

AGENDA
LEXINGTON COUNTY COUNCIL
Committee Meetings
Tuesday, July 27, 2010
Second Floor - County Administration Building
212 South Lake Drive, Lexington, SC 29072
Telephone - 803-785-8103 -- FAX 803-785-8101

***Times are tentatively scheduled committee meetings that may run behind or ahead of schedule; therefore, the times could change by as much as 30 minutes.**

12:15 p.m. - 12:55 p.m. - Economic Development

- (1) American Recovery and Reinvestment Act of 2009 Bond Cap Allocation - Economic Development - Chuck Whipple, Manager **A**
- (2) Approval of Minutes - Meeting of June 22, 2010..... **B**
- (3) Old Business/New Business
- (4) Adjournment

12:55 p.m. - 1:10 p.m. - Planning & Administration

- (1) CDBG Program Amendment to 2008 and 2009 Annual Action Plan (Goal 1) - Community Development - Rhonda Dean, Community Development Administrator..... **C**
- (2) Ordinance 10-05 - Landscape and Open Space Ordinance Amendments (Goal 2) - 1st Reading - Planning & GIS - Charlie Compton, Director **D**
- (3) Approval of Minutes - Meeting of May 11, 2010..... **E**
- (4) Old Business/New Business
- (5) Adjournment

1:10 p.m. - 1:20 p.m. - Justice

- (1) Forensic Death Investigator Grant Award - Coroner's Office, Harry Harman, Coroner **F**
- (2) Gang Task Force Grant Award - Sheriff's Department - Col. Allan Paavel **G**
- (3) Approval of Minutes - Meetings of May 11, May 25, June 15, and June 22, 2010 **H**
- (4) Old Business/New Business
- (5) Adjournment

1:20 p.m. - 1:25 p.m. - Health & Human Services

- (1) Approval of Minutes - Meeting of June 22, 2010..... **I**
- (2) Old Business/New Business
- (3) Adjournment

1:25 p.m. - 2:30 p.m. - Public Works

- (1) NPDES MS4 Permit Update (Goal 2) - Public Works - Synithia Williams, Environmental Coordinator **J**
- (2) Uncontested Legal Road Closures - Public Works - John Fechtel, Director..... **K**
- (3) Chaney Road Partial Closing - Public Works - John Fechtel, Director..... **L**
- (4) Partial Closing of Pershing Street - Public Works - John Fechtel, Director..... **M**
- (5) Updated Countywide Transportation Plan - "C" Funds (Goal 2) - Public Works - John Fechtel, Director **N**
- (6) Chapter 7 Land Development Manual, Agreements, Bonding and Warranties (Goal 2) - Public Works/Stormwater Management - Sheri Armstrong, Manager..... **O**
- (7) Approval of Minutes - Meetings of May 25, June 15, and June 22, 2010..... **P**
- (8) Old Business/New Business - Traffic Congestion, Alternate Material for Road Swells, New Road - Corley Mill/Riverchase, Assessment of Ponds Inventory, Flooding Issues
- (9) Adjournment

2:30 p.m. - 2:50 p.m. - Airport

- (1) Lexington County Airport at Pelion Master Plan Update - Scope of Work and Fee Proposal (Goal 2) - Andy Busbee, P.E., Manager of Aviation Design, The LPA Group, Inc. **Q**
- (2) Old Business/New Business
- (3) Adjournment

2:50 p.m. - 3:00 p.m. - Solid Waste

- (1) DHEC Solid Waste Mattress Grant Award - Solid Waste Management - Dave Eger, Director **R**
- (2) DHEC Solid Waste Tire Grant Award - Solid Waste Management - Dave Eger, Director **S**
- (3) DHEC Used Oil Grant Award - Solid Waste Management - Dave Eger, Director **T**
- (4) Approval of Minutes - Meeting of June 15, 2010..... **U**
- (5) Old Business/New Business
- (6) Adjournment

3:00 p.m. - 4:15 p.m. - Committee of the Whole

- (1) HUD Sustainable Communities Regional Planning Grant Memorandum of Understanding (Goal 2) - Central Midlands Council of Governments - Norman Whitaker, Executive Director **V**
- (2) Approval of Minutes - Meetings of May 11, May 25, June 15, and June 22, 2010 **W**
- (3) Possible Executive Session if Time Permits
- (4) Old Business/New Business - Local Contractors Procurement, Fire Service Volunteer Incentives
- (5) Adjournment

Economic Development

B. Banning, Sr., Chairman
B. Derrick, V Chairman
D. Summers
J. Kinard

Justice

S. Davis, Chairman
J. Carrigg, Jr., V Chairman
B. Derrick
B. Keisler
J. Kinard

Public Works

B. Derrick, Chairman
J. Carrigg, Jr., V Chairman
B. Keisler
B. Banning, Sr.
J. Kinard

Solid Waste

D. Summers, Chairman
T. Cullum, V Chairman
S. Davis
J. Jeffcoat
J. Kinard

Planning & Administration

J. Carrigg, Jr., Chairman
B. Derrick, V Chairman
B. Banning, Sr.
T. Cullum
J. Kinard

Health & Human Services

J. Jeffcoat, Chairman
D. Summers, V Chairman
B. Keisler
B. Banning, Sr.
J. Kinard

Airport

T. Cullum, Chairman
D. Summers, V Chairman
S. Davis
J. Jeffcoat
J. Kinard

Committee of the Whole

J. Kinard, Chairman
B. Banning, V Chairman
B. Derrick
S. Davis
D. Summers
B. Keisler
J. Jeffcoat
J. Carrigg, Jr.
T. Cullum

GOALS

- 1. Provide for public services to citizens of Lexington County.**
- 2. Manage growth to meet needs of Lexington County.**
- 3. Provide innovative Financial Management.**

A G E N D A
LEXINGTON COUNTY COUNCIL

Tuesday, July 27, 2010

Second Floor - Dorothy K. Black Council Chambers - County Administration Building

212 South Lake Drive, Lexington, South Carolina 29072

Telephone - 803-785-8103 FAX - 803-785-8101

4:30 P.M. - COUNCIL CHAMBERS

Call to Order/Invocation

Pledge of Allegiance

The Green Business Certificates - Presented by Synithia Williams, Environmental Coordinator

Chairman's Report

Administrator's Report

(1) Shining Stars for Third Quarter 2010

Employee Recognition - Katherine Hubbard, County Administrator

Resolutions.....X

(1) USC Gamecock Baseball Team

AppointmentsY

Bids/Purchases/RFPs

(1) Spay/Neuter & Adoption Center.....Z

(2) Boiler Replacement Project - Lexington County Main Library - Building Services.....1

(3) Work Uniforms (Term Contract) - Countywide.....2

(4) Request for Approval to Utilize the Competitive Sealed Proposal Process for the Acquisition of Employee Health and Dental Insurance - Human Resources.....3

(5) One (1) Storage Area Network Drive - Information Services.....4

(6) Three (3) Motorgraders (Replacement) - Public Works/Transportation.....5

(7) Two (2) Backhoes (Replacement) - Public Works/Transportation.....6

(8) Fleet Vehicle Replacements - Various Departments.....7

Approval of Minutes - Meetings of June 15 and June 22, 2010.....8

Zoning Amendment

(1) Zoning Map Amendment M10-01 - P/O Amicks Ferry Road, P/O Timberlake Drive and Fairway Ridge Drive - 1st Reading.....9

Committee Reports

Economic Development, B. Banning, Sr., Chairman

- (1) American Recovery and Reinvestment Act of 2009 Bond Cap Allocation - **Tab A**

Planning & Administration, J. Carrigg, Jr., Chairman

- (1) CDBG Program Amendment to 2008 and 2009 Annual Action Plan - **Tab C**
- (2) Ordinance 10-05 - Landscape and Open Space Ordinance Amendments - 1st Reading - **Tab D**

Justice, S. Davis, Chairman

- (1) Forensic Death Investigator Grant Award - **Tab F**
- (2) Gang Task Force Grant Award - **Tab G**

Public Works, B. Derrick, Chairman

- (1) Uncontested Legal Road Closures/Chaney Road Partial Closing - **Tab K**
- (2) Chaney Road Partial Closing - **Tab L**
- (3) Partial Closing of Pershing Street - **Tab M**
- (4) Updated Countywide Transportation Plan - "C" Funds - **Tab N**

Solid Waste, D. Summers, Chairman

- (1) DHEC Solid Waste Mattress Grant Award - **Tab R**
- (2) DHEC Solid Waste Tire Grant Award - **Tab S**
- (3) DHEC Used Oil Grant Award - **Tab T**

Committee of the Whole, J. Kinard, Chairman

- (1) HUD Sustainable Communities Regional Planning Grant Memorandum of Understanding - **Tab V**

Budget Amendment Resolutions

OLD BUSINESS/NEW BUSINESS

EXECUTIVE SESSION/LEGAL BRIEFING

MATTERS REQUIRING A VOTE AS A RESULT OF EXECUTIVE SESSION

ADJOURNMENT

MISSION:

Provide quality services to our citizens at a reasonable cost.

VISION:

Planned growth for our communities with abundant opportunities for all in a quality environment.

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The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.



County of Lexington

Community Development Department
Community Development Block Grant Program
212 South Lake Drive, Suite 401
Lexington, SC 29072
Telephone (803) 785-8121 - Fax (803) 785-8188

MEMORANDUM

To: Planning and Administration Committee
Through: Katherine Hubbard, County Administrator
From: Ron Scott, Community Development Administrator
Date: July 16, 2010
Subject: Community Development Block Grant (CDBG) Program
Amendment to the 2008 and 2009 Action Plan

The Grant Programs Division of the Community Development Department requests approval from County Council to amend the 2009 Action Plan and reallocate \$125,000 from the Demolition and Clearance Program to the Minor Home Repair (MHR) Program. The MHR Program is an ongoing County project and currently has more eligible applicants than funding available. Reallocating these funds will also help meet the County meet expenditure requirements of the US Department of Housing and Urban Development (HUD).

The Grant Programs Division also requests approval to amend the 2008 Action Plan due to a reduction in the number of lots purchased and beneficiaries originally proposed in Central SC Habitat for Humanity Leica Lane Affordable Housing project. The environmental assessment of the project site identified wetlands on some of the lots; therefore, Central SC Habitat for Humanity could only purchase the lots determined to be buildable lots. The project was originally funded to purchase fifteen (15) lots on Leica Lane. The lots were to be used to build fifteen (15) single-family houses and benefit 45 low and moderate income persons. The project scope is being amended and Central SC Habitat for Humanity will purchase five (5) lots and build five (5) single-family houses to benefit fifteen (15) low and moderate income persons.

These amendments to the 2008 and 2009 Action Plan are considered substantial and a public notice was advertised in the *Lexington Chronicle* newspaper on June 10, 2010 and posted on the County's website for public review. The 30-day comment period ended July 11, 2010 and no comments were received.

Requested Action: The Community Development Department request approval to prepare an amendment to the 2008 and 2009 Action Plan and submit it to HUD for approval.

Memorandum

July 14, 2010

To: Katherine Hubbard
County Administrator

For: Planning and Administration Committee
County Council

From: Charlie Compton, Director
Department of Planning and GIS

Reference: Ordinance #10-05: Landscape and Open Space Ordinance Amendments

This Ordinance combines into a single package several changes that were needed in the Landscape and Open Space Ordinance. The following is a summary of the proposed changes:

1. Increase the scope of the Ordinance to include all multi-dwelling unit activities. Without making this change mobile home parks and duplexes that are not developed as a subdivision would be exempt from key features of the Ordinance.
2. Insure that the scope of the Ordinance complies with the Vested Rights Act of South Carolina. Even though there may be some question as to whether this Act applies to a landscape ordinance, we feel that all our development ordinances should address vesting in the same way.
3. Make changes to the clearcutting section to insure compliance with the most recently adopted South Carolina Law which addresses local regulation of development affecting forest land. A copy of that law is attached.
4. Modify the amendment procedures to better replicate other County ordinances.

If the Planning and Administration Committee is satisfied with this process, Ordinance #10-05 could be given 1st reading at the 4:30 p.m. meeting. Remember that this Ordinance is worded in such a way that issues can be added or deleted during the adoption process.

Enclosures: Ordinance #10-05, proposed Landscape and Open Space Ordinance amendments
South Carolina Law addressing local regulation of development affecting forest land

ORDINANCE #10-05

An Ordinance Amending the LEXINGTON COUNTY LANDSCAPE AND OPEN SPACE ORDINANCE

Pursuant to the authority granted by the Constitution of the State of South Carolina and General Assembly of the State of South Carolina, be it ordained and enacted by the Lexington County Council as follows:

Amendments to the Landscape and Open Space Ordinance are to be considered that would update the restrictions contained therein and as a minimum address the following issues:

1. Increase the scope of the Ordinance to include all multi-dwelling unit activities.
2. Insure that the scope of the Ordinance complies with the Vested Rights Act of South Carolina.
3. Make changes to the clearcutting section to insure compliance with the most recently adopted South Carolina Law which addresses local regulation of development affecting forest land.
4. Modify the amendment procedures to better replicate other County ordinances.

Make the following changes and additions to:

Article 1 – Authority

1.3 Scope of Regulations

Except as otherwise stated, the regulations set forth herein shall apply to all Residential Attached (~~3 or more~~) dwelling units and Mobile Home Parks, as defined within the Lexington County Zoning Ordinance; all residential and non-residential subdivisions, as defined and regulated within Article 4; and all non-residential development within the unincorporated area of Lexington County, with the exception of the following development conditions/activities:

- a. Any public road construction or utility construction project, except as described in Article 3, Section 4 Service Areas/Utilities.
- b. Any land used for Crops and Animal Operations, as defined in the Lexington County Zoning Ordinance. These definitions include the raising of trees, vines, field, forage, or other plant crops intended to provide food or fiber. However, processing areas/buildings, transport and warehousing, and retail or wholesale activities related to crops and animal operations are not exempt from the terms of this Ordinance. Section 3.1.7 Clearcutting, further defines the exemptions allowed for timber harvesting.
- c. Non-residential development containing a parking lot that is used as a display/storage area greater than 10,000 square feet shall be exempt from the provisions of Article 3, Section 3 Parking Lots, within the display area only (i.e., automobile, boat and craft dealerships; truck terminals; etc.).

