$ 3,626.24.

524100 - VEHICLE INSURANCE **\$1,230**

These funds are for insurance of the Chevrolet 1500 pickup #41304, and the service vehicle Dodge 5500 #42723. This estimate provided by Risk Management. \$615 per vehicle x 2 vehicles = 1,230.

524101 - COMPREHENSIVE INSURANCE **\$443**

These funds are for comprehensive insurance for the service vehicle Dodge 5500 #42723 assigned to the Maintenance Mechanic. Estimate by Risk Management. \$421.75 FY 2023-2024 Actual +5%= \$442.84.

524201 - GENERAL TORT LIABILITY INSURANCE **\$2,210**

These funds are for General Tort Liability Insurance for the Collection & Recycling Center Coordinator, Maintenance Mechanic, and County employed station attendants.
 Insurance Estimate: \$2,210 estimated by Risk Management.

524202 - SURETY BOND **\$0**

To cover the cost of surety bonds for full-time equivalent employees: 12.55 FTE's x \$0 per FTE = \$0. This is not a surety bond year.

525000 - TELEPHONE **\$4,421**

These funds are for telephone service for 11 Collection & Recycling Centers.

11 Phones @ \$33.49/each (average) = \$368.39 per month
 12 months @ \$368.39 = \$4,420.68

525006 - GPS MONITORING CHARGES **\$436**

To cover the cost of monthly vehicle GPS monitoring charges for the 1500 pickup Co #41304 and the service vehicle Dodge 5500 #42723.

2 @ \$18.14/month = \$36.28
 12 months @ \$36.28 = \$435.36

525021 - SMART PHONE CHARGES **\$1,296**

This account covers the cost for smart phone charges for the Collection and Recycling Coordinator and the maintenance mechanic.

Verizon Smart Phone (\$54.00 per month x 2)	\$ 108
Months	<u>X 12</u>
Total	\$ 1,296

525030 - 800 MHZ RADIO SERVICE CHARGES (2) \$1,526

This account covers cost for two (2) 800 MHz Radios, \$63.56 (6 site rate + airtime & tax) /mo.

Monthly service charge for two 800 MHz radio 2 x \$63.56	\$ 127.12
Months	<u>x 12</u>
Total Service Charges	\$ 1,525.44

525031 - 800 MHZ RADIO MAINTENANCE CONTRACTS (2) \$219

This account covers cost for two (2) 800 MHz Radio maintenance contracts. The cost per radio includes tax for the 2024-2025 fiscal year. Two radios at \$109.08 = \$218.16

525041- INTERNET SERVICE CHARGES \$7,200

These funds are for providing internet service to six Collection & Recycling Centers in order to facilitate remote access for the cameras.

525041- E-MAIL SERVICE CHARGES \$129

These funds are for the Collection & Recycling Center Coordinator's e-mail account. \$10.75/mo x 12 months = \$129.00.

525210 - CONFERENCE & MEETING EXPENSES \$525

This account covers the class for Chemical Spill Response certification for three employees. 3 x \$175 = \$525.

525240 - PERSONAL MILEAGE REIMBURSEMENT \$100

These funds are for reimbursement to cover the cost to the Collection and Recycling 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 the weekend, in the early morning, late afternoon, or when the county vehicle is not available.

525318 – UTILITIES \$95,400

These funds are for utility expenses at the 11 Collection & Recycling Centers.

Average cost per month =	\$7,950
Number of months=	<u>x 12</u>
Total=	\$95,400

525400 - GAS, FUEL & OIL **\$22,130**

These funds are for gas, oil, other fluids, and lubricants necessary for the operation of the Coordinator's F-150 pickup truck (#41304) and the Maintenance Mechanic's Dodge 5500 service vehicle (#42723) 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: \$4.35/gal. diesel; \$3.40/gal gas)

1500 Pickup	25 gallons per week @ \$3.40 per gallon	\$ 4,420.00
Dodge 5500 Service Truck	50 gallons per week @ \$4.35per gallon	\$ 11,310.00
Diesel Exhaust Fluid(For F-550)	65 gallons @ \$2.30 per gallon	\$ 149.50
Hydraulic Fluid for Equipment	10 drums @ \$725.00 per drum	\$ 7,250.00
	Total	\$23,129.50

525405 - SMALL EQUIPMENT FUEL **\$750**

This account covers the cost of fuel for all small equipment.

525600 - UNIFORMS & CLOTHING **\$6,006**

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 @ \$16.50	\$ 1,072.50
Shirt – Long Sleeve	65 @ \$16.50	\$ 1,072.50
Sweatshirt Hood w/zipper	39 @ \$19.60	\$ 764.40
Winter Jackets	15 @ \$57.20	\$ 858.00
Summer Caps	30 @ \$7.50	\$ 225.00
Winter Hats	30 @ \$9.00	\$ 270.00
S.C. Sales tax @ 7%		\$ 392.87
Total		\$ 6,005.27

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 **\$732,060**

These funds cover the payment for Babcock Center personnel at nine (9) of the Collection & Recycling Centers. The increase in this line item accounts for a CPI increase as stated in the contract – 4.0 percent.

Ball Park Collection & Recycling Center	\$ 83,590.29
Bush River Collection & Recycling Center	\$ 83,590.29
Chapin Collection & Recycling Center	\$ 83,590.29
Edmund Collection & Recycling Center	\$ 83,590.29
Hollow Creek Collection & Recycling Center	\$ 68,898.21
Pelion Collection & Recycling Center	\$ 68,898.21
River Chase Collection & Recycling Center	\$ 83,590.29
Sandhills Collection & Recycling Center	\$ 83,590.29
Southeast Collection & Recycling Center	\$ 69,828.21

Maintenance Work – all sites	\$ 22,893.36
Total:	\$732,059.73

530100 - DEPRECIATION **\$430,000**

This cost will cover the depreciation of our equipment.

538000 - CLAIMS & JUDGMENTS **\$750**

This account will cover any cost that may occur that is lower than the deductible for the insurance.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND MINOR EQUIPMENT \$2,000

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, etc. for use at the eleven (11) Collection & Recycling Centers.

5A0000 - 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 issues (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.

5A0000 - CONCRETE PADS/ASPHALT (REPLACEMENT) \$45,000

This account will cover the cost to repair or replace existing black top or concrete pads at various Collection and Recycling Centers. The black top 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.

5A0000 - COLLECTION AND RECYCLING CENTER STRIPING \$6,500

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.

5A0000 – (8) SELF-CONTAINED COMPACTORS (REPLACEMENT) \$455,024

These funds will be used to purchase eight (8) new Self-Contained compactors to replace existing compactors that are 15-20 years old. Based on the age of the compactors and a maintenance analysis performed, a replacement schedule has been established. These self-contained compactors will be used to replace breakaway compactors that are currently in use. These replacements need to take place in order to bring the County into compliance with DHEC’s Storm Water regulations. These changes will save significant fines and penalties in the future.

Self-Contained Compactor (with options)	8 @	\$ 48,180.00	\$ 385,440.00
Installation Charges	8 @	\$ 1,750 (not taxed)	\$ 14,000.00
Ground Protection Plates	24@	\$ 500	\$ 12,000.00
Hopper Extended to both Container Sides	8@	\$ 4,348.00	\$ 34,784.00
Shipping(Freight)	8@	\$ 1,100.00	\$ 8,800.00
			<u>\$ 455,024.00</u>
Total			

5A000 – WASTE OIL SHELTER LIGHTING **\$32,000**

These funds will be used to provide lighting under the Waste Oil Shelters at the Collection and Recycling Centers. Over the last several years, these shelters have been ungraded to provide more space and more protection from rain blowing into the shelters. Visibility under these shelters has been greatly reduced due to the siding being extended down further to prevent the rain blowing in. Adding lighting under these shelters will significantly improve safety and visibility for the residents that are using them. Approximately (7) shelters have been upgraded in the 23/24 budget year instead of completing all eleven (11). This shortfall is due to extreme price increases due to supply chain issues. This account will cover the cost of lighting installation at the last four centers.

5A000-SURVEILLANCE CAMERA UPGRADE **\$45,000**

These funds will be used to upgrade the surveillance camera systems at Southeast, Pelion and Edmund Collection and Recycling Centers. This amount also includes all materials to mount the cameras, cabling, monitors, DVR(S), poles and racks for the equipment. The quality of the original installation of these cameras is poor and the ability to see any issues or events that occurred are less than favorable. Performing this upgrade will allow for real-time monitoring and playback of events due to having remote access. The cost estimate was provided by a licensed contractor.

5A000 – ENGINEERING BUSHRIVER ROAD CRC **\$112,500**

These funds will be used to provide engineering services to allow for expansion of the Bush River Road Collection and Recycling Center. During the 2024/2025 Fiscal year, the nearby Riverchase Recycling Center will be relocated. Due to the Riverchase Recycling Center relocation, the Bush River Road location is expected to see an increase in traffic and volume. Due to this anticipated increase and the continued growth of the Irmo area, expansion is needed.

5A000 – CONSTRUCTION BUSHRIVER ROAD CRC **\$800,000**

These funds will be used to provide construction services to allow for expansion of the Bush River Road Collection and Recycling Center. During the 2024/2025 Fiscal year, the nearby Riverchase Recycling Center will be relocation. Due to the Riverchase Recycling Center relocation, the Bush River Road location is expected to see an increase in traffic and volume. Due to this anticipated increase and the continued growth of the Irmo area, expansion is needed.

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT**

**Annual Budget
Fiscal Year 2024-25**

Fund: 5700

Division: Public Works

Organization: 121204 - Solid Waste / Landfill Operations

Object Expenditure Code Classification		2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
					2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 9.5	359,241	172,679	391,654	405,075	
510200	Overtime	6,342	4,287	15,000	15,000	
511112	FICA Cost	25,901	12,615	28,870	32,136	
511113	State Retirement	44,003	29,862	66,270	77,966	
511120	Insurance Fund Contribution - 9.5	74,100	37,050	74,100	77,425	
511130	Workers Compensation	31,279	15,427	33,291	33,574	
* Total Personnel		540,866	271,920	609,185	641,176	
Operating Expenses						
520100	Contracted Maintenance	210,025	83,915	212,704	263,779	
520200	Contracted Services	306,994	110,316	450,333	482,920	
520233	Towing Service	0	0	500	1,000	
520240	Tire Disposal Services	0	0	100,750	178,250	
520300	Professional Services	86,527	10,000	76,725	77,725	
520302	Drug Testing Services	0	0	1,276	984	
520305	Infectious Disease Services	0	0	1,200	1,212	
520500	Legal Services	6,320	0	0	0	
520602	Landfill Monitoring - Edmund	22,500	12,500	25,000	27,500	
521000	Office Supplies	0	0	250	300	
521100	Duplicating	30	39	144	144	
521200	Operating Supplies	164,343	81,029	175,000	260,922	
522000	Building Repairs & Maintenance	8,250	6,867	14,840	14,840	
522050	Generator Repairs & Maintenance	2,872	0	3,317	4,620	
522100	Heavy Equipment Repairs & Maintenance	239,094	26,286	164,780	164,780	
522200	Small Equipment Repairs & Maintenance	1,581	686	3,500	6,500	
522201	Fuel Site Repairs & Maintenance	1,378	0	5,200	5,200	
522300	Vehicle Repairs & Maintenance	20,838	1,749	8,774	8,774	
523200	Equipment Rental	1,585	6,497	14,980	19,980	
524100	Vehicle Insurance - 6	4,920	3,690	4,305	4,305	
524101	Comprehensive Insurance	54,093	51,065	62,840	56,798	
524201	General Tort Liability Insurance	6,540	5,458	6,867	6,867	
525006	GPS Monitoring Charges - 21	2,251	604	2,441	2,613	
525030	800 MHz Radio Service Charges - 9	5,296	2,648	6,048	6,048	
525031	800 MHz Radio Maintenance - 9	0	0	982	982	
525041	E-mail Service Charges - 0.5	129	54	129	129	
525210	Conference, Meeting & Training Expenses	1,095	700	3,500	5,470	
525317	Utilities - Landfill (Edmund)	14,561	7,445	18,500	18,750	
525400	Gas, Fuel, & Oil	277,274	93,998	285,000	312,212	
525405	Small Equipment Fuel	194	0	700	0	
525600	Uniforms & Clothing	3,853	2,949	8,533	8,500	
526500	Licenses & Permits	85	75	300	300	
530100	Depreciation Expense	822,769	0	900,000	900,000	
538000	Claims & Judgements (Litigation)	0	250	500	500	
538600	SCDHEC Fines - Administrative Order	0	0	2,500	5,000	
* Total Operating		2,265,397	508,820	2,562,418	2,847,904	
** Total Personnel & Operating		2,806,263	780,740	3,171,603	3,489,080	

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, the Yard Waste Landfill 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 21/22	Actual FY 22/23	Estimated FY 23/24	Projected FY 24/25
Tons Land filled	102,489	113,951	119,660	133,118
Tons Yard Waste Compost	13,451	10,696	11,500	12,500
Tons Asphalt/ Concrete	2,202	2,420	2,600	2,750
Porcelain	41	47	52	55
Tons Appliance/ Metals	981	1088	1200	1320
Tons Pro Tanks	4	4	4	4
Tons Mattress	139	184	219	225
Total Recycled	16,818	14,439	15,575	16,854
Total Disposed/ Recycled	119,307	128,390	135,235	149,972

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Levels:

<u>Job Title</u>	<u>Full Time Equivalent</u>			<u>Total</u>	<u>Pay Band</u>
	<u>Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>		
Supervisor of Landfill Operations	0.5*	0.5		0.5	<u>113</u>
Heavy Equipment Operators III	8	8		8.0	<u>108</u>
Heavy Equipment Operators II	<u>1</u>	<u>1</u>		<u>1</u>	<u>107</u>
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

\$263,779

Thirty (30) portable fire extinguishers are inspected once a year and recharged

Inspections Each	\$	12.00
	x	30
Total	\$	<u>360.00</u>
Recharging Each	\$	30.00
	x	10
Total	\$	<u>300.00</u>
Estimated replacement parts	\$	<u>1,500.00</u>
Fire Hood testing – Training Building	\$	<u>450.00</u>
\$225 per test x 2 (every six months) =		
Total	\$	<u>2,610.00</u>

Co # 00000 New Caterpillar 826-K Landfill Compactor.

Total Maintenance & Repair (TM&R) per month	\$ 3,041.00
	<u>X 12</u>
Total	\$ 36,492.00
Fire protection inspection (quarterly) (Free for the first 12 months)	\$ 197.25
	<u>x 0</u>
Sub-total	\$ 000.00
S.C. sale tax @7%	\$ 00.00
Total	\$ 000.00
Total	\$ 36,492.00

Co # 42724 Caterpillar 826-K Landfill Compactor.

Total Maintenance & Repair (TM&R) per month	\$ 2,494.00
	<u>X 12</u>
Total	\$ 29,928.00
Fire protection inspection (quarterly)	\$ 197.25
	<u>x 4</u>
Sub-total	\$ 789.00
S.C. sale tax @7%	\$ 55.23
Total	\$ 844.23
Total	\$ 30,772.23

Co # 41167 Caterpillar 826-K Landfill Compactor.

Total Maintenance & Repair (TM&R) per month	\$ 2,457.00
	<u>x 1</u>
Total	\$ 2,457.00
Fire protection inspection (quarterly)	\$ 197.25
	<u>x 1</u>
Sub-total	\$ 197.25
S.C. sale tax @7%	\$ 13.81
Total	\$ 211.06
Total	\$ 2,668.06

Co # 41094 VOLVO Hydraulic Excavator

Total Maintenance & Repair (TM&R) per month	\$ 1,300.00
	x 6
Total	<u>\$ 7,800.00</u>
Fire protection inspection (quarterly)	\$ 197.25
	x 2
Sub-total	<u>\$ 394.50</u>
S.C. sale tax @7%	<u>\$ 27.62</u>
Total	<u>\$ 422.12</u>
Total	<u>\$ 8,222.12</u>

Co # 00000 NEW Komatsu Excavator

Total Maintenance & Repair (TM&R) per month	\$ 1,616.25
	x 11
Total	<u>\$ 17,778.75</u>
Total	<u>\$ 17,778.75</u>

Co # 44216- NEW Caterpillar D-7-E Dozer.

Total Maintenance & Repair (TM&R) per month	\$ 2,205.00
	x 12
Total	<u>\$ 26,460.00</u>
Fire protection inspection (quarterly)	\$ 197.25
	x 4
Sub-total	<u>\$ 789.00</u>
S.C. sale tax @7%	<u>\$ 55.23</u>
Total	<u>\$ 844.23</u>
Total	<u>\$ 27,304.23</u>

Co # 42522 Caterpillar D-6 Dozer.

Total Maintenance & Repair (TM&R) per month	\$ 1,535.00
	x 12
Total	<u>\$ 18,420.00</u>
Fire protection inspection (quarterly)	\$ 197.25
	x 4
Sub-total	<u>\$ 789.00</u>
S.C. sale tax @7%	<u>\$ 55.23</u>

Total	\$ 844.23
Total	\$ 19,264.23

Co # 42984 Caterpillar 330 Hydraulic Excavator

Total Maintenance & Repair (TM&R) per month	\$ 1,345.80
	x 12
Total	\$ 16,149.60
Fire protection inspection (quarterly)	\$ 197.25
	x 4
Sub-total	\$ 789.00
S.C. sale tax @7%	\$ 55.23
Total	\$ 844.23
Total	\$ 16,993.83

Co # 43328 Cat 730 off Road Truck

Total Maintenance & Repair (TM&R) per month	\$ 1,542.00
	x 12
Total	\$ 18,504.00
Fire protection inspection (quarterly)	\$ 197.25
	x 4
Sub-total	\$ 789.00
S.C. sale tax @7%	\$ 55.23
Total	\$ 844.23
Total	\$ 19,348.23

Co # 43878 Cat 730 off Road Truck

Total Maintenance & Repair (TM&R) per month	\$ 1,619.00
	x 12
Total	\$ 19,428.00
Fire protection inspection (quarterly) (Covered for the first year)	\$ 197.25
	x 4
Sub-total	\$ 789.00
S.C. sale tax @7%	\$ 55.23
Total	\$ 844.23
Total	\$ 20,272.23

Co # 00000 C&D Shredder

Total Maintenance & Repair (TM&R) per month	\$ 2,031.75
	x 12
Total	<u>\$ 24,381.00</u>

Co # 44212 Cat 299 Skid Steer

Total Maintenance & Repair (TM&R) per month	\$ 521.00
	x 12
Total	<u>\$ 6,252.00</u>

Co # 43879 Caterpillar 430 Backhoe.

Total Maintenance & Repair (TM&R) per month	\$ 760.00
	x 12
Total	<u>\$ 9,120.00</u>

Estimated cost for replacement part for the fire protection system \$ 12,000.00

A maintenance contract for inspecting and testing one (1) scale bi-annually. This scale is located at the glass, and tire loading bunkers.

Inspections/bi-annual (1 Scale) 2 x \$150.00	\$ 300.00
Estimated replacement parts	\$ 10,000.00
Total estimated scale maintenance contract	<u>\$ 10,300.00</u>

TOTAL CONTRACTED MAINTENANCE \$ 263,778.91

520200 - CONTRACTED SERVICES

\$482,920

- Wood grinding/Compost Facility Operation
 12,500 tons wood waste/vegetative waste (FY24-25 Est.) x \$28.43/ ton +
 CPI of 4.1% = \$29.60/ ton = \$370,000.00
- 2,000 tons Food Waste (FY 24-25 Est.) x \$27.00/ton + CPI of 4.1% =
 \$28.11/ ton = 56,220.00
- Total \$426,220.00
- Janitorial Services for the Administration offices, Transfer Station,
 Operators building, and Scale Complex \$19,200.00
 \$1,600 per month x 12 = \$19,200
- Rip-Rap Stone delivery per ton \$3,750.00
 500 tons x \$7.50 per ton = \$3,750
- Crushed stone delivery per ton \$3,750.00
 500 tons x \$7.50 = \$3,750

-	Crushing of concrete for road repairs	\$30,000.00
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TOTAL CONTRACTED SERVICES	<u>\$482,920.00</u>
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520233 – TOWING SERVICES **\$1,000**

This account covers cost associated with towing Landfill vehicles as needed for repairs.

520240 - TIRE DISPOSAL SERVICES **\$178,250**

This account is to cover a portion of the cost of disposal 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. A portion of the cost is also covered in the Tire Disposal Grant account in Fund 5710. 2,400 total estimated tonnage – 1,250 tons covered by Fund 5710 = 1,150 tons.

Total Estimated July 2024 – June 2025 – 1,150 tons x \$155/ton = \$178,250

520300 - PROFESSIONAL SERVICES **\$77,725**

This account covers cost associated with several types of services. These services include: Engineering observations, surveying, annual volume calculation, technical assistance, and overview of construction activities for the Edmund Class 2 Landfill at Edmund.

Class II Landfill Compliance (Edmund)	\$ 30,000.00
Survey Services for Landfill Compliance (Edmund)	30,000.00
Topographic survey/Landfill volume calculation (Annual) Edmund	9,000.00
Annual Comprehensive Site Inspection – SWPPP	2,000.00
FY2024-25 Project Planning Activities	6,500.00
 Total	 <u>\$ 77,500.00</u>

A mandatory fee is required to cover cost of SCDHEC Drinking Water annual fee for public wells located on the landfill site.

Water Fee	\$ <u>225.00</u>
Total Professional Services	<u>\$ 77,725.00</u>

520302 - DRUG TESTING SERVICES **\$984**

The required Random Drug/Alcohol Testing is for six (6) 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 (6 employees x \$40/test)	\$ 240.00
After hours drug & alcohol (4 employees x \$100/test)	\$ 400.00
Random Driver History Check (6 employees x \$15.25/report)	\$ 91.50

Random Alcohol Testing Employee (6 employees x \$42)	\$	252.00
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Total Estimated Test	\$	<u>983.50</u>
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520305 – INFECTIOUS DISEASE SERVICE **\$1,212**

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 \$303 x (4) employees = \$1,212.00

520602 - L/F WELL MONITORING - EDMUND **\$27,500**

The proposed engineering fee is to perform bi-annual sampling and laboratory analysis of groundwater, annual 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.

521000 - OFFICE SUPPLIES **\$300**

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 **\$144**

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 the Landfill Supervisor.

Copies	\$	0.045
	x	<u>3200</u>
Total	\$	<u>144.00</u>

521200 - OPERATING SUPPLIES **\$260,922**

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 Landfill. Portions of the Property will require seed, fertilizer, mulch, and stone for road maintenance. General operating supplies are to include: rakes, shovels, work & safety gloves, equipment cleaning supplies, trash bags for litter control throughout the landfill facility, etc. This also covers cost of supplies not carried at Central Warehouse.

- Rip Rap Stone x \$32.00/ton x 500 tons	\$	16,000.00
- Polymer Material (Floc) for basin cleaning	\$	215,352.00
- Grassing Materials (MSW Lf repairs, barrow area & other general maint.) =	\$	5,000.00
- Erosion Reinforcement Materials	\$	2,500.00
- General Operating Supplies	\$	<u>5,000.00</u>
Sub-total	\$	243,852.00
S.C. Sale tax @ 7%	\$	<u>17,069.64</u>
Total	\$	<u>260,921.64</u>

522000 - BUILDING REPAIRS & MAINTENANCE **\$14,840**

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, Sandblasting, and paint for scales, fuel tank maintenance, general maintenance of oil & maintenance storage sheds, and office buildings.

Estimated repairs	\$ <u>10,250.00</u>
Annual inspection for garage doors (twice a year @ \$95)	\$ 190.00
	x 11
Total Annual	\$ <u>2,090.00</u>

Estimated cost for repairs to garage doors	\$ <u>2,500.00</u>
Total	\$ <u>14,840.00</u>

522050 – GENERATOR REPAIRS & MAINTENANCE **\$4,620**

Annual inspection and repairs for two Generators (Contract)	\$ 2,310.00
	X 2
Total	\$ <u>4,620.00</u>

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **\$164,780**

This account is for landfill heavy equipment repairs not covered by contracted maintenance (TM&R) and include items as follows: tires, cutting blades, compactor cleats, off-road tires, etc. This account covers 19 pieces of heavy equipment: 2 excavators, 2 compactors, 2 haul trucks, 2 dozers, 3 water pumps, 3 tractors, 1 off road hydro seeder/ Water Truck, 1 motor grader, 1 skid steer, 1 forklift, and 1 back hoe.

Maintenance, parts, and labor to repair 19 pieces of landfill equipment	\$ 100,000.00
Estimated cost for off road truck tires (4)	\$ 24,000.00
Undercarriage rebuild for D6 Dozer	\$ 30,000.00
Sub-total	\$ <u>154,000.00</u>
S.C. Sale tax @ 7%	\$ <u>10,780.00</u>
Total	\$ <u>164,780.00</u>

522200 - SMALL EQUIPMENT REPAIRS AND MAINTENANCE **\$6,500**

This account is to cover cost of any small equipment used in the landfill operations for maintenance & repair of the following: Air compressor's (3), lawn mowers (3), welders (2), steam cleaners (2), grease guns, air hammer, etc.

Estimated Repairs	\$ <u>6,500.00</u>
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522201 – FUEL SITE REPAIRS & MAINTENANCE **\$5,200**

This account is for cost associated with the repairs, maintenance, and DHEC annual testing of the Veeder-Root system at the Edmund Landfill fuel site. Estimate provided by Fleet Maintenance \$1,200 for annual testing and \$4,000 for repairs.

522300 - VEHICLE REPAIRS & MAINTENANCE **\$8,774**

This account is for cost associated with the service maintenance and repairs for the landfill vehicles:

Estimated cost for maintenance, and repair to 7 vehicles	\$ 5,200.00
Estimated cost for the above vehicles parts	<u>\$ 3,000.00</u>
Sub-total	<u>\$ 8,200.00</u>
S.C. Sale tax @ 7%	<u>\$ 574.00</u>
Total	<u>\$ 8,774.00</u>

523200 – EQUIPMENT RENTAL **\$19,980**

This account is for cost associated with the rental of equipment to clean out the basin ponds in the landfill, Vibrator roller for reconstruction of the entrance (dirt portion) road in the landfill, etc.

Road Vibrator Roller (Road Maintenance)	\$ 3,500.00
Months	x 4
Sub-total	<u>\$ 14,000.00</u>
S.C. Sale tax @ 7%	<u>\$ 980.00</u>
Total	<u>\$ 14,980.00</u>
Miscellaneous Equipment	<u>\$ 5,000.00</u>
Total Rental	<u>\$ 19,980.00</u>

524100 - VEHICLE INSURANCE **\$4,305**

This account will cover the cost for liability insurance for seven (7) vehicles \$615 per vehicle = \$4,305
 Cost based on Risk Management estimate for FY 2024-2025.

524101 - COMPREHENSIVE INSURANCE/LANDFILL EQUIP. **\$56,798**

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 **\$6,867**

This account fee covers the cost for the FY 24/25 for the current number of employees. FY 2023-2024 actual = \$6,540 + 5 % estimated by Risk Management = \$ 6,867.00.

524202 – SURETY BONDS **\$0**

This account fee covers the cost for Surety Bonds for FY 24/25 - 9.5 FTE's x \$0 each = \$0. This is not a surety bond year.

525006 – GPS MONITORING CHARGES **\$2,613**

This account covers cost for GPS monitoring and activation.

Monitoring of 12 Units x \$18.14/unit	\$	217.68
Months	x	<u>12</u>
Total	\$	<u>2,612.16</u>

525030 - 800 MHZ RADIO SERVICE CHARGES **\$6,048**

This account covers cost for nine (9) 800 MHz Radios:

Service for (9) Radios x \$56.00 (5 site rate + airtime & tax)/month =	\$	504.00
Month	x	<u>12</u>
Total	\$	<u>6,048.00</u>

525031 - 800 MHZ RADIO MAINTENANCE **\$982**

This account covers cost for required maintenance of 800 MHz Radios. (9) Radios at \$109.08 per radio = \$981.72

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

This account covers the cost for E-Mail Services for Landfill Supervisor.

Services	\$	10.75
Months	x	<u>12</u>
Total	\$	<u>129.00</u>

525210 – CONFERENCE, MEETING & TRAINING EXPENSES **\$5,470**

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. Also, 2 staff members to attend the annual Spill Prevention Course held locally. The increase in this line item is due to the County now paying an outside agency for CDL training.

Spill Prevention Course (2) staff members x \$150 each	\$	300.00
CDL Training (2 Operators)	\$	3,500.00
SWANA Registration	\$	500.00
Landfill Supervisor Training Course	\$	350.00
3 Nights Lodging (145/day x 3)	\$	435.00
Per Diem (\$45/day x 3)	\$	135.00
Mileage Reimbursement	\$	<u>250.00</u>
Total:	\$	5,470.00

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$0**

525317 - UTILITIES - EDMUND LANDFILL **\$18,750**

This account covers the cost of utilities at the Edmund Facility, with the exception of the Transfer Station.

525400 - GAS FUEL & OIL **\$312,212**

This account will cover the cost for daily gas, diesel, DEF fluid, transmission, hydraulic, antifreeze, and other lubricants required for vehicles and heavy equipment's services for one year. **Fleet services has proposed a budget cost for gas of \$3.40 a gal., DEF of \$2.49 a gal., and diesel of \$ 4.35 a gal. For FY 2024/2025.**

2023-2024 estimated fuel usage (diesel) total 66,000 Gallons X \$4.35 per Gallon = \$ 287,100.00

2023-2024 estimated fuel usage (gas) total 3,209 Gallons X \$3.40 per Gallon = \$ 10,910.60

2023-2024 estimated fuel usage (DEF) total 1,687 Gallons X \$2.49 per Gallon = \$ 4,200.63

Misc. Lubricants and Fluids \$ 10,000.00

Total \$ 312,211.23

525405 - SMALL EQUIPMENT FUEL **\$0**

This account covers the cost of gas for all small equipment.

525600 - UNIFORMS & CLOTHING **\$8,500**

This account covers cost for (9) employees on staff 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.

526500 - LICENSE AND PERMITS **\$300**

This account will cover the cost for the following required permit(s):

Landfill NPDES Permit \$ 300.00

530100 - DEPRECIATION **\$900,000**

This cost will cover the Depreciation for FY 24/25.

538000 - CLAIMS & JUDGMENTS **\$500**

This account will cover any cost, which may occur that are lower than the deductible of our insurance.

538600 - SCDHEC FINES - ADMIN ORDER **\$5,000**

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. This includes replacement items not stocked at Central Warehouse such as wrenches, ratchets, sockets, floor jacks, lawn mowers, etc.

5AQ000 – C&D SHREDDER WITH DRUMS \$1,075,000

This account will cover the cost of purchasing a C&D shredder with an extra set of drums. This shredder will be utilized in the C&D landfill to shred all material that enters the C&D landfill. While shredding we will be able to optimize air space usage that will further extend the life of the landfill. Shredded material will compact tighter further reducing open voids, and we will also be able to pick out more recyclable materials such as metal, compostable materials, and concrete.

5AQ000 – EXCAVATOR (REPLACEMENT) \$590,000

This account will cover the cost of replacing one (1) excavator utilized in the landfill based on Fleet Services replacement schedule.

5AQ000 – TRAILER MOUNTED WATER PUMP (REPLACEMENT) \$60,000

This account will cover the cost of replacing one (1) trailer mounted water pump utilized for the landfill storm water ponds.

5AQ000 – LANDFILL MAINTANANCE TRUCK (REPLACEMENT) \$50,000

This account will cover the cost of replacing one (1) pickup truck utilized for landfill maintenance based on Fleet Services replacement schedule.

5AQ000 – CONCRETE EQUIPMENT CROSSING PAD \$35,000

This account will cover the cost of pouring a two foot thick pad across the main landfill road for compactors, and other heavy equipment to cross on without breaking up the asphalt road.

TRANSFERS

815701 – OP TRN TO SOLID WASTE CLOSURE/POST CLOSURE CARE COST \$88,402

This is our annual portion of the Financial Assurance, as required by SCDHEC. These funds cover the Closure/Post Closure costs of the Edmund C&D Landfill, Cell 2.

SECTION III

COUNTY OF LEXINGTON

**New Program Request
Fiscal Year - 2024-2025**

Fund # 5700
 Organization # 121204
 Program # I

Fund Title: Solid Waste Management
 Organization Title: Landfill
 Program Title: Heavy Equipment Operator Reclassification

Object Expenditure Code Classification	Total 2024-2025 Requested
Personnel	
510100 Salaries # <u>2</u>	5,893
510300 Part Time # <u> </u>	0
511112 FICA Cost	451
511113 State Retirement	1,094
511114 Police Retirement	0
511120 Insurance Fund Contribution # <u>3</u>	0
511130 Workers Compensation	491
511131 S.C. Unemployment	0
* Total Personnel	7,929
Operating Expenses	
520100 Contracted Maintenance	0
520200 Contracted Services	0
520233 Towing Service	0
520240 Tire Disposal Services	0
520300 Professional Services	0
520302 Drug Testing Services	0
520305 Infectious Disease Services	0
520500 Legal Services	0
520602 Landfill Monitoring - Edmund	0
521000 Office Supplies	0
521100 Duplicating	0
521200 Operating Supplies	0
522000 Building Repairs & Maintenance	0
522050 Generator Repairs & Maintenance	0
522100 Heavy Equipment Repairs & Maintenance	0
522200 Small Equipment Repairs & Maintenance	0
522201 Fuel Site Repairs & Maintenance	0
522300 Vehicle Repairs & Maintenance	0
523200 Equipment Rental	0
524100 Vehicle Insurance	0
524101 Comprehensive Insurance	0
524201 General Tort Liability Insurance	0
525006 GPS Monitoring Charges	0
525030 800 MHz Radio Service Charges	0
525021 Smart Phone Charges - 2	1,296
525031 800 MHz Radio Maintenance	0
525041 E-mail Service Charges - 2	258
525210 Conference, Meeting & Training Expenses	0
525317 Utilities - Landfill (Edmund)	0
525400 Gas, Fuel, & Oil	0
525405 Small Equipment Fuel	0
525600 Uniforms & Clothing	0
526500 Licenses & Permits	0
530100 Depreciation Expense	0
538000 Claims & Judgements (Litigation)	0
538600 SCDHEC Fines - Administrative Order	0
* Total Operating	1,554
** Total Personnel & Operating	9,483
** Total Capital (From Section IV)	0
*** Total Budget Appropriation	9,483

SECTION III

COUNTY OF LEXINGTON

**New Program Request
Fiscal Year - 2024-2025**

Fund # 5700 _____
 Organization # 121204 _____
 Program # 2 _____

Fund Title: Solid Waste Management _____
 Organization Title: Landfill _____
 Program Title: Heavy Equipment Operator Reclassification _____

Object Expenditure Code Classification	Total 2024-2025 Requested
Personnel	
510100 Salaries #_2_	2,496
510300 Part Time #__	0
511112 FICA Cost	191
511113 State Retirement	464
511114 Police Retirement	0
511120 Insurance Fund Contribution #_3__	0
511130 Workers Compensation	208
511131 S.C. Unemployment	0
* Total Personnel	3,359
Operating Expenses	
520100 Contracted Maintenance	0
520200 Contracted Services	0
520233 Towing Service	0
520240 Tire Disposal Services	0
520300 Professional Services	0
520302 Drug Testing Services	0
520305 Infectious Disease Services	0
520500 Legal Services	0
520602 Landfill Monitoring - Edmund	0
521000 Office Supplies	0
521100 Duplicating	0
521200 Operating Supplies	0
522000 Building Repairs & Maintenance	0
522050 Generator Repairs & Maintenance	0
522100 Heavy Equipment Repairs & Maintenance	0
522200 Small Equipment Repairs & Maintenance	0
522201 Fuel Site Repairs & Maintenance	0
522300 Vehicle Repairs & Maintenance	0
523200 Equipment Rental	0
524100 Vehicle Insurance	0
524101 Comprehensive Insurance	0
524201 General Tort Liability Insurance	0
525006 GPS Monitoring Charges	0
525030 800 MHz Radio Service Charges	0
525021 Smart Phone Charges - 2	0
525031 800 MHz Radio Maintenance	0
525041 E-mail Service Charges - 2	0
525210 Conference, Meeting & Training Expenses	0
525317 Utilities - Landfill (Edmund)	0
525400 Gas, Fuel, & Oil	0
525405 Small Equipment Fuel	0
525600 Uniforms & Clothing	0
526500 Licenses & Permits	0
530100 Depreciation Expense	0
538000 Claims & Judgements (Litigation)	0
538600 SCDHEC Fines - Administrative Order	0
* Total Operating	0
** Total Personnel & Operating	3,359
** Total Capital (From Section IV)	0
*** Total Budget Appropriation	3,359

SECTION III - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Position Reclassification, HEO III – Landfill

Program 2 – Position Reclassification, HEOII - Landfill

Program 1: Position Reclassification – (2) Heavy Equipment Operators - Landfill

Objectives:

This program is being requested to reclassify two HEO III's (Payband 108) to HEO IV's (Payband 109). The reclassification of these positions will serve four purposes. The first purpose that this reclassification will serve is to establish a Crew Leader that can make decisions in the absence of the Landfill Supervisor. Under the current system, there is not a designated person to lead on weekends, holidays, or any other time that the Landfill Supervisor may be absent, i.e. annual leave or medical leave. The second purpose that this reclassification serves is to create a designated trainer. The HEO IV's will be more senior employees and with extensive solid waste experience, the HEO IV's will be able to ensure safety and efficiency of new employees. Also, having designated trainers will allow for better accountability and more uniform training experience for all new employees. The third purpose that this reclassification will serve is to improve safety. Currently, none of the Solid Waste Management operators are certified in CPR or First Aid. With the reclassification of this position, the HEO IV's will obtain and maintain CPR and First Aid certifications so that he/she can respond to emergencies that may happen within the Solid Waste Management facility. Having employees trained in CPR and First Aid will increase the safety of both other employees and residents at the Solid Waste Management Facility. Lastly, the reclassification of two HEO III positions to HEO IV positions will allow for more promotional opportunities within the department. Currently, the only promotion opportunity by Solid Waste Management Operators is the Landfill Supervisor position. Typically, the Landfill Supervisor position is filled by a long term employee which essentially guarantees no promotional opportunities for most operators. In addition to the reasons stated above, reclassifying these HEO III positions to HEO IV positions will create a possible line of succession for in the future when the Landfill Supervisor position does become vacant.

Program 2: Position Reclassification – (1) Heavy Equipment Operator - Landfill

This program is bring requested to reclassify one HEO II (Payband 107) to HEO III (Payband 108). The request to reclassify this position is being made due to the landfill volume significantly increasing since this position was initially created. The HEO II position was originally created to primarily focus on landscape maintenance at the Edmund Landfill and the closed County Landfills throughout the County. During the time in-between growing seasons, this position was also assigned to operate an off-road haul truck to assist with covering the landfill, the compost facility, and the materials recovery facility. Since this position was requested in 2015, the annual landfill tonnage has increase from 54,001 tons to 113,950 tons in FY23. With a volume increase of nearly 50%, the duties of the HEO II have slowly changed and are exactly the same as all of the other HEO III's. Reclassifying this position will allow for the Solid Waste Management Department to properly compensate the HEO II based on the work that he/she is actually performing.

SECTION IV – SUMMARY OF REVENUES

Update line items of distinguish between program 1 and program 2

Requested Personnel Budget:

510100 - SALARIES AND WAGES (3) PER RECLASSIFY **\$8,389**

Program 1: \$2,946.30 (7% increase) x 2 employees = \$5,892.60

Program 2: \$2,496 (7% increase) x 1 employee = \$2,496

511112 - FICA COSTS **\$642**

Program 1: \$5,892.60 x 7.65% = \$450.78

Program 2: \$2,496 x 7.65% = \$190.94

511113 - STATE RETIREMENT (L/S) **\$1,557**

Program 1: \$5,892.60 x 18.56% = \$1,093.67

Program 2: \$2,496 x 18.56% = \$463.07

511130 - WORKERS COMPENSATION (2.0 FTE) **\$698**

Program 1: \$5,892.60 x 8.32% = \$490.26

Program 2: \$2,496 x 8.32% = \$207.67

525021 – SMART PHONE CHARGES (2) **\$1,296**

Program 1: 2 phones @ \$54/ month x 12 months = \$1,296

525041 – EMAIL SERVICE CHARGES (2) **\$258**

Program 1: 2 accounts @ \$10.75/month x 12 months = \$258

SECTION V.A. – LISTING OF POSITIONS

Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u> <u>Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
*HEAVY EQUIPMENT IV	2	2		2	10
Total Positions	2	2		2	10

(*) Denotes positions requiring insurance.

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT
Annual Budget
Fiscal Year 2024-25**

Fund: 5700
Division: Public Works
Organization: 121205 - Solid Waste / 321 Reclamation/Close/Superfund

Object Expenditure Code Classification	2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0		
Operating Expenses						
520200 Contracted Services	57,884	14,849	79,000	79,000		
520300 Professional Services	188,849	62,258	202,240	187,260		
520620 EPA Cost	0	0	14,835	15,000		
521100 Duplicating	2	2	10	14		
525315 Utilities - Landfill/Cayce 321	22,229	13,515	24,000	26,000		
526500 Licenses & Permits	815	1,065	1,065	1,200		
530100 Depreciation	784	0	784	784		
538500 Property Taxes	2,423	2,412	2,700	2,700		
* Total Operating	272,986	94,101	324,634	311,958		
** Total Personnel & Operating	272,986	94,101	324,634	311,958		
Capital						
** Total Capital	0	0	0	0		
*** Total Expenses	272,986	94,101	324,634	311,958		

SECTION V. - PROGRAM OVERVIEW

Summary of Program:

321 Landfill

Objectives:

The 321 landfill was closed in 1988 and declared a Superfund Site 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. 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 \$ 79,000

This account includes the cost of operation, maintenance, and sampling/analysis of methane and groundwater systems.

520300 - PROFESSIONAL SERVICES \$ 187,260

For the operation management, annual inspection, 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 \$ 15,000

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. 300 copies x \$0.045/ copy = \$13.50.

52315 – UTILITIES \$ 26,000

Estimated utility cost for groundwater recovery and methane recovery systems based on historical information.

526500 – LICENSES AND PERMITS \$1,200

This covers the estimated SCDHEC fees for spray irrigation system and other permits.

530100 – DEPRECIATION \$784

To cover anticipated depreciation expense for equipment at the 321 Landfill.

538500 – PROPERTY TAXES \$ 2,700

To cover anticipated property taxes for leased buildings at the 321 Landfill.

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT**

**Annual Budget
Fiscal Year 2024-25**

Fund: 5700

Division: Public Works

Organization: 121206 - Solid Waste / Transfer Station

Object Expenditure Code Classification		2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
					2024-25 Requested	2024-25 Recommend
Personnel						
510100	Salaries & Wages - 4.5	189,094	99,536	205,849	203,643	
510200	Overtime	2,652	1,017	10,000	10,000	
511112	FICA Cost	13,730	7,283	14,737	16,344	
511113	State Retirement	17,115	12,683	33,828	39,652	
511120	Insurance Fund Contribution - 4.5	35,100	17,550	35,100	36,675	
511130	Workers Compensation	17,147	9,140	17,266	18,353	
511213	State Retirement - Retiree	5,626	4,469	0	0	
* Total Personnel		280,464	151,678	316,780	324,667	
Operating Expenses						
520100	Contracted Maintenance	50,088	19,350	55,144	61,932	
520200	Contracted Services	6,427,107	2,017,442	7,075,866	7,045,316	
520219	Water & Other Beverage Service	679	42	1,000	1,320	
520300	Professional Services	125	125	7,500	8,635	
520302	Drug Testing Services	0	0	815	489	
520305	Infectious Disease Services	0	0	606	606	
521000	Office Supplies	0	11	500	500	
521100	Duplicating	38	5	60	72	
521200	Operating Supplies	1,533	476	2,500	2,945	
522000	Building Repairs & Maintenance	72,845	22,608	26,200	80,000	
522100	Heavy Equipment Repairs & Maintenance	152,180	118,602	220,000	255,234	
523200	Equipment Rental	1,401	0	2,074	2,074	
524000	Building Insurance	1,348	12,369	2,273	12,741	
524101	Comprehensive Insurance	5,309	5,141	7,405	5,399	
524201	General Tort Liability Insurance	1,243	2,368	1,306	2,487	
525021	Smart Phone Charges - 1	586	244	648	648	
525030	800MHz Radio Service Charges - 3	2,946	1,471	3,360	3,360	
525031	800 MHz Radio Maintenance - 2	0	0	546	546	
525210	Conference, Meeting & Training Expenses	0	0	2,200	3,399	
525230	Subscription, Dues, & Books	0	0	350	0	
525317	Utilities - County L/F Edmund	23,933	12,708	24,500	31,000	
525400	Gas, Fuel, & Oil	28,508	5,602	50,000	53,681	
525600	Uniforms & Clothing	2,452	2,120	4,500	4,878	
526500	Licenses & Permits	105	100	900	900	
530100	Depreciation	451,076	0	500,000	500,000	
538000	Claims & Judgments	0	0	250	250	
* Total Operating		7,223,502	2,220,784	7,990,503	8,078,412	
** Total Personnel & Operating		7,503,966	2,372,462	8,307,283	8,403,079	
Capital						
540000	Small Tools & Minor Equipment	75	0	1,200	1,200	
599999	Capital Clearing	(43,841)	0	0	0	
	All Other Equipment	43,841	90,600	480,927	1,280,900	
** Total Capital		75	90,600	482,127	1,282,100	
*** Total Expenses		7,504,041	2,463,062	8,789,410	9,685,179	

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 - Transfer Station

Program 1: Transfer Station

Objectives:

This program requires the efforts of 4 (Four) Heavy Equipment Operators and 1 (one) Landfill/Transfer Station 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, and (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:

<u>MSW Processed</u>	<u>Actual FY 21/22</u>	<u>Actual FY 22/23</u>	<u>Estimated FY 23/24</u>	<u>Projected FY 24/25</u>
Landfilled Tons	159,664	170,614	162,422	173,792
Transferred Tons	156,992	167,552	159,722	171,065

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

Current Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Pay Band</u>
Landfill/Transfer Station Supervisor	0.5*	0.5		0.5	113
Heavy Equipment Operators III	<u>4</u>	<u>4</u>		<u>4</u>	<u>108</u>
Total Positions	<u>4.5</u>	<u>4.5</u>	<u>0</u>	<u>4.5</u>	

All of these positions require insurance.

*This position is funded ½ in 121206 and ½ in 121204

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520100 - CONTRACTED MAINTENANCE

\$61,932

This account will cover the expenditures of two (2) pieces of heavy equipment, (Front-end Loaders), to include: Total Maintenance & Repair (TM&R) for mechanical and general maintenance, a fire protection system on the equipment, and the cost of maintenance for (2) truck scales.

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. #00000 New Caterpillar 938M Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	\$	1,496.00
	x	<u>1</u>
Total	\$	<u>1,496.00</u>

Co. #42985 Caterpillar 938M Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	\$	1,645.00
	x	<u>11</u>
Total	\$	<u>18,095.00</u>

Fire protection inspection (quarterly)	\$	197.25
	x	<u>4</u>
Sub-total	\$	<u>789.00</u>
S.C. sale tax @7%	\$	<u>55.23</u>

Total inspection	\$	<u>844.23</u>
Total	\$	<u>18,939.23</u>

Co. #00000 Caterpillar 938M Front-End Loader Serviced by Blanchard Machinery

Total Maintenance & Repair (TM&R) per month.	\$	1,583.00
	x	<u>12</u>
Total	\$	<u>18,996.00</u>

Estimated cost for replacement part for the fire protection system \$ 1,500.00

A maintenance contract for inspecting and testing two (2) scale's monthly. The scale's are located at the entrance and exit and are required by the Department of Agriculture for monthly inspections, due to all incoming and outbound customers being charged tipping fees based on their weights.

Inspections/month (2 Scales) 12 x \$750	\$ 9,000.00
Estimated replacement parts	\$ 5,000.00
Clean under scales	\$ 7,000.00
Total estimated scale maintenance contract	<u>\$ 21,000.00</u>
TOTAL CONTRACTED MAINTENANCE	<u>\$ 61,931.23</u>

520200 - CONTRACTED SERVICES

\$7,045,316

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 also covers the cost for removal of solid sedimentation from the (UST) as required.

The Transport, by NW White, of MSW tonnage to (WM) Landfill is estimated for FY 23/24, 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 23/24 is 162,422 tons. Projected increase for FY 24/25 is an estimated tonnage of 173,792 tons. Current FY 23/24 base rate for transporting is \$14.02 per ton. The estimated rate per ton for FY 2024-2025 based on the contract effective July 1, 2024 is \$14.37/ton an increase of 2.5 percent.

Cost per ton	\$ 14.37
First quarter estimated tonnage	x 42,591
Total	<u>\$ 612,032.67</u>
Cost per ton	\$ 14.37
Second quarter tonnage	x 40,180
Total	<u>\$ 577,386.60</u>
Cost per ton	\$ 14.37
Third quarter tonnage	x 45,454
Total	<u>\$ 653,173.98</u>
Cost per ton	\$ 14.37
Fourth quarter tonnage	x 45,566
Total	<u>\$ 654,783.42</u>
Total Transporting Cost	<u>\$ 2,497,376.67</u>

The Disposal of MSW at Richland Landfill is estimated 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 estimated growth. Estimated tonnage (Transfer Station + Direct Delivery to the Landfill) for FY 23/24 is 162,422 tons. Projected increase for FY 24/25 is an estimated tonnage of 173,792 tons. The contract rate for disposal is estimated based on the contract for FY 24/25 effective July 1, 2024 at \$25.47 per ton, an increase of 2.5 percent over the current rate of \$24.84 per ton.

Transferred:		
Cost per ton	\$	25.47
Total estimated tonnage	x	<u>173,792</u>
Total Transferred Disposal Cost	\$	4,426,482.24
Direct Landfill Disposal		
Cost per ton	\$	25.47
Total estimated tonnage	x	<u>2,727</u>
Total Direct Disposal	\$	69,456.69
Total Disposal Cost	\$	<u>4,495,938.93</u>

The contract for hauling and disposal of the two (UST's) water is estimated:

Cost per gallon	\$	0.40
Gallons of wastewater	x	<u>80,000</u>
	\$	<u>32,000.00</u>
Potential analysis if required by Waste Treatment Plant	\$	<u>5,000.00</u>
Cleaning out of UST (2)	\$	<u>15,000.00</u>
Total UST Haul & Disposal Cost	\$	<u>52,000.00</u>
TOTAL CONTRACTED SERVICES	\$	<u>7,045,315.60</u>

520219 – WATER & OTHER BEVERAGES **\$1,320**

This account covers cost associated with providing clean drinking (bottled -5 gallon) water for the landfill and transfer station staff. 220 bottles of water per year x \$6.00 per bottle = \$1,320

520300 - PROFESSIONAL SERVICES **\$8,635**

This account covers cost associated with several types of services: South Carolina Department of Health & Environmental Control (SCDHEC)

Annual drinking water fee and sampling	\$	635
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 \$3,500 x 2 per year = \$7,000)	\$ 7,000
Total Professional Services	<u>\$ 8,635</u>

520302 - DRUG TESTING SERVICES \$489

The required Random Drug/Alcohol Testing is for five (5) employees if an accident/incident were to occur to any employee while operating County equip/vehicle. 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)	<u>\$ 120.00</u>
After hours drug & alcohol Testing (3 employees x \$100/test)	<u>\$ 300.00</u>
Random Alcohol Testing	\$ 15.00
Employees	x 3
Total	<u>\$ 45.00</u>
Random Driver History Check (3 employees x \$8/report)	<u>\$ 24.00</u>
Total Estimated Testing	<u>\$ 489.00</u>

520305 – INFECTIOUS DISEASE SERVICES \$606

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 \$303 x 2 employees = \$606.