Some of the residential activities, exempted above from the scope of these regulations, must follow the requirements of Article 3, Section 7 Scenic Corridor Protection.

1.3.1 New Activities

Upon the effective date of this Ordinance, any building, structure, or tract of land shall be used, constructed, or developed only in accordance with the applicable regulations contained herein.

A landscape permit shall be effective for two years from the date of the approval. Five one-year extensions of the landscape permit will be granted provided the obligations of the permit continue to be met, and provided there have been no amendments to these regulations that prohibit approval.

1.3.2 Existing Activities

Any activity legally established prior to the effective date of this Ordinance which does not comply with its regulations shall be subject to the Nonconforming Use provisions of Article 5.

1.3.3 Existing Permits

Building permits or zoning permits lawfully issued before the effective date of this Ordinance or subsequent amendments shall remain in effect for as long as provided by the Lexington County Building Code and the Lexington County Zoning Ordinance. ~~that such building, structure, or activity is substantially underway and being diligently pursued within six months of the issuance of the permit. If such does not occur, then the permit shall automatically lapse and the provisions of this Ordinance shall apply.~~ Landscape permits lawfully issued before the effective date of amendments to this Ordinance shall remain in effect as long as provided for in Section 1.3.1.

Make the following changes and additions to:

Section 1. General (found in Article 3 – Landscaping Requirements)

3.1.7 Clearcutting

Silviculture is the science of managing the establishment, growth, composition, and quality of forest vegetation for the full range of forest resource objectives, which often include wildlife, water, recreation, aesthetics, etc. Stands of trees and forests are sometimes managed purely for timber where clearcutting is often practiced to regenerate certain species that require sunlit conditions. Even in a silvicultural planned clearcut, virtually all trees may be removed to achieve the environment desired, including certain light and soil conditions.

Timber harvesting is recognized as a practice beneficial to individual property owners, and also to the local economy. However, trees are also recognized as playing a key role in the quality of the economic and environmental future of the County. It is the intent of this section of this Ordinance to have a reasonable review of clearcutting, ~~in conjunction with timber harvesting activities,~~ which exempts sustainable forest management activities while offering opportunities for the assessment of development activities in order to preserve ~~allows for equitable financial gain to property owners while preserving~~ that part of the vegetative environment that is essential to the quality of life of the general population.

a. Exemptions: Any forestry activity on forestland, including tree harvesting, which is being conducted in accordance with the ~~Best Management Practices for Forestry~~ as established and amended by the South Carolina Forestry Commission and as part of an ongoing forest management program that meets at least one of the following requirements as defined under Section 48-23-205 of the South Carolina Code of Laws, does not require a review by the Landscape Administrator:

- taxed on the basis of its present use value as forestland;
- managed in accordance with a forest management plan;
- certified under the Sustainable Forestry Initiative, the Forest Stewardship Council, the American Forest Foundations Tree Farm System, or any other nationally recognized forest certification system;
- subject to a legally binding conservation easement under which the owner limits the right to develop or subdivide the land; or
- managed and harvested in accordance with the best management practices established by the State Commission of Forestry.

For the purpose of this exemption, forestry activity includes, but is not limited to, timber harvesting; site preparation; controlled burning; tree planting; applications of fertilizers, herbicides, and pesticides; weed control; animal damage control; fire control; insect and disease control; forest road construction; and any other generally accepted forestry practices.

To help insure that this exemption is respected by everyone, a simple notification by telephone, FAX, or e-mail of ~~the~~ a proposed clearcut associated with sustainable forest management activity ~~will~~ should be made to the Landscape Administrator. Notification is not expected for activities such as thinning; shelter wood, salvage, or seed tree cuts; or insect and disease control measures.

Lexington County may deny any permits for development of a site for a period of 3 years after the completion of a tree harvest if there was a willful intent ~~by the applicant~~ to exercise this forestry exemption to circumvent any provisions of this Ordinance.

b. Clearcutting associated with development may occur only after the provisions of this Ordinance have been met for the proposed development. This would typically involve a developer submitting a plan to the Landscape Administrator for review and approval, either for himself or on behalf of the property owner. In forest management terms this ~~will include~~ is considered a development cut because it is considered the final harvest without plans for ~~regeneration of trees~~ future sustainable forest management activities. If there is an unexpected need for the property owner to harvest timber and the intent is to develop the property or market the property for development, the harvest must be reviewed by the Landscape Administrator to ensure there is no loss of essential water quality protection, beneficial trophy tree preservation, or vegetation along designated Scenic Corridors. This review is not intended to prevent equitable financial gain to the property owner, but to ensure the activity does not cause irreplaceable damage to the long-term benefits to the County or the property owner.

~~c. Clearcutting that occurs with no immediate intention of development will be reviewed by the Landscape Administrator to ensure that there is no loss of essential short term~~

~~water quality protection or beneficial long term trophy tree preservation. This review will be done very quickly if there is an unexpected need by the property owner for prompt assistance. This assessment is not intended to prevent equitable financial gain to the property owner, but to ensure that the activity does not cause irreplaceable damage to the long-term benefits to the County or the property owner in the following two areas of concern:~~

~~Water quality protection: The stormwater runoff after timber harvesting must meet the water quality requirements of Lexington County. Since the water quality protections for the stormwater runoff from an undeveloped tract of land is generally not as rigid as the protection needed for developed property, preserving larger riparian buffers may not be required as a part of the *Best Management Practices for Forestry (BMPs)*; but should be considered as a way to enhance the value of the property for future development. This would especially be true if the lack of adequate riparian buffers causes future development to construct more expensive alternate methods to achieve required water quality protection. Therefore, following BMPs as established and amended by the South Carolina Forestry Commission will be considered sufficient for timber harvesting, but may not be sufficient for the future development of the property.~~

~~Trophy tree preservation: This requirement involves identifying irreplaceable groupings of trophy trees that can easily be included in future development plans as value-added amenities. It is not the intent of this Ordinance to require the preservation of every trophy tree on a piece of property or to imprudently leave isolated trophy trees that are not good candidates for long term survival. The Appendix of this Ordinance contains the criteria for trophy trees, including a list of those trees that are not considered worthy of protection regardless of size.~~

~~Sediment and Erosion Protection: At all times, timber harvesting activities must provide sediment and erosion protection for adjoining properties and public roadways in accordance with BMPs. Even though those practices do not include a visual buffer, Lexington County will require a minimum visual buffer as follows:~~

Scenic Corridor 1:	25 feet
Scenic Corridor 2 and 3:	20 feet (where the road right-of-way is 50 feet wide)
	15 feet (where the road right-of-way is 66 feet wide)
All other roads:	10 feet
Adjoining property:	10 feet

~~Within all visual buffers, except those along Scenic Corridors, the careful harvesting of single trees is permitted as long as the basic integrity of the buffer is maintained. The visual buffers along roads will be measured from the platted rights of way where they exist. On roads without platted rights of way, they will be measured from the prescriptive easement. That easement is interpreted to include the actual roadway as well as any adjacent drainage ditch systems that are part of the roadway.~~

Make the following changes and additions to:
Section 3. Amendments (found in Article 6 – Administration)

6.3.2 Procedures

Amendments to this Ordinance may be proposed by the Lexington County Council, ~~or the Lexington County Planning Commission, or by an interested party.~~

- a. An application for amendment shall be filed with the Landscape Administrator.
- b. These regulations may be amended after notice and public hearing in the same manner as prescribed by law for their original adoption.

This Ordinance shall be effective from the date that it is approved.

Enacted this ____ day of _____, 2010.

James E. Kinard, Jr.
Chair, Lexington County Council

ATTEST:

Diana W. Burnett, Clerk

First Reading: _____
Second Reading: _____
Public Hearing: _____
Third and Final Reading: _____
Filed w/Clerk of Court: _____

New State Forestry Law

SECTION 48-23-205. Local regulation of development affecting forest land.

(A) For purposes of this section:

- (1) "Development" means any activity, including timber harvesting, that is associated with the conversion of forestland to nonforest or nonagricultural use.
- (2) "Forestland" means land supporting a stand or potential stand of trees valuable for timber products, watershed or wildlife protection, recreational uses, or for other purposes.
- (3) "Forest management plan" means a document or documents prepared or approved by a forester registered in this State that defines a landowner's forest management objectives and describes specific measures to be taken to achieve those objectives. A management plan shall include silvicultural practices, objectives, and measures to achieve them, that relate to a stand or potential stand of trees that may be utilized for timber products, watershed or wildlife protection, recreational uses, or for other purposes.
- (4) "Forestry activity" includes, but is not limited to, timber harvest, site preparation, controlled burning, tree planting, applications of fertilizers, herbicides, pesticides, weed control, animal damage control, fire control, insect and disease control, forest road construction, and any other generally accepted forestry practices.

(B) A county or municipality must not adopt or enforce any ordinance, rule, regulation, resolution, or permit related to forestry activities on forestland that is:

- (1) taxed on the basis of its present use value as forestland under Section 12-43-220(d);
- (2) managed in accordance with a forest management plan;
- (3) certified under the Sustainable Forestry Initiative, the Forest Stewardship Council, the American Forest Foundations Tree Farm System, or any other nationally recognized forest certification system;
- (4) subject to a legally binding conservation easement under which the owner limits the right to develop or subdivide the land; or
- (5) managed and harvested in accordance with the best management practices established by the State Commission of Forestry pursuant to Section 48-36-30.

(C) This section does not limit, expand, or otherwise alter the authority of a county or municipality to:

- (1) regulate activities associated with development, provided that a county or municipality requires a deferral of consideration of an application for a building permit, a site disturbance or subdivision plan, or any other approval for development that if implemented would result in a change from forest land to nonforest or nonagricultural use, the deferral may not exceed a period of up to:
 - (a) one year after the completion of a timber harvest if the harvest results in the removal of all or substantially all of the trees from the specific area included in a building permit, site disturbance or subdivision plan in item (1), and the removal qualified for an exemption contained in subsection (B); or
 - (b) five years after the completion of a timber harvest if the harvest results in the removal of all or substantially all of the trees from the specific area included in a building permit, site disturbance or subdivision plan in item (1), and the removal qualified for an exemption contained in subsection (B) for which the permit or approval is sought and the harvest was a wilful violation of the county regulations;
- (2) regulate trees pursuant to any act of the General Assembly;
- (3) adopt ordinances that are necessary to comply with any federal or state law, regulation, or rule; or
- (4) exercise its development permitting, planning, or zoning authority as provided by law.

(D) A person whose application for a building permit, a site disturbance or subdivision plan, or any other approval for development is deferred pursuant to the provisions contained in this section may appeal the decision to the appropriate governmental authority.

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.

COUNTY OF LEXINGTON Grant Request Summary Form

Title of Grant: Forensic Death Investigator

Fund: 2459 Forensic Death Investigator **Department:** 141300 Coroner
No. Title No. Title

Type of Summary: Grant Application Grant Award X

Grant Overview:

The Coroner's Office has been awarded a second year of funding for the Forensic Death Investigator. This will be the first full year of funding if this grant is awarded, the current award was only for nine months.

This award is for an investigator, equipment and operating cost for the investigator.

Grant Period: July 1, 2010 to June 30, 2011

Responsible Departmental Grant Personnel: Randy Martin, Chief Deputy Coroner

Date Grant Information Released: November 4, 2009 **Date Grant Application Due:** January 15, 2010

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

Personnel	\$ 64,689.00		
Operating	\$ 15,305.00	** Application Amount:	\$ 96,138
Capital	\$ 100.00	** Award Amount:	\$ 76,089
Total	<u>\$ 80,094.00</u>		

Local Match Required: Yes No

If Yes, What is the Percentage / Amount:

95	\$76,089.00
5	\$4,005.00
%	\$ Amount

Requirements at the End of this Grant (please explain in detail):

This program will be added to the Coroner's budget once funding runs out.

Dept. Preparer:		
Dept. Approval:		
Finance Approval:	AD	7/13/2010
	<i>Initials</i>	<i>Date</i>

**COUNTY OF LEXINGTON
FORENSIC DEATH INVESTIGATOR
Annual Budget
Fiscal Year - 2010-11**

Object Code	Revenue Account Title	Actual 2008-09	Received Thru May 2009-10	Amended Budget Thru May 2009-10	Projected Revenues Thru Jun 2009-10	Requested 2010-11	Approved 2010-11	Awarded 2010-11
*Coroner - Forensic Death Investigator 2459:								
Revenues:								
457000	Federal Grant Income	0	13,387	94,542	94,542	96,138	96,138	76,089
801000	Op Trn From General Fund	0	0	0	0	5,060	5,060	4,005
	** Total Revenue	<u>0</u>	<u>13,387</u>	<u>94,542</u>	<u>94,542</u>	<u>101,198</u>	<u>101,198</u>	<u>80,094</u>
	***Total Appropriation				94,542	99,998	101,198	80,094
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>1,200</u>	<u>0</u>	<u>0</u>