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 \$72

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 0.045
Total	<u>\$ 72.00</u>

521200 - OPERATING SUPPLIES \$2,945

This account covers the cost for operating supplies used daily in the Transfer Station operations. Stakes to barricade, barricade tape, pH test kits, and chemical resistant rubber gloves if hazardous loads are disposed of improperly.

Operating Supplies	\$	1,000.00
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
Steam cleaning chemicals per drum	\$	230.00
Total drums	x	6
Sub-total	\$	1,380.00
Total SC Sales Tax @ 7%	\$	192.64
Total	\$	2,944.64

522000 - BUILDING REPAIRS & MAINTENANCE **\$80,000**

This account covers cost for needed repairs to all structures and grounds maintenance pertaining to the Transfer Station. Water well, and both (UST) drainage systems are also included.

Estimated building repairs	\$	30,000.00
Pressure Wash/Clean inside and front of buildings	\$	50,000.00
Total	\$	80,000.00

522100 - HEAVY EQUIPMENT REPAIRS & MAINTENANCE **\$255,234**

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 for loaders (2)	\$	35,000.00
Misc. Equipment (including 2 cranes)	\$	15,000.00
Rubberized wear pad for 938M loader	\$	2,200.00
Total pads per year	x	32
Sub-total	\$	70,400.00
S.C. SALE TAX @ 7%	\$	4,928.00
Total	\$	75,328.00
Exchange set of tires for 938M	\$	39,000.00
Sets per year	x	3
Sub-total	\$	117,000.00
S.C. SALE TAX @ 7%	\$	8,190.00
Total	\$	125,190.00

Bolt peg. For wear pads	\$	7.00
Total bolt peg.	x	416
Sub-total	\$	<u>2,912.00</u>
S.C. SALE TAX @ 7%	\$	203.84
Total	\$	<u>3,115.84</u>

Freight for tires, wear pads, and bolts	\$	<u>1,600.00</u>
Total	\$	<u>255,233.84</u>

523200 - EQUIPMENT RENTAL **\$2,074**

This account covers the cost for welding gases, i.e. oxygen, Acetylene tank rental, 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	\$	<u>1,720.00</u>
Total	\$	<u>2,073.10</u>

524000 - BUILDING INSURANCE **\$12,741**

This account is for insurance to cover Transfer Station and its contents. FY 2023-2024 amended Dec. budget \$12,369.05 + 3% = \$12,740.12

524101 - COMPREHENSIVE INSURANCE **\$5,399**

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 **\$2,487**

This account covers cost for the FY 24/25 and is for the current number of employees. FY 2023-2024 Actual \$2,368 + 5% = \$2,486.40.

524201 - SURETY BONDS **\$0**

This account fee covers the cost for Surety Bonds 4.5 FTE's x \$0 = \$0 for FY 24/25. This is not a surety bond year.

525021 - SMART PHONE CHARGES **\$648**

To cover the cost of a Smart Phone for the Landfill Supervisor for the period of July1, 2024 through June 30, 2025. (\$54.00 a month) \$54.00/month x 12 = \$648.00

525030 - 800 MHZ RADIO SERVICE CHARGES **\$3,360**

This account covers cost for (5) 800 MHz Radios.

Service for (5) Radios x \$56.00 (5 site rate + airtime & tax)/month=	\$	280.00
Month	x	12
Total	\$	<u>3,360.00</u>

525031 - 800 MHZ RADIO MAINTENANCE **\$546**

This account covers the maintenance cost for: (5) Radio x \$109.08 = Total \$545.40

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

This account is covered in 5700-121204 for the Landfill Supervisor.

525210 - CONFERENCE & MEETING **\$3,399**

This account will cover the cost for the Landfill Supervisor to attend the Solid Waste Association of North America (SWANA) Regional Conference to be held in South Carolina. This conference is 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. The increase in the line item is due to adding funding to send 1 operator to the new Entry Level Driver Training Class if a new employee is hired without a CDL.

SWANA Registration & Special Courses	\$	550.00
3 nights lodging (\$138/day x 3)	\$	414.00
Per Diem (\$45/day x 3 days)	\$	135.00
Travel	\$	100.00
Transfer Station Certification	\$	350.00
Entry Level Driver Training	\$	1,750.00
Total	\$	<u>3,299.00</u>

This account will also cover the cost for the Supervisor to attend quarterly SWANA meetings for the education of solid waste regulations and updated procedures.

Meeting Expense	\$	25.00
Quarters	x	4
Total	\$	<u>100.00</u>
Total Conferences & Meetings	\$	<u>3,399.00</u>

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$0**

This account is to cover the cost of subscriptions, dues, and books.

525317 - UTILITIES **\$31,000**

This account covers cost of all utilities associated with the old transfer station and the expanded transfer station, including the two remote cranes that utilize electric power.

525400 - GAS, FUEL & OIL **\$53,681**

This account covers the cost for gas, diesel, DEF Fluid, transmission fluid, hydraulic oil, anti-freeze, and other lubricants required for equipment's services and daily fuel for the fiscal year. **Fleet services has proposed a budget cost of \$ 4.35 per gal. (Diesel), and \$2.30 a gal. (DEF) for FY 2024-2025.**

2024-2025 estimated fuel usage 11,340 Gallons X \$4.35 per Gallon =	\$ 49,329.00
2024-2025 estimated DEF usage 312 Gallons X \$2.49 per Gallon =	\$ 776.88
Misc. Lubricants, and Fluids	\$ 3,575.00
Total	<u>\$ 53,680.88</u>

525600 - UNIFORMS & CLOTHING **\$4,878**

This account covers cost for four 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.

526500 - LICENSE & PERMITS **\$900**

This account will cover required permits as follows:

Transfer Station (UST) permits (2 tanks x \$200 = \$400)	\$ 400.00
Drinking Water well license	\$ 250.00
Transfer Station permits	<u>\$ 250.00</u>
Total	<u>\$ 900.00</u>

530100 - DEPRECIATION **\$500,000**

This cost will cover the depreciation of our heavy equipment.

538000 - CLAIMS & JUDGMENTS **\$250**

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 \$1,200

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, cell phone replacement and batteries, Smart Phone for the Landfill Supervisor, etc.

5AQ000 – 938 LOADER (REPLACEMENT) \$430,900

This account will cover the cost of replacing one (1) 938 Loader utilized in the transfer station based on Fleet Services replacement schedule.

5AQ000 – SELF SERVICE SCALE KIOSK (ENGINEERING COST) \$152,500

This account will cover the cost of engineering services to add a self-service kiosk at the Edmund Scale Facility. Currently the line to access the scale can become very long which impedes traffic at the Edmund Collection Center and prevents vendors and employees from gaining access to the Edmund Landfill. The addition of an automated kiosk will allow the scale complex to process vehicle twice as fast. This addition is being added to relief current traffic issues and to help address future growth that is expected as other C&D landfills in the county begin to close.

5AQ000 – SELF SERVICE SCALE KIOSK (CONSTRUCTION COST) \$697,500

This account will cover the cost of construction to add a self-service kiosk at the Edmund Scale Facility. Currently the line to access the scale can become very long which impedes traffic at the Edmund Collection Center and prevents vendors and employees from gaining access to the Edmund Landfill. The addition of an automated kiosk will allow the scale complex to process vehicle twice as fast. This addition is being added to relief current traffic issues and to help address future growth that is expected as other C&D landfills in the county begin to close.

SECTION III - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Position Reclassification – Transfer Station

Program 1: Position Reclassification – (1) Heavy Equipment Operator – Transfer Station

Objectives:

This program is being requested to reclassify one HEO III (Payband 108) to a HEO IV (Payband 109). The reclassification of this position will serve four purposes. The first purpose that this reclassification will serve is to establish a Crew Leader that can make decisions in the absence of the Landfill Supervisor. Under the current system, there is not a designated person to lead on weekends, holidays, or any other time that the Landfill Supervisor may be absent, i.e. annual leave or medical leave. The second purpose that this reclassification serves is to create a designated trainer. The HEO IV will be a more senior employee and with extensive solid waste experience, the HEO IV will be able to ensure safety and efficiency of new employees. Also, having a designated trainer will allow for better accountability and more uniform training experience for all new employees. The third purpose that this reclassification will serve is to improve safety. Currently, none of the Solid Waste Management operators are certified in CPR or First Aid. With the reclassification of this position, the HEO IV will obtain and maintain CPR and First Aid certifications so that he/she can respond to emergencies that may happen within the Solid Waste Management facility. Having an employee trained in CPR and First Aid will increase the safety of both other employees and residents at the Solid Waste Management Facility. Lastly, the reclassification of an HEO III position to an HEO IV position will allow for more promotional opportunities within the department. Currently, the only promotion opportunity by Solid Waste Management Operators is the Landfill Supervisor position. Typically, the Landfill Supervisor position is filled by a long term employee which essentially guarantees no promotional opportunities for most operators. In addition to the reasons stated above, reclassifying this HEO III position to a HEO IV position will create a possible line of succession for in the future when the Landfill Supervisor position does become vacant.

SECTION IV – SUMMARY OF REVENUES

Requested Personnel Budget:

510100 - SALARIES AND WAGES	\$3,024
511112 - FICA COSTS	\$232
511113 - STATE RETIREMENT (L/S)	\$562
511130 - WORKERS COMPENSATION (1.0 FTE)	\$251
525021 – SMART PHONE CHARGES	\$768
525041 – EMAIL SERVICE CHARGES	\$132

SECTION V.A. – LISTING OF POSITIONS

Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Grade</u>
	<u>Positions</u>				
*HEAVY EQUIPMENT IV	2	2		2	10
Total Positions	2	2		2	10

(*) Denotes positions requiring insurance.

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT**

**Annual Budget
Fiscal Year 2024-25**

Fund: 5700
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code Classification	2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
				2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel					
510100 Salaries and Wages - 0.5	28,216	14,792	30,239	30,878	
510300 Part Time - 8 (5.80 - FTE)	171,376	108,475	240,533	272,511	
511112 FICA Cost	15,240	9,431	17,817	23,210	
511113 State Retirement	24,137	21,275	40,897	56,309	
511120 Insurance Fund Contribution - 0.5	3,900	1,950	3,900	4,075	
511130 Workers Compensation	18,401	10,894	22,022	28,809	
* Total Personnel	261,270	166,817	355,408	415,792	
Operating Expenses					
520200 Contracted Services	179,054	65,342	208,611	233,001	
520233 Towing Service	380	0	750	1,000	
520239 E-Waste Recycling	56,352	6,819	75,594	78,600	
520302 Drug Testing Services	0	0	200	250	
520305 Infectious Disease Services	486	0	606	606	
521000 Office Supplies	0	0	250	250	
521100 Duplicating	136	100	225	225	
521200 Operating Supplies	6,761	1,180	5,800	6,300	
521402 Occupational Health Supplies	0	0	100	200	
522100 Heavy Equipment Repairs & Maintenance	621	945	2,500	2,500	
522200 Small Equipment Repairs & Maintenance	16,390	4,069	20,000	30,000	
522300 Vehicle Repairs & Maintenance	8,754	994	9,000	12,000	
524100 Vehicle Insurance - 3	1,845	1,230	1,845	1,845	
524101 Comprehensive Insurance	1,207	962	1,268	1,268	
524201 General Tort Liability Insurance	711	715	747	747	
525006 GPS Monitoring Charges - 4	614	168	814	884	
525030 800 MHz Radio Service Charges - 3	2,812	1,406	3,037	3,037	
525031 800 MHz Radio Maintenance - 3	0	0	437	437	
525400 Gas, Fuel, & Oil	37,230	14,202	35,000	45,955	
525600 Uniforms & Clothing	3,823	3,603	6,500	6,837	
530100 Depreciation	85,703	0	85,000	85,000	
538000 Claims & Judgments	250	0	250	250	
* Total Operating	403,129	101,735	458,534	511,192	
** Total Personnel & Operating	664,399	268,552	813,942	926,984	
Capital					
540000 Small Tools & Minor Equipment	2,320	476	2,000	2,000	
599999 Capital Clearing	(3,000)	0	0	0	
All Other Equipment	3,000	0	96,095	22,800	
** Total Capital	2,320	476	98,095	24,800	
*** Total Expenses	666,719	269,028	912,037	951,784	

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Recycling

Program 1: Recycling

Objectives:

This program requires the efforts of ten (10) part-time Recycling Collectors and (1) full-time Supervisor (Collection Recycling Center 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, loading the E-waste trailers, mattress trailers, and daily maintenance of Recycling Collections vehicles/equipment.

The Collection and Recycling Coordinator’s duties include: supervision, scheduling, payroll approval of the Recycling Collectors, scheduling of Collection Center recycling requests, and daily collector’s task assignments. He/She also oversees vehicle/equipment maintenance, formulates monthly reports for total recycling tonnages/total pull reports for each recyclable commodity and for each Collection & Recycling Center, and purchasing all equipment/supplies as approved in the yearly budget. Additionally, he/she deals directly with recycling vendors for all recycling occurring inside/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	Actual Tons	Estimated Tons	Projected Tons
	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Aluminum (UBC)	40.26	45.33	48.96	53.26
Antifreeze	23.32	23.33	23.46	24.89
Batteries – Lead Acid	64.64	68.25	73.45	80.65
Cardboard*	1,582.71	1,587.07	1,595.23	1,603.21
Carpet & Foam Pad*	0.00	0.00	0.00	0.00
Co-Mingled (Franchise)	4,995.81	5,433.44	5,927.88	6,527.45
Cooking Oil*	34.87	40.22	43.66	30.03
Electronics*	339.38	263.96	292.56	320.18
Glass - Brown	0.00	0.00	0.00	0.00
Glass - Clear	78.44	0.00	0.00	0.00
Glass – Green	22.51	0.00	0.00	0.00
Glass – Mix	675.06	799.82	854.62	923.15
Mattresses*	131.65	183.56	248.56	295.45
Metal*	3,782.22	3,3764.20	3,869.26	3,939.82
Newspaper/Magazines*	286.03	302.85	322.85	352.85
Office Paper	51.53	30.57	33.26	42.08
Oil Filters	12.51	34.57	62.35	85.37
Oil Liquid*	261.35	258.87	264.23	269.35
Plastic	322.89	324.06	269.08	305.62
Textiles	1.61	0.00	0.00	0.00
Tires	1,760.62	2,436.41	3,316.41	4,126.41

* 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:

<u>Job Title</u>	<u>Full Time Equivalent Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Pay Band</u>
*Collection Recycling Coordinator	0.5	0.5		0.5	210
**Recycling Collectors	<u>7.375</u>	<u>7.375</u>		<u>7.375</u>	104
Total Positions	7.875	7.875		7.875	

*Only this position includes health insurance.

** These positions are part-time, 29 hour per week employees.
 10 collectors @ 29.5 hours per week = 295 hours, divided by 40 hour (FTE Hours) = 7.375 FTE positions
 1 Coordinator @ 40 hours per week, reduced by 50% = .5 FTE positions
 Total FTE for 121207 7.875 positions

*This position is funded ½ in 121203 and ½ in 121207

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES

\$233,001

Hauling of Cardboard & Mixed Paper from the Collection & Recycling Centers

This account covers the cost of the monthly rental and hauling of the 40 yard cardboard compactor boxes and the mixed paper containers. These containers are hauled to Sonoco for recycling of the materials.

Container Rental = \$58 per container per month. \$58 x 25 containers = \$1,450.00 per month.
 \$1,450.00 per month x 12 months = \$17,400

Haul cost per container = \$130/per haul.
 Estimated hauls – Mixed Paper = 200
 Estimated hauls – Cardboard = 350
 Total hauls = 550 x \$130 = \$71,500.00

Rental \$17,400 + Hauls \$71,500 = Total \$88,900.00

Mattress/Box Springs Recycling:

This account will cover the cost for contracting (contract 2018-IFB-50) an outside vendor to provide and pull a 53’ trailer, which will be located at the Edmund Landfill, to the recycling plant. The cost covers the rental of the trailer, hauling fee, fuel service charge per trailer, and a handling charge for each mattress/box spring. The increase in this line item is due to more mattresses being recycled than originally anticipated.

Trailer Rental (2 per month @ \$300.00)	12 months	@ \$ 600.00	\$ 7,200
Transportation Fee	60 Loads	@ \$ 312.50	\$ 18,750
Fuel Surcharge	60 Loads	@ \$ 85.00	\$ 5,100
Processing Fee	7,900 mattresses	@ \$ 11.00	\$ 86,900
	Total		<u>\$ 117,950</u>

Plastic Recycling:

This account will cover the cost of recycling plastic at Sonoco. Cost per ton is \$15 per ton.
 Estimated tonnage for fiscal year 2024-25 is 331 tons x \$15 = Total \$4,965.

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	12 pallets per year @ \$1,650.00	\$ 19,800
S.C. Sales Tax		\$ 1,386
	Total	<u>\$ 21,186</u>

Total Contractual Services \$ 233,001

520233 – TOWING **\$1,000**

These funds cover the cost of towing on any of the County vehicles assigned to this program (Dodge 4500 flatbed #41169; Dodge 4500 flatbed #41170; Dodge 4500 flatbed #43206; Tilt trailer or any of the other recycling trailers)

520239 – E-WASTE RECYCLING **\$78,600**

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.

Republic Services Labor for Collecting Electronics	\$ 2,700.00 x 12 months	\$ 32,400.00
Trailer Rental for three trailers	\$ 600.00 x 52 weeks	\$ 31,200.00
Recycling of Peripheral Electronics	\$ 0.15 X 100,000 pounds	\$ 15,000.00
	Total:	\$ 78,600.00

520302 - DRUG TESTING SERVICES **\$250**

This account covers any potential need for drug testing of employees.

520305 – INFECTIOUS DISEASE SERVICES **\$606**

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 \$303 x 2 employees = \$606

521000 - OFFICE SUPPLIES **\$250**

This account covers any office supplies to include: file folders, pens, pencils, pads, calendars, etc.

521100 - DUPLICATING **\$225**

This account covers any duplication required: worksheets, time sheets, recycling reports, etc.

Number of Copies 5000 x \$0.045 = \$225

521200 - OPERATING SUPPLIES **\$6,300**

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. This price also include the cost to replace one docking plate for loading the electronic trailers (\$1,500.00)

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 and the oil filter baler. 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 \$1,600 per trailer.

522300 - VEHICLE REPAIRS & MAINTENANCE **\$12,000**

These funds are for normal maintenance costs associated with the operation of the three (3) Flat Beds. Estimated costs:

Dodge 4500 Flat Bed (Co# 41170)	\$ 3,500
Dodge 4500 Flat Bed (Co# 41169)	3,500
Dodge 4500 Flat Bed (Co# 43206)	<u>3,000</u>
Sub-total	\$ <u>10,000</u>
Misc. parts & repairs	<u>2,000</u>
Total	\$ 12,000

524100 - VEHICLE INSURANCE (3) **\$1,845**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management. (\$615 per vehicle FY 2024-2025 estimate)
 \$615 per vehicle x 3 vehicles = \$1,845

524101 - COMPREHENSIVE INSURANCE **\$1,268**

To cover the cost of Comprehensive Insurance (Inland & Marine) for the following vehicles and equipment: Dodge 4500 Co#41169, Dodge 4500 Co#41170, and Dodge 4500 Co# 43206 estimated at a total of \$1,268 (\$1,206.83 FY2023-24 actual + 5% = \$1,267.17) per Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE (7.75) FTE'S **\$747**

To cover the cost of allocated general tort liability insurance for 50% of Collection and Recycling Center Coordinator and 8 part time recycling collectors. \$711 FY 2023-2024 actual expenditure + 5% increase = \$ 746.55. This figure provided by Risk Management.

524202 - SURETY BONDS **\$0**

Cover the cost of surety bonds for full-time equivalent employees. 7.875 FTE's x \$0 per FTE = \$0. This figure provided by Risk Management. This is not a surety bond year.

5250006 – GPS MONITORING CHARGES **\$884**

To cover the cost of monthly vehicle GPS monitoring charges for the Dodge 4500 #41169, Dodge 4500 #41170, Dodge 4500 #43206 and Yale Forklift #37206.

4 @ \$18.41/month = \$73.64/month x 12 months = \$883.68

525030 - 800 MHZ RADIO SERVICE CHARGE **\$3,037**

This account covers the cost for four (4) 800 MHz Radios

Service for three (4) Radios @ \$63.27 (6 site rate + airtime & tax) each	\$	253.08
Month	x	12
Total	\$	3,036.96

525031 - 800 MHZ RADIO MAINTENANCE **\$437**

This account covers the cost for yearly maintenance of three (4) 800 MHz Radios. (4) Radios x \$109.08 per radio = \$436.32.

525400 - GAS, FUEL & OIL **\$45,955**

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 \$ 4.35/gallon for diesel this FY.**

Dodge Flat Bed (Co# 41170)	65gal/week @ \$4.35/gal=	\$282.75/week x 52 weeks =	\$ 14,703.00
Dodge Flat Bed (Co# 41169)	65gal/week @ \$4.35/gal=	\$282.75/week x 52 weeks=	\$ 14,703.00
Dodge Flat Bed (Co # 43206)	65gal/week @ \$4.35/gal=	\$282.75/week x 52 weeks=	\$ 14,703.00
Yale Forklift Co #37206	10gal/month @ \$4.35/gal=	\$43.50/month x 12 months=	\$ 522.00
Diesel Exhaust Fluid	190 gallons @ \$2.49/gal=		\$ 473.10
Misc Equip (compressor/welder)			\$ 850.00
Total			\$ 45,954.10

525600 - UNIFORMS & CLOTHING **\$6,837**

This account covers the cost for ten 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 to. 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	18 Pair @ \$135.00	\$ 2,430.00
Winter Jacket	10 @ \$75.00	\$ 750.00
Raincoat	10 @ \$62.00	\$ 620.00
Shirt – Short Sleeve	36 @ \$16.50	\$ 594.00
Shirt – Long Sleeve	36 @ \$16.50	\$ 594.00
Sweatshirt Hood w/zipper	28 @ \$19.60	\$ 548.80
Work Pants	36 @ \$19.49	\$ 701.64
Summer Caps	12 @ \$7.50	\$ 90.00
County Patch	16 @ \$1.50	\$ 24.00
County Patch	16 @ \$1.50	\$ 24.00
Sewing on Patch	16 @ \$0.80	\$ 12.80
S.C. Sales tax @ 7%		\$ 447.25
Total		\$ 6,836.49

530100 - DEPRECIATION

\$85,000

This cost will cover the depreciation of vehicles and equipment.

538000 - CLAIMS & JUDGMENTS (LITIGATION)

\$250

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 **\$2,000**

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.

5AQ000– 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.

5AQ000 – (1) 500 GALLON WASTE OIL TANK (REPLACEMENT) **\$19,800**

(1) 500 gallon double wall oil collection tanks to replace an existing “farmer oil” tank. The tank includes, spill basin, special gas/oil package, flammable high-level alarm, gauge, pump out, and non-spark collection sink. \$18,200 each + installation \$1,600 each = \$19,800

**COUNTY OF LEXINGTON
SOLID WASTE MANAGEMENT**

**Annual Budget
Fiscal Year 2024-25**

Fund: 5700

Division: Public Works

Organization: 121210 - Solid Waste / Litter Control Operations

Object Expenditure Code Classification	2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 4	55,424	67,152	141,681	152,629		
510200 Overtime	527	0	750	1,000		
511112 FICA Cost	3,792	4,726	8,082	11,753		
511113 State Retirement	6,749	12,015	18,881	28,514		
511120 Insurance Fund Contribution - 4	23,400	15,600	31,200	32,600		
511130 Workers Compensation	4,082	5,604	11,147	15,763		
* Total Personnel	93,974	105,097	211,741	242,259		
Operating Expenses						
520233 Towing Service	0	0	150	290		
520305 Infectious Disease Services	0	0	909	909		
521200 Operating Supplies	1,965	1,857	2,500	3,000		
522300 Vehicle Repairs & Maintenance	602	4,744	7,000	6,500		
524100 Vehicle Insurance - 2	615	1,230	1,230	1,230		
524101 Comprehensive Insurance	176	887	973	973		
524201 General Tort Liability Insurance	356	390	374	410		
525006 GPS Monitoring Charges	205	60	407	436		
525030 800 MHz Radio Service Charge	586	293	760	760		
525031 800 MHz Radio Maintenance	0	0	110	110		
525400 Gas, Fuel, & Oil	4,553	3,096	6,500	18,382		
525600 Uniforms & Clothing	774	1,431	2,591	2,352		
530100 Depreciation	3,850	0	6,365	6,365		
* Total Operating	13,682	13,988	29,869	41,717		
** Total Personnel & Operating	107,656	119,085	241,610	283,976		
Capital						
540000 Small Tools & Minor Equipment	0	0	500	500		
** Total Capital	0	0	500	500		
*** Total Expenses	107,656	119,085	242,110	284,476		

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 (5 days per week) using three (3) full time positions and accompanying equipment. The staff picks up litter along the roadside throughout the County.