**COUNTY OF LEXINGTON
FORENSIC DEATH INVESTIGATOR
Annual Budget
Fiscal Year - 2010-11**

Fund: 2459
Division: Judicial
Organization: 141300 - Coroner

Object Expenditure		<i>BUDGET</i>					
Code	Classification	2008-09 Expend	2009-10 Expend (May)	2009-10 Amended (May)	2010-11 Requested	2010-11 Approved	2010-11 Awarded
Personnel							
510100	Salaries & Wages - 1	0	22,678	27,452	44,500	41,360	42,187
510200	Overtime	0	1,312	2,500	3,000	3,000	3,000
511112	FICA - Employer's Portion	0	1,800	2,410	3,558	3,394	3,457
511114	Police Retirement - Employer's Portion	0	2,651	3,480	5,157	5,115	5,210
511120	Insurance Fund Contribution - 1	0	3,750	4,375	8,000	7,800	7,800
511130	Workers Compensation	0	807	1,059	1,563	1,390	1,416
519999	Personnel Contingency	0	0	0	0	2,120	1,619
* Total Personnel		0	32,998	41,276	65,778	64,179	64,689
Operating Expenses							
520233	Towing Service	0	95	95	0	0	0
521000	Office Supplies	0	145	200	200	200	200
521200	Operating Supplies	0	596	4,463	3,850	3,850	3,000
522300	Vehicle Repairs & Maintenance - 1	0	15	1,105	800	800	800
524100	Vehicle Insurance - 1	0	0	545	565	546	546
524201	General Tort Liability Insurance	0	0	375	745	745	745
525004	WAN Service Charges	0	164	205	0	0	0
525020	Pagers and Cell Phones - 1	0	167	375	980	980	660
525030	800 MHz Radio Service Charge - 1	0	150	475	1,080	1,080	500
525031	800 MHz Radio Maintenance Contract	0	0	0	120	120	0
525041	E-mail Service Charges - 1	0	46	87	120	81	0
525210	Conference & Meeting Expenses	0	1,510	1,625	5,000	5,000	3,500
525400	Gas, Fuel, & Oil	0	998	2,052	6,200	6,200	4,654
525600	Uniforms & Clothing	0	545	700	700	700	700
529903	Contingency	0	0	0	0	3,207	0
* Total Operating		0	4,431	12,302	20,360	23,509	15,305
** Total Personnel & Operating		0	37,429	53,578	86,138	87,688	79,994
Capital							
540000	Small Tools & Minor Equipment	0	1	500	510	510	100
540010	Minor Software	0	261	262	350	0	0
	All Other Equipment	0	38,085	40,202			
5AB319	(6) Security Cabinets				8,800	8,800	0
5AB320	(2) Lockable/Fireproof File Cabinets				4,200	4,200	0
** Total Capital		0	38,347	40,964	13,860	13,510	100
*** Total Budget Appropriation		0	75,776	94,542	99,998	101,198	80,094

SECTION V - PROGRAM OVERVIEW

A pivotal and vital task at the Coroner's Office is the effective discovery, documentation, and providing the initial process for judicial prosecution of criminal offenders, which rest largely upon the specific skills and capabilities of a forensic death investigator. The ultimate goal of a forensic death investigator is to combine resources for a strong investigative unit and provide a unified approach to combat crime by discovering, identifying, and properly collecting and preserving vital evidence in a death investigation. This investigator will establish uniformity of forensic services throughout the County with a rising goal of consistency in recognition and preservation of physical evidence that will yield reliable information throughout all aspects of a death investigation. This support and capabilities of this investigator will clearly advance the successfulness of prosecution of a criminal offender.

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>		
Coroner (Grant Positions)					
Forensic Death Investigator	1	0	1	1	14
Totals:	1	0	1	1	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **\$ 200**

Office supplies requested are pens, paper, printer cartridges, toner, etc. Photo paper is required to process the digital images of crime scenes.

521200 - OPERATING SUPPLIES **\$ 3,000**

Crime scene supplies for all types of evidence gathering kits, powders, chemicals, archaeological crime scene tool kits, forensic supplies, videotapes, audiotapes, blank disks, batteries and other operating supplies are necessary for the performance of daily job tasks.

522300 - VEHICLE REPAIRS AND MAINTENANCE **\$ 800**

Vehicle repairs and maintenance is needed for the grant purchased vehicle.

524100 - VEHICLE INSURANCE **\$ 546**

Vehicle insurance is required for the vehicles.

524201 - GENERAL TORT LIABILITY INSURANCE **\$ 745**

General Tort Liability Insurance is required for each person employed by the County.

525020 - PAGERS AND CELL PHONES **\$ 660**

The cell phones service is required so that the investigator can communicate effectively with other investigators and make contact to those individuals that are involved in cases.

Cell phone service is estimated at \$55 X 12 months = \$660.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 500**

The 800 MHz radio fees plus roaming fees is required for the operation of 800 MHz radios.

The monthly service charge is estimated at \$41.66 X 12 months = \$499.92.

525210 – CONFERENCE, MEETING & TRAINING EXPENSE **\$ 3,500**

The grant requires that each grant-funded person attend at least two training seminars per grant year. The registration fees are required to secure attendance to training classes which will be announced in the upcoming year. The National IAICSI Conference will teach the most current technological approaches to gathering evidence and will allow the investigator to share their knowledge with the Coroner's Office and other agencies in Lexington County.

525400 - GAS, FUEL, AND OIL **\$ 4,654**

The grant reimburses the mileage at the approved state rate for the grant-funded personnel to allow them to travel to work and scenes while performing their duties.

The mileage is estimated at $\$0.50 \times 9,308 \text{ miles} = \$4,654$.

525600 – UNIFORMS AND CLOTHING **\$ 700**

For identification purposes, the Forensic Death Investigator must wear a uniform identifying that they are with the Coroner's Office. Other protective clothing items will be purchased to protect the investigator when working a death scene.

SECTION VI. D. –CAPITAL LINE ITEM NARRATIVES

540000 – SMALL TOOLS & MINOR EQUIPMENT \$ 100

In order to perform forensic death investigation, it is necessary to possess the appropriate tools and small equipment items to process death investigations. A vehicle computer mount will allow the Investigator to input data and will stabilize the computer while in the vehicle.

Vehicle Computer Mount	\$100
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South Carolina Department of Public Safety
Office of Justice Programs

June 25, 2010

Mrs. Katherine Hubbard
County Administrator
Lexington County
212 South Lake Drive
Lexington, South Carolina 29072

RE: Justice Assistance Grant Program No. 1G08027
Forensic Death Investigator

Dear Mrs. Hubbard:

I am pleased to provide you with a grant award approved by this office in the amount of \$76,089. In order to complete the contract for this award, it is necessary that the official authorized to sign the application return the original grant award with an original signature within 30 days from the date of this award. The signed original should be sent to:

Ms. Penny Baskin
Senior Accountant
S.C. Department of Public Safety
Accounting-Grants
Post Office Box 1993, Building D, Floor 1
Blythewood, South Carolina 29016

Copies of the grant Request for Financial Payment/Quarterly Fiscal Report Forms can be found on our website at www.scdps.org/ojp/cjgp.asp. The financial reports should be completed for each calendar quarter ending date and are due 30 days after the end of the quarter. The Programmatic Progress Report Form can also be found on this page under Justice Assistance Grants. The due dates and periods covered for programmatic progress reports are indicated on the progress report forms.

Sincerely,

Burke O. Fitzpatrick
Administrator

BOF:tr
Enclosures

c: Mr. Randy Martin
JAG Official File

SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF JUSTICE PROGRAMS
POST OFFICE BOX 1993
BLYTHEWOOD, SOUTH CAROLINA 29016

GRANT AWARD

Subgrantee: Lexington County
Grant Title: Forensic Death Investigator
Grant Period: 7/1/2010 - 6/30/2011 Date of Award: June 25, 2010
Amount of Award: \$76,089 Grant No.: 1G08027

In accordance with the provisions of the Edward Byrne Memorial Justice Assistance Grant Program (JAG), CFDA No. 16.738 (Federal Grant #2008-DJ-BX-0020), and on the basis of the application submitted, the South Carolina Department of Public Safety hereby awards to the foregoing Subgrantee a grant in the federal amount shown above, for the projects specified in the application and within the purposes and categories authorized for Justice Assistance Grant program grants.

This grant is subject to the terms and conditions set forth in the application and to the special conditions attached to the grant award.

Payment of Funds: Grant funds will be disbursed to subgrantees (according to the project budget) upon receipt of evidence that funds have been invoiced and products received or that funds have been expended (e.g., invoices, contracts, itemized expenses, etc.). A copy of the Budget Detail Page of the grant application is available on our website for the subgrantee's use in completing the request for payment forms.

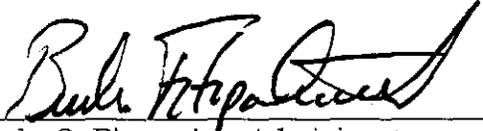
The grant shall become effective, as of the date of the award, upon return to Accounting-Grants of an originally signed copy of this form signed by the Official Authorized to Sign in the space provided below. This award must be accepted within thirty (30) days from the date above, and such quarterly and other reports required by the South Carolina Department of Public Safety must be submitted to Accounting-Grants in accordance with regulations.



Bonnie Burns, Program Manager
Office of Justice Programs

ACCEPTANCE FOR THE SUBGRANTEE

Signature of Official Authorized to Sign



Burke O. Fitzpatrick, Administrator
Office of Justice Programs

GRANT AWARD DATA: THIS AWARD IS SUBJECT TO SPECIAL CONDITIONS ATTACHED.

COUNTY OF LEXINGTON Grant Request Summary Form

Title of Grant: Gang Task Force

Fund: 2419 LE / Gang Task Force **Department:** 151200 LE/Operations
No. Title No. Title

Type of Summary: Grant Application Grant Award X

Grant Overview: The Lexington County Sheriff's Department is noticing an increase in gangs and gang related precursor activities. We have seen a wide variety of gang related crimes such as murder, drive by shootings, criminal sexual assaults, vandalism, assaults, drugs, truancy, and habitual juvenile delinquency. Gang members and crimes have increased in the past years. Crimes that are committed by both juveniles and adults are being tied back to gang affiliations. Dedicated gang officers will be assigned to combat the gang problems by actively working the cases and preventing the escalation of gang crimes.

This grant award is for two gang officers, equipment and operating supplies for these officers.

Grant Period: July 1, 2010 to June 30, 2011

Responsible Departmental Grant Personnel: Nandalyn Heaitley, LCSD Grants Coordinator

Date Grant Information Released: November 4, 2009 **Date Grant Application Due:** January 15, 2010

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

Personnel	\$ 136,669.00		
Operating	\$ 21,010.00	** Application Amount:	179,197
Capital	\$ 2,900.00	** Award Amount:	152,550
Total	<u>\$ 160,579.00</u>		

Local Match Required: Yes No

If Yes, What is the Percentage / Amount:

95	\$152,550.00
5	\$8,029.00
%	\$ Amount

Requirements at the End of this Grant (please explain in detail):

The Gang Task Force will continue once the grant funds run out by being added to the Sheriff's Department budget.

Dept. Preparer:	NH	7/9/2010
Dept. Approval:	AP	7/9/2010
Finance Approval:	AD	7/13/2010
	<i>Initials</i>	<i>Date</i>

**COUNTY OF LEXINGTON
GANG TASK FORCE
Annual Budget
FY - 2010-11 Estimated Revenue**

Object Code	Revenue Account Title	Actual 2008-09	Received Thru May 2009-10	Amended Budget Thru May 2009-10	Projected Revenues Thru Jun 2009-10	Requested 2010-11	Approved 2010-11	Awarded 2010-11
*LE - Gang Task Force 2419:								
Revenues:								
457000	Federal Grant Income	0	142,921	232,448	232,448	179,197	179,197	152,550
461000	Investment Interest	0	0	0	0	0	0	0
801000	Op Trn From General Fund/LE	0	0	0	0	9,431	9,431	8,029
** Total Revenue		0	142,921	232,448	232,448	188,628	188,628	160,579
***Total Appropriation					232,448	188,628	188,628	160,579
FUND BALANCE								
Beginning of Year					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE - Projected								
End of Year					<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**COUNTY OF LEXINGTON
GANG TASK FORCE
Annual Budget
Fiscal Year - 2010-11**

Fund: 2419
Division: Law Enforcement
Organization: 151200 - LE/Operations

Object Expenditure		<i>BUDGET</i>					
Code	Classification	2008-09 Expend	2009-10 Expend (May)	2009-10 Amended (May)	2010-11 Requested	2010-11 Recommend	2010-11 Approved
Personnel							
510100	Salaries & Wages - 2	0	48,567	73,112	92,500	86,207	86,207
510199	Special Overtime	0	2,070	6,000	6,000	6,000	6,000
511112	FICA - Employer's Portion	0	3,599	7,344	7,536	7,054	7,054
511114	Police Retirement - Employer's Portion	0	5,684	10,608	11,722	10,631	10,631
511120	Insurance Fund Contribution - 2	0	8,750	10,000	16,000	15,600	15,600
511130	Workers Compensation	0	1,730	3,226	3,310	3,099	3,099
515600	Clothing Allowance	0	800	1,400	1,600	1,600	1,400
519999	Personnel Contingency	0	0	0	0	8,477	6,678
	* Total Personnel	0	71,200	111,690	138,668	138,668	136,669
Operating Expenses							
520800	Outside Printing	0	0	3,266	0	0	0
521000	Office Supplies	0	83	200	400	400	400
521200	Operating Supplies	0	89	200	800	800	800
521208	Police Supplies	0	0	4,000	1,400	1,400	0
522300	Vehicle Repairs & Maintenance	0	46	600	600	600	600
524100	Vehicle Insurance - 2	0	0	1,090	1,130	1,092	1,092
524201	General Tort Liability Insurance	0	0	745	1,490	1,490	1,490
524202	Surety Bonds	0	0	0	0	0	0
525004	WAN Service Charges - 2	0	0	0	0	1,440	0
525020	Pagers and Cell Phones - 2	0	689	1,890	2,880	1,440	1,320
525030	800 MHz Radio Service Charges - 2	0	323	700	1,200	1,200	1,000
525041	E-mail Service Charges - 2	0	0	174	240	162	0
525210	Conference, Meeting & Training Expenses	0	3,273	3,500	4,000	4,000	4,000
525230	Subscriptions, Dues, & Books	0	0	0	0	0	0
525400	Gas, Fuel, & Oil	0	2,395	9,756	12,020	12,020	10,308
525600	Uniforms & Clothing	0	0	0	2,000	2,000	0
529903	Contingency	0	0	0	0	116	0
	* Total Operating	0	6,898	26,121	28,160	28,160	21,010
	** Total Personnel & Operating	0	78,098	137,811	166,828	166,828	157,679
Capital							
540000	Small Tools & Minor Equipment	0	0	0	0	0	0
540010	Minor Software	0	0	348	0	0	0
	All Other Equipment	0	78,439	94,289			
5AB258	(2) .223 Rifles & Accessories				4,700	4,700	0
5AB259	(2) SUV Lockable Storage Units				1,800	1,800	0
5AB260	(2) Night Vision Goggles & Access.				8,000	8,000	0
5AB261	(2) DVD/VCR Recorder & Playback Units				2,900	2,900	2,900
5AB262	(2) Digital Camcorders & Accessories				4,400	4,400	0
	** Total Capital	0	78,439	94,637	21,800	21,800	2,900
	*** Total Budget Appropriation	0	156,537	232,448	188,628	188,628	160,579

SECTION V - PROGRAM OVERVIEW

The Lexington County Sheriff's Department has noticed a marked increase in gangs and gang related precursor activities such as drugs, truancy, and habitual juvenile incorrigibility. We have seen a wide variety of gang related crimes such as murder, drive by shootings, criminal sexual assaults, vandalism, assaults, drugs, truancy, and habitual juvenile delinquency. Gang members and crimes have increased in the past years and with the influx of varied nationalities within the county and mainly in the rural areas of the county, more gang problems are rapidly developing. Types of crimes with both juveniles and adults are being tied back into gang affiliations. The dedicated gang investigators will combat the gang problems by actively working the cases and preventing the escalation of gang crimes.