SERVICE LEVELS

Service Level Indicators:

Program 1:

	<u>Actual</u> <u>FY 20/21</u>	<u>Actual</u> <u>FY 21/22</u>	<u>Estimated</u> <u>FY 22/23</u>	<u>Projected</u> <u>FY 23/24</u>
Number of Bags Collected	6,678	7,634	7,156	8,015
Pounds of litter Collected	48,082	54,965	51,524	56,520

*Includes one half year total.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF NEW POSITIONS

Requested Staffing Level:

<u>Job Title</u>	<u>Full Time Equivalent</u> <u>Positions</u>	<u>Enterprise Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Pay</u> <u>Band</u>
**Litter Collection Crew Chief	1	1		1	103
**Litter Collectors	2	2		2	101
Total Positions	3	3		3	

**All of these positions require benefits/insurance.

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 – TOWING **\$290**

These funds cover the cost of towing the Litter Crew’s vehicle if required.

520305 – INFECTIOUS DISEASE SERVICES **\$909**

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/\$303 per employee x 3 employees = \$909

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 **\$6,500**

These funds are for normal maintenance costs associated with the operation of one (1) Pickup truck and (1) Boom Truck.

524100 - VEHICLE INSURANCE (1) **\$1,230**

This account covers the cost of allocated vehicle insurance. This figure provided by Risk Management.

Insurance (1) pickup truck \$ 615
Insurance (1) Boom Truck \$ 615

524101 – COMPREHENSIVE INSURANCE **\$973**

To cover the cost of Comprehensive Insurance for the Litter Collection Pickup truck and Boom truck. \$925.89 FY2023-24 actual + 5% = \$972.18 per Risk Management.

524201 - GENERAL TORT LIABILITY INSURANCE **\$410**

This account fee covers the cost for the FY 24/25 for (4) employees. \$390 FY 23-24 actual + 5% = \$409.50 per Risk Management estimate.

524202 – SURETY BONDS **\$0**

This account fee covers the cost for Surety Bonds for FY 24/25. Cost \$0 per employee x 3 FTE’s = \$0. This is not a surety bond year.

525006 – GPS MONITORING CHARGES **\$436**

This account covers cost for GPS monitoring and activation.

Monitoring cost of 2 units \$36.28 x 12 months = \$435.36

525030 - 800 MHZ RADIO SERVICE CHARGES **\$760**

This account covers cost for one (1) 800 MHz Radio.

Service for (1) 800 MHz Radio x \$63.27 (6 site rate + airtime & tax)/month x 12 = \$ 759.24

525031 - 800 MHZ RADIO MAINTENANCE **\$110**

This account covers cost for required maintenance of one (1) 800 MHz Radio. The radio maintenance for this year is \$109.08.

525400 - GAS FUEL & OIL **\$18,382**

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 \$ 3.40 per gal. (gas) and \$4.35 per gal. (Diesel) FY 2024/2025. The increase in this line item is due to moving the Kenworth Boom Truck to the Litter Crew since its primary purpose is for picking up bulky illegally dumped items along the roadways.**

Pickup truck – 40 gallons per week x 52 weeks = 2,080 gal. x \$3.40/gallon = \$ 7,072
 Boom Truck - 50 gallons per week x 52 weeks = 2,600 gal x \$4.35/gallon= \$ 11,310

525600 - UNIFORMS & CLOTHING **\$2,352**

This account covers the cost for four (4) 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 to. 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 @ \$16.50	\$ 264.00
Shirt – Long Sleeve	16 @ \$16.50	\$ 264.00
Sweatshirt Hood w/zipper	12 @ \$19.60	\$ 235.20
Work Pants	16 @ \$19.49	\$ 311.84
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
	Subtotal	\$ 2,197.92
		<u>153.85</u>
	Total	<u>\$ 2,351.77</u>

530100 - DEPRECIATION **\$6,365**

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 2024-25**

Fund: 5700

Division: Public Works

Organization: 121220 - Solid Waste / Code Enforcement

Object Expenditure Code Classification	2022-23 Expenses	2023-24 Expenses (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	114,179	60,288	120,897	122,759		
510199 Special Overtime	1,293	0	3,000	3,000		
511112 FICA Cost	8,073	4,217	7,701	9,621		
511114 Police Retirement	8,396	5,907	20,375	26,712		
511120 Insurance Fund Contribution - 2	15,600	7,800	15,600	16,300		
511130 Workers Compensation	3,999	2,089	3,981	4,352		
511214 PORS - Employer Portion (Retiree)	7,777	5,984	0	0		
* Total Personnel	159,317	86,285	171,554	182,744		
Operating Expenses						
520200 Contracted Services	140	0	1,920	0		
520233 Towing Service	75	0	150	190		
520702 Technical Currency & Support	0	0	200	200		
521200 Operating Supplies	369	0	250	500		
521208 Police Supplies	0	0	600	800		
522300 Vehicle Repairs & Maintenance	1,599	808	2,250	2,500		
524100 Vehicle Insurance - 1/2	1,230	1,230	1,230	1,230		
524101 Comprehensive Insurance	487	404	512	512		
524201 General Tort Liability Insurance	3,274	3,119	3,438	3,438		
525004 WAN Service Charges	912	380	986	986		
525021 Smart Phone Charges	2,239	586	2,160	2,160		
525210 Conference, Meeting & Training Expenses	0	0	750	1,000		
525400 Gas, Fuel, & Oil	10,040	3,901	11,316	12,376		
525600 Uniforms & Clothing	2,189	0	600	600		
530100 Depreciation	14,916	0	15,000	15,000		
* Total Operating	37,470	10,428	41,362	41,492		
** Total Personnel & Operating	196,787	96,713	212,916	224,236		
Capital						
540000 Small Tools & Minor Equipment	0	0	500	300		
All Other Equipment	0	0	0	31,372		
** Total Capital	0	0	500	31,672		
*** Total Expenses	196,787	96,713	213,416	255,908		

SECTION IV

COUNTY OF LEXINGTON

Capital Item Summary

Fiscal Year - 2024 - 2025

Fund # 5700 Fund Title: Solid Waste Management
Organization # 121220 Organization Title: Solid Waste / Code Enforcement
Program # 1 Program Title: Solid Waste Code Enforcement

BUDGET
2024-2025
Requested

Qty	Item Description	Amount
	Small Tools and Minor Equipment	300
2.5	Surveillance System Integration # 1	31,372

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

31,672

SECTION V - PROGRAM OVERVIEW

Summary of Programs:

Program 1 – Solid Waste Code Enforcement

Program 1: Solid Waste Code Enforcement

Objectives:

This program is designed to eliminate commercial businesses and/or residents from outside of Lexington County from using the Lexington County Collection & Recycling Centers and to enforce litter control throughout the County. The program consist of two (2) certified law enforcement officers, who report directly to the LCSD.

The officers randomly travel between the eleven (11) Collection & Recycling Centers checking ID's for out of county residents and follow up with commercial businesses. Additionally, the officers monitor for un-tarped loads, littering, illegal dumping, citizen conflicts, and scavenging. The Officers also support the landfill operations, special recycling events, and solid waste education.

The program supports the overall goal of eliminating out of county residents and businesses from using the Lexington County Collection & Recycling Centers and reducing litter along county roads.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520233 - TOWING **\$190**

This account covers cost associated with towing the vehicle as needed for repairs.

520702 – TECHNICAL CURRENCY & SUPPORT **\$200**

This account covers the cost of the software for the Code Enforcement Officers computer.

521200 - OPERATING SUPPLIES **\$500**

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 **\$800**

This account will cover the cost of supplies for the Code Enforcement Officers.

522300 - VEHICLE REPAIRS AND MAINTENANCE **\$2,500**

These funds are for normal maintenance costs associated with the operation of the sheriff vehicle assigned to this account. Two (2) Sheriff Vehicles Co. #41497 and #41498 - \$2,500

524100 - VEHICLE INSURANCE **\$1,230**

These funds are for insurance of the two (2) Sheriff vehicles Co. #41497 and Co. #41498. This figure provided by Risk Management. \$615 per vehicle x 2 = \$1,230.

524101 - COMPREHENSIVE INSURANCE **\$512**

These funds are for insurance of the two (2) Sheriff vehicles #41497 and \$41498. This figure provided by Risk Management \$486.76 FY2023-2024 actual + 5% = \$511.10.

524201 - GENERAL TORT LIABILITY INSURANCE **\$3,438**

These funds are for General Tort Liability Insurance for the two (2) Code Enforcement Officers. This figure provided by Risk Management for FY2024-25. \$1,719 x 2 Officers = \$3,438.

524202 - SURETY BONDS **\$0**

This account fee covers the cost for Surety Bonds for FY 24/25 - 2.0 FTE's x \$0 each = \$0. This is not a bond year.

525004 - WAN SERVICE CHARGES **\$986**

To cover the cost of wifi and internet service \$82.10 per month x 12 = \$985.20

525021 - SMART PHONE CHARGES **\$2,160**

This account covers the cost for a smart phone for the Code Enforcement Officers.

Verizon Smart Phone (\$90 per month x 2 phones)	\$180.00
Months	<u>X 12</u>
Total	\$ 2,160.00

525210 - CONFERENCE & MEETING EXPENSES **\$1,000**

This account covers the cost for any certification classes the Code Enforcement Officers are required to attend.

525400 - GAS, FUEL & OIL **\$12,376**

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 \$3.40 a gal. This FY.** 35 gallons per week x 2 vehicles x 52 weeks/year x \$3.40 = 12,376.00

525600 - UNIFORMS & CLOTHING **\$600**

These funds are for uniforms and clothing for the Code Enforcement Officers.

530100 - DEPRECIATION **\$15,000**

This cost will cover the depreciation of vehicles and equipment.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - SMALL TOOLS AND MINOR EQUIPMENT \$300

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.

540000 – SURVEILLANCE SYSTEM INTEGRATION #1 \$31,372

This account will cover the cost for two professional grade surveillance cameras, 50% of a third, and all associated set up and maintenance fees. (Part of the third camera is covered by Palmetto Pride Litter Enforcement Grant) After 2-3 years batteries and replacement parts would be costs to consider.

Camera System (each) \$9,300 + tax = \$1,953 (3) + fees 2,619 +Shipping (\$300) = \$33,072- \$6,000 =	\$ 27,072
Installation & Safety Training Program	\$ 3,500
Fees, Administration & Parts	\$ 700

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, OT and Part Time)

511112 - FICA COSTS – SALARY ADJUSTMENT \$4,947

\$64,666.22 x .0765 (7.65%) = \$4,946.97

511113 - STATE RETIREMENT (L/S) \$11,319

\$60,983.47 State x .1856 (18.56%) = \$11,318.53

511113 - POLICE RETIREMENT (L/S) \$783

\$3,682.75 Police x .2124 (21.24%) = \$782.06

511130 - WORKERS COMPENSATION (1.0 FTE) \$4,215

\$64,666.22 x 0.06517 (average factor for Department) = \$4,214.30

519901–SALARIES&WAGESADJUSTMENTACCOUNT \$64,667

\$2,155,540.77 x 1.03 (3%) = \$2,220,206.99 – \$2,155,540.77 = Increase \$64,666.22

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

529903 – CONTINGENCY 100,000 \$50,000

529904 – CAPITAL CONTINGENCY 50,000 \$100,000

COUNTY OF LEXINGTON
SW POST CLOSURE SINKING FUND
Annual Budget
Fiscal Year - 2024-25

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* SW Post Closure Sinking Fund 5701:								
Revenues:								
461000	Investment Interest	165,750	133,535	158,000	158,000	180,000		
805700	Op Trm from Solid Waste	150,000	0	124,252	124,252	88,402		
** Total Revenue		315,750	133,535	282,252	282,252	268,402		
***Total Expense					1,995,506	2,017,506		
Contingency					1,665,506	1,665,506		
FUND BALANCE								
Beginning of Year - cash					6,000,513	5,952,765		
Less: Carry-forward Items								
FUND BALANCE - Projected								
End of Year - cash					5,952,765	5,869,167		

Fund: 5701
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Code	Expenditure Classification	BUDGET					
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses							
520200	Contracted Service	0	0	37,000	33,000		
520300	Professional Services	0	2,500	32,500	43,000		
520601	L/F Well Monitoring - Batesburg/Leesville	65,500	32,750	65,500	70,000		
520602	L/F Well Monitoring - Edmund	49,000	24,500	49,000	55,000		
520603	L/F Well Monitoring - Chapin	46,000	23,000	46,000	51,000		
520612	Closure/PostClosure Care Cost	22,657,039	0	0	0		
521220	Closure/PostClosure Operating Supplies	126,825	0	100,000	100,000		
529903	Contingency	0	0	1,665,506	1,665,506		
* Total Operating		22,944,364	82,750	1,995,506	2,017,506		
**Total Personnel & Operating		22,944,364	82,750	1,995,506	2,017,506		
Capital							
**Total Capital		0	0	0	0		
*** Total Expenses		22,944,364	82,750	1,995,506	2,017,506		

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, Edmund landfill, 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:

	<u>Actual</u> <u>FY 21/22</u>	<u>Actual</u> <u>FY 22/23</u>	<u>Estimated</u> <u>FY 23/24</u>	<u>Projected</u> <u>FY 24/25</u>
# of Class 3 Landfills Closed	3	3	3	3
# of Class 2 Cells Closed	1	1	1	1

SECTION VI. - LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES **\$33,000**

To cover contractor costs for mowing and tree removal at the Batesburg/Leesville, Hwy. 321, and Chapin closed Class 3 Landfills. Mowing/tree removal services once per year \$11,000 per service x (3) sites = \$33,000.

520300 - PROFESSIONAL SERVICES **\$43,000**

This account covers cost associated with several types of services. These services include: Engineering observations & surveying, preparation of final Closure report/certification to DHEC, technical assistance to the Edmund Class 2 Landfill, and services for the closed Class 3 Landfills at Edmund, Batesburg/Leesville, and Chapin.

Corrective Measures & Compliance (Batesburg/Leesville LF)	\$ 15,000
Corrective Measures & Compliance (Chapin Landfill)	15,000
Corrective Measures & Compliance (Edmund Landfill)	10,000
Annual Methane Monitoring and Reporting	<u>3,000</u>
 Total Professional Services	 <u>\$ 43,000</u>

520601 - L/F WELL MONITORING - BATESBURG/LEESVILLE **\$70,000**

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 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 **\$55,000**

The proposed engineering fee is to perform bi-annual sampling and laboratory 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. This fee also includes an annual statistical analysis report for methane sent to SCDHEC.

520603 - L/F WELL MONITORING - CHAPIN **\$51,000**

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 **\$100,000**

These funds will be used to purchase supplies to include drainage piping, seeding, fertilizer, rip-rap material, and erosion control materials for the closure of the Edmund C&D landfill, and post-closure repairs at the Edmund, Chapin, and Batesburg/Leesville Class Three Landfills.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

**Solid Waste Closure/Post Closure Sinking Fund
Summary – FY 2024-2025 Cell 2**

FY2024-25

- Closure (Cell Two)	\$ 67,358
- Post Closure (Cell Two)	<u>21,044</u>
Total	\$ 88,402

SOLID WASTE MANAGEMENT CLOSURE - CELL 2

	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
ESTIMATED CLOSURE COSTS	\$953,000	\$953,000	\$953,000	\$953,000	\$953,000	\$953,000
BEGINNING LIFE IN YRS	8	8	8	8	8	8
COST PER YEAR	\$119,125.00	\$119,125.00	\$119,125.00	\$119,125.00	\$119,125.00	\$119,125.00
NUMBER OF LIFE YEARS REMAINING	7.54	6.60	5.59	4.16	2.84	1.53
MONTH	June 30, 2017	June 30, 2018	June 30, 2019	June 30, 2020	June 30, 2021	June 30, 2022
NUMBER OF YEARS OF LANDFILL LIFE USED	0.46	1.4	2.41	3.84	5.16	6.47
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	\$54,798	\$166,775	\$287,091	\$457,440	\$614,685	\$770,739
LESS PREVIOUS ADDITION TO FUND 5701	(\$35,497)	(\$92,677)	(\$415,506)	(\$450,980)	(\$594,434)	(\$770,739)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	\$0	\$0	\$0	\$0	\$0	\$0

(1) Addition based on Budget estimate 2/02/17- current FY \$ 35,497

(2) Addition based on Budget estimate 2/05/18 - previous years \$35,497 + Current Year \$57,180 = \$92,677

(3) Addition based on Budget estimate 2/05/19 - previous years \$92,677 + Current Year \$322,829 = \$415,506

- (4) Addition based on Budget estimate 2/05/20 - previous years \$415,506 + Current Year \$35,474 = \$450,980
- (5) Addition based on Budget estimate 2/05/21 - previous years \$450,980 + Current Year \$143,454 = \$594,434
- (6) Addition based on Budget estimate 2/01/22 - previous years \$594,434 + Current Year \$176,305 = \$770,739

SOLID WASTE MANAGEMENT CLOSURE - CELL 2

	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028
ESTIMATED 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	0.55	0.00	0.00	0.00	0.00	0.00
MONTH	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028
NUMBER OF YEARS OF LANDFILL LIFE USED	7.45	7.8	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	\$887,481	\$929,175	\$953,000	\$953,000	\$953,000	\$953,000
LESS PREVIOUS ADDITION TO FUND 5701	(\$861,817)	(\$929,175)	\$0	\$0	\$0	\$0
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	(7)	(8)	(1)	(2)	(3)	(4)
	\$0	\$0	\$953,000	\$953,000	\$953,000	\$953,000

(7) Addition based on Budget estimate 2/01/23 - previous years \$770,739 + Current Year \$91,078 = \$861,817

(8) Addition based on Budget estimate 2/07/24 - previous years \$861,817 + Current Year \$67,358 = \$929,175

SOLID WASTE MANAGEMENT POST CLOSURE - CELL 2

	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022
ESTIMATED CLOSURE COSTS	\$481,000	\$481,000	\$481,000	\$481,000	\$481,000	\$481,000
BEGINNING LIFE IN YRS	8	8	8	8	8	8
COST PER YEAR	\$60,125.00	\$60,125.00	\$60,125.00	\$60,125.00	\$60,125.00	\$60,125.00
NUMBER OF LIFE YEARS REMAINING	7.54	6.60	5.59	4.16	2.84	1.53
MONTH	June 30, 2018	June 30, 2018	June 30, 2019	June 30, 2020	June 30, 2021	June 30, 2022
NUMBER OF YEARS OF LANDFILL LIFE USED	0.46	1.4	2.41	3.84	5.16	6.47
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	\$27,658	\$84,175	\$144,901	\$230,880	\$310,245	\$389,009
LESS PREVIOUS ADDITION TO FUND 5701	(\$19,025)	(\$28,860)	(\$210,824)	(\$281,108)	(\$300,024)	(\$389,009)
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	\$0	\$0	\$0	\$0	\$0	\$0
	(1)	(2)	(3)	(4)	(5)	(6)

(1) Addition based on Budget estimate 2/02/17- current FY \$ 19,025

(2) Addition based on Budget estimate 2/05/18 - previous years \$19,025 + Current Year \$28,860 = \$47,885

(3) Addition based on Budget estimate 2/05/19 - previous years \$47,885 + Current Year \$162,939 = \$210,824

- (4) Addition based on Budget estimate 2/05/20 - previous years \$210,824 + Current Year \$70,284 = \$281,108
- (5) Addition based on Budget estimate 2/05/21 - previous years \$281,108 + Current Year \$18,916 = \$300,024
- (6) Addition based on Budget estimate 2/01/22 - previous years \$300,024 + Current Year \$88,985 = \$389,009

SOLID WASTE MANAGEMENT POST CLOSURE - CELL 2

	FY 2022/2023	FY 2023/2024	FY 2024/2025	FY 2025/2026	FY 2026/2027	FY 2027/2028
ESTIMATED 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	0.55	0.00	0.00	0.00	0.00	0.00
MONTH	June 30, 2023	June 30, 2024	June 30, 2025	June 30, 2026	June 30, 2027	June 30, 2028
NUMBER OF YEARS OF LANDFILL LIFE USED	7.45	7.8	8	8	8	8
TOTAL CLOSURE/POST CLOSURE COST ALLOCATION TO BE ACCUMULATED 5701 SINKING FUND	\$447,931	\$468,975	\$481,000	\$481,000	\$481,000	\$481,000
LESS PREVIOUS ADDITION TO FUND 5701	(\$447,931)	\$0	\$0	\$0	\$0	\$0
AMOUNT ADDED TO FUND 5701 CURRENT FISCAL YEAR	(7)	(8)	(9)	(10)	(11)	(12)
	\$0	\$0	\$481,000	\$481,000	\$481,000	\$481,000

(7) Addition based on Budget estimate 2/01/23 - previous years \$389,009 + Current Year \$58,922 = \$447,931

(8) Addition based on Budget estimate 2/07/24 - previous years \$447,931 = Current Year \$21,044 = \$468,975

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)	634,050		8.00
Disposed FY 2016/2017 (2)	31,088		Actual
Capacity as of 7/01/17	602,962		7.54
Disposed FY 2017/2018	75,336		Actual
Capacity as of 7/01/18	527,626		6.60
Disposed FY 2018/2019	80,568		Actual
Capacity as of 7/01/19	447,058		5.59
Disposed FY 2019/2020	93,044		Actual
Capacity as of 7/01/20	354,014		4.16
Disposed FY 2020/2021	98,459		Actual
Capacity as of 7/01/21	255,555		2.84
Disposed FY 2021/2022	102,428		Actual
Capacity as of 7/01/22	153,127		1.53
Disposed FY 2022/2023	113,946		Actual
Capacity as of 7/01/23	39,181		0.49
Disposed FY 2023/2024 (3)	120,257		Estimate
Capacity as of 7/01/24	-81,076		-1.01
Disposed FY 2024/2025	126,270		Estimate
Capacity as of 7/01/25	-207,346		-2.59
Disposed FY 2025/2026	0		
Capacity as of 7/01/26	-207,346		-2.59
Disposed FY 2026/2027	0		
Capacity as of 7/01/27	-207,346		-2.59
Disposed FY 2027/2028	0		
Capacity as of 7/01/28	-207,346		-2.59
Disposed FY 2028/2029	0		
Capacity as of 7/01/29	-207,346		-2.59
Disposed FY 2029/2030	0		
Capacity as of 7/01/30	-207,346		-2.59
Disposed FY 2030/2031	0		
Capacity as of 7/01/31	-207,346		-2.59
Disposed FY 2031/2032	0		
Capacity as of 7/01/32	-207,346		-2.59

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

(3) Cell 2 is being expanded, with final permitting not final as of 2-3-2023

**COUNTY OF LEXINGTON
SOLID WASTE TIRES
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solid Waste Tire 5710:								
Revenues:								
422000	Landfill - Tires	178,802	94,501	185,000	185,000	193,000		
461000	Investment Interest	6,062	772	5,200	5,200	1,500		
590300	Loss on Disposal of Fixed Assets	(11,173)	0	0	0	0		
** Total Revenue		<u>173,691</u>	<u>95,273</u>	<u>190,200</u>	<u>190,200</u>	<u>194,500</u>		
***Total Expense					278,669	267,490		
Unused:								
Contingency & other Accts					4,490	4,490		
Noncash Expenses:								
Depreciation					10,000	10,000		
FUND BALANCE						71,548		
Beginning of Year (Fund Bal. minus F/A)					145,527	61,548		
Less: Carry-forward Items								
FUND BALANCE - Projected					71,548	13,048		
End of Year					61,548	3,048		

Fund: 5710
Division: Public Works
Organization: 121204 - Solid Waste / Landfill Operations

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Operating Expenses							
520200	Contracted Services	0	0	10,000	5,000		
520240	Tire Disposal	390,306	156,670	254,179	248,000		
525400	Gas, Fuel, & Oil	0	0	0	0		
529903	Contingency	0	0	4,490	4,490		
530100	Depreciation Expense	8,527	0	10,000	10,000		
* Total Operating		398,833	156,670	278,669	267,490		
**Total Personnel & Operating		398,833	156,670	278,669	267,490		
Capital							
**Total Capital		0	0	0	0		
** Total Expenses		398,833	156,670	278,669	267,490		

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 and the Solid Waste Policy, and Management Act. In order to properly dispose of tires, an outside vendor is contracted to pick-up and recycle the waste tire collected at the Edmund Landfill. In addition to this service, the State Tire Fund also allows for the use of contractors to cleanup tire stock piles including labor and equipment necessary for this operation.

SERVICE LEVELS

Service Level Indicators

Service Levels Tire Disposal	Actual FY 21/22	Actual FY 22/23	Estimated FY 23/24	Projected FY 24/25
Tons	1,761	2,537	2,600	2,750

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

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 **\$248,000**

This account is to cover a portion of the cost of disposal 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. A portion of the cost is also covered in this Account in Fund 5700. 2,750 total estimated tonnage – 650 tons covered by Fund 5700 = 1,600 tons.