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>		
LE / Operations (Grant Positions)					
Gang Investigators	2	0	2	2	13
Totals:	2	0	2	2	

SECTION VI. C. – OPERATING LINE ITEM NARRATIVES

521000 - OFFICE SUPPLIES **\$ 400**

Items requested are pens, file jackets, folders, diskettes, calendars and other general supplies that will allow the Gang Task Force officers to perform their job tasks.

521200 – OPERATING SUPPLIES **\$ 800**

Items requested are audiotapes, videotapes, memory cards, disks, batteries, and other supplies will be used in the operation of equipment and during daily job functions.

522300 - VEHICLE REPAIRS AND MAINTENANCE **\$ 600**

Vehicle repairs and maintenance that are needed for the two (2) grant purchased vehicles.

The amount budgeted is estimated at 2 vehicles X \$300 = \$600.

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

The vehicle insurance cost is estimated at \$546 X 2 vehicles = \$1,092.

524201 - GENERAL TORT LIABILITY INSURANCE **\$ 1,490**

The cost is estimated at 2 officers X \$745 = \$1,490.

525020 - PAGERS AND CELL PHONES **\$ 1,320**

The grant personnel are required to have a mobile telephone for safety purposes and immediate communication with the department, county and other agencies.

The cost for the phones are estimated at \$55/month X 2 officers X 12 months = \$1,320.

525030 – 800 MHz RADIO SERVICE CHARGES **\$ 1,000**

Monthly service is required for the 800 MHz digital encrypt radios used by the gang investigators for communication purposes.

The cost is estimated at \$41.67/month X 2 officers X 12 months = \$1,000.08.

525210 –CONFERENCE AND MEETING EXPENSES **\$ 4,000**

The terms and conditions of the grants require that all grant employees attend at least two training conferences per year to make them more efficient and in compliance with the laws governing the tasks of the gang investigators.

525400 - GAS, FUEL, AND OIL

\$ 10,308

The grant reimburses the mileage at the approved state rate for the grant-funded personnel to allow them to travel to work and scenes while performing their duties.

The cost is estimated at 20,616 miles X \$0.50 = \$10,308.

SECTION VI. C. –CAPITAL LINE ITEM NARRATIVES

5AB261 - (2) DVD/VCR RECORDER/PLAYBACK UNITS AND ACCESSORIES \$ 2,900

The time lapsed DVR systems are required to record covert information and to gather visual evidence for court presentations and prosecution.



South Carolina Department of Public Safety
Office of Justice Programs

June 25, 2010

Mrs. Katherine Hubbard
County Administrator
Lexington County
212 South Lake Drive
Lexington, South Carolina 29072

RE: Justice Assistance Grant Program No. 1G09001
Gang Task Force

Dear Mrs. Hubbard:

I am pleased to provide you with a grant award approved by this office in the amount of \$152,550. In order to complete the contract for this award, it is necessary that the official authorized to sign the application return the original grant award with an original signature within 30 days from the date of this award. The signed original should be sent to:

Ms. Penny Baskin
Senior Accountant
S.C. Department of Public Safety
Accounting-Grants
Post Office Box 1993, Building D, Floor 1
Blythewood, South Carolina 29016

Copies of the grant Request for Financial Payment/Quarterly Fiscal Report Forms can be found on our website at www.scdps.org/ojp/cjgp.asp. The financial reports should be completed for each calendar quarter ending date and are due 30 days after the end of the quarter. The Programmatic Progress Report Form can also be found on this page under Justice Assistance Grants. The due dates and periods covered for programmatic progress reports are indicated on the progress report forms.

Sincerely,


Burke O. Fitzpatrick
Administrator

BOF:tr

Enclosures

c: Ms. Nandalyn Heaitley
JAG Official File

SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF JUSTICE PROGRAMS
POST OFFICE BOX 1993
BLYTHEWOOD, SOUTH CAROLINA 29016

GRANT AWARD

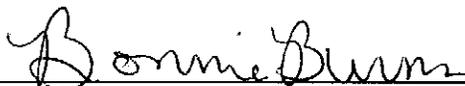
Subgrantee: Lexington County
Grant Title: Gang Task Force
Grant Period: 7/1/2010 - 6/30/2011 Date of Award: June 25, 2010
Amount of Award: \$152,550 Grant No.: 1G09001

In accordance with the provisions of the Edward Byrne Memorial Justice Assistance Grant Program (JAG), CFDA No. 16.738 (Federal Grant #2009-DJ-BX-0836), and on the basis of the application submitted, the South Carolina Department of Public Safety hereby awards to the foregoing Subgrantee a grant in the federal amount shown above, for the projects specified in the application and within the purposes and categories authorized for Justice Assistance Grant program grants.

This grant is subject to the terms and conditions set forth in the application and to the special conditions attached to the grant award.

Payment of Funds: Grant funds will be disbursed to subgrantees (according to the project budget) upon receipt of evidence that funds have been invoiced and products received or that funds have been expended (e.g., invoices, contracts, itemized expenses, etc.). A copy of the Budget Detail Page of the grant application is available on our website for the subgrantee's use in completing the request for payment forms.

The grant shall become effective, as of the date of the award, upon return to Accounting-Grants of an originally signed copy of this form signed by the Official Authorized to Sign in the space provided below. This award must be accepted within thirty (30) days from the date above, and such quarterly and other reports required by the South Carolina Department of Public Safety must be submitted to Accounting-Grants in accordance with regulations.



Bonnie Burns, Program Manager
Office of Justice Programs

ACCEPTANCE FOR THE SUBGRANTEE

Signature of Official Authorized to Sign



Burke O. Fitzpatrick, Administrator
Office of Justice Programs

GRANT AWARD DATA: THIS AWARD IS SUBJECT TO SPECIAL CONDITIONS ATTACHED.

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.



COUNTY OF LEXINGTON

PUBLIC WORKS DEPARTMENT

STORMWATER DIVISION

MEMORANDUM

DATE: July 15, 2010
TO: Katherine Hubbard, County Administrator
FROM: Synithia Williams, Lexington County Environmental Coordinator
RE: NPDES MS4 Permit Updates

Recently the SC Department of Health and Environmental Control (SCDHEC) forwarded a letter to entities covered under the National Pollutant Discharge Elimination System (NPDES) Permit for stormwater discharges from Small Municipal Separate Stormwater Systems (MS4s), herein after referred to as the MS4 Permit. The letter updated MS4 operators on new developments from the Environmental Protection Agency (EPA) concerning changes to the NPDES MS4 program. Those developments include:

1. EPA has issued a MS4 Permit Improvement Guide to assist state permit writers with the next round of NPDES MS4 permits. Lexington County's MS4 Permit expires in February 2011. SCDEC is working with a focus group put together by the SC Association of Stormwater Managers (SCASM) on drafting the new MS4 Permit. Sheri Armstrong, Lexington County's Stormwater Manager, is a member of the focus group. Currently DHEC's plan is to take the recommended changes in the Permit Improvement Guide and revise them based on the comments from the focus group to include in the new MS4 Permit.
2. On December 1, 2009 EPA published The Effluent Limitations Guidelines and New Source Performance Standards to control Discharges from Construction Sites. These standards became effective February 1, 2010 for all new NPDES Construction Permits. The new standards require sites 20 acres or greater to meet set turbidity standards starting August 1, 2011. Sites 10 acres or greater must meet turbidity standards beginning February 2, 2014. The effluent standards will have to be included in Lexington County's Stormwater Ordinance and Land Development Manual in order for the County to continue as a SCDHEC Qualified Local Program for sediment and erosion control.
3. EPA has proposed rulemaking to strengthen the post construction requirements of the stormwater program. EPA's current plan is to forward mandatory questionnaires to MS4 permit holders, permit writers and construction site

operators in order to gather information that will assist EPA with drafting the new rulemaking. The Stormwater Division has submitted comments twice (December 2009 and June 2010) on the proposed standards and questionnaires.

4. Due to all of the proposed changes SCDHEC has extended the renewal process for the MS4 Permit from September 2010 to January 14, 2011. The Stormwater Division will continue to update County Council on the changes to the MS4 Permit as information becomes available. EPA Region 4 will be at the August 12, 2010 SCASM meeting to discuss all of the proposed changes.

I ask that this information be presented to the Public Works Committee for their information and to gather questions they may have that can be brought up to EPA at the August SCASM meeting.



COUNTY OF LEXINGTON
PUBLIC WORKS DEPARTMENT
ENGINEERING

MEMORANDUM

DATE: July 16, 2010
TO: Katherine Hubbard, County Administrator
FROM: John Fachtel, Public Works Director
RE: Uncontested Legal Road Closures Amendment

In reviewing past "uncontested" closures, in some cases we have paid all of the legal costs and in some cases we have paid one half (1/2) of the costs. County Council has approved a policy for uncontested legal road closures which was approved by the full council (Exhibit "A").

I recommend the following statement be added to the approved policy:

When the county receives a request to legally close a portion or all of a county maintained road in the unincorporated areas of the county and it is recommended by the staff to do so then the following shall apply:

1. The County Attorney will provide the legal work.
2. If the closure involves less than one half (1/2) of a mile in length then the requesting party or parties shall pay three fourths (3/4) of the legal cost.
3. If the closure is greater than one half (1/2) a mile but less than one mile then the requesting parties shall pay one half (1/2) of the costs.
4. If the closure is more than one mile in length then the county shall pay the entire legal cost.

We feel this recommendation is equitable to both the citizens and the county. By having this recommendation added to the uncontested legal road closure policy, staff will have a clear guideline to follow.

Please present the recommendation and information to the Public Works Committee and County Council on July 27, 2010.

Attachment

EXHIBIT "A"

Uncontested Legal Road Closures - Also, the Committee reviewed staff's recommended policy for handling uncontested legal road closures if there were no opposition. The policy is for the Chairman of County Council, all Council members, County Attorney and County Administrator be notified of any uncontested legal road closure. The Public Works will continue to follow the same policy that is currently in place for other legal road closures. The County Administrator will have the authority to sign the necessary legal documents if there is no opposition. The Committee voted unanimously in favor to recommend to Full Council.

Mr. Derrick made a motion, seconded by Mr. Banning to authorize the County Administrator the authority to sign the necessary documents for road closures if there is no opposition and that all Council members be notified of the closure.

Mr. Kinard opened the meeting for discussion; no discussion occurred.

In Favor: Mr. Kinard Mr. Derrick
 Mr. Banning Mr. Davis
 Ms. Summers Mr. Keisler
 Mr. Jeffcoat Mr. Carrigg
 Mr. Cullum



COUNTY OF LEXINGTON
PUBLIC WORKS DEPARTMENT
ENGINEERING

MEMORANDUM

DATE: July 16, 2010
TO: Katherine Hubbard, County Administrator
FROM: John Fechtel, Public Works Director
RE: Chaney Road Partial Closing

The Public Works Committee discussed the partial closure of Chaney Road in April (Exhibit "A"). The committee discussed having the property owners on the proposed closure portion of the road pay the legal costs for the closure.

Mr. Kneece has agreed to pay one half (1/2) of the legal costs plus provide a cul-de-sac on his property at the end of the closure. Since this portion of road is 0.98 mile in length, it will qualify for the County spending; one half (1/2) of the costs per proposed "Uncontested Legal Road Closures" Amendment, Item 3.

Attachment

EXHIBIT "A"



COUNTY OF LEXINGTON
PUBLIC WORKS DEPARTMENT
ENGINEERING

MEMORANDUM

DATE: April 2, 2010
TO: Katherine Hubbard
FROM: John Fachtel, Public Works Director
RE: Legal Closure of a Portion of Chaney Road

Attached is a memo and map of a portion of Chaney Road requested to be closed. The adjacent property owners are in agreement to close this 0.96 mile of road and they are paying the legal costs of the closure. The portion of the road requested to be closed was posted for 30 days and we did not receive any concerns about the closure.

We recommend County Council approve this request with the stipulation Mr. Kneece provide the right-of-way for a cul-de-sac at the end of Chaney Road to be left open. Please present this to the Public Works Committee and County Council for their consideration on April 13, 2010. This road is located in Council District 1.

Fechtel, John

From: Nelson, Nita
Sent: Thursday, March 25, 2010 1:47 PM
To: Fechtel, John
Subject: FW: Chaney Rd Closing
Attachments: CHANEY RD CLOSING PIC A W AERIAL.pdf; CHANEY RD CLOSING PIC B.pdf

-----Original Message-----

From: Nelson, Nita
Sent: Monday, March 08, 2010 1:37 PM
To: Fechtel, John
Subject: Chaney Rd Closing

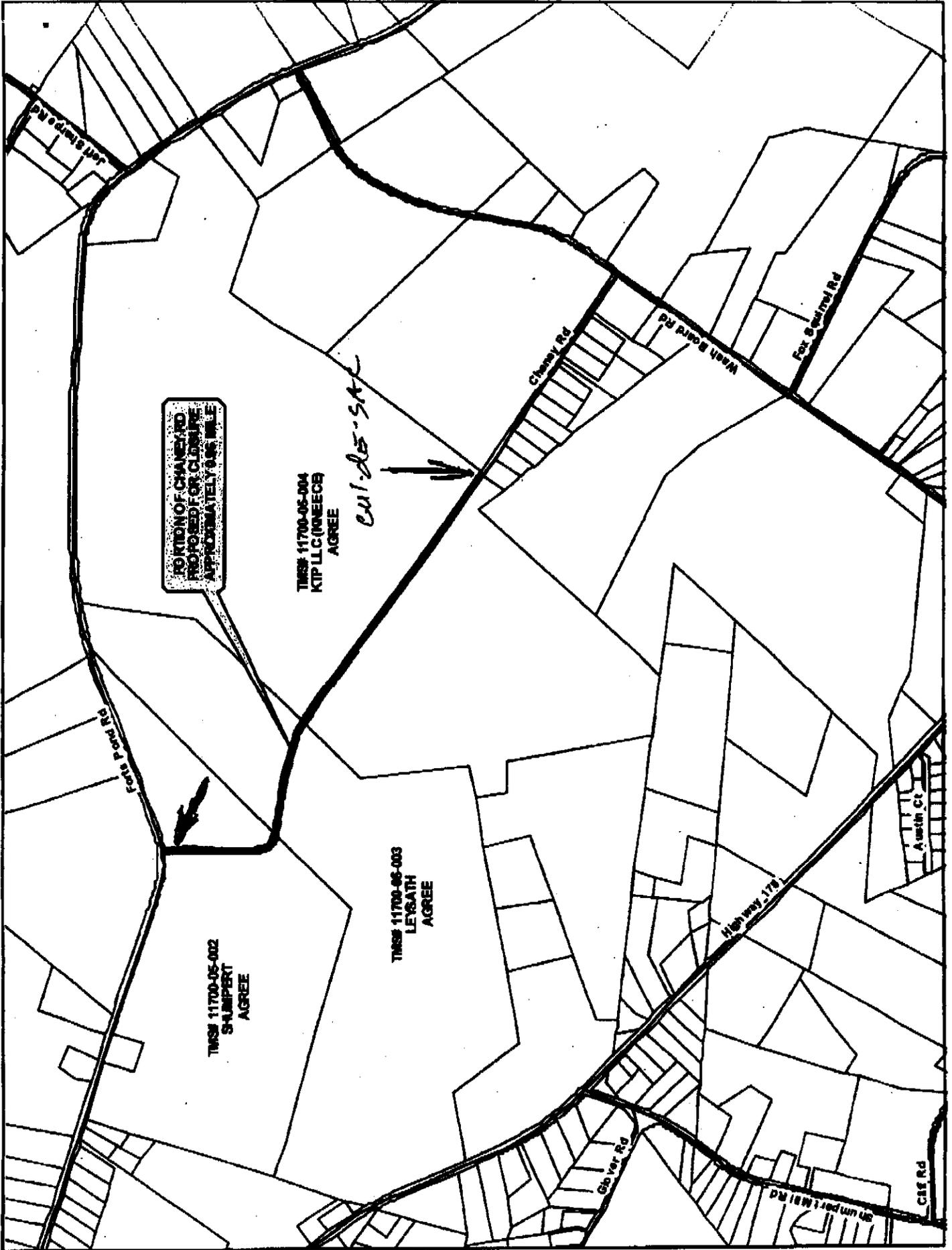
On January 11, 2010 Public Works received a letter from N. Everette Kneece to request that a portion of Chaney Road be closed. The propose portion starts at the intersection Forts Pond Rd and continues for approximately 0.96 mile. Mr. Kneece owns the property TMS #011700-05-004 (KTP LLC).

On January 13, 2010 letters were sent to the affected property owners to them know of the request to close and to get their agreement or disagreement. All letters came back stating the affected property owners agreed with the closing.

On February 3, 2010 signs were place on each end of the portion of road to be closed announcing the request to close this portion and removed on March 3, 2010. Within that month period no phone calls or letters of disagreement by the general public were received by Lexington County Public Works.

Attached is a map showing the portion to be closed along with the affected property owners that received letters and their agreement.

Nita Nelson
Engineering Associate I
Lexington County Public Works
803-785-7146
"HAVE A GREAT DAY" :)



PORTION OF CHANEY RD
PROPOSED FOR CLOSURE
APPROXIMATELY 0.65 MILE

TRNS# 11700-05-004
KIP LLC (NNEECB)
AGREE

cul-de-sac



TRNS# 11700-05-002
SAUMPERT
AGREE

TRNS# 11700-05-003
LEISATH
AGREE

Highway 219

Austin Ct

Cas Rd

Gb Ver Rd

Fox & Central Rd

Cheney Rd

Wash Board Rd

Fox & Central Rd

Fox & Central Rd

Fox Stampers Rd



COMMITTEE REPORT

RE: Legal Closure of a Portion of Chaney Road

DATE: April 15, 2010

COMMITTEE: Public Works

MAJORITY REPORT: Yes

The Public Works Committee met on Tuesday, April 13, 2010, to review a request for the legal closure of a portion of Chaney Road.

Mr. John Fechtel, Director of Public Works, presented a request from the property owner to close a portion of Chaney Road. The portion is approximately .96 miles which starts at the intersection of Forts Pond Road and is owned by Mr. N. Everette Kneece. The Committee said the property owner should be responsible for all the legal fees for the road closing. Staff recommends the road closure and a right-of-way for a cul-de-sac at the end of Chaney Road for adequate turnaround space.

The Public Works Committee voted to recommend full Council approve staff's recommendation based on the contingency that the owner pay all legal costs for the road closure and provide right-of-way for a cul-de-sac at the end of Chaney Road.



COUNTY OF LEXINGTON
PUBLIC WORKS DEPARTMENT
ENGINEERING

MEMORANDUM

DATE: July 14, 2010
TO: Katherine Hubbard, County Administrator
FROM: John Fachtel, Public Works Director
RE: Partial Closing of Pershing Street Notice

Attached is a road closing petition filed with the Clerk of Court on behalf of Joan T. Caughman. Lexington County maintains Pershing Street for the Town of Batesburg-Leesville. Our records indicate the dirt road portion we maintain is 3,580' in length and the partial closing is estimated at 2,700'. Ms. Caughman is paying all of the legal costs to close this section of road.

The portion of the map highlighted in yellow is an estimate of the location of the proposed closing. This closure will also cause Skyline Drive (County maintained Batesburg-Leesville paved road) to become a dead end road. This road is located in County Council District 2.

It is our recommendation that since we maintain this road for Batesburg-Leesville, that we approve this partial closing contingent upon the Town's concurrence.

Attachments

JULIUS H. BAGGETT
ATTORNEY AT LAW

ADMITTED 1948

125 EAST CHURCH STREET, BATESBURG-LEESVILLE, SC
TELEPHONE (803) 532-4100 / FACSIMILE (803) 532-0909

POST OFFICE BOX 3070, LEEVILLE, SC 29070

June 18, 2010

Jeffrey M. Anderson, Esquire
County Attorney for Lexington County
P.O. Box 489
Lexington, SC 29071-0489

Carey Ayer, Esquire
Attorney for Town of Batesburg-Leesville
Nicholson, Davis, Frawley, Anderson & Ayer, LLC
PO Box 489
Lexington SC 29071-0489

Re: Road Closing (Portion of Pershing Street—Town of Batesburg-Leesville,
County of Lexington, South Carolina)

Dear Jeff and Carey:

I am enclosing a copy of the Petition and a location map, which is being filed in this matter concerning the closing of a portion of Pershing Street located off East Church Street (SC Highway 23) in the Town of Batesburg-Leesville. If possible, please accept service in this matter for me and acknowledge the same at your convenience by returning the enclosed Acceptance of Service in the return envelope provided. Take whatever time you need to file a response, if any. If none, please advise.

Sincerely Yours,


Julius H. Baggett

JHB:cam

Enclosures: Copy of Summons & Petition
Copy of Location Map
Acceptance of Service
Return Envelope

STATE OF SOUTH CAROLINA)

COUNTY OF LEXINGTON)

Joan T. Caughman)

Plaintiff(s))

vs.)

South Carolina Department of Highways and
Transportation, County of Lexington, and
Town of Batesburg-Leesville, South Carolina,
Defendant(s))

IN THE COURT OF COMMON PLEAS

CIVIL ACTION COVERSHEET

2010 - CP - 32 - _____

COPY

(Please Print)

Submitted By: Julius H. Baggett

Address: P.O. Box 3070

Batesburg-Leesville, SC 29070

SC Bar #: 462

Telephone #: 803-532-4100

Fax #: 803-532-0909

Other:

E-mail:

NOTE: The cover sheet and information contained herein neither replaces nor supplements the filing and service of pleadings or other papers as required by law. This form is required for the use of the Clerk of Court for the purpose of docketing. It must be filled out completely, signed, and dated. A copy of this cover sheet must be served on the defendant(s) along with the Summons and Complaint.

DOCKETING INFORMATION (Check all that apply)

**If Action is Judgment/Settlement do not complete*

- JURY TRIAL demanded in complaint. NON-JURY TRIAL demanded in complaint.
- This case is subject to ARBITRATION pursuant to the Circuit Court Alternative Dispute Resolution Rules.
- This case is subject to MEDIATION pursuant to the Circuit Court Alternative Dispute Resolution Rules.
- This case is exempt from ADR (certificate attached).

NATURE OF ACTION (Check One Box Below)

- | | | | | | | | | | | | |
|--|---|--|--|--|--|--|---|--|---|--------------------------------------|--|
| <p>Contracts</p> <ul style="list-style-type: none"> <input type="checkbox"/> Constructions (100) <input type="checkbox"/> Debt Collection (110) <input type="checkbox"/> Employment (120) <input type="checkbox"/> General (130) <input type="checkbox"/> Breach of Contract (140) <input type="checkbox"/> Other (199) | <p>Torts - Professional Malpractice</p> <ul style="list-style-type: none"> <input type="checkbox"/> Dental Malpractice (200) <input type="checkbox"/> Legal Malpractice (210) <input type="checkbox"/> Medical Malpractice (220) <input type="checkbox"/> Other (299) | <p>Torts - Personal Injury</p> <ul style="list-style-type: none"> <input type="checkbox"/> Assault/Slander/Libel (300) <input type="checkbox"/> Conversion (310) <input type="checkbox"/> Motor Vehicle Accident (320) <input type="checkbox"/> Premises Liability (330) <input type="checkbox"/> Products Liability (340) <input type="checkbox"/> Personal Injury (350) <input type="checkbox"/> Other (399) | <p>Real Property</p> <ul style="list-style-type: none"> <input type="checkbox"/> Claim & Delivery (400) <input type="checkbox"/> Condemnation (410) <input type="checkbox"/> Foreclosure (420) <input type="checkbox"/> Mechanic's Lien (430) <input type="checkbox"/> Partition (440) <input type="checkbox"/> Possession (450) <input type="checkbox"/> Building Code Violation (460) <input checked="" type="checkbox"/> Other (499) <p><u>Road Closing</u></p> | | | | | | | | |
| <p>Inmate Petitions</p> <ul style="list-style-type: none"> <input type="checkbox"/> PCR (500) <input type="checkbox"/> Sexual Predator (510) <input type="checkbox"/> Mandamus (520) <input type="checkbox"/> Habeas Corpus (530) <input type="checkbox"/> Other (599) | <p>Judgments/Settlements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Death Settlement (700) <input type="checkbox"/> Foreign Judgment (710) <input type="checkbox"/> Magistrate's Judgment (720) <input type="checkbox"/> Minor Settlement (730) <input type="checkbox"/> Transcript Judgment (740) <input type="checkbox"/> Lis Pendens (750) <input type="checkbox"/> Other (799) | <p>Administrative Law/Relief</p> <ul style="list-style-type: none"> <input type="checkbox"/> Reinstate Driver's License (800) <input type="checkbox"/> Judicial Review (810) <input type="checkbox"/> Relief (820) <input type="checkbox"/> Permanent Injunction (830) <input type="checkbox"/> Forfeiture (840) <input type="checkbox"/> Other (899) | <p>Appeals</p> <ul style="list-style-type: none"> <input type="checkbox"/> Arbitration (900) <input type="checkbox"/> Magistrate-Civil (910) <input type="checkbox"/> Magistrate-Criminal (920) <input type="checkbox"/> Municipal (930) <input type="checkbox"/> Probate Court (940) <input type="checkbox"/> SCDOT (950) <input type="checkbox"/> Worker's Comp (960) <input type="checkbox"/> Zoning Board (970) <input type="checkbox"/> Administrative Law Judge (980) <input type="checkbox"/> Public Service Commission (990) <input type="checkbox"/> Employment Security Comm (991) <input type="checkbox"/> Other (999) | | | | | | | | |
| <p>Special/Complex /Other</p> <table border="0"> <tr> <td><input type="checkbox"/> Environmental (600)</td> <td><input type="checkbox"/> Pharmaceuticals (630)</td> </tr> <tr> <td><input type="checkbox"/> Automobile Arb. (610)</td> <td><input type="checkbox"/> Unfair Trade Practices (640)</td> </tr> <tr> <td><input type="checkbox"/> Medical (620)</td> <td><input type="checkbox"/> Out-of State Depositions (650)</td> </tr> <tr> <td><input type="checkbox"/> Other (699)</td> <td></td> </tr> </table> | | | | <input type="checkbox"/> Environmental (600) | <input type="checkbox"/> Pharmaceuticals (630) | <input type="checkbox"/> Automobile Arb. (610) | <input type="checkbox"/> Unfair Trade Practices (640) | <input type="checkbox"/> Medical (620) | <input type="checkbox"/> Out-of State Depositions (650) | <input type="checkbox"/> Other (699) | |
| <input type="checkbox"/> Environmental (600) | <input type="checkbox"/> Pharmaceuticals (630) | | | | | | | | | | |
| <input type="checkbox"/> Automobile Arb. (610) | <input type="checkbox"/> Unfair Trade Practices (640) | | | | | | | | | | |
| <input type="checkbox"/> Medical (620) | <input type="checkbox"/> Out-of State Depositions (650) | | | | | | | | | | |
| <input type="checkbox"/> Other (699) | | | | | | | | | | | |

Submitting Party Signature: _____

Julius H. Baggett

Date: 06-01-10

Note: Frivolous civil proceedings may be subject to sanctions pursuant to SCRPC, Rule 11, and the South Carolina Frivolous Civil Proceedings Sanctions Act, S.C. Code Ann. §15-36-10 et. seq.