Total Estimated July 2024 – June 2025 – 1,600 tons x \$155/ton = \$248,000

**COUNTY OF LEXINGTON
SOLID WASTE/ELEVATE LEXCOSC
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solid Waste/Elevate LexCoSC 5712:								
Revenues:								
439900	Misc Fees, Permits, and Sales	0	0	0	7,700	2,500		
469100	Gifts & Donations	0	0	0	4,000	8,000		
801000	Op Trn from General Fund/Cty Ordine	0	0	3,108	3,108	3,108		
802000	Op Trn From Economic Development	0	0	8,108	8,108	3,108		
805700	Op Trn from Solid Waste	0	0	3,108	3,108	3,108		
** Total Revenue		0	0	14,324	26,024	19,824		
***Total Expense					26,024	37,800		
FUND BALANCE								
Beginning of Year						0	0	
FUND BALANCE - Projected								
End of Year						0	(17,976)	

Fund: 5712
Division: Public Works
Organization: 121212 - Solid Waste / Elevate LexCoSC

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Operating Expenses						
520200 Contracted Services	0	0	7,000	23,820		
520400 Advertising & Publicity	0	0	7,100	1,200		
520800 Outside Printing	0	0	1,320	580		
521000 Office Supplies	0	0	187	400		
521100 Duplicating	0	0	135	0		
521200 Operating Supplies	0	287	3,400	3,400		
525100 Postage	0	0	432	0		
525210 Conference, Meeting, & Training Exp.	0	135	4,000	6,600		
525230 Subscription, Dues, & Books	0	0	2,450	1,800		
* Total Operating		0	422	26,024	37,800	
**Total Personnel & Operating		0	422	26,024	37,800	
Capital						
**Total Capital		0	0	0	0	
** Total Expenses		0	422	26,024	37,800	

SECTION V – PROGRAM OVERVIEW

Summary of Program:

Objectives:

To achieve and maintain a high standard of transparency and accountability for Lexington County businesses and to help them achieve their sustainability goals. This program is the new “Green Business Program” for Lexington County. Businesses will be asked to pay a member fee based on size. The member fee will cover costs such as the fees for participating in the Green Business Bureau, networking rental and refreshments and meeting supplies. ELEVATE LEXCOSC plans to meet quarterly around the county and is a partnership managed between Solid Waste Management, Community Development and Economic Development.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

400000 – MEMBERSHIP FEES **\$2,500**

Member fees will range from \$30-\$250.00. We anticipate at least 50 members the first year

400000 – DONATIONS **\$8,000**

We will look for a corporate partner each quarter to donate, or several small donations to equal the \$2,000 per quarter

800000 – OP TRN FROM SOLID WASTE **\$3,108**

Solid Waste Management plans to transfer \$3,108. The department also contributes access to Canva design software and e-mail marketing/newsletter software for the program to move forward.

800000 – OP TRN FROM COMMUNITY DEVELOPMENT **\$3,108**

Community Development is currently evaluating their contribution, planning to contribute \$3,108

800000 – OP TRN FROM ECONOMIC DEVELOPMENT **\$3,108**

Economic Development is currently evaluating their contribution, planning to contribute \$3,108

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES **\$ 23,820**

To cover the cost of purchasing a domain and execute branding strategies. Costs also cover ongoing maintenance and website security, hosting and development fees.

Marketing items for print (branded tablecloth, branded advertising items)	\$ 1,900
Website & Domain Purchasing	\$ 200
Contracted Services with a Media Company to complete branding (May be half if able to start FY24)	\$16,000
TOTAL	\$18,100

- To cover the cost of the Green Business Bureau Program that will allow Lexington County to work towards being a more sustainable operation. Consultants and partners work to find efficient

solutions to problems and allows multi-site certification to revitalize the green office program.
 Program could be discounted should others sign up in the region.

- o Annual contract \$5,500 + (4% CPI)= \$ 5,720

520400 - ADVERTISING **\$ 1,200**

Program Advertising and Education

To cover the cost of a newspaper publication and digital advertisements to promote the program

- Lexington Chronicle ads (6x6) \$300ea X 4 \$ 1,200

520800 – OUTSIDE PRINTING **\$ 580**

To cover the cost of printed in bulk to be distributed members as needed.
 Pamphlets hope to be mailed with annual DHEC recycling response letters to
 460+ Lexington County businesses

- 600 sustainably printed brochures \$ 580

521000 - OFFICE SUPPLIES **\$ 400**

To cover the purchase of QR codes to use for virtual meeting agendas, brochures and handouts

- Purchase QR code \$ 400

521200 - OPERATING SUPPLIES **\$ 3,400**

To cover the cost of supplies for the ELEVATE LEXCO green business program to include educational materials.
(Ideally get these items donated)

- Recycled content promotional items such as pens, window clings etc. \$ 2,600
- Event Supplies (signs, water etc.) \$ 800
- Total \$ 3,400

525210 - CONFERENCE & MEETING EXPENSES **\$6,600**

Program 1: Admin

- Sustain SC Sustainable Business Symposium (3 Employees) = \$ 500
 Includes lunch \$150 per person in October
- SSDN Meetings Mileage
- Southeast Sustainability Directors Network Annual Meeting (3 employees) \$3,600
 (Event registration includes food, hotel and meeting, \$1,200/ attendee)
- Total \$4,100

Program 2: Meeting Hosting

-	Hosting Space (4 meetings)	\$1,300
-	Hosting appetizers and non-alcoholic refreshments (4 meetings x \$300)	<u>1,200</u>
	Total	\$2,500

525230 - SUBSCRIPTIONS, DUES AND BOOKS **\$ 1,800**

-	Southeast Sustainability Directors Network	\$ 1,000
-	Various Chamber of Commerce Events & Workshops (8 per year)	<u>\$ 800</u>
	Total	\$ 1,800

**COUNTY OF LEXINGTON
SOLID WASTE DHEC MANAGEMENT GRANT
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Solid Waste DHEC Management Grant 5720:								
- Reimbursement Grant -								
Revenues:								
458000	State Grant Income	1,050	750	20,750	20,750	<u>15,000</u>		
** Total Revenue		<u>1,050</u>	<u>750</u>	<u>20,750</u>	<u>20,750</u>	<u>15,000</u>		
***Total Expense					27,450	15,000		
FUND BALANCE								
Beginning of Year								
					<u>1,400</u>	<u>(5,300)</u>		
FUND BALANCE - Projected								
End of Year								
					<u>(5,300)</u>	<u>(5,300)</u>		

Fund: 5720
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
					2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel		0	0	0	<u>0</u>		
Operating Expenses							
520400	Advertising & Publicity	300	0	7,700	<u>2,500</u>		
520800	Outside Printing	0	0	7,000	<u>2,500</u>		
521200	Operating Supplies	0	0	12,000	<u>9,250</u>		
525210	Conference, Meeting & Training Exp	750	0	750	<u>750</u>		
* Total Operating		1,050	0	27,450	15,000		
**Total Personnel & Operating		1,050	0	27,450	15,000		
Capital							
**Total Capital		0	0	0	<u>0</u>		
** Total Expenses		1,050	0	27,450	15,000		

SECTION V. – PROGRAM OVERVIEW

Summary of Program

DHEC Solid Waste Management Grant

Objective:

DHEC Solid Waste Management Grant - Part 1: General Recycling Grant

This program is a proposed grant application with the South Carolina Department of Health and Environmental Control (DHEC). The purpose of the Solid Waste Reduction and Recycling Grant program is to assist local governments and regions in their efforts to achieve the recommended state municipal solid waste (MSW) recycling goal of 40 percent and achieve the recommended MSW disposal goal of 3.25 lbs. or less per person per day. DHEC is offering two types of solid grant funds, this proposal focused on recycling.

DHEC Solid Waste Management Grant – Part 2: Innovation in Waste Reduction Grant Proposal Instructions:

No application

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES-DRAFT

458000 – STATE GRANT INCOME **\$ 15,000**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 – ADVERTISING AND PUBLICITY **\$2,500**

Part 1: General Recycling

Funds will be used to promote workshops and to encourage residents and businesses to recycle and do their part to keep valuable materials out of the landfill.

- Recycling ad at Angry Fish promoting Recycling = \$1,000
- Direct marketing with Free Times for 6 months= \$1,500

520800 – OUTSIDE PRINTING **\$2,500**

Part 1: General Recycling

Funds to print new brochures \$ 2,500

521200 - OPERATING SUPPLIES **\$9,250**

Part 1: General Recycling

Funds will be used to purchase supplies for backyard benefits classes that teach residents how to have a reduced impact in their own backyard! Supplies have previously included kitchen compost bins, thermometers and more! We plan to use this money to purchase additional thermometers

Mini School Recycling Bin Grant	\$ 7,000
Green Business program, Elevate LexCoSC window clings	\$ 780
Composting Containers	\$ 1,470

525210 - CONFERENCE AND MEETING EXPENSE **\$750**

Funds will be used to send the County Recycling Coordinator to the annual Carolina Recycling Association Annual Conference and to other professional development training.

**COUNTY OF LEXINGTON
SOLID WASTE TIRE GRANT
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Dec 2023-24	Amended Budget Thru Dec 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Waste Tire Grant 5721:								
- Reimbursement Grant -								
Revenues:								
458000	State Grant Income	750	750	0	0	226,440		
** Total Revenue		<u>750</u>	<u>750</u>	<u>0</u>	<u>0</u>	<u>226,440</u>		
***Total Expense					0	420,000		
FUND BALANCE								
Beginning of Year						526	526	
FUND BALANCE - Projected								
End of Year						526	(193,034)	

Fund: 5721
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Operating Expenses							
520200	Contracted Services				420,000		
* Total Operating		<u>0</u>	<u>0</u>	<u>0</u>	<u>420,000</u>		
**Total Personnel & Operating		<u>0</u>	<u>0</u>	<u>0</u>	<u>420,000</u>		
Capital							
**Total Capital		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
** Total Expenses		<u>0</u>	<u>0</u>	<u>0</u>	<u>420,000</u>		

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).

DHEC Grant funds are intended for the removal or contracting for the removal of waste tires for processing and/or recycling. Due to budget restrictions, funding for public education, professional development and other direct costs will not be funded in this grant cycle. Each county receives funding from the State Treasurer’s Office on a quarterly basis for the management of waste tires. Grant funding for contractor costs is limited to the shortfall realized upon depletion of Treasurer’s Office funding. Anticipated contractor costs will be calculated based on the Tire Fee Worksheet and historical data. Due to these new restrictions due to limited grant funding, the entirety of this fund request will be to process and properly dispose of tires.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME	\$226,440
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SECTION VI. B – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520200 - CONTRACTED SERVICES	\$420,000
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Funds will be used to pay a contractor to remove, process and properly dispose of tires brought to the County of Lexington’s Edmund Landfill, or one of the six (6) Collection and Recycling Centers:

- Ball Park Road- 301 Ball Park Road, Lexington, SC
- Blush River Road- 6109 Bush River Road, Columbia, SC
- Chapin- 103 Distant Lane, Chapin, SC
- Sandhills- 3241 Charleston Hwy, Cayce, SC
- Summit- 419 Sandpit Road, Leesville, SC

Residents are limited to bringing four tires (for free) to Collection and Recycling Centers or the Edmund Landfill per household per day.

The Edmund Landfill accepts loads larger than 4 tires, as well as oversized tires and tires from businesses. State limits the fee per tire to \$1.50 so long as scale staff can count the tires easily. Residents and businesses are charged \$150.00 per ton if tires are oversized (non-DOT) or unable to be counted.

**COUNTY OF LEXINGTON
DHEC USED OIL GRANT
Annual Budget
Fiscal Year - 2024-25**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*DHEC Used Oil Grant 5722:								
- Reimbursement Grant -								
Revenues:								
458000	State Grant Income	20,217	0	35,567	35,567	<u>102,786</u>		
	** Total Revenue	<u>20,217</u>	<u>0</u>	<u>35,567</u>	<u>35,567</u>	<u>102,786</u>		
	***Total Expense				60,481	102,786		
FUND BALANCE								
	Beginning of Year				2,393	<u>(22,521)</u>		
FUND BALANCE - Projected								
	End of Year				<u>(22,521)</u>	<u>(22,521)</u>		

Fund: 5722
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Operating Expenses							
520200	Contracted Services	0	0	800	<u>0</u>		
520400	Advertising and Publicity	0	0	4,930	<u>3,220</u>		
520800	Outside Printing	0	0	5,870	<u>4,000</u>		
521200	Operating Supplies	19,467	7,457	35,631	<u>21,216</u>		
525210	Conference, Meeting & Training Expense	750	0	750	<u>750</u>		
	* Total Operating	20,217	7,457	47,981	29,186		
	**Total Personnel & Operating	20,217	7,457	47,981	29,186		
Capital							
599999	Capital Clearing	(6,741)	0	0	<u>0</u>		
	All Other Equipment	6,741	0	12,500	<u>73,600</u>		
	**Total Capital	0	0	12,500	73,600		
	** Total Expenses	20,217	7,457	60,481	102,786		

SECTION IV

**COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2024 - 2025**

Fund # 5722 Fund Title: Solid Waste/ DHEC Used Oil Grant
 Organization # 121207 Organization Title: Recycling
 Program # _____ Program Title: DHEC Used Oil Grant

BUDGET
2024-2025
Requested

Qty	Item Description	Amount
2	Used Oil Tank Replacement	\$67,600
12	Large Instructional Signs	\$6,000
** Total Capital (Transfer Total to Section III)		73,600

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 collection metal funnels, used oil bottle bags, oil dry, spill absorbent socks, and spill absorbent pads. Funding is also being requested to complete an updated oil storage shelter at the Edmund Landfill. Finally, the funds will be used to send the Recycling Coordinator to the Carolina Recycling Association Conference and/or other professional development sessions.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES-Draft

458000 – State Grant Income **\$ 102,786**

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

520400 – ADVERTISING AND PUBLICITY **\$3,220**

Funds will be used to pay for a waste oil advertisement on the screen at the Lexington County DMV's. Ad will address where to bring used oil and filters in Lexington County.

520800 – OUTSIDE PRINTING **\$4,000**

Funds will be used to print new pamphlets for Collection and Recycling Centers that specifically address several of our FAQ's, what is accepted and not, and resources when centers are unable to accept a material. \$ 989/lot x 2 = \$1,978

521200 - OPERATING SUPPLIES **\$21,216**

(2) Metal Funnels x \$280 each = \$560
Funnels will be used at Collection and Recycling Centers for collection of used oil mixtures and antifreeze in tanks.

(12) Boxes of Oil Bottle Bags (box of 100 bags) x \$500/box = \$6,000
The bags are used to line oil bottle recycling collection containers and then to transfer the oil bottles from the County's 11 Collection and Recycling Centers to the Edmund C&D Landfill where the bottles can be drained and separated from regular plastics.

(300) Bags of Oil Dry x \$12.50/Bag =	\$ 3,750
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 ground surfaces dry.	
(2) Cases of Oil-Only Absorbent Socks x \$128 =	\$ 256
Absorbent socks will be kept on recycle center service vehicles and at Collection and Recycling Centers as a spill containment measure.	
(10) 38’ X 144 ft Rolls of Oil-Absorbent Pads x \$220 =	\$ 2,200
Absorbent pads are used as part of oil-spill kits which are kept on hand at each of the Collection and Recycling Centers to be used as needed by employees for unexpected oil spills or leaks.	
(30) Oil Rags (200/box) Oil Rags are used to clean oil tanks after residents spill/drip oil when Pouring their oil/gas mixtures in. 30 X \$150=	\$ 4,500
(200) Used oil storage containers for storing oil filters = 200 X \$19.59 =	\$ 3,950
These containers will be distributed to residents to reduce the amount of boxes, plastic bags and other items that are found mixed in with the oil filters and increase the amount of time it takes to sort and crush the filters because boxes, bags and packaging must be separated from the oil filters prior to being crushed.	

525210 - CONFERENCE AND MEETING EXPENSE \$750

Funds will be used to send the County Recycling Coordinator to the annual Carolina Recycling Association Annual Conference and to other professional development training.

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

5A0000 – (2) USED OIL TANK REPLACEMENT \$ 67,600

Funds will be used to purchase materials and install 2 oil tanks. The current tanks at the Leesville and Summit locations are old and have started to leak. They are starting to fill the primary containments regularly. This is not only a budget issue due to the increased pump outs needed, but also a regulatory issue as if the oil breaches the primary containment, the secondary containment for these tanks is a berm around the shelter area and this could also overflow, leading to significant oil release.

600 Gallon Agra Tank with Collection Sink, Electric Pump, 20’ Hose and Wand\Third Containment, Associated Parts and installation (No tax needed under ST8 recycling form)

33, 800 X 2= \$ 67,600

5A0000 – (12) LARGE INSTRUCTIONAL SIGNS \$ 6,000

Funds will be used to make signs for oil retailers that detail where to get more information on oil disposal

COUNTY OF LEXINGTON
SW/DHEC Compost Bin Grant
Annual Budget
Fiscal Year - 2024-25

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Nov 2023-24	Amended Budget Thru Nov 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*DHEC Compost Bin Grant 5726:								
Revenues:								
438803	Compost Bin Sales	2,730	260	3,250	3,250	3,250		
** Total Revenue		2,730	260	3,250	3,250	3,250		
***Total Expense					5,500	5,500		
FUND BALANCE								
Beginning of Year					8,972	6,722		
FUND BALANCE - Projected								
End of Year					6,722	4,472		

Fund: 5726
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Code	Expenditure Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
						2024-25 Recommend	2024-25 Approved
Personnel							
* Total Personnel			0	0	0	0	
Operating Expenses							
* Total Operating			0	0	0	0	
**Total Personnel & Operating			0	0	0	0	
Capital							
540000	Small Tools & Minor Equipment	0	0	5,500	5,500		
**Total Capital			0	0	5,500	5,500	
** Total Expenses			0	0	5,500	5,500	

SECTION IV

**COUNTY OF LEXINGTON
 Capital Item Summary
 Fiscal Year - 2024- 2025**

Fund # 5726	Fund Title: Solid Waste Management
Organization # 121207	Organization Title: Solid Waste / Compost Bin Sales
Program # 1	Program Title: Compost Bin Sales

**BUDGET
 2024-2025
 Requested**

Qty	Item Description	Amount
100	Compost Bin "Earth Machine"	\$5,500

**** Total Capital (Transfer Total to Section III) 5,500**

SECTION V – PROGRAM OVERVIEW

Summary of Programs

Compost Bin Sales

Objective:

This program was initially funded by a 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. Fund balance provides any off set from the estimated annual revenue.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

438803 – Compost Bin Sales	\$3,250
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Sale of 50 backyard compost bins at \$65 each.

SECTION VI. B. – LISTING OF POSITIONS

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5A0000 – (100) COMPOST BIN “EARTH MACHINE”	\$5,500
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(100) Compost bin “Earth Machine”

This account will be used to replenish existing stock of backyard compost bins that are available for sale to residents for backyard composting.

- 100 Compost Bins x \$55 each (with delivery and tax) = \$5,500

**COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT AT PELION
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Dec 2023-24	Amended Budget Thru Dec 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
* Lexington County Airport at Pelion 5800:								
Revenues:								
438430	Aviation Fuel Sales	78,519	31,984	130,596	130,596	200,000		
438431	Aviation Fuel Cost	(77,321)	(25,408)	(127,999)	(127,999)	(196,000)		
450000	Rental Income	54,774	22,876	51,852	51,852	51,852		
457016	CARES Act	32,000	0	0	0	0		
461000	Investment Interest	25,053	15,231	1,200	15,231	1,200		
462001	Sales Tax Payable	0	(2,112)	(9,142)	(9,142)	(13,720)		
801000	Op Trn from General Fund	25,000	25,000	25,000	25,000	25,000		
Total Revenue		138,025	67,571	71,507	85,538	68,332		
Expenses:								
	Total Personnel & Operating	45,155	33,600	449,869	449,869	68,579		
	Depreciation	0	0	82,206	82,206	82,206		
	Capital Outlay	0	11,381	78,498	78,498	0		
	Operating Trn to Airport Capital Projects	50,000	0	0	0	50,000		
*Total Expense		95,155	44,981	610,573	610,573	200,785		
Noncash Expenses:								
	Depreciation: Add Back In		0	82,206	82,206	82,206		
Net Cash			22,590	(456,860)	(442,829)	(50,247)		
	Unused Contingency				382,910	0		
	FUND BALANCE Beginning - cash				660,017	600,098		
	Less: Carry-forward Items							
	FUND BALANCE End of Year - Projected cash				600,098	549,851		

SECTION II

COUNTY OF LEXINGTON

Proposed Revenues
Fines, Fees, and Other
Budget FY - 2024-25

Fund #: 5800

Fund Name: Lexington County Airport

Organ. #: 580010

Organ. Name: Operations

Revenue Code	Fee Title	Actual Fees FY 2021-22	Actual Fees FY 2022-23	12/31/2023 Year-to-Date FY 2023-24	Anticipated Fiscal Year Total FY 2023-24	Budget				
						Units of Service	Current Fee	Total Estimated Fees FY 2024-25	Proposed Fee Change	Total Proposed Estimated Fees FY 2024-25
438430	Aviation Fuel Sales	\$ 133,693	\$ 78,519	\$ 130,596	\$ 130,596			\$ 200,000		\$ 200,000
438431	Aviation Fuel Costs	\$ (132,915)	\$ (77,321)	\$ (127,999)	\$ (127,999)			\$ (196,000)		\$ (196,000)
439900	Misc Fees, Permits & Sales	\$ -	\$ -	\$ -	\$ -			\$ -		\$ -
450000	Rental Income	\$ 51,060	\$ 54,774	\$ 51,852	\$ 51,852			\$ 51,852		\$ 51,852
461000	Investment Interest	\$ 1,837	\$ 25,053	\$ 1,200	\$ 15,231			\$ 1,200		\$ 1,200
462001	Sales Tax Payable	\$ -	\$ -	\$ (9,142.00)	\$ (9,142.00)			\$ (13,720)		\$ (13,720)
801000	Op Trn from General Fund	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000			\$ 25,000		\$ 25,000

**COUNTY OF LEXINGTON
LEXINGTON COUNTY AIRPORT
Annual Budget
Fiscal Year - 2024-25**

Fund: 5800
Division: Airport
Organization: 580010 - Airport Administration

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0		
Operating Expenses						
520100 Contracted Maintenance	0	0	5,600	5,600		
520200 Contracted Services	7,267	0	5,000	5,000		
520400 Advertising & Publicity	0	0	100	100		
520500 Legal Services	0	0	300	300		
520703 Computer Hardware Maintenance	0	0	1,000	1,000		
521000 Office Supplies	0	0	500	500		
521100 Duplicating	0	0	75	75		
521200 Operating Supplies	3,483	0	995	995		
522000 Building Repairs & Maintenance	2,154	6,205	10,000	10,000		
522200 Small Equipment Repair & Maintenance	136	1,393	7,000	7,000		
522201 Fuel Site Repair & Maintenance	880	0	2,500	2,500		
524000 Building Insurance	4,404	5,977	4,537	6,157		
525000 Telephone	228	114	300	300		
525004 WAN Service Charges	1,199	600	1,500	1,500		
525210 Conference, Meeting & Training Expense	827	0	1,900	1,900		
525230 Subscriptions, Dues, & Books	40	0	40	40		
525240 Personal Mileage Reimbursement	0	0	200	200		
525390 Utilities - Pelion Airport	9,685	4,025	9,800	9,800		
526500 Licenses & Permits	175	175	500	500		
529903 Contingency	0	0	382,910	0		
530100 Depreciation Expense	0	0	82,206	82,206		
538500 Property Taxes	14,677	15,111	15,112	15,112		
* Total Operating	45,155	33,600	532,075	150,785		
** Total Personnel & Operating	45,155	33,600	532,075	150,785		
Capital						
Capital Clearing	(3,353)	0	0	0		
All Other Equipment	3,353	11,381	78,498	0		
** Total Capital	0	11,381	78,498	0		
Transfers						
801000 RET-Airport Capital Project	50,000	0	0	50,000		
** Total Transfers	50,000	0	0	50,000		
Other Financing Uses						
**Total Other Financing Uses	0	0	0	0		
*** Total Expenses	95,155	44,981	610,573	200,785		

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.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A - LISTING OF REVENUES

438430 – AVIATION FUEL SALES	\$200,000
<hr/>	
Estimated fuel sales for FY 2024-25	
438431 – AVIATION OPERATIONS FUEL EXPENSES	\$ (196,000)
<hr/>	
Estimated fuel costs for FY 2024-25	
462001 – SALES TAX PAYABLE	\$ (13,720)
<hr/>	
Estimated sales tax for FY 2024-25	
439900 – MISCELLANEOUS FEE, PERMITS AND SALES	\$0
<hr/>	
Estimated Fees, Permits and Sales for FY 2023-24	
450000 – RENTAL INCOME	\$51,852
<hr/>	
Ten (10) 42' x 32' T-Hangar leases @ \$173.50/month x 12 months =	\$20,820
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 @ \$508.50/month x 12 months =	<u>\$6,102</u>
Total Hangar/Rental Revenue =	\$51,852
461000 – INTEREST INCOME	\$1,200
<hr/>	
Estimated Interest Income = \$1,200	
801000 – OP TRN FROM GENERAL FUND	\$25,000
<hr/>	
General Fund amount required = \$25,000	

SECTION VI.C. OPERATING LINE ITEM NARRATIVES

5202100 – CONTRACTED MAINTENANCE	\$5,600
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 projects.	
520400 - ADVERTISING & PUBLICITY	\$100
This appropriation covers the cost of advertising for 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.	
520703 – COMPUTER HARDWARE MAINTENANCE	\$1,000
To cover the annual maintenance cost for the WeatherHawk Firewall Service Contract and SayWeather calibration.	
521000 - OFFICE SUPPLIES	\$500
To cover routine office supplies (i.e. paper, pens, file folders, etc.).	
521100 - DUPLICATING	\$75
To cover the cost of making copies.	
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	\$2,500
To cover the cost of repairs or maintenance to the 100 LL fuel pump and storage tank.	
524000 – BUILDING INSURANCE	\$6,157
To cover the cost of allocated building insurance per Risk Management @ 3% over amount paid thru Dec 2023.	
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.	