STATE OF SOUTH CAROLINA) IN THE COURT OF COMMON PLEAS
)
 COUNTY OF LEXINGTON) CIVIL ACTION NO: 2010-CP-32-_____

Joan T. Caughman,)
)
 Petitioner,)
)
 versus)
)
 Town of Batesburg-Leesville, South)
 Carolina and County of Lexington,)
 South Carolina,)
)
 Respondents.)
 _____)

PETITION FOR THE CLOSING OF A
 PORTION OF A STREET (SECTION
 57-9-10, SC CODE OF LAWS, AS
 AMENDED

1. That Petitioner is a citizen and resident of Lexington County and that the road or street in question which crosses land of Petitioner is situate in the Town of Batesburg-Leesville, County of Lexington.
2. That Plaintiff is the owner of an undeveloped tract of land containing 44.38 acres, more or less, as shown on the attached tax map, upon which the subject portion of road to be closed accented in yellow, is an unpaved road known as "Pershing Street".
3. This road is an out-shooting extension of a paved street coming off of East Church Street (SC Highway 23) in the Town of Batesburg-Leesville, South Carolina.
4. That Petitioner's serviant tract was previously owned by her father, William Kenneth Taylor, who in his lifetime allowed the road in question to be laid out, without any scientific engineering or planning advice.
5. That the unpaved road dominates approximately 2700 linear feet of 40 feet width, or approximately 1.52 acres, more or less.

6. That Petitioner alleges this road constitutes an unreasonable and unnecessary burden and restriction against the fullest and best use and benefit of the serviant tract.

7. That there is little or no disadvantage to the traveling public for this road to be closed to through traffic, it would not be a disservice, and would release Petitioner of this restriction and loss of value.

8. That no one lives or owns land on either side of the portion of the road which is unpaved, that it is rarely used; that when used it is for illegal, immoral or illicit purposes, and resulting in unsightly litter.

9. That notice of intention to file this Petition has been published in the Twin City News, a newspaper published in the Town of Batesburg-Leesville, Lexington County, wherein the street is situated.

WHEREFORE PETITIONER PRAYS as follows: That the road known as "Pershing Street" be closed from where it leaves the paved portion of Pershing Street in the Town of Batesburg-Leesville to a point along the unpaved road to a branch, common to property of Fox as shown on the attached tax map, and that title to the land occupied by the road be declared to belong to the Petitioner.



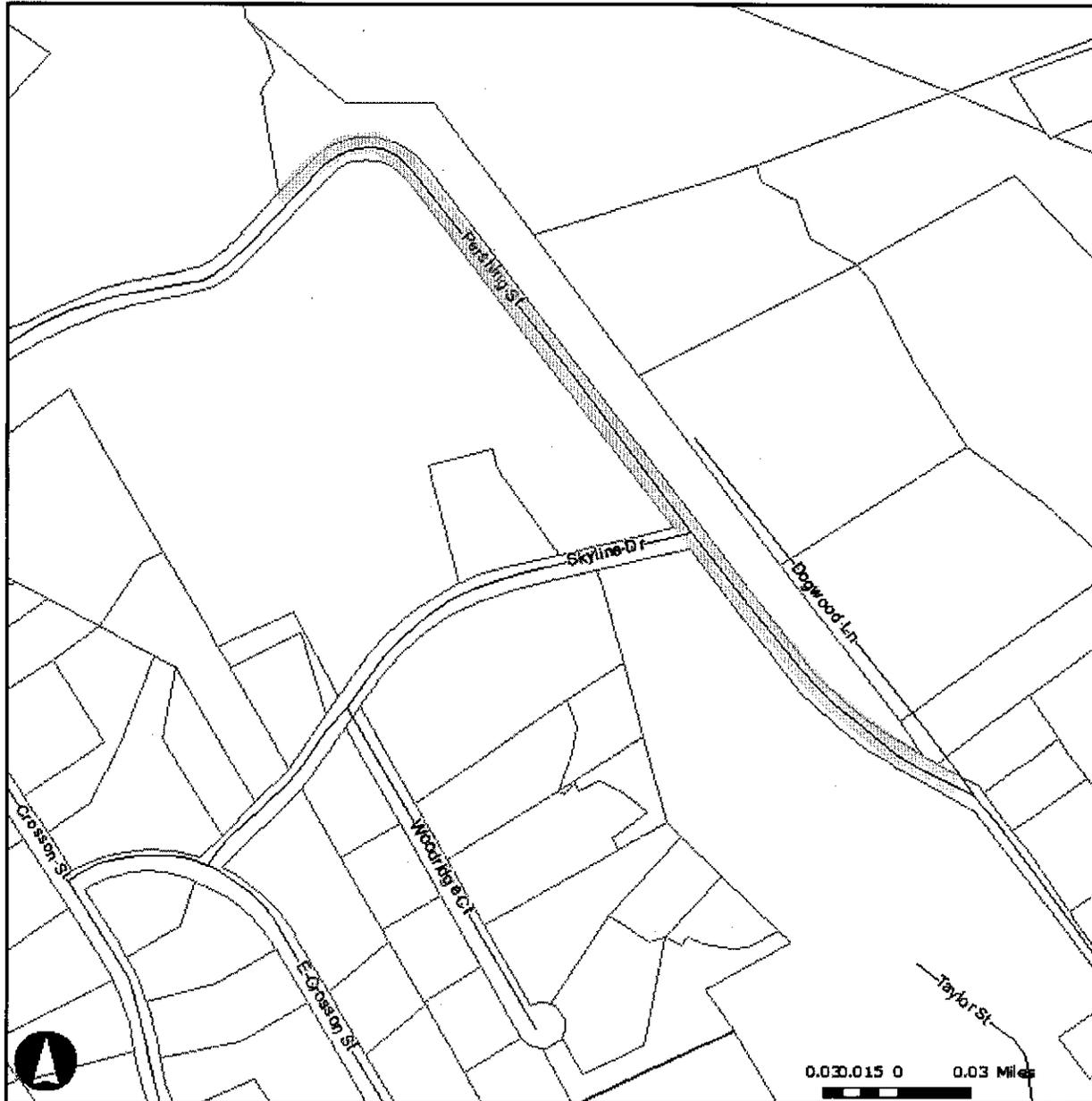
Julius H. Baggett, Esquire
P. O. Box 3070
Batesburg-Leesville, SC 29070
(803) 532-4100

Attorney for Petitioner
Joan T. Caughman

June 18, 2010

Batesburg-Leesville, South Carolina

Map



Major Roads

- Arterial
- Interstate Hwy

All Roads

- Arterial
- Collector
- Local
- Interstate

County Boundary Line

-
- Parcels

Map



Major Roads

- Arterial
- Interstate Hwy

All Roads

- Arterial
- Collector
- Local
- Interstate

County Boundary Line



Parcels



Orthos 2009

- Red: Band_1
- Green: Band_2
- Blue: Band_3

Orthos 2009

- Red: Band_1
- Green: Band_2
- Blue: Band_3



COUNTY OF LEXINGTON
PUBLIC WORKS DEPARTMENT
ENGINEERING

MEMORANDUM

DATE: July 16, 2010
TO: Katherine Hubbard, County Administrator
FROM: John Fechtel, Public Works Director
RE: Updated County-wide Transportation Plan

Attached is an updated plan for expenditures of "C" Fund proceeds. Each C.T.C (County Transportation Committee) is required by section 12-28-2740 of state law to have a county-wide transportation plan. Our plan has not been updated since the mid 1990s, and SCDOT has requested that the C.T.C (County Council) submit a current plan. The original (1994) plan is shown as Exhibit "A" and the recommended revised plan is shown as Exhibit "B".

We request the Public Works Committee review the revised plan and report out to the full council on July 27, 2010.

Attachments

EXHIBIT "A"

LEXINGTON COUNTY TRANSPORTATION COMMITTEE

County-wide Transportation Plan:

Lexington County has approximately 2,500 miles of publicly maintained roads. The S. C. Department of Transportation has about 1,500 miles of this, including Interstates and about 55 miles of dirt roads. Lexington County Department of Public Works maintains about 1,000 miles of roads, with 220 miles being paved and 780 miles being dirt.

The basic concept behind the establishment of the "C" Fund gasoline and fuel tax was to pave dirt roads enabling farmers to carry their products to the appropriate market. This was the reason they have been called farm-to-market roads. In addition to the farming interests, the population of Lexington County has increased considerably with the rural areas growing rapidly as well as the urban areas. In 1970 Lexington County had a population of 89,000; 1980 it had 140,000; and 1990, 168,000. Projections show that by the year 2,000 the population will be over 210,000.

For at least six years the Lexington County Public Works Department has worked closely with the Legislative Delegation in providing a "Priority Ranking System" which rates all public maintained petitioned dirt roads from a technical standpoint. An overview of how the system works is attached but there are four basic criteria that are used to "weigh" each road. Annual maintenance costs, number of homes on the petitioned section, traffic counts and whether or not it is a school bus route determine the numerical rating. This system is updated on an annual basis.

Lexington County Transportation Committee proposes using this system in the majority of funds provided through "C" Fund Program. On a case by case basis other "Special Projects" will be evaluated as to need and availability of funds. These projects will be used to make improvements on public roads. At this time, without a Local Paving Program, special projects will be limited to State maintained roads.

It is the opinion of the S. C. Department of Transportation that the new law prohibits the Local Paving Program. This needs to be addressed in the next legislative year. Lexington County has participated in this with a very high level of success. Some of these short petitioned roads can be paved with less "C" Fund money and also faster than going through the S.C.D.O.T. All Local Paving Program projects must be approved by Lexington County Council. The C.T.C. does have the capability to do the work required on these roads, including engineering, right-of-way acquisition, contract administration, etc., through the Public Works Department.

Attached also is a sample of Lexington County Public Works Department's Priority Ranking System. This system allows for a road paving schedule based on need with the primary weight on cost of maintenance. This cost is reported by each maintenance crew weekly and entered into the computer to be evaluated on an annual and per mile basis. Number of homes is determined whenever a traffic count is taken (approximately every three years) and school bus routes are determined annually through the school districts.

Lexington County Council, also the CTC for Lexington County, has delegated all operations of the CTC to the Public Works Department. The "Priority Ranking System" will be used on a county-wide basis, and all special projects will be evaluated and recommendations made to the CTC (County Council) for a vote. Due to the change in allocating "C" Fund money, a master list of projects will be submitted (no less than once annually) with cost estimates and priority of funding by the CTC with the Public Works Department monitoring the monthly changes.

The County Transportation Committee elects to receive the uncommitted funds directly with payments made to the County of Lexington. The County Transportation Committee may contract with the Department of Transportation on a project by project basis. All projects presently programmed will proceed as set forth in the original plan.

The Director of Public Works will be the primary contact with the S C Department of Transportation as to "day-to-day" questions.

The County Transportation Committee will review and vote on all prior commitments made by the Legislative Delegation not yet let to contract.

"C" FUND RANKING PROCESS

The following information and data is gathered for each petitioned road in Lexington County.

1. Petitioned road name
2. House district
3. Council district
4. Maintenance district
5. Location/Map Grid
6. Year petitioned
7. Petitioned length
8. Total length of road
9. Average annual maintenance cost (past 5 years)
10. Number of houses/mobile homes on petitioned portion
11. Average daily traffic
12. School bus route or not

Once the information has been gathered on each petitioned road it is run through a program which assigns a total weighted value to each road as follows:

Average annual maintenance cost divided by total length of road = average annual maintenance cost per mile.

From this information a maintenance cost factor is assigned to each petitioned road as follows:

For Maintenance Cost Per Mile:

Less than 1000 -----	Give Maintenance Cost Factor = 50
1000 to 2500 -----	Give Maintenance Cost Factor = 100
2500 to 3500 -----	Give Maintenance Cost Factor = 150
3500 to 4500 -----	Give Maintenance Cost Factor = 200
4500 to 5500 -----	Give Maintenance Cost Factor = 250
5500 to 6500 -----	Give Maintenance Cost Factor = 300
Greater than 6500 -----	Give Maintenance Cost Factor = 350

The density per mile is determined and also the average daily traffic. If the road is a school bus route then the traffic count is increased by one-tenth.

The total weighted value = Maintenance cost factor + density/mile
+ average daily traffic.

The roads which receive the highest total weighted values are the roads which Lexington County recommends and these should be considered for paving.

EXHIBIT "B"

LEXINGTON COUNTY TRANSPORTATION COMMITTEE

County-wide Transportation Plan:

The Lexington County Transportation Committee (CTC) is comprised of the members of Lexington County Council. The daily operations of the C-Fund Program have been delegated to the Public Works Department by the CTC. The Public Works Department briefs the CTC on a regular basis and operates under the direction and approval of the CTC. The goal of the CTC is to program the annual C-fund allotments in a manner that benefits Lexington County as a whole.

There are approximately 2,650 miles of publicly maintained roads in Lexington County. The South Carolina Department of Transportation (SCDOT) maintains approximately 1,500 miles of these roads, including approximately 55 miles of dirt roads. The Lexington County Department of Public Works, along with the various local municipalities, maintain approximately 1,150 miles of roads. This includes approximately 450 miles of paved roads and 700 miles of dirt roads.

In accordance with the South Carolina State Law, the CTC programs at least 25% of the annual C-Fund allotment on the SCDOT road system. The CTC periodically participates in the SCDOT Match Program, which is a voluntary contribution of matching funds to SCDOT for resurfacing SCDOT roads. The CTC uses a portion of the annual C-Fund allotment to program dirt road paving projects and storm drainage improvement projects. The CTC also expends some of the C-Fund allotment on Economic Development Projects and Special Projects that involve public transportation systems. Another portion of the annual C-fund allotment is expended on resurfacing existing paved roads that are maintained by the County or local municipalities.

The CTC utilizes a ranking system or priority system to program dirt roads for paving. This is referred to as the "Priority Ranking System". The ranking system was developed during the mid to late 1980's for the Lexington County Legislative Delegation and was used by the Delegation as a guideline for programming dirt roads for paving. The ranking system prioritizes all petitioned dirt roads in Lexington County based on technical data gathered on each road. Currently, the technical data consists of five factors: annual maintenance costs, number of homes on the petitioned section, traffic counts, whether or not the road is a school bus route, and the number of years that a petition has been on file. The ranking system is set up in a manner that allows the annual maintenance cost and the average daily traffic to be the primary factors in determining which roads need to be paved first. The other factors that are used in the "Priority Ranking System" play a secondary role in prioritizing the petitioned roads. The priority list is updated on an "as needed" basis pending available funds and associated construction costs.

The County Transportation Committee elects to receive the uncommitted funds directly with payments made to the County of Lexington. The CTC also contracts with the SCDOT on a project by project basis. All projects presently programmed will proceed as set forth in the original plan.

The Director of Public Works will be the primary contact with the SC Department of Transportation as to "day-to-day" questions.

The following is an overview of the "Priority Ranking System" and a sample priority list.

"C" FUND RANKING PROCESS

The following information and data is gathered for each petitioned road in Lexington County.

1. Petitioned road name
2. House District
3. Council District
4. Maintenance district
5. Year petitioned
6. Petitioned length
7. Total length of road
8. Average annual maintenance cost (past 5 years)
9. Number of houses/mobile homes on petitioned portion
10. Average daily traffic
11. School bus route or not

Once the information has been gathered on each petitioned road it is run through a program which assigns a total weighted value to each road as follows:

Average annual maintenance cost divided by total length of road = average annual maintenance cost per mile.

From this information a maintenance cost factor is assigned to each petitioned road as follows:

For Maintenance Cost per Mile:

Less than 1000 -----	Give Maintenance Cost Factor = 50
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2500 to 3500 -----	Give Maintenance Cost Factor = 150
3500 to 4500 -----	Give Maintenance Cost Factor = 200
4500 to 5500 -----	Give Maintenance Cost Factor = 250
5500 to 6500 -----	Give Maintenance Cost Factor = 300
Greater than 6500 -----	Give Maintenance Cost Factor = 350

The density per mile is determined and also the average daily traffic. If the road is a school bus route than the traffic count is increased by one-tenth.

The total weighted value = Maintenance cost factor + density/mile + average daily traffic + number of years petitioned.

The roads which receive the highest total weighted values are the roads that have the highest paving priority and the Lexington County Department of Public Works recommends these roads to the CTC for programming. The CTC programs the roads based on the highest priority and the available funding (see sample).

2009-2010 COUNCIL ROAD PAYMENT PRIORITY LIST FOR ROAD PETITIONERS PRIOR TO NOVEMBER 15, 2009 TO BE SUBMITTED TO THE CTC FOR APPROVAL IN 2009

COUNCIL DIST.	HOUSE DIST.	TOTAL WEIGHTED VALUE	SECT. DIST.	ROAD NAME	ESTIMATED COST @ RESPONSIBLE	MARKING COST	ENGINEERING @ 1% OF EST. COST	PLANNING ENGINEERING COST	PETITION LENGTH	TOTAL LENGTH	1987 COST	1988 COST	1989 COST	2000 COST	2001 COST	2002 COST	AVERAGE ANNUAL MAINT. COST	AVG. ANNUAL MAINT. COST PER MILE	MAINT. COST FACTOR	DENS. PER MILE	DENS. PER MILE	A.D.T.	BLR ROUTE	BLR ROUTE BONUS	YEAR PET	PETITION TIME IN MONTHS	ID	MAP GRID			
1	88	210.3	1	BITTERTUT CT	\$300,000	\$500,000	\$60,000	\$60,000	1.77	3.77	480	1710	1757	6737	3893	3360	3576	4644	180	35	22.9	188	1K.P.	20.1	2001	1	L3	HS-21			
1	88	210.3	1	WINDYWOOD ROAD, 1	\$1,200,000	\$1,600,000	\$180,000	\$180,000	2.28	3.52	1800	2630	2657	10260	4729	12640	7355	3614	180	32	13.5	251	TR.FE	20.1	1997	1	L3	HS-21			
1	88	210.3	1	JIM SPENCE RD	\$725,000	\$1,370,000	\$160,000	\$160,000	1.45	3.0	2155	3513	3535	4554	3563	4884	3687	2757	180	33	18.3	268	TR.FE	20.1	1996	1	L3	HS-21			
1	88	210.3	1	FOUR BRANCH ROAD	\$225,000	\$300,000	\$30,000	\$30,000	0.71	1.71	833	2914	1350	3017	7445	3741	2748	3020	180	31	8.8	210	TR.FE	21.1	1994	1	L1	HS-W3			
1	88	210.3	1	D.F. W. HWY 5200	\$1,450,000	\$5,000,000	\$500,000	\$500,000	2.28	3.28	2537	3871	3524	7500	3761	4704	3571	3453	180	33	14.4	320	TR.FE	5	1995	7	L3	HS-W3			
1	88	210.3	1	FIRST CREEK ROAD	\$250,000	\$350,000	\$35,000	\$35,000	0.71	1.71	1038	2302	1526	2399	3090	1801	2718	180	33	20.3	288	188	FALSE	5	1995	14	L3	HS-W3			
1	88	210.3	2	BLR SHARPST ROAD FROM HARTLY QUARTER TO HWY 82	\$1,582,000	\$5,815,000	\$387,500	\$1,483,750	3.14	4.88	3457	8048	8316	7674	1633	12464	6178	1888	180	32	14.8	223	TR.FE	22.6	1995	18	L2	HS-Y			
1	88	210.3	2	WATER TANK RD. 18.5 FROM EXIST. PAVE TO HARVEY BERRY RD.	\$260,000	\$6,278,000	\$178,000	\$1,568,750	0.22	3.02	2252	1577	2476	2303	3203	2775	2802	1800	180	34	11.8	281	TR.FE	22.1	1995	14	L4	HS-21			
1	88	210.3	2	PHANTOM DRIVE	\$250,000	\$2,278,000	\$142,750	\$1,000,000	0.76	4.29	6212	8031	6647	7046	11334	10880	6102	1010	180	34	2.0	228	TR.FE	22	1998	14	L2	HS-W3			
1	88	210.3	11	ALICE WALKER ST	\$250,000	\$2,278,000	\$142,750	\$1,000,000	0.76	4.29	6212	8031	6647	7046	11334	10880	6102	1010	180	34	2.0	228	TR.FE	22	1998	14	L2	HS-W3			
1	88	210.3	12	BLR SHARPST ROAD FROM HARTLY QUARTER TO HWY 171	\$700,000																										
1	88	210.3	12	COOL WATER COURT	\$75,000																										
1	88	210.3	12	IMPROVEMENT ROAD FROM CROOKED CREEK TO JOHN LIMDLER	\$175,000																										
1	88	210.3	14	ALICE WALKER ST	\$75,000																										
1	88	210.3	14	OLD CHARI FISHON RD. 40 FROM POND BRANCH TO CALKE PERRY	\$280,000																										
1	88	210.3	14	HELVY TREE STREET	\$32,000																										
1	88	210.3	14	PRE PRAIRIE ST FROM REDWOOD MILL TO ST MATTHEWS RD	\$1,490,000																										
1	88	210.3	14	GO MEN JUBILEE ROAD FROM #1 TO WINDY ROAD	\$500,000	\$11,000,000	\$244,750	\$2,000,000	1.57	7.21	3271	1229	27333	4800	10225	7985	18016	4032	280	26	9.8	308	TR.FE	18.6	1995	18	L3	F-21			
1	88	210.3	14	CHERRY LANE 1	\$246,000	\$3,394,000	\$61,250	\$3,451,250	0.49	1.49	637	1524	1263	58	1136	4787	1713	3880	180	17	24.7	173	TR.FE	17.3	1995	17	L3	HS-21			
1	88	210.3	14	WAGON DRIVE	\$180,000	\$2,430,000	\$45,000	\$2,475,000	0.57	0.57	2618	1480	1804	2000	1980	2280	1918	3780	180	16	24.1	177	TR.FE	17.7	1994	17	L1	HS-21			
1	88	210.3	14	JOHN'S CREEK ROAD	\$386,000	\$4,406,000	\$81,250	\$3,825,750	0.73	0.73	2038	234	1020	1976	2712	1347	2171	2574	180	8	11.8	283	TR.FE	18.6	1995	17	L4	HS-W4			
1	88	210.3	14	FOREMONT DRIVE	\$278,000	\$4,475,000	\$85,750	\$3,892,250	0.55	0.55	2003	2392	1025	2537	2482	2828	208	288	20	20.4	14	TR.FE	8.6	2001	5	L1	HS-21				
1	88	210.3	14	BACKMAN AVENUE	\$174,000	\$4,045,000	\$43,750	\$3,734,250	0.51	0.51	343	1994	1089	2694	1727	998	1483	4234	180	14	10.0	225	TR.FE	12.3	1995	13	L1	HS-21			
1	88	210.3	14	WAGON DRIVE	\$796,000	\$5,705,000	\$103,750	\$3,825,250	1.51	1.51	342	2535	4587	1385	1985	1489	2235	1063	180	11	23.8	218	TR.FE	21.1	1994	18	L1	HS-21			
1	88	210.3	14	PATRICIA AVENUE	\$436,000	\$5,845,000	\$93,750	\$3,898,250	0.43	0.43	547	987	435	304	600	518	300	1020	180	14	20.0	228	TR.FE	22.5	2001	17	L1	HS-21			
1	88	210.3	14	LAUREL DRIVE	\$140,137	\$4,085,137	\$31,036	\$4,011,100	0.28	0.28	489	2326	471	321	1343	2876	1348	4788	180	21	24.9	177	TR.FE	8.7	1999	4	L1	HS-21			
1	88	210.3	14	CHIPPENWAL TRAIL	\$335,000	\$10,425,137	\$83,750	\$4,108,038	0.77	0.77	386	889	512	1504	2849	1150	1589	2521	180	24	17.2	175	TR.FE	17.1	1998	7	L3	HS-21			
1	88	210.3	14	JACQUES LAMUREZ	\$385,000	\$16,885,137	\$28,250	\$4,201,250	0.77	0.77	882	1776	1808	1823	2182	2722	2726	2914	180	24	21.2	171	TR.FE	17.1	1995	17	L3	HS-21			
1	88	210.3	14	CROWN STREET	\$70,000	\$16,875,137	\$7,000	\$4,194,138	0.2	0.2	114	477	241	1470	1738	788	628	628	180	4	20.8	21	FALSE	4	1995	12	L1	HS-21			
1	88	210.3	14	GREEN ACRES CIRCLE	\$80,000	\$17,285,137	\$80,000	\$4,214,138	0.2	0.2	2281	4751	6140	1633	3063	3048	2610	3811	180	8	20.2	25	TR.FE	15	1995	18	L1	HS-21			

SAMPLE

Lexington County Transportation Committee
(Lexington County Council)

District 1 – James E. Jim Kinard, Jr.

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515 Basil Road
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County Administrator:

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Lexington, SC 29072

Council District Expiration Dates

Districts 1, 3, 4, 5, & 6 – Terms Expire Dec. 31, 2012
Districts 2, 7, 8, & 9 – Terms Expire Dec. 31, 2010

District 6 – Johnny W. Jeffcoat

(Part of Irmo/Chapin)
9 Regatta Court
Columbia, SC 29212
Home781-6522
Fax781-4859
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Website: www.lex-co.com

Council E-mail: countycouncil@lex-co.com

TRANSPORTATION PLAN – 2010

Please check appropriate box, sign and date.

The attached transportation plan is accurate and no changes were made

Chairman's Singature

Date

A revised plan is attached.

Chairman's Signature

Date



COUNTY OF LEXINGTON

PUBLIC WORKS DEPARTMENT

STORMWATER DIVISION

MEMORANDUM

DATE: July 16, 2010

TO: Katherine Hubbard, County Administrator

FROM: John Fechtel, Director of Public Works
Sheri Armstrong, Stormwater Manager

RE: Chapter 7 Land Development Manual, Agreements, Bonding and Warranties

During the revisions to the Stormwater Ordinance and Land Development Manual in 2007, the focus was primarily the National Pollutant Discharge Elimination System, NPDES, requirements. The Stormwater Department is currently looking at issues/concerns with the current bonding process and has realized the need to revise this process. The current bonding process is included in the Subdivision Regulations and this document will be amended following the approval of the new Chapter 7 on the Land Development Manual.

The intent of these changes are to meet the current State requirement for the financial guarantee of a new development. Since the County provides this opportunity, it is our responsibility to the citizens of Lexington County to assure the completion of the basic infrastructure required for a new development. Our department has researched other counties in South Carolina and North Carolina and has produced a draft document comparable to the policies currently being utilized elsewhere. The draft document has been provided to our original stakeholders group and the Stormwater Advisory Board allowing two weeks for written comments. We received very minimal response with the exception of the Home Builders Association and will take comments/concerns into consideration during this revision process.

The following are the new recommendations:

- 7.1 Once the Supplemental Surety is collected for a development for any bond type, the developer or any related entity will not be allowed to bond another project in Lexington County for a period of five (5) years, unless the bonding of a subsequent phase of the same subdivision is necessary in order to obtain Final Plat approval of a prior phase.
- 7.1.1 The Agreement and Surety Bond shall be executed to allow up to 24 months for the completion of the infrastructure.

- 7.1.2 A developer must obtain from a financial institution with Lexington County Council as the beneficiary, supplemental surety in the form of an irrevocable letter of credit, escrow account, or cash deposit in the amount of 125% of the bond estimate as approved by PW/SWD. Lexington County will not accept any guarantee that requires draw downs for monthly expenditures.
- 7.1.3 A one-time bond reduction may be allowed during the initial coverage period only for the installation of water/sewer systems upon completion. This reduction may be considered only after the Permits to Operate have been received. No reductions shall be allowed for costs associated with roadways, storm drainage, and sediment and erosion control BMP's or water quality/quantity systems.
- 7.1.4 A one year extension may be granted, at the discretion of Lexington County PW/SWD with a supplemental surety equal to 125% of the approved bond estimate. To obtain an extension of the Subdivision Agreement and Surety Bond expiration date, the developer shall first provide an extension of the supplemental surety in a timely manner prior to its expiration date.

If the infrastructure work is not completed and approved by the PW/SWD, or an extension is not obtained prior to the supplemental surety expiration date, the supplemental surety will be collected by the County. Where it appears that the supplemental surety collected is insufficient to finance the required improvements and the applicant has defaulted, Lexington County reserves the right to assess the applicant the cost of the improvements over and above the surety amount.

- 7.1.6 At the time of Bonded Plat submittal, all street signage for the development should be paid for. Sign fees shall be collected by the PW/SWD prior to Bonded/Final Plat approval.