FUND 5800
PUBLIC WORKS (580010) AIRPORT ADMIN.
FY2024-25 BUDGET REQUEST

525004 – WAN SERVICE CHARGES	\$1,500
This appropriation is to cover the cost of WIFI for the SayWeather system, Weather Hawk Weather system located on the terminal building and for providing WIFI for pilots to log flight plans.	
525210 – CONFERENCE & MEETING EXPENSE	\$1,900
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	\$9,800
To cover the cost of electricity and water for the terminal building and hangars., based on historical expenditures. FY 21-22 \$7,544 FY 22-23 \$4,822 Through Dec 2022 FY 23-24 \$4,025 Through Dec 2023	
526500 – LICENCES & PERMITS	\$500
This cost is to cover the DHEC permit for the in-ground fuel tank.	
529903 – CONTINGENCY	\$0
530100 – DEPRECIATION EXPENSE	\$82,206
538300 – PROPERTY TAXES	\$15,112
** Total Operating (Transfer Total to Section I and IA)	\$150,785

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

\$0

**** Total Capital (Transfer Total to Section I and IA)**

\$0

COUNTY OF LEXINGTON

GENERAL FUND

Annual Budget

Fiscal Year - 2024-25

NEW PROGRAM

Fund: 5800

Division: Airport

Organization: 580010 - Airport Administration **Addition of Airport Manager**

Object Expenditure Code Classification				BUDGET		
	<u>Delete</u> No deletions	<u>Add</u> (1) Airport Manager (Band 213)	2024-25 Requested	2024-25 Recommend	2024-25 Approved	
Personnel						
510100 Salaries & Wages - 1	0	64,980	64,980			
511112 FICA Cost	0	4,971	4,971			
511113 State Retirement	0	12,060	12,060			
511120 Insurance Fund Contribution	0	8,150	8,150			
511130 Workers Compensation	0	1,787	1,787			
* Total Personnel	0	91,949⁸	91,949⁸			
Operating Expenses						
521200 Operating Supplies	0	250	250			
524201 General Tort Liability Insurance	0	42	42			
525020 Pagers and Cell Phones	0	780	780			
525041 Email Service Charges	0	132	132			
525000 Telephone	0	264	264			
* Total Operating	0	1,468	1,468			
** Total Personnel & Operating	0	93,417⁶	93,417⁶			
Capital						
540000 Small Tools & Minor Equipments	0	500	500			
540010 Minor Software	0	468	468			
All Other Equipment	0	1,570	1,570			
** Total Capital	0	2,538	2,538			
*** Total Budget Appropriation			95,955⁴	0		

SECTION V. – NEW PROGRAM OVERVIEW
Addition of Airport Manager

Airport Administration

Objective:

Provide staff to manage the day to day activities of the Lexington County Airport

The County of Lexington is the owner and operator of the Lexington County Airport (6J0) in Pelion, SC. County Council has demonstrated their commitment to the success of the Lexington County Airport through an investment of \$2.8 million dollars for the extension of the runway to a length that would allow for jet operations. Along with County funded projects like this, Lexington County also implements the Airport Capital Improvement Plan (ACIP) which is submitted to the Federal Aviation Administration (FAA) annually and is the guiding document for federal and state funding for airport projects.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI.B. – LISTING OF POSITIONS

Proposed Staffing Level - Airport Administration

	<u>Full Time Equivalent</u> <u>General Fund</u>	<u>Grade</u>
Airport Manager	1	213
Total Positions	<u>1</u>	

All of these positions require insurance.



SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

521200 – OPERATING SUPPLIES **\$250**

Includes computer supplies, printer supplies for Airport Manager.

524201 - GENERAL TORT LIABILITY INSURANCE **\$42**

Based on figures supplied by Risk Manager.

525021 – SMART PHONE CHARGES **\$780**

Smart phone for NEW Airport Manager.

1 Smart phones ea. @ \$65.00 per month for 12 months = \$780.00

525041 - EMAIL SERVICE CHARGES **\$132**

1 email account @ \$11.00 per month for 12 months = \$132.00

525000 – TELEPHONE **\$264**

Basic service charges on 1 land line

1 land line w/ vm @ \$22.00 per month for 12 months = \$264.00

Total = \$264.00

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

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

To purchase desk and chair.

540010 – MINOR SOFTWARE **\$468**

To provide operating software and antivirus software for the computer assigned to this position.

Microsoft Office Pro Plus

1 @ \$414.00 = \$414.00 cost includes tax = \$414.00

PA Cortex XDR Pro Antivirus

1 @ \$54.00 = \$54.00 cost includes tax = \$54.00

1 EA. F1A ALL IN ONE COMPUTER AND MONITOR **\$1,378**

Dell OptiPlex 7400 F1A Standard PC All in One Computer and Monitor

1 EA. M112 DELL 27 MONITOR - P2722H **\$192**

New 27" computer monitor

COUNTY OF LEXINGTON

GENERAL FUND

NEW PROGRAM

Annual Budget

Fiscal Year - 2024-25

Fund: 5800

Division: Airport

Organization: 580010 - Airport Administration **Addition of HEO II**

Object Expenditure Code Classification	BUDGET		2024-25 Requested	2024-25 Recommend	2024-25 Approved
	<u>Delete</u> No deletions	<u>Add</u> (1) HEO II (Band 107)			
Personnel					
510100 Salaries & Wages - 2 !	0	35,610	35,610		
511112 FICA Cost	0	2,724	2,724		
511113 State Retirement	0	6,609	6,609		
511120 Insurance Fund Contribution	0	15,600	15,600		
511130 Workers Compensation	0	1,848	1,848		
* Total Personnel	0	62,392 !	62,392 !		
Operating Expenses					
520302 Drug Testing Services	0	150	150		
522100 Heavy Equipment Repairs and Mainten	0	7,000	7,000		
524100 Vehicle Insurance	0	615	615		
525006 GPS Monitoring Charges	0	204	204		
525021 Smart Phone Charges	0	780	780		
252041 Email Service Charges	0	132	132		
525400 Gas, Fuel and Oil	0	3,552	3,552		
525000 Telephone	0	264	264		
525600 Uniforms and Clothing	0	1,000	1,000		
* Total Operating	0	13,697	13,697		
** Total Personnel & Operating	0	76,089 8	76,089 8		
Capital					
540000 Small Tolls & Minor Equipments	0	500	500		
540010 Minor Software	0	468	468		
All Other Equipment	0	1,570	1,570		
** Total Capital	0	2,538	2,538		
*** Total Budget Appropriation			78,627 6	0	

SECTION V. – NEW PROGRAM OVERVIEW
Addition of HEO II

Airport Administration

Objective:

Provide on site staff to fuel the corporate jets that can land at Lexington County Airport after Runway extension

The County of Lexington is the owner and operator of the Lexington County Airport (6J0) in Pelion, SC. County Council has demonstrated their commitment to the success of the Lexington County Airport through an investment of \$2.8 million dollars for the extension of the runway to a length that would allow for jet operations. Jets are not able to approach the fuel pumps, so it's necessary to provide fuel transport to supply the jets on location.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI.B. – LISTING OF POSITIONS

Proposed Staffing Level - Airport Administration

	<u>Full Time Equivalent</u> <u>General Fund</u>	<u>Grade</u>
HEO II.....	1	107
Total Positions	<u>1</u>	

All of these positions require insurance.



SECTION VI.C. – OPERATING LINE ITEM NARRATIVES

520302 – DRUG TESTING SERVICES	\$150
This line item funds drug testing services	
522100 - HEAVY EQUIPMENT REPAIRS AND MAINTENANCE	\$7,000
This line item covers maintenance and repairs of fuel truck including tires	
524100 - VEHICLE INSURANCE	\$615
Based on 1 road vehicle @ \$615.00 each = \$615.00	
525006 - GPS MONITORING CHARGES	\$204
1 GPS monitoring @ \$17.00 per month for 12 months = \$204.00	
525021 – SMART PHONE CHARGES	\$780
Smart phone for NEW HEO II	
1 Smart phones ea. @ \$65.00 per month for 12 months = \$780.00	
525041 - EMAIL SERVICE CHARGES	\$132
1 email account @ \$11.00 per month for 12 months = \$132.00	
525400 – GAS, FUEL AND OIL	\$3,552
Estimate 1,200 gals of diesel @ \$3.44 per gallon = \$4,128.00	
525000 – TELEPHONE	\$264
Basic service charges on 1 land line	
1 land line w/ vm @ \$22.00 per month for 12 months = \$264.00	
525600 – UNIFORMS AND CLOTHING	\$1,000
This employee is required to wear certain personal protective equipment (such as steel-toed boots, back braces) and uniforms (shirts, pants, jackets).	

SECTION VI.D. - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

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

To purchase desk and chair.

540010 – MINOR SOFTWARE **\$468**

To provide operating software and antivirus software for the computer assigned to this position.

Microsoft Office Pro Plus

1 @ \$414.00 = \$414.00 cost includes tax = \$414.00

PA Cortex XDR Pro Antivirus

1 @ \$54.00 = \$54.00 cost includes tax = \$54.00

1 EA. F1A ALL IN ONE COMPUTER AND MONITOR **\$1,378**

Dell OptiPlex 5480 F1A Standard PC All in One Computer and Monitor

1 EA. M112 DELL 27 MONITOR - P2722H **\$192**

New 27" computer monitor

**COUNTY OF LEXINGTON
AIRPORT CAPITAL PROJECTS
Annual Budget
FY 2024-25 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2022-23	Received Thru Dec 2023-24	Amended Budget Thru Dec 2023-24	Projected Revenues Thru Jun 2023-24	Requested 2024-25	Recommend 2024-25	Approved 2024-25
*Airport Capital Projects 5801:								
Revenues:								
457001	FAA Funding (AJP)	77,567	77,568	1,868,962	1,868,962	9,371,651		
458003	State Aeronautics	0	0	93,566	93,566	908,435		
461000	Investment Interest	106,928	63,021	15,000	63,021	1,500		
821000	RET from General Fund	0	0	0	0	779,172		
825800	RET from Lexington Cty Airport	50,000	0	0	0	50,000		
** Total Revenue		234,495	140,589	1,977,528	2,025,549	11,110,758		
Expenses:								
	Operating	430,614	0	12,077	12,077	0		
	Capital Outlay	0	260,994	5,567,362	5,567,362	11,059,258		
***Total Expenses		430,614	260,994	5,579,439	5,579,439	11,059,258		
FUND BALANCE								
Beginning - cash					2,807,112	(746,778)		
FUND BALANCE - Projected cash					(746,778)	(695,278)		

SECTION II

COUNTY OF LEXINGTON
Proposed Revenues
Fines, Fees, and Other
Budget FY - 2024-25

Fund #: 5801

Fund Name: Lexington County Airport

Organ. #: 580020

Organ. Name: Enterprise

Revenue Code	Fee Title	Actual Fees FY 2022-23	Actual Fees FY 2023-24	12/31/2023 Year-to-Date FY 2023-24	Anticipated Fiscal Year Total FY 2023-24	Budget		Current Estimated Fees FY 2024-25	Proposed Fee Change	Total Proposed Estimated Fees FY 2024-25
						Units of Service	Current Fee			
457001	FAA Funding (AIP)	\$ 77,567	\$ 77,568	\$ 1,868,962	\$ 1,868,962			\$ 1,949,531		\$ 1,949,531
458003	State Aeronautics Funds	\$ -	\$ -	\$ 93,566	\$ 93,566			\$ 496,095		\$ 496,095
461000	Investment Interest	\$ 106,928	\$ 63,021	\$ 15,000	\$ 63,021			\$ 1,500		\$ 1,500
821000	RET from General Fund	\$ 50,000	\$ -	\$ -	\$ -			\$ 50,000		\$ 50,000
825800	Op Trn from Airport	\$ -	\$ -	\$ -				\$ -		\$ -

COUNTY OF LEXINGTON
AIRPORT CAPITAL PROJECTS
Annual Budget
Fiscal Year - 2024-25

Fund: 5801
Division: Airport
Organization: 580020 - Airport FAA Projects

Object Code	Expenditure Classification					<i>BUDGET</i>	
		2022-23 Expend	2023-24 Expend (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel							
	* Total Personnel	0	0	0	0		
Operating Expenses							
529903	Contingency	0	0	12,077	0		
530100	Depreciation Expense	430,614	0	0	0		
	* Total Operating	430,614	0	12,077	0		
	** Total Personnel & Operating	430,614	0	12,077	0		
Capital							
599999	Capital Clearing	(77,568)	0	0	0		
	All Other Equipment	77,568	251,915	3,101,138			
5AL328	Taxiway "A" Extension				2,166,145		
	Common Use Hangar Development				2,613,113		
	AST Fuel System - Jet A				400,000		
	New Terminal Building				5,880,000		
	** Total Capital	0	251,915	3,101,138	11,059,258		

*** Total Budget Appropriation	430,614	251,915	3,113,215	<u>11,059,258</u>
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SECTION IV

**COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2024-25**

Fund #	<u>5801</u>	Fund Title:	<u>Lexington County Airport</u>	
Organization #	<u>580020</u>	Organization Title:	<u>Airport General Projects</u>	BUDGET
Program #	<u></u>	Program Title:	<u>FAA</u>	2024-25 Requested

Qty	Item Description	Amount
5AL328	TAXIWAY "A" EXTENSION	\$2,166,145
1 EA	COMMON USE HANGAR DEVELOP	\$2,613,113
1 EA	AST FUEL SYSTEM - JET A	\$400,000
1 EA	NEW TERMINAL BUILDING	\$5,880,000

**** Total Capital (Transfer Total to Section I and IA)**

\$11,059,258

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 completed in 2017 and the newly constructed concrete runway is 75 feet wide and 4,335 feet long. Construction for the runway extension is anticipated by 2025.

SECTION VI – LINE ITEM NARRATIVES

SECTION VI.A – REVENUE LINE ITEM NARRATIVES

821000 - RET FROM GENERAL FUND	\$779,172
<hr/>	
This is the estimated County share for the cost of the requested capital line items.	

SECTION VI.B – CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

5AL328 - TAXIWAY "A" EXTENSION	\$2,166,145
<hr/>	
This is the estimated cost of construction of the Taxiway and Apron for the Common Use Hangar Development and New Terminal Building.	

1 EA - COMMON USE HANGAR DEVELOP	\$2,613,113
<hr/>	
This is the estimated cost in accordance with the ACIP.	

1 EA - AST FUEL SYSTEM - JET A	\$400,000
<hr/>	
This is the estimated cost in accordance with the ACIP.	

1 EA - NEW TERMINAL BUILDING	\$5,880,000
<hr/>	
This is the estimated cost for a new terminal building.	

**COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2024-25**

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Summary Page	2022-23	2023-24	2023-24	2024-25	<i>BUDGET</i>	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
438700	Motor Pool Service Charges	22,651	8,224	22,500	22,500	
461000	Investment Interest	34,555	20,769	2,500	2,500	
490300	Gain on Sale of Fixed Assets	0	0	0	0	
Total Revenues		57,206	28,993	25,000	25,000	
Expenditures:						
	Operations	27,330	12,786	79,969	23,620	
	Depreciation	14,733	0	20,000	24,000	
	Capital Outlay	0	0	100	93,600	
Total Expenditures		42,063	12,786	100,069	141,220	
Noncash Expenses:						
	Depreciation: Add Back In	14,733	0	20,000	24,000	
Net Cash		29,876	16,207	(55,069)	(92,220)	
Income Calculation:						
	Capital Outlay: Add Back In	0	0	100	93,600	
Net Income (Loss)		15,143	16,207	(74,969)	(22,620)	
FUND BALANCE						
	Beginning of Year - Cash			895,610	840,541	
FUND BALANCE						
	End of Year - Cash			840,541	748,321	

COUNTY OF LEXINGTON
MOTOR POOL
Annual Budget
Fiscal Year - 2024-25

Fund 6590
Division: General Services
Organization: 111500 - Motor Pool

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0	_____	
Operating Expenses						
520233 Towing Service	0	0	90	90	_____	
522300 Vehicle Repairs & Maintenance	10,629	1,699	4,000	5,000	_____	
524100 Vehicle Insurance - 12	7,380	7,380	7,380	7,380	_____	
525006 GPS Monitoring Charges - 12	2,236	549	2,500	2,650	_____	
525400 Gas, Fuel, & Oil	7,085	3,158	6,800	8,500	_____	
529903 Contingency	0	0	59,199	0	_____	
530100 Depreciation	14,733	0	20,000	24,000	_____	
* Total Operating	42,063	12,786	99,969	47,620	_____	
** Total Personnel & Operating	42,063	12,786	99,969	47,620	_____	
Capital						
540000 Small Tools and Minor Equipment	0	0	100	100	_____	
(2) SUV - Repl				93,500	_____	
** Total Capital	0	0	100	93,600	_____	
*** Total Budget Appropriation	42,063	12,786	100,069	141,220	_____	

SECTION IV

COUNTY OF LEXINGTON
Capital Item Summary
Fiscal Year - 2024-25

Fund # 6590
Organization # 111500 Organization Title: Motor Pool

BUDGET
2024-25
Requested

<u>Qty</u>	<u>Item Description</u>	<u>Amount</u>
1	Small Tools & Minor Equipment	100
1	Repl. SUV for CO# 28368	46,750
1	Repl. SUV for CO# 34898	46,750

**** Total Capital (Transfer Total to Section III)** 93,600

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 on out of town trips.

Service Level Indicators:	SERVICE LEVELS			
	Actual	Actual	Estimated	Projected
	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>	<u>FY 24/25</u>
Miles Driven	47,796	39,641	40,000	40,000

SECTION VI. - LINE ITEM NARRATIVES

Vehicle usage from Departments have leveled out over recent years. Towing contract pricing has increased. Fuel cost projections have increased.

SECTION VI. A - SUMMARY OF REVENUES

The rental rate is currently \$0.67 per mile for each vehicle in the motor pool.

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** **\$90**
 This account will fund the cost of towing expenses incurred for the (12) vehicles operated in the motor pool.
- 522300-VEHICLE REPAIRS & MAINTENANCE** **\$5,000**
 This account will fund the cost of repairs and routine maintenance on the (12) 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. Vehicle worksheet on Appendix 1.
- 524100 -VEHICLE INSURANCE** **\$7,380**
 This account will fund the cost of liability on (12) vehicles in the motor pool. County employees operate these vehicles on a daily basis only. Cost is \$615.00 X 12 = \$7,380
- 525006 - GPS MONITORING CHARGES** **\$2,650**
 This account will fund the cost of monitoring for 12 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. (12 x \$18.14 x 12 months)= \$2,612.16

525400 -GAS. FUEL. & OIL **\$8,500**

This account will fund the cost of gasoline and oils used by the (12) vehicles assigned to the motor pool. This request is based on estimated usage. Vehicle worksheet on Appendix 1.

SECTION VI. D - CAPITAL LINE ITEM NARRATIVES

CAPITAL REQUEST

540000 - Small Tools & Minor Equipment **\$ 100**

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

1 – Repl. SUV for CO# 28368 **\$46,750**

This request is to replace vehicle identified by Fleet Services as due for replacement.

1 – Repl. SUV for CO# 34298 **\$46,750**

This request is to replace vehicle identified by Fleet Services as due for replacement.

APPENDIX - 1 - LISTING OF VEHICLES

COUNTY#	DESCRIPTION	REPAIRS AND MAINTENANCE 522300	VEHICLE INSURANCE 524100	GAS AND OIL 525400	TOTAL
28368	2006 Trailblazer	\$200	\$615	\$200	\$1,015
34898	2011 Crown Vic	\$200	\$615	\$400	\$1,215
37209	2013 Durango	\$700	\$615	\$1,100	\$2,415
39841	2015 Escape	\$400	\$615	\$800	\$1,815
40111	2015 Equinox	\$400	\$615	\$700	\$1,715
40321	2015 Equinox	\$400	\$615	\$700	\$1,715
40457	2015 Equinox	\$400	\$615	\$700	\$1,715
41001	2017 Durango	\$600	\$615	\$900	\$2,115
41002	2017 Durango	\$600	\$615	\$1,000	\$2,215
42761	2020 Durango	\$600	\$615	\$1,000	\$2,215
43338	2022 Tahoe	\$500	\$615	\$1,000	\$2,115
Totals		\$5,000	\$6,765	\$8,500	\$20,265

**COUNTY OF LEXINGTON
 WORKER'S COMPENSATION INSURANCE FUND
 Annual Budget
 Fiscal Year - 2024-25**

Fund 6710
 Division: Non-departmental
 Organization 999900 - Non-departmental

Summary Page	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
439601	Employer Insurance Contributions	3,431,096	1,409,882	2,808,406	2,808,406	
439630	TPA Insurance Reimbursements	49,788	10,531	0	0	
461000	Investment Interest	356,607	263,630	37,450	37,450	
Total Revenues		3,837,491	1,684,043	2,845,856	2,845,856	
Expenditures:						
Operations		2,339,689	897,133	3,912,780	3,985,794	
Operating Transfer to Risk Management		158,071	176,170	176,170	176,170	
Total Expenditures		2,497,760	1,073,303	4,088,950	4,161,964	
Noncash Expenses:						
Net Cash		1,339,731	610,740	(1,243,094)	(1,316,108)	
Income Calculation						
Net Income (Loss)		1,339,731	610,740	(1,243,094)	(1,316,108)	2,845,856
FUND BALANCE - Estimated Beginning of Year				11,276,552	10,033,458	
FUND BALANCE - Projected End of Year				10,033,458	8,717,350	

COUNTY OF LEXINGTON
WORKER'S COMPENSATION INSURANCE FUND
Annual Budget
Fiscal Year - 2024-25

Fund 6710
Division: Non-departmental
Organization 999900 - Non-departmental

Object Expenditure Code Classification	2022-23 Expend	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET	
				2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel					
* Total Personnel	0	0	0	0	
Operating Expenses					
520206 Background History Screening	25,537	10,123	27,500	27,500	
520209 Driver History Screening	3,640	1,126	4,000	4,000	
520301 Safety Management Services	0	0	24,000	24,000	
520302 Drug Testing Services	28,686	10,250	34,883	34,883	
521214 Safety Supplies	2,426	0	1,324	1,324	
525210 Conference & Meeting Expense	193	174	5,685	5,685	
525230 Subscriptions, Dues & Books	1,113	0	0	0	
525710 Safety Awards	0	0	1,000	1,000	
527307 SC Workers Compensation Taxes	74,724	0	44,000	44,000	
527309 Workers Compensation Ins. Premiums	795,724	344,276	794,448	895,321	
527351 WC - Medical Expense	774,254	237,764	767,653	767,653	
527352 WC - Legal Expense	41,382	14,963	66,883	66,883	
527353 WC - Indemnity Expense	713,185	275,566	830,691	830,691	
527358 WC - Recoveries	(122,785)	(7,803)	0	(31,000)	
527359 WC - Miscellaneous Expense	1,610	10,694	7,859	11,000	
529903 Contingency	0	0	1,302,854	1,302,854	
* Total Operating	2,339,689	897,133	3,912,780	3,985,794	
** Total Personnel & Operating	2,339,689	897,133	3,912,780	3,985,794	
Capital					
** Total Capital	0	0	0	0	
Transfers:					
816790 Operating Transfer to Risk Management	158,071	176,170	176,170	176,170	
** Total Transfers	158,071	176,170	176,170	176,170	
*** Total Budget Appropriation	2,497,760	1,073,303	4,088,950	4,161,964	

SECTION VI. - SUMMARY OF REVENUES

439601 – Employer Insurance Contributions \$2,808,406

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 \$27,500

To cover the cost new-hire background screenings.

(500 annually x \$55.00 National Check = \$27,500)

520209 – Driver History Screening \$4,000

A driving history will be performed for all conditionally hired employees in accordance with County policy.

(500 annually @ \$15.25 per history)

520301 – Safety Management Services \$24,000

This appropriation is to cover the cost for Risk Management consultation. The consultation services (320 hours x \$75.00 per hour = \$24,000) 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 **\$34,883**

Pre-employment Drug Screen (10 Panel Screens)
 500 x \$40/test = \$20,000

Monthly Random Drug Tests – Safety Sensitive positions, excluding SCDOT positions
 30 standard @ average cost of \$40/ x Quarterly (4X/yr.) = \$4,800
 2 standard Breath Alcohol Test @ \$42 x 12 = \$1,008

Particular suspicion test in accordance with County Policy—estimate
 15 x \$55 = \$825 (includes alcohol test)

Post accident drug and alcohol testing –estimate
 30 x \$275 = \$8,250

521214 – Safety Supplies **\$1,324**

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	41.49	=	829.90
Flashlight	3	x	8.11	=	24.33
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
Safety Vests	5	x	15.00	=	75.00
Earplugs	2	X	41.41	=	82.82
					\$1,323.82

525210 – Conference, Meeting & Training Expense **\$5,685**

Safety Video Exchange and Streaming Program – This provides access to a library of safety training DVD’s and allows for up to five videos to be checked out at one time for unlimited use.
Annual Cost = \$365

Occupational Safety Manager Certificate – online
Online training program x1 = \$2,000

Annual SC Counties Workers’ Compensation Trust Meeting
(Lodging, Per Diem, Mileage) \$1000.00

Hazardous Materials Safety Training – online
Virtual = 350

525230 – Subscriptions, Dues and Books **\$ 0**

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.

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 for the plan year 2022-2023.

527309 – Workers Compensation Insurance Premium \$895,321

Recommend continuing the Large Deductible option of a \$300,000 Self Insured Retention (SIR) per occurrence. This Estimated Premium is based on the SC Counties Workers’ Compensation Trust (SCCWCT) Board approved rates by WC Code. The projection factors an estimated payroll of \$91,764,600. 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.

Total Estimated Premium (\$300,000) Large Deductible Program \$895,321

Lexington County Workers’ Compensation Self Insured Premium

Plan Year	WC Premium
2024-2025	\$895,321
2023-2024	\$873,892
2022-2023	\$794,448
2021-2022	\$724,555
2020 - 2021	\$759,198
2019 - 2020	\$775,711
2018 - 2019	\$727,888
2017 - 2018	\$699,814
2016 - 2017	\$645,355
2015 - 2016	\$562,201

527351 – Workers Compensation Medical Expense \$767,653

527352 – Workers Compensation Legal Expense \$66,883

527353 – Workers Compensation Indemnity Expense \$830,691

527358 – Workers Compensation Recoveries \$(31,000)

527359 – Workers Compensation Miscellaneous Expense \$11,000

529903 – Contingency \$1,302,854

This contingency line item will act as an additional funded loss-control measure.

**COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2024-25**

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
439601	Employer Medical Insurance Contr.	12,690,458	11,631,865	13,310,625	14,826,888	
439602	Employee Health Ins Premiums (P/D)	3,302,798	2,846,760	3,700,000	3,700,000	
439604	Post-Employment Insurance Premiums	466,691	389,900	581,000	581,000	
439606	Cobra Payments	18,677	14,229	66,000	66,000	
439607	Employer Subsidy - Post Employment	240,000	157,567	210,000	210,000	
439608	Employee Life Insurance Premiums (P/D)	184,642	159,608	215,000	215,000	
439609	Employee Dental Ins Premiums (P/D)	270,782	229,506	290,000	290,000	
439610	Insurance Co-pay Fees	0	0	0	0	
439611	Employee Dental Insurance Contr.	737,205	675,710	725,000	725,000	
439620	Pharmaceuticals Rebate	1,046,725	795,305	1,100,000	1,100,000	
439630	TPA Insurance Reimbursements	50,243	47,140	125,000	125,000	
439632	Stop-Loss Insurance	797,793	793,911	595,000	595,000	
461000	Investment Interest	245,038	187,917	25,000	25,000	
Total Revenues		20,051,052	17,929,418	20,942,625	22,458,888	
Expenditures:						
Non-Departmental - Operations		19,615,246	9,873,808	21,891,440	24,728,076	
Non-Departmental - Capital		0	0	0	0	
Wellness Center - Operations		1,541,520	644,837	1,591,155	1,702,095	
Wellness Center - Capital		0	466	1,000	1,000	
Total Expenditures		21,156,766	10,519,111	23,483,595	26,431,171	
Adj. Unused Appropriations						
Net Cash		(1,105,714)	7,410,307	(2,540,970)	(3,972,283)	
Income Calculation:						
Capital Outlay: Add Back In		0	466	1,000	1,000	
Net Income (Loss)		(1,105,714)	7,410,773	(2,539,970)	(3,971,283)	
FUND BALANCE						
Beginning of Year				5,249,572	2,708,602	
Convert to Cash Basis						
FUND BALANCE - Projected						
End of Year				2,708,602	(1,263,681)	

**COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
Annual Budget
Fiscal Year - 2024-25**

Fund 6730
Division: Non-departmental
Organization: 999900 - Non-departmental

Object Expenditure Code Classification		2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	<i>BUDGET</i>	
					2024-25 Requested	2024-25 Recommend 2024-25 Approved
Personnel						
* Total Personnel		0	0	0	<u>0</u>	
Operating Expenses						
520308	Health Screening Services	21,437	27,388	31,740	<u>33,000</u>	
520313	Actuarial Services	13,417	3,500	7,000	<u>7,000</u>	
525210	Conference, Meeting & Training Exp.	0	0	4,900	<u>4,900</u>	
527303	Life Insurance Premiums	382,422	203,444	375,000	<u>475,464</u>	
527304	Stop-Loss Insurance Premiums	728,660	300,237	720,000	<u>750,000</u>	
527310	Pharmacy Claims	5,024,037	2,787,184	4,390,000	<u>6,931,000</u>	
527312	Health Care Reform Fees	6,513	350	20,000	<u>20,000</u>	
527313	Medical Insurance Claims	12,222,901	5,798,907	13,435,000	<u>14,690,000</u>	
527314	Dental Insurance Claims	283,406	322,362	1,300,000	<u>773,000</u>	
527315	Medical Administrative Costs	687,004	273,343	615,000	<u>736,000</u>	
527316	Dental Administrative Costs	28,137	14,284	29,000	<u>30,450</u>	
527317	HRA/HSA Administrative Costs	55,382	27,947	62,000	<u>64,710</u>	
	3rd Party Administrator Costs (HSA)					
	3rd Party Administrator Costs (HRA)					
	3rd Party Administrator Costs (FSA,DCA)					
527318	Cobra Administrative Costs	15,909	5,404	14,800	<u>16,234</u>	
527319	Compliance Testing	2,331	2,493	3,000	<u>3,000</u>	
527320	Online Benefits System	33,052	13,965	33,000	<u>33,318</u>	
527330	Wellness Program Incentives	110,638	93,000	102,000	<u>160,000</u>	
529903	Contingency	0	0	749,000	<u>0</u>	
* Total Operating		19,615,246	9,873,808	21,891,440	<u>24,728,076</u>	
** Total Personnel & Operating		19,615,246	9,873,808	21,891,440	<u>24,728,076</u>	
Capital						
** Total Capital		0	0	0	<u>0</u>	
*** Total Budget Appropriation		19,615,246	9,873,808	21,891,440	<u>24,728,076</u>	

**COUNTY OF LEXINGTON
EMPLOYEE INSURANCE FUND
WELLNESS CENTER
Annual Budget
Fiscal Year - 2024-25**

Fund 6730
Division: Non-departmental
Organization: 999901 - Wellness Center

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	BUDGET		
				2024-25 Requested	2024-25 Recommend	2024-25 Approved
Personnel						
* Total Personnel	0	0	0	0		
Operating Expenses						
520248 Alarm Monitoring and Maintenance	0	0	378	378		
520309 Medical Services	1,483,530	629,454	1,536,688	1,647,150		
521405 Pharmaceuticals	47,045	10,106	42,000	42,000		
522000 Building Repairs & Maintenance	1,605	0	0	0		
524000 Building Insurance	364	540	364	557		
525000 Telephone	3,165	1,499	3,650	3,650		
525004 WAN Service Charges	1,393	819	1,975	2,000		
525210 Conference, Meeting & Training Exp.	0	0	1,600	1,600		
525385 Utilities - Auxiliary Admin. Bldg.	4,418	2,419	4,500	4,760		
* Total Operating	1,541,520	644,837	1,591,155	1,702,095		
** Total Personnel & Operating	1,541,520	644,837	1,591,155	1,702,095		
Capital						
540000 Small Tools & Minor Equipment	0	466	1000	1,000		
** Total Capital	0	466	1,000	1,000		
*** Total Budget Appropriation	1,541,520	645,303	1,592,155	1,703,095		

SECTION VI. – OPERATING LINE ITEM NARRATIVES

520308 – Health Screening Services **\$33,000**

Fees paid to Lexington Medical Center for biometric screening services as part of the Employee Wellness Incentive Program.

Projection: 550 Participants @ \$60.00 per Screening = \$33,000

520313 – Actuarial Services **\$7,000**

Based on current budget for GASB 45 Actuarial Study and plan design change impact review.

525210 – Conferences, Meeting & Training **\$4,900**

State and Local Government Benefit Association (SALGBA) membership and conference fees for two.

SALGBA Annual Membership \$200
SALGBA Conference Registration \$375
Travel Expenses \$1,875

527303 – Life Insurance Premiums **\$475,464**

Basic, optional, and dependent life insurance premiums based on total eligible employees and projected trends.

Basic Life – 1,831 Eligible Positions x \$50,000 Policy = \$91,550,000 Total Volume
 $\$91,550,000 / 1,000 = 91,550 \times \$.24$ (Life plus AD&D premium per 1,000 coverage)
 $= \$21,972$ Employer Premium/month x 12 = \$263,664

Optional Life and AD&D – 900 Projected Participants @ \$75,600,000 Projected Total Volume
 $\$17,000$ Projected Employee Premium/month x 12 = \$204,000

Dependent Life – 650 Projected Participants @ \$1 Employee Premium/month
 $\$650$ Projected Employee Premium/month x 12 months = \$7,800

527304 – Stop Loss Premiums **\$750,000**

Based on stop-loss coverage levels and claims experience.

Anticipated Average Monthly Premium \$62,500 x 12 = \$750,000

527310 – Pharmacy Claims **\$6,931,000**

Based on average monthly Prescription Drug cost and review of claims experience and projected trends.

527312 – Health Care Reform Fees **\$20,000**

Reinsurance Fee and Patient-Centered Outcomes Research Institute fees.

527313 – Medical Insurance Claims **\$14,690,000**

Claims funding based upon PAI projections, trend analysis less anticipated stop-loss reimbursements reconciled to PAI paid claims and average claims spend over past 5 years.

527314 – Dental Insurance Claims **\$773,000**

Claims funding based on actual claims plus trend including buy up plan option.

527315 – Medical Administrative Costs **\$736,000**

Fixed cost Administrative Fees paid to PAI for claims adjudication.

527316 – Dental Administrative Costs **\$30,450**

Fixed cost Administrative Fees paid to Delta Dental for claims adjudication.

1,450 Projected Participants @ \$2,537.50 Projected Monthly Fees
 $\$2,537.50 \times 12 \text{ months} = \$30,450$

527317 – HRA/HSA/FSA/DCA Administrative Costs **\$64,710**

Administration fees for each participant.

Projection: HRA 600 participants @ \$3.93/month = \$2,358.00/month x 12 months = \$28,296
HSA 250 participants @ \$3.34/month = \$835.00/month x 12 months = \$10,020
FSA 500 participants @ \$4.15/month = \$2,075/month x 12 months = \$24,900
DCA 30 participants @ \$4.15/month = \$124.50/month x 12 months = \$1,494

527318 – COBRA Administrative **\$16,234**

Third Party Administrator fees for COBRA administration and compliance.

Projection: 1520 @ .89 a month = 1,352.80/month x 12 months = \$16,234

527319 – Compliance Testing **\$3,000**

Mandated nondiscrimination testing for Cafeteria plan, FSA, DCA.

527320 – Online Benefit System **\$33,318**

Access and EDI fees for online benefit system.

Projection: 1831 Lives * \$1.50 = \$2,746.50/month x 12 months = \$32,958
6 EDIs @ \$60/month x 12 months = \$360

527330 – Wellness Program Incentives **\$160,000**

Incentive funds for the Wellness Incentive Program and Dental Incentive Program.

Projection: Wellness Program Participation of 550 x \$250 Incentive = \$137,500
Dental Program Participation of 450 x \$50 Incentive = \$22,500

529903- Contingency **\$0**

Previous FY's unused amount will carry over.

SECTION VI. – OPERATING LINE ITEM NARRATIVES

520248 – Alarm Monitoring and Maintenance **\$348** 378

520309 – Medical Services **\$1,647,150**

Fixed cost administration fees paid to Marathon Health for Wellness Center operations.

Monthly Administration Fee July thru January: $\$129,667.50 \times 7 = \$907,672.50$

Monthly Administration Fee February thru June: $\$133,557.53 \times 5 = \$667,787.65$

Total = \$1,575,461

An additional part-time Licensed Behavioral Health Counselor is requested at the Employee Health and Wellness Center to meet the ever growing need for behavioral health services within our organization. Including Behavioral Health Professionals in the Wellness Center team allows eligible County employees, retirees, spouses, and dependents access to vital services such as individual, family, and couples therapy, psychoeducation, crisis intervention, assessment, and treatment plan coordination. Since January 2022, 281 individuals have utilized Behavioral Health services at the Wellness Center, resulting in 894 visits with the current part time Behavioral Health Counselor. Over the past 6 months, an average of 96% of available Behavior Health appointments have been utilized by a combination of employees, spouses, dependents, and retirees. As utilization continues to climb from 79% in January 2023 to 92% in January 2024, an additional Behavioral Health Counselor is necessary to ensure appointments are available for every eligible individual when the need arises. The health and wellbeing of our organization's workforce and their families lies strongly on access to Behavioral Health services. In addition to meeting a need of our employees, offering Behavioral Health services at the Wellness Center has proven to reduce health plan expenditures for the County. When an individual is engaged at the Wellness Center, the health plan saves an average of 45% as opposed to if the individual were to seek the same services at another provider.

One-Time Implementation Fee: \$8,033

Monthly Investment: \$10,609.17

Total FY25 Additional Expense*: \$71,688.02

**Assumes Implementation in January 2025*

521405 – Pharmaceuticals **\$42,000**

Pharmaceutical drug and vaccination cost for Wellness Center utilization based on trend analysis.

524000 – Building Insurance **\$557**

Projected building insurance premium for Wellness Center location.

525000 – Telephone **\$3,650**

Funding for Wellness Center phone and fax lines.

525004 – WAN Service Charges **\$2,000**

525210 – Conferences, Meeting & Training Expenses **\$1,600**

Anticipated travel and lodging expenses for annual Marathon Health Customer Forum.

525385 – Utilities – Auxiliary Admin Building **\$4,760**

Anticipated utility fees for use of suite in Auxiliary Administration Building.

540000 – Small Tools **\$1,000**

Funding to purchase any small tool requests that may arise including requests pursuant to an employee ADA accommodation.

**COUNTY OF LEXINGTON
POST-EMPLOYMENT INSURANCE FUND
Annual Budget
Fiscal Year - 2024-25**

Fund 6731
Division: Non-departmental
Organization: 999900 - Non-departmental

Summary Page	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
439601	Employer Insurance Contributions	263,287	134,225	532,425	<u>532,425</u>	
461000	Investment Interest	635,264	456,989	41,000	<u>41,000</u>	
Total Revenues		898,551	591,214	573,425	573,425	
Expenditures:						
Operations		395,365	197,814	532,425	<u>532,425</u>	
Total Expenditures		395,365	197,814	532,425	532,425	
Noncash Expenses:						
Net Cash		503,186	393,400	41,000	41,000	
Income Calculation:						
Net Income (Loss)		503,186	393,400	41,000	41,000	
FUND BALANCE						
Beginning of Year				<u>20,915,539</u>	<u>20,956,539</u>	
FUND BALANCE - Projected						
End of Year				<u>20,956,539</u>	<u>20,997,539</u>	

**COUNTY OF LEXINGTON
 POST-EMPLOYMENT INSURANCE FUND
 Annual Budget
 Fiscal Year - 2024-25**

Fund 6731
 Division: Non-departmental
 Organization: 999900 - Non-departmental

						BUDGET	
Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	2024-25 Requested	2024-25 Recommend	2024-25 Approved	
Personnel							
* Total Personnel	0	0	0	<u>0</u>			
Operating Expenses							
527311 Ins. Premium Reimb. to Employee	395,365	197,814	532,425	<u>532,425</u>			
* Total Operating	395,365	197,814	532,425	<u>532,425</u>			
** Total Personnel & Operating	395,365	197,814	532,425	<u>532,425</u>			
Capital							
** Total Capital	0	0	0	<u>0</u>			
*** Total Budget Appropriation	395,365	197,814	532,425	<u>532,425</u>			

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2024-25

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Summary Page	2022-23	2023-24	2023-24	2024-25	BUDGET	
	Actual	Actual (Dec)	Amended (Dec)	Requested	2024-25 Recommend	2024-25 Approved
Activity From Operations:						
Revenues:						
461000	Investment Interest	8,200	5,554	1,500	1,500	
806710	Op Trn from Workers Comp Ins.	158,071	176,170	176,170	214,627	
Total Revenues		166,271	181,724	177,670	216,127	
Expenditures:						
	Personnel & Operations	106,818	76,888	206,688	211,486 212,627	
	Capital Outlay	645	96	1,981	1,981 2,000	
Total Expenditures		107,463	76,984	208,669	213,467 214,627	
Noncash Expenses:						
Net Cash		58,808	104,740	(30,999)	2,660	1,500
Income Calculation:						
	Capital Outlay: Add Back In	645	96	1,981	1,981 2,000	
Net Income (Loss)		59,453	104,836	(29,018)	4,641	3,500
FUND BALANCE - Estimated						
	Beginning of Year - cash			313,265	313,265	282,216
Add Back - Net Pension Liability deduction						
	FUND BALANCE - Projected cash			282,266	315,925	283,716

COUNTY OF LEXINGTON
RISK MANAGEMENT ADMINISTRATION
Annual Budget
Fiscal Year - 2024-25

Fund 6790
Division: General Administrative
Organization: 101500 - Personnel

Object Expenditure Code Classification	2022-23 Expenditure	2023-24 Expend. (Dec)	2023-24 Amended (Dec)	2024-25 Requested	BUDGET	
					2024-25 Recommend	2024-25 Approved
Personnel						
510100 Salaries & Wages - 2	71,646	52,474	104,182	109,897		
510200 Overtime	205	624	0	0		
511112 FICA - Employer Portion	5,323	4,033	7,970	7,970		
511113 State Retirement - Employer Portion	8,638	9,293	19,336	20,397		
511120 Employee Insurance - 2	15,600	7,800	15,600	16,300		
511130 Workers Compensation	1,855	1,463	2,865	644		
519999 Personnel Contingency	0	0	13,149	13,149		
* Total Personnel	103,267	75,687	163,102	168,357		
Operating Expenses						
521000 Office Supplies	406	17	650	720		
521100 Duplicating	399	199	650	745		
521200 Operating Supplies	499	110	750	1,000		
522200 Small Equipment Repairs & Maintenance	156	0	250	500		
524000 Building Insurance	50	95	50	50		
524201 General Tort Liability Insurance	170	170	170	170		
525000 Telephone	482	241	482	482		
525021 Smartphone Charges	1,114	233	1,100	648		
525041 E-mail Service Charges - 2	129	54	135	258		
525100 Postage	1	0	200	200		
525110 Other Parcel Delivery Service	0	0	50	50		
525210 Conference, Meeting & Training Expense	0	0	5,050	5,050		
525230 Subscriptions, Dues, & Books	0	0	1,600	1,948		
525240 Personal Mileage Reimbursement	0	0	100	100		
525250 Motor Pool Reimbursement	0	3	300	300		
525300 Utilities / Administration Building	145	79	550	550		
529903 Contingency	0	0	30,999	30,999		
538000 Claims & Judgements	0	0	500	500		
* Total Operating	3,551	1,201	43,586	44,270		
** Total Personnel & Operating	106,818	76,888	206,688	212,627		
Capital						
540000 Small Tools & Minor Equipment	645	96	481	500		
540010 Minor Software	0	0	1,500	1,500		
** Total Capital	645	96	1,981	2,000		
*** Total Budget Appropriation	107,463	76,984	208,669	214,627		

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 Level Indicators:	SERVICE LEVELS			
	Actual <u>FY 20/21</u>	Actual <u>FY 21/22</u>	Estimated <u>FY 22/23</u>	Projected <u>FY 23/24</u>
Workers' Compensation Claims (WC)	182	243	79	150
OSHA-300 (Recordable injuries)	54	21	22	25
OSHA Recordable Incident Rate *	2.86	1.30	1.38	2.00
OSHA Lost Time (LT) Injuries	39	40	15	30
WC LT Incident Rate *	2.06	2.04	.94	2.05
Total Auto Insurance Claims	130	145	88	100
General Tort Liability Claims	67	75	32	50
Property Damage Claims	10	10	8	15
Inland Marine Claims	2	2	3	5

** Incident Rates are per 100 Employees*

SECTION VI - LINE ITEM NARRATIVES

SECTION VI. A - LISTING OF REVENUES

806710 – Operations Transfer from Workers Compensation Insurance \$214,627

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:

<u>Job Title</u>	<u>Positions</u>	<u>Full Time Equivalent</u>		<u>Total</u>	<u>Grade</u>
		<u>General Fund</u>	<u>Other Fund</u>		
Risk Manager	1		1	1	213
HR Coordinator	1		1	1	109
Total Positions	2		2	2	

510100 – SALARIES **\$109,897**

Current salaries for two (2) positions

510200 – OVERTIME **\$ 0**

511112 – FICA COST **\$7,970**

Employer's portion 7.65%

511113 – STATE RETIREMENER **\$20,397**

Employer's portion 18.56%

511120 – INSURANCE FUND CONTRIBUTION **\$16,300**

Employer's portion @ \$8,150 per employee

511130 – WORKERS COMPENSATION **\$644**

Internal premium charges: (2) Positions @ (7704) fireman rate of .00586 x \$109,897 = \$644.00

519999 – PERSONNEL CONTINGENCY **\$13,149**

SECTION VI. C. - OPERATING LINE ITEM NARRATIVES

520300 - PROFESSIONAL SERVICES **\$ 0**

520702 - TECHNICAL CURRENCY & SUPPORT **\$ 0**

521000 - OFFICE SUPPLIES **\$720**

To cover routine office supplies (paper, pencils, file folders, etc.). This line item will include form printing costs and computer supplies.

File folders (15 boxes x \$21.99) = \$329.85
Toner Cartridges - color printer (2 x \$162.00) = \$324.00
Pens, pencils, & other office products = \$40.00
Hanging file folders (legal) (2 boxes x \$9.68) = \$17.80

521100 - DUPLICATING **\$745**

Copier Machine Usage cost (\$0.033705) x 15,100 copies = \$509
8 cases paper = (\$2.96 x 80 reams) = \$236

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

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 **\$50**

Building and Personal Property Insurance for division.

524201 - GENERAL TORT LIABILITY INSURANCE **\$170**

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 **\$648**

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 **\$5,050**

SC Public Risk Managers Association Annual Conference \$1,125

SHRM Conference \$3,875

SHRM Annual Legal Update \$50

525230 - SUBSCRIPTIONS, DUES & BOOKS **\$1,948**

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 Resources	\$125
National Society for Human Resources	\$209
National PRIMA Membership (2 @ \$395)	\$790
National Safety Council	\$350
American Society of Safety Professionals	\$119

525240 – Personal Mileage **\$100**

525250 – Motor Pool Reimbursement **\$300**

525300 - UTILITIES - ~~\$500~~ 550
Based on current average monthly activity.

529903 - Contingency ~~\$28,576~~ 30,449

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 & Inspection Tracking Software	

COUNTY OF LEXINGTON
GENERAL FUND
Annual Budget
Fiscal Year - 2024-25

NEW PROGRAM

Fund: 1000
Division: General Administration
Organization: 101500 - Human Resources

POSN 000770
Title Change 6790 Risk Management

Object Expenditure Code Classification	BUDGET		2024-25 Requested	2024-25 Recommend	2024-25 Approved
	<u>DELETE</u> HR Coordinator Band 109	<u>ADD</u> Risk Management Coordinator Band 109			
Personnel					
510100 Salaries & Wages - 1	0	0	0	0	0
511112 FICA Cost			0	0	0
511113 State Retirement			0	0	0
511120 Insurance Fund Contribution - 1			0	0	0
511130 Workers Compensation			0	0	0
* Total Personnel	0	0	0	0	0
Operating Expenses					
* Total Operating	0	0	0	0	0
** Total Personnel & Operating	0	0	0	0	0
Capital					
** Total Capital	0	0	0	0	0
*** Total Budget Appropriation	0	0	0	0	0

SECTION V. - PROGRAM OVERVIEW

Summary of Program: Title Change HR Coordinator to Risk Management Coordinator \$0.00

The Human Resources Coordinator title change to Risk Management Coordinator will better align the title with the positions responsibilities. It has become necessary through current operations the need to add duties in the completion of current and future operations of the Risk Management department. In the past the HR Coordinator was used by both Human Resources and the Risk Management department to coordinate the interaction of documentation and operations across both departments. The continual increase of workload in the Risk Management department has made it necessary that this position dedicate all of its availability to the operations of the Risk Management Department.

510100 – SALARIES \$0.00

511112 - FICA COST \$0.00

Employer's portion 7.65%.

511113 - STATE RETIREMENT \$0.00

Employer's portion 18.56%

511120 - INSURANCE FUND CONTRIBUTION \$0.00

Employer's portion @ \$8,150 per employee

511130 - WORKERS COMPENSATION \$0.00

Internal premium charges: @ (8810) clerical rate of .0031 x \$0.00 of payroll = \$0.00



Class Specification

Job Title: Risk Management Coordinator
Reports To: Risk Manager
FLSA Status: Non-Exempt

Job Purpose:

Performs support of the operations of the Risk Management Department. Manages, oversees, edits, and writes articles for the production of the County newsletter; coordinates training classes; customizes training catalog; develops Wellness programs; assists with various special projects; administers paid parking program; constructs marketing materials; writes job postings; updates and oversees Human Resources website.

Essential Duties and Responsibilities:

- Updates Human Resources website to include training, wellness, employment, benefits, policies and procedures, and compensation.
- Manages, edits, and oversees layout and production of the County newsletter; writes articles.
- Serves as coordinator for training classes offered by the County; utilizes desktop publishing software to customize training catalog and the employee intranet.
- Provides customer service to internal departments.
- Writes job postings.
- Administers Employee Recognition programs. Administers the Employee of the Quarter and Employee of the Year.
- Manages, plans, and coordinates the annual employee banquet.
- Creates and maintains procedural manuals and procedures for Human Resources and Risk Management.
- Procures supplies and equipment for Human Resources Programs through the procurement process. Monitors budget for employee recognition programs.
- Administers paid parking programs, utilizes Banner for the payroll deduction process.
- Manages the universal and probationary evaluation process to include advisory, disciplinary review process, three (3) and six (6) month probationary and annual review.
- Assist with various special projects.

Supplemental Functions:

- Performs other similar duties as required.
-

Job Specifications and Qualifications:

Knowledge:

- Human Resources practices and principles;
- Functions and interrelationships of the department and other governmental agencies;
- Relevant laws, ordinances, standards, and regulations;
- Principles of employee relations;
- Proper English usage, punctuation, spelling, and grammar;
- Basic mathematics;
- Modern office practices and technologies;
- Employee recruitment practices and principles.

Skills:

- Administering employee insurance and benefits programs;
- Written and verbal communication via in-person, phone, and email contact;
- Utilizing a computer and relevant software;
- Reading and interpreting complex materials.

Education/Experience:

- Bachelor's degree, with 3 to 5 years of experience; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

Licensing and Certifications:

- None Required.

Working Conditions / Physical Requirements:

- Exerting up to 10 pounds of force occasionally, a negligible amount of force frequently, and/or or constantly having to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
- Positions in this class typically require fingering, talking, hearing, seeing, grasping, standing, walking and repetitive motions.

The intent of this job description is to provide a representative summary of the types of duties and responsibilities that will be required of the positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. Fair Labor Standards Act (exempt/non-exempt) is designated by position. The employer actively supports Americans with Disabilities Act and will consider reasonable accommodations.

Lexington County Recreation & Aging Commission

563 South Lake Drive, Lexington, South Carolina 29072

803-359-4048

Randy H. Gibson
Executive Director

March 4, 2024

Lynn Sturkie
County Administrator
212 South Lake Drive
Lexington, SC 29072

Dear Mr. Sturkie:

Please find enclosed, our preliminary General Fund Budget for the fiscal year 2024-2025. 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,



Ransom (Randy) H. Gibson, CPA
Executive Director



LEXINGTON COUNTY RECREATION & AGING COMMISSION
 PRELIMINARY GENERAL FUND BUDGET
 FISCAL YEAR 2024-2025

Revenues:

Property Taxes	\$ 15,080,280
Fees & Registrations	2,002,000
Other	<u>125,000</u>
 Total Revenues	 <u>17,207,280</u>

Expenditures:

Personnel	7,660,750
Maintenance	4,584,000
Operations	561,250
Programs	1,031,550
Capital	<u>500,000</u>
 Total Expenditures	 <u>14,337,550</u>

Excess Revenue Over (Under) Expenditures 2,869,730

Other Financing Sources (Uses)
 Transfer To Aging Fund (3,369,730)

Excess Revenue And Other Financing Sources
 Over (Under) Expenditures And Other Sources (500,000)

Estimated Fund Balance - Beginning 21,308,358

Projected Fund Balance - Ending \$ 20,808,358

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2024-2025 BUDGET

DESCRIPTION	FY 24-25 ANNUAL BUDGET
Property Taxes	\$ 15,080,280
Interest Earned	125,000
Special Projects Income	1,617,000
Rental Income	43,000
Miscellaneous	20,000
Special Events	7,000
Registration Fees	315,000
Total Revenues	\$ 17,207,280
Salaries	
Administration	\$ 1,045,500
Recreation	1,156,050
Part-Time	1,131,000
Maintenance	2,100,000
Fringes	2,228,200
Total Salaries	\$ 7,660,750
Maintenance	
Oil & Gasoline	\$ 300,000
Repairs	240,000
Utilities	1,365,000
Radio Service	12,000
Materials & Supplies	1,225,000
Landfill Fees	5,000
Garbage Service	70,000
Pest Control	20,000
Small Tools & Equipment	30,000
Sports Field Bulbs	30,000
Port-O-Johns	6,000
Contract Labor	1,216,000
Tennis Court Resurfacing	65,000
Total Maintenance	\$ 4,584,000
Operations	
Travel	\$ 7,850
Insurance	255,000
Office Operations	115,500
Conference Expense	23,000
Professional Training	11,900
Legal & Auditing	31,000
Medical Disbursements	5,000
Telephone	110,500
Facility Rent	1,500
Total Operations	\$ 561,250

LEXINGTON COUNTY RECREATION AND AGING COMMISSION
PRELIMINARY GENERAL FUND
FISCAL YEAR 2024-2025 BUDGET

DESCRIPTION	FY 24-25 ANNUAL BUDGET
Program Allowances	
Athletic Supplies	\$ 145,500
Officials	137,500
Grants	3,800
Commission Expenses	25,000
Special Events	1,500
Marketing & Promotions	10,000
Total Program Allowances	\$ 323,300
Capital Outlay	
Equipment	\$ 230,000
Furniture & Fixtures	5,000
Vehicles	220,000
Facility Improvements	45,000
Total Capital Outlay	\$ 500,000
Other Financing Uses	
Transfers - Aging Fund	\$ 3,369,730
Total Other Financing Uses	\$ 3,369,730
Special Projects	
Batesburg-Leesville	\$ 34,800
Lexington Leisure	69,250
Spires	7,700
Tri-City	58,500
Gilbert	-
Oak Grove Tennis Complex	44,000
Cayce Tennis Complex	45,000
Baseball Stadium	12,000
Barr Road Complex	157,000
Oak Grove/Pine Grove	280,000
	\$ 708,250
Total Expenditures	\$ 17,707,280

Busbee, Judy R.

From: Hendrix, Jessica
Sent: Wednesday, February 7, 2024 1:15 PM
To: Busbee, Judy R.
Cc: Pratt, Marilyn
Subject: FW: [External] RE: Irmo Chapin Recreation Commission FY24 Prelim Budget Proposal
Attachments: IRMO CHAPIN RECREATION COMMISSION FY25 BUDGET PROPOSAL.pdf

From: Alfred Comfort <acomfort@icrc.net>
Sent: Wednesday, February 7, 2024 11:59 AM
To: Hendrix, Jessica <jchendrix@lex-co.com>
Cc: Sturkie, Lynn <lsturkie@lex-co.com>; POSTON, RANDOLPH <RPOSTON@lex-co.com>; Mark Smyers <msmyers@icrc.net>
Subject: [External] RE: Irmo Chapin Recreation Commission FY24 Prelim Budget Proposal

Attached, please find the FY25 preliminary budget proposal for the Irmo Chapin Recreation Commission. Please let us know if you have any questions. Thank you.

Regards,
C

Alfred Comfort III, MBA, CPM
Finance Director
IRMO CHAPIN RECREATION COMMISSION
W: 803.213.2009
C : 803.315.3966

DESCRIPTION	FY 2024	FY 2025	Increase	Increase
	Approved Budget	Requested	(Decrease)	(Decrease) %
REVENUE:				
Local Taxes	\$ 4,692,850	\$ 5,209,064	\$ 516,214	11.0%
Interest Earned	21,000	21,000	0	0.0%
Building Rentals	122,235	124,680	2,445	2.0%
Outdoor Rentals	92,487	94,337	1,850	2.0%
Fitness Fees	125,981	125,000	(981)	-0.8%
Chapin Splash	19,756	28,000	8,244	41.7%
I.D. Card Fees	65,980	67,300	1,320	2.0%
Donations & Grant Related Income	20,050	21,053	1,003	5.0%
Appeal letter	18,000	20,000	2,000	11.1%
TR Programs & Camps	140,758	92,200	(48,558)	-34.5%
Grants & Contracts	336,074	339,435	3,361	1.0%
CLTC Income	8,000	9,000	1,000	12.5%
Loan Closet	400	500	100	25.0%
Gift Shop	0	13,000	13,000	0.0%
Food Co-OP	8,640	7,500	(1,140)	-13.2%
Special Events	8,475	17,500	9,025	106.5%
Miscellaneous	233,874	5,000	(228,874)	-97.9%
Transfer from SS Foundation	0	5,000	5,000	0.0%
Employee Insurance Withholdings	27,423	230,000	202,577	738.7%
Concessions	900	1,800	900	100.0%
Transfer from Special Revenue	1,471,408	1,358,120	(113,288)	-7.7%
	7,414,290	7,789,489	375,197	5.1%
EXPENDITURES:				
Salaries	\$ 3,225,345	\$ 3,322,105	\$ 96,760	3.0%
Part Time Wages	419,035	431,606	12,571	3.0%
Fringe Benefits	943,165	938,428	(4,738)	-0.5%
Health Insurance Costs	0	230,000	230,000	0.0%
Professional Development	70,421	62,500	(7,921)	-11.2%
Staff Travel	500	550	50	10.0%
Appeal Letter Expenses	10,000	5,000	(5,000)	-50.0%
Office Operations	14,854	16,600	1,746	11.8%
I.D System Operations	0	540	540	0.0%
Data Processing Operations	182,441	232,541	50,100	27.5%
Office Equipment Maintenance	13,277	15,810	2,533	19.1%
Printing/Advertising	25,700	10,150	(15,550)	-60.5%
Marketing	193,020	204,000	10,980	5.7%
Telephone & Cable	165,568	160,000	(5,568)	-3.4%
Concessions	402	850	448	111.4%
Professional Services	50,270	30,167	(20,103)	-40.0%

Splash	900	2,900	2,000	222.2%
Facility Maintenance	351,107	368,662	17,555	5.0%
Fitness Equipment Maintenance	7,000	9,700	2,700	38.6%
Fuel And Lubricants	50,928	40,400	(10,528)	-20.7%
Vehicle Maintenance	29,200	27,500	(1,700)	-5.8%
Park Equipment Maintenance	24,449	29,050	4,601	18.8%
Utilities	328,100	398,182	70,082	21.4%
Insurance	788,388	800,000	11,612	1.5%
Employee Relations	23,850	25,000	1,150	4.8%
Gift Shop	0	5,676	5,676	0.0%
Special Events	2,960	10,285	7,325	247.5%
Sundry Supplies	5,205	22,080	16,875	324.2%
Intergenerational Programs	600	1,200	600	100.0%
Meal Costs	43,000	60,780	17,780	41.3%
Senior Center Operations	3,600	4,000	400	11.1%
Food Co-Op Expenses	7,920	5,000	(2,920)	-36.9%
TR Related Expenditures	27,832	18,225	(9,607)	-34.5%
Foundation Expenses	0	5,000	5,000	0.0%
Miscellaneous Expenditures	50,000	65,000	15,000	30.0%
Transfers to other Funds	0	0	0	100.0%
Grants	180,000	130,000	(50,000)	100.0%
Contingency	175,254	100,000	(75,254)	100.0%
TOTAL EXPENDITURES	7,414,290	7,789,487	375,197	5.1%
Net	0	0	0	0

February 6, 2024

Mr. Lynn Sturkie
Lexington County Administrator
212 South Lake Drive
Lexington, SC 29072

Dear Mr. Sturkie:

Enclosed please find Midlands Technical College's 2024-2025 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 2024-2025.

We would appreciate an advance notice if the College is expected to present its budget. However, Dr. Rhames and I would welcome the opportunity to provide Council a college update at some point during the budget process.

As always, thank you for your support and please call if you have questions.

Sincerely,



Ms. Debbie M. Walker
Vice President for Business Affairs

DMW:sn
Enclosures

C: Mr. Randy Poston, Finance Director, Lexington County
Dr. Ronald L. Rhames, President
Ms. Sheila Smith, Associate VP for Business Affairs
Mr. Peter Hemans, Director of Operations
Ms. Jessica Booth, Director of Finance and Financial Reporting

Walker/L. Sturkie 2024

MIDLANDS TECHNICAL COLLEGE
Budget Request
Fiscal Year 2024-2025
Richland-Lexington Counties, South Carolina

Midlands Technical College is pleased to submit its budget request for fiscal year 2024-25. 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, technology infrastructure, 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 41.40% Lexington County and 58.60% Richland County based on the census done in 2020. Pages 2-4 represent the college's 2024-25 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 2024-25 is shown below.

<u>Lexington County</u>	<u>2024-25</u>
Operating Budget	\$5,513,248
Capital Budget	\$1,375,682*
Debt Service	0.5 Mil ***

* \$1,375,682 is for Capital Projects.

*** For construction and debt service toward the Half Mil projects. (Harbison Campus General Purpose Classroom/Auditorium, Batesburg/Leesville Education Facility, NE Campus Engineering Technology Project, NE Campus Accelerator and Center for QuickJobs Training and Development)

Midlands Technical College
Projected Budgeted Revenues, Disbursements and Transfers
Fiscal Year 2024-2025
Lexington County Council

REVENUES

Unrestricted	
Student Tuition and Fees	\$ 47,756,457
Government	
State	\$ 22,870,468
County	
Lexington	\$ 7,683,150
Richland	\$ 11,887,575
Fairfield	\$ 158,810
Auxiliary Enterprises	\$ 767,000
Other	\$ 6,092,084
TOTAL	\$ 97,215,544
Restricted	
Federal Grants	\$ 2,326,993
Student Financial Aid	\$ 42,650,618
State Grants	\$ 9,671,743
Other	\$ 202,650
TOTAL*	\$ 54,852,004
TOTAL REVENUES	\$ 152,067,548

DISBURSEMENTS AND TRANSFERS

Disbursements

Unrestricted	
Instruction/Academic Support	\$ 51,547,342
Student Support Services	\$ 13,668,903
Plant Operations	\$ 12,395,305
Institutional Support	\$ 16,807,267
Auxiliary Enterprises	\$ 164,237
TOTAL	\$ 94,583,054
Restricted	
TOTAL*	\$ 54,852,004
Transfers (Capital)	
TOTAL	\$ 2,632,490
TOTAL DISBURSEMENTS AND TRANSFERS	\$ 152,067,548

*Restricted revenues and disbursements are the same amount and must balance.

Estimated Fund Balance - Beginning of Fiscal Year \$6,830,493

Projected Fund Balance - End of Fiscal Year \$6,762,188

MIDLANDSTECHNICAL COLLEGE

**Plant Operations Budget
FY 2024-25**

Facilities and Operations Funding Requirements: The college's total FY 2024-25
Facilities and Operations Budget is shown below (excluding capital):

	FY 23-24	FY 24-25
UTILITIES	3,733,850	3,883,204
HOUSEKEEPING/GROUNDS	2,546,455	2,648,313
GENERAL MAINTENANCE	2,313,796	2,406,347
INFRASTRUCTURE TECHNOLOGY	2,185,063	2,272,466
MAJOR REPAIRS/CONSTRUCTION	886,267	921,718
ADMINISTRATION	765,440	796,058
INSURANCE	207,449	215,747
TRANSPORTATION	166,510	173,170
TOTAL	12,804,830	13,317,023

**FY2024-25
COUNTY BUDGET**

	FY 23-24	FY 24-25
UTILITIES	3,733,850	3,883,204
 HOUSEKEEPING/GROUNDS		
Salaries - Permanent	621,061	645,903
Staff Benefits - Permanent	248,607	258,551
Salaries - Temporary	5,740	5,970
Contract Labor	1,212,879	1,261,394
Supplies (Housekeeping)	230,938	240,176
Supplies (Grounds)	204,257	212,427
Uniforms	3,755	3,905
Equipment	19,218	19,987
Total Housekeeping/Grounds	2,546,455	2,648,313
 GENERAL MAINTENANCE		
Salaries - Permanent	668,838	695,592
Staff Benefits	267,611	278,315
Salaries - Temporary	17,284	17,975
Uniforms	4,620	4,805
General Repair/Maintenance	582,436	605,733
Professional Services	7,210	7,498
Supplies	765,797	796,429
Total General Maintenance	2,313,796	2,406,347
 INFRASTRUCTURE TECHNOLOGY		
Salaries – Permanent	534,240	555,610
Staff Benefits – Permanent	213,696	222,245
Salaries – Temporary	165,087	171,690
Network, Communication, IT Services	1,213,831	1,262,384
Supplies	27,629	28,734
Training & Equipment	30,580	31,803
Total Infrastructure Technology	2,185,063	2,272,466

MAJOR REPAIRS/CONSTRUCTION

General Alterations/Roof/Mechanical	886,267	921,718
Total Major Repairs/Construction	886,267	921,718

ADMINISTRATION

Salaries - Permanent	530,542	551,765
Staff Benefits	203,987	212,146
Training	6,186	6,433
Travel	3,904	4,060
Office Support	20,821	21,654
Total Administration	765,440	796,058

INSURANCE

Buildings and Contents	173,093	180,017
Motor Vehicles	34,356	35,730
Total Insurance	207,449	215,747

TRANSPORTATION

Motor Vehicle Supplies/Repair	93,857	97,611
Vehicle Replacement	72,653	75,559
Total Transportation	166,510	173,170

TOTAL	12,804,830	13,317,023
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MIDLANDS TECHNICAL COLLEGE CAPITAL NEEDS CASH FLOW BUDGET												
BY SOURCE OF FUNDS	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	TOTAL	PROJ. TOTAL
1 LEARNING RESOURCE CENTER RENOVATIONS (AIRPORT)												
2 LEXINGTON COUNTY	\$ 2,500,000										\$ 2,500,000	\$ 2,500,000
3 CENTER FOR BUSINESS & INFORMATION TECHNOLOGIES												
4 RICHLAND COUNTY	\$ 8,004,235										\$ 8,004,235	
5 LEXINGTON COUNTY	\$ 5,461,840										\$ 5,461,840	
6 COLLEGE FUNDS (BONDS)	\$ 10,000,000										\$ 10,000,000	
7 COLLEGE FUNDS	\$ 6,533,925										\$ 6,533,925	\$ 30,000,000
8 GRANBY HALL RENOVATION												
9 RICHLAND COUNTY	\$ 1,426,560										\$ 1,426,560	
10 LEXINGTON COUNTY	\$ 973,440										\$ 973,440	
11 STATE FUNDS	\$ 9,600,000										\$ 9,600,000	\$ 12,000,000
12 DEFERRED MAINTENANCE PROJECTS												
13 PARKING LOT AND ROAD REPAIRS	\$ 1,998,898											
14 INTERIOR RENOVATIONS	\$ 1,685,000											
15 ELECTRICAL AND LIGHTING REPAIRS	\$ 397,725											
16 STATE FUNDS	\$ 4,081,623										\$ 4,081,623	\$ 4,081,623
17 MAINTENANCE BUILDING ADDITION												
18 COLLEGE FUNDS	\$ 3,600,000										\$ 3,600,000	\$ 3,600,000
19 BC WMI RENOVATION												
20 RICHLAND COUNTY	\$ 1,973,408										\$ 1,973,408	
21 LEXINGTON COUNTY	\$ 1,346,592										\$ 1,346,592	
22 STATE FUNDS	\$ 13,280,000										\$ 13,280,000	\$ 16,600,000
23 PLANT PROJECTS*												
24 COUNTY PLANT FUNDS	\$ 921,718	\$ 958,587	\$ 200,000	\$ 996,930	\$ 1,036,807	\$ 1,078,280	\$ 1,121,411	\$ 1,166,267	\$ 1,212,918	\$ 1,261,435	\$ 9,754,953	\$ 9,754,953
25 COLLEGE FUNDS	\$ 2,041,900	\$ 2,123,576	\$ 2,000,000	\$ 2,208,519	\$ 2,296,859	\$ 2,388,734	\$ 2,484,283	\$ 2,583,654	\$ 2,687,001	\$ 2,794,481	\$ 21,609,006	\$ 21,609,006
26 MAJOR BUILDING RENOVATION	\$ 1,375,682	\$ 1,430,709	\$ 1,487,937	\$ 1,547,455	\$ 1,609,353	\$ 1,673,727	\$ 1,740,676	\$ 1,810,303	\$ 1,882,716	\$ 1,962,945	\$ 14,558,559	\$ 14,558,559
27 RICHLAND COUNTY	\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 1,452,945	\$ 10,804,508	\$ 10,804,508
28 LEXINGTON COUNTY	\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 1,452,945	\$ 10,804,508	\$ 10,804,508
29 DEBT SERVICE	\$ 794,220	\$ 825,989	\$ 859,028	\$ 893,389	\$ 929,125	\$ 966,290	\$ 1,004,942	\$ 1,045,139	\$ 1,086,945	\$ 1,131,411	\$ 8,405,067	\$ 8,405,067
30 RICH COUNTY HALF MIL - DEBT SERVICE	\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 1,452,945	\$ 10,804,508	\$ 10,804,508
31 RICH COUNTY HALF MIL - DEBT SERVICE	\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 1,452,945	\$ 10,804,508	\$ 10,804,508
32 LEX COUNTY HALF MIL - DEBT SERVICE	\$ 794,220	\$ 825,989	\$ 859,028	\$ 893,389	\$ 929,125	\$ 966,290	\$ 1,004,942	\$ 1,045,139	\$ 1,086,945	\$ 1,131,411	\$ 8,405,067	\$ 8,405,067
33 TOTAL ALL SOURCES	\$ 52,181,623	\$ 7,375,420	\$ 10,982,437	\$ 21,240,934	\$ 8,271,372	\$ 8,594,227	\$ 8,929,996	\$ 9,279,195	\$ 9,642,363	\$ 10,020,058	\$ 146,517,624	\$ 146,517,624
34 TOTAL BY SOURCE (PER YEAR)	\$ 52,181,623	\$ 7,375,420	\$ 10,982,437	\$ 21,240,934	\$ 8,271,372	\$ 8,594,227	\$ 8,929,996	\$ 9,279,195	\$ 9,642,363	\$ 10,020,058	\$ 146,517,624	\$ 146,517,624
35 RICHLAND COUNTY	\$ 9,430,795	\$ 2,041,900	\$ 4,096,984	\$ 2,208,519	\$ 2,296,859	\$ 2,388,734	\$ 2,484,283	\$ 2,583,654	\$ 2,687,001	\$ 2,794,481	\$ 33,013,209	\$ 33,013,209
36 LEXINGTON COUNTY	\$ 8,935,280	\$ 1,375,682	\$ 2,777,301	\$ 1,487,937	\$ 1,547,455	\$ 1,609,353	\$ 1,673,727	\$ 1,740,676	\$ 1,810,303	\$ 1,882,716	\$ 24,840,431	\$ 24,840,431
37 STATE FUNDS	\$ 13,681,623			\$ 13,280,000							\$ 26,961,623	\$ 26,961,623
38 COLLEGE FUNDS	\$ 10,133,925			\$ 700,000			\$ 200,000				\$ 11,033,925	\$ 11,033,925
39 COLLEGE FUNDS (BONDS)	\$ 10,000,000			\$ 200,000			\$ 200,000				\$ 10,400,000	\$ 10,400,000
40 RICH COUNTY HALF MIL - DEBT SERVICE (INE)		\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 10,804,508	\$ 10,804,508
41 RICH COUNTY HALF MIL - DEBT SERVICE (BELTLINE)		\$ 1,020,950	\$ 1,061,788	\$ 1,104,260	\$ 1,148,430	\$ 1,194,367	\$ 1,242,142	\$ 1,291,828	\$ 1,343,501	\$ 1,397,241	\$ 10,804,508	\$ 10,804,508
42 LEX COUNTY HALF MIL - DEBT SERVICE		\$ 794,220	\$ 825,989	\$ 859,028	\$ 893,389	\$ 929,125	\$ 966,290	\$ 1,004,942	\$ 1,045,139	\$ 1,086,945	\$ 8,405,067	\$ 8,405,067
43 COUNTY PLANT FUNDS		\$ 921,718	\$ 958,587	\$ 996,930	\$ 1,036,807	\$ 1,078,280	\$ 1,121,411	\$ 1,166,267	\$ 1,212,918	\$ 1,261,435	\$ 9,754,953	\$ 9,754,953
44 TOTAL ALL SOURCES	\$ 52,181,623	\$ 7,375,420	\$ 10,982,437	\$ 21,240,934	\$ 8,271,372	\$ 8,594,227	\$ 8,929,996	\$ 9,279,195	\$ 9,642,363	\$ 10,020,058	\$ 146,517,624	\$ 146,517,624

* SUPPLEMENT PLANT FUNDS PARKING, PAVING, MECHANICAL SYSTEMS, ROOFING COLLEGE WIDE

Revenue Projections

Lexington County	\$	3,300,000.00	
Town of Irmo	\$	780,000.00	
Fire Fees (City of Columbia)	\$	449,000.00	
TOTAL REVENUE EXPECTED			\$ 4,529,000.00

Personnel Expenses

Wages and Salaries	\$	2,492,000.00	
Social Security & Medicare Taxes	\$	190,680.00	
Workers Compensation Insurance	\$	86,000.00	
Total Personnel Expenses	\$	2,768,680.00	

Operating Expenses

Professional Services	\$	77,000.00	
Conferences/Meetings	\$	10,000.00	
Dues/Subscriptions	\$	9,000.00	
Education/Fire Prevention	\$	5,000.00	
Employee Education & Training	\$	9,000.00	
Fitness	\$	19,000.00	
Uniforms/Brass	\$	15,000.00	
Personal Protective Equipment	\$	50,000.00	
Health/Dental/Vision/LTD Insurance	\$	450,000.00	
SCRS Retirement Contributions	\$	528,000.00	
Sm Tools/Equipment	\$	10,000.00	
Hand Held Radios	\$	33,000.00	
Computers, Electronics, Office Phones	\$	11,000.00	
Office Equipment/Furniture/Appliances	\$	4,000.00	
Operating/Office Supplies/Postage	\$	12,700.00	
Software/Email Hosting/Security	\$	31,500.00	
Building/Grounds Maintenance	\$	28,000.00	
Equipment Repairs	\$	8,000.00	
Fleet Maintenance	\$	150,000.00	
Fuel	\$	85,000.00	
Radio Service - Palmetto 800	\$	16,000.00	
Mobile Phones and Wireless Services	\$	8,000.00	
Telephone and Internet	\$	15,000.00	
Utilities and Waste Management	\$	47,000.00	
Liability and Fleet Insurance	\$	74,000.00	
Total Operating Expenses	\$	1,705,200.00	

Capital Improvements

Water Rescue Boat & Equipment	\$	50,000.00	
Total Capital Improvements	\$	50,000.00	
Contingencies	\$	5,120.00	
TOTAL FY 2024 EXPENSES	\$	4,529,000.00	\$ 4,529,000.00

Total Requested from Lexington County for Irmo Fire District Stations, 1, 2, and 3 **\$ 3,300,000.00**

Additional Needs for Capital Improvements

Training Facility	\$	1,200,000.00	
Quick Response Vehicles	\$	715,000.00	
Total Additional Revenue Needed	\$	1,915,000.00	