- 7.2 Prior to Final Plat approval, the developer shall provide a supplemental surety warranty bond for the correction of any defects and/or failures of those related improvements that will be maintained by the County. The supplemental surety warranty bond shall be in an amount of at least 25% of the construction costs of the infrastructure. This surety shall be in place prior to the Final Plat approval and carried throughout the warranty period. If the site does not have permanent stabilization at the time of Final Plat approval then 125 % of the remaining permanent stabilization costs may be included in the supplemental surety warranty bond. The warranty bond shall also include an amount associated with the cost of maintaining temporary BMP's until permanent stabilization is achieved.

The PW/SWD shall maintain surveillance over the infrastructure with a semiannual inspection schedule, as referenced in Chapter 5 - - (section to be determined), and provide written notification to the developer if repair work is required during the warranty period. The developer shall then have 30 days to prepare a schedule of corrective actions. If not completed within the approved schedule, the PW/SWD can correct the repairs using the money in the warranty bond to cover the costs. Road and/or stormwater conveyance defects that directly affect public safety shall be addressed immediately, either by the developer or by the PW/SWD. If the PW/SWD addresses the problem the monies in the warranty bond shall be used to cover the costs of repair.

The Land Disturbance Permit shall not be closed until the final warranty inspection has been completed and approved by the PW/SWD. The PW/SWD will provide documentation notifying the developer of Land Disturbance Permit closure upon completion and approval of a final warranty inspection.

7.3 Permanent Stabilization Bond will be available to privately maintained subdivisions.

7.4 Commercial Grassing Agreement: A general rule for this will be \$5000 per disturbed acre or any portion of a disturbed acre.

We are considering implementation of an owner/contractor affidavit: This will provide documentation of no liens or delinquent taxes, and a clear title is available for this development before dedication to Lexington County.

This presentation has been brought to County Council for informational purposes only. This is a draft and we expect there will be revisions/amendments prior to submitting a finished document for Council approval. The attached forms are in draft format with highlights of the key points and comments in the margin for your convenience. We appreciate your considerations and request any comments or concerns you may have.



Chapter 7-Agreements, Bonding and Warranties

This chapter was developed to provide engineers, developers, designers and others with information on the various agreements, bonds and warranties issued by the PW/SWD.

7.1 Subdivision Bonding Process

Bonding a subdivision is an opportunity, at the discretion of County Council, for a developer to execute an Agreement and Surety Bond and provide supplemental surety to guarantee completion of the infrastructure of a development. The infrastructure shall include conveyance systems, roads, storm drainage, water quality BMP's, water system and sewer system, in order to sell parcels prior to a Final Plat approval. A Bonded Plat can be recorded with the Register of Deeds for Lexington County which allows subdivision parcels to be conveyed.

Lexington County reserves the right to deny the bonding process to a developer or any person, entity, corporation, LLC, or association in partnership with the developer. **If a developer has failed to uphold his responsibilities of the bonding process or the completion of infrastructure for a development, then the Supplemental Surety shall be collected by Lexington County. Once the Supplemental Surety is collected for a development for any bond type, the developer or any related entity will not be allowed to bond another project in Lexington County for a period of five (5) years, unless the bonding of a subsequent phase of the same subdivision is necessary in order to obtain Final Plat approval of a prior phase.**

Comment [t1]: Just a thought. We might have some exceptions to this requirement. (Janet Turner)

7.1.1 Subdivision Agreement and Surety Bond Document

The Subdivision Agreement and Surety Bond document is available from the Community Development Department. The Agreement and Surety Bond is executed by the developer and reviewed for approval by the County Attorney and County Administrator. The dollar amount inserted on the Agreement and Surety Bond shall be at least 150% of the bond estimate, as approved by PW/SWD. The Agreement and Surety Bond shall be executed to allow up to 24 months for the completion of the infrastructure.

7.1.2 Supplemental Surety

Supplemental surety is required in addition to the Subdivision Agreement and Surety Bond. A developer must obtain from a financial institution with Lexington County Council as the beneficiary, supplemental surety in the form of an **irrevocable letter of credit, escrow account, or cash deposit in the amount of 125% of the bond estimate as approved by PW/SWD. Lexington County will not**

Comment [cb2]: Removed reservation of funds due to draw downs from bank without Lexington County's consent....Ex. Funds have been drawn on in the past causing insufficient funds to complete infrastructure when developer defaults and surety is collected.



accept any guarantee that requires draw downs for monthly expenditures. Payment of monthly expenditures is the sole responsibility of the developer and does not affect the amount of money held in the surety.

7.1.3 Reductions

A one-time bond reduction may be allowed during the initial coverage period only for the installation of water/sewer systems upon completion. This reduction may be considered only after the Permits to Operate have been received. No reductions shall be allowed for costs associated with roadways, storm drainage, sediment and erosion control BMP's or water quality/quantity systems.

7.1.4 Extensions

A one year extension may be granted, at the discretion of Lexington County PW/SWD with a supplemental surety equal to 125% of the approved bond estimate. To obtain an extension of the Subdivision Agreement and Surety Bond annual expiration date, the developer shall first provide an extension of the supplemental surety in a timely manner prior to its expiration date.

If the infrastructure work is not completed and approved by the PW/SWD, or an extension is not obtained prior to the supplemental surety expiration date, the supplemental surety will be collected by the County. Where it appears that the supplemental surety collected is insufficient to finance the required improvements and the applicant has defaulted, Lexington County reserves the right to assess the applicant the cost of the improvements over and above the surety amount.

7.1.5 Bond Estimate

The bond estimate is the associated construction cost, for completing the roads, stormwater conveyance system, sediment and erosion control measures/BMP maintenance, water quality practices, and water and sewer systems as well as associated engineering and surveying costs necessary to obtain Final Plat approval. This estimate shall be approved by PW/SWD to cover the cost should Lexington County be required to complete the infrastructure if the developer fails to satisfy the terms and conditions of the Subdivision Agreement and Surety Bond. The PW/SWD will also verify that the approved bond estimate will be equal to or greater than the projected warranty bond estimate for the project. The bond estimate shall bear the live signature and seal of the Licensed Professional Engineer.

The Project Engineer's bond estimate is reviewed for approval by the PW/SWD using current cost factors. A copy of the bond estimate including unit cost prices



is provided for use by the Project Engineer and can be found in Appendix Q. Due to fluctuation in actual contracting/material/construction costs, unit cost prices are subject to change at the discretion of Lexington County. In an effort to keep these prices current the bond estimate document shall be updated annually.

Comment [SW3]: This may change depending on Appendix updates in other chapters

7.1.6 Bonded Plats

Four copies of a Bonded Plat should be submitted for redlining along with or prior to the bond estimate submittal. At the time of Bonded Plat submittal, all street signage for the development should be paid for. Sign fees shall be collected by the PW/SWD prior to Bonded/Final Plat approval. The PW/SWD will place the order for the signs to be made and they can be picked up by the developer or installed by Lexington County once the infrastructure of the subdivision has been substantially completed. Upon completion of the review process a Bonded Plat will be considered for approval. The bonded plat submittal requirements can be found in Appendix Q. Note: Subdivision lots containing temporary sediment traps shall be excluded from platting and shown as future development until 80% of the lots in the area draining to the trap have been built-out and stabilized. These lots may be platted once this requirement has been met and the trap has been removed at the approval of the PW/SWD.

Comment [SW4]: Does this need to be in the Appendix? The requirements for plan review submittal are listed out in Chapter 2 as they are here for bonded plats?

Comment [cb5]: This needs to be added to the sign section of the manual as well. Developer shall be responsible for replacement of signs if damaged prior to LDP closure.

Comment [cb6]: This also needs to be included in the Manual where the requirements for removing temporary sediment traps are located.

7.2 Warranty Period/Permanent Stabilization Bond for Publicly Maintained Subdivisions

Roads and stormwater management systems that are to be dedicated to Lexington County for public maintenance shall be under warranty by the developer for a period of two years or as specified on the Final Plat. Prior to Final Plat approval, the developer shall provide a supplemental surety warranty bond for the correction of any defects and/or failures of those related improvements that will be maintained by the County. The supplemental surety warranty bond shall be in an amount of at least 25% of the construction costs of the infrastructure. This surety shall be in place prior to the Final Plat approval and carried throughout the warranty period. If the site does not have permanent stabilization at the time of Final Plat approval then 125 % of the remaining permanent stabilization costs may be included in the supplemental surety warranty bond. All construction costs shall be verified by the PW/SWD. The warranty bond shall also include an amount associated with the cost of maintaining temporary BMP's until permanent stabilization is achieved. The supplemental surety warranty bond shall be in the form of an irrevocable letter of credit, escrow account, or cash deposit subject to County Attorney approval to verify that the interests of Lexington County are protected.

Comment [cb7]: We have been seeing more roads failing shortly after the warranty period has lapsed. Do we want to increase the warranty period to better protect the County? Maybe 3-5 yrs?

Comment [SA8]: What can we use throughout paragraph? Who is going to handle this additional bond?

Comment [cb9]: Can we just call this a warranty bond throughout the paragraph?



The PW/SWD shall maintain surveillance over the infrastructure with a semiannual inspection schedule, as referenced in Chapter 5 -- (section to be determined), and provide written notification to the developer if repair work is required during the warranty period. The developer shall then have 30 days to prepare a schedule of corrective actions. If not completed within the approved schedule, the PW/SWD can correct the repairs using the money in the warranty bond to cover the costs. Road and/or stormwater conveyance defects that directly affect public safety shall be addressed immediately, either by the developer or by the PW/SWD. If the PW/SWD addresses the problem the monies in the warranty bond shall be used to cover the costs of repair.

Comment [SW10]: Need to add this to Chapter 5

The Land Disturbance Permit shall not be closed until the final warranty inspection has been completed and approved by the PW/SWD. The PW/SWD will provide documentation notifying the developer of Land Disturbance Permit closure upon completion and approval of a final warranty inspection.

Comment [cb11]: The NPDES permit automatically expires after 5 yrs. We feel we need a document to close our LDP upon completion of warranty period, but will this conflict with NPDES permit/require extensions? EX: Final plat recorded 4.5 yrs after permit issued....then 2/+ yr warranty period?

7.3 Permanent Stabilization Bond for Privately Maintained Subdivisions

A privately maintained subdivision can receive final plat approval without permanent stabilization by establishing a permanent vegetation stabilization bond. Prior to Final Plat approval, the developer shall provide a supplemental surety permanent stabilization bond to cover the costs of permanently stabilizing the site. The supplemental surety permanent stabilization bond shall be in an amount of at least 125% of the remaining permanent vegetation costs. The cost amounts shall be verified by the PW/SWD. The permanent stabilization bond shall be effective for a period of two years from the date of Final Plat approval. The permanent stabilization bond shall be in the form of an irrevocable letter of credit, escrow account, or cash deposit subject to County Attorney approval to verify that the interests of Lexington County are protected.

Comment [cb12]: Can we call this a permanent stabilization bond or residential grassing agreement PRSD? See comment cb7 above.

Comment [SA13]: What can we use throughout paragraph? Who is going to handle this additional bond?

Comment [cb14]: For the length of the warranty period.

The PW/SWD shall maintain surveillance over the system with a semiannual inspection schedule, as referenced in Chapter 5 -- , and provide written notification to the developer if sediment and erosion control problems occur during the two year period. The developer shall then have 30 days to prepare a schedule of corrective actions. If not completed within the approved schedule, the PW/SWD shall correct the stabilization problems using the monies in the permanent vegetation bond to cover the costs.

Comment [SW15]: Add this to Chapter 5

Comment [cb16]: See comment cb6 above



The Land Disturbance Permit shall not be closed until the final permanent stabilization inspection has been completed and approved by the PW/SWD. The PW/SWD will provide documentation notifying the developer of Land Disturbance Permit closure upon completion and approval of a permanent stabilization inspection.

Comment [cb17]: See comment cb10 above

7.4 Commercial Grassing Agreement

Comment [cb18]: The appendix will have to be updated for these sections upon approval.

The Commercial Construction Site Grassing Agreement is an option which allows a commercial construction site to obtain a Certificate of Occupancy (CO) before final stabilization of a site has been achieved. The developer/permit applicant can obtain a Commercial Construction Grassing Agreement by securing monies with the PW/SWD.

Final stabilization is 70 % permanent vegetative coverage across 100 % of the construction site for all disturbed areas without buildings or pavement. Seeding with temporary grass is not considered final stabilization.

7.4.1 Eligibility

To be eligible for a Commercial Construction Site Grassing Agreement, the developer/permit applicant must meet the following criteria:

- i. The approved land disturbance permit shall be for a commercial project. Residential projects are not eligible for the Commercial Site Grassing Agreement.
- ii. The site shall be graded so that permanent grass and/or other methods of final stabilization can be achieved.
- iii. The developer/permit applicant shall make reasonable attempts to establish permanent grass or seed prior to Lexington County's acceptance of the Commercial Construction Site Grassing Agreement.
- iv. All off site areas disturbed during the construction process shall be completely stabilized (i.e. any off site utility lines).
- v. As-built surveys must be submitted and approved by the PW/SWD for all ponds (detention/retention/amenity).
- vi. All recorded covenants for permanent maintenance for stormwater ponds (detention/retention/amenity) must be approved by the PW/SWD.
- vii. The developer or permit applicant shall agree to the Commercial Construction Site Grassing Agreement.
- viii. All sites greater than 1 acre shall continue with weekly or bi-weekly inspections until the site has been stabilized and the agreement has been released by PW/SWD.

7.4.2 Commercial Site Grassing Agreement

If the developer/permit applicant meets all eligibility criteria, they may apply for a commercial grassing agreement by signing the Commercial Construction Site



Grassing Agreement. The developer/permit applicant shall have the site completely stabilized by the end of the agreement period set by the PW/SWD.

The amount of money required to secure the agreement shall be at the discretion of the PW/SWD. The PW/SWD will decide the actual amount of money to be secured. **A general rule for this will be \$5000 per disturbed acre or any portion of a disturbed acre.** The PW/SWD reserves the right to adjust the agreement amount.

If the site has been completely stabilized before the end of the agreement period, the developer/permit applicant will be refunded the entire amount of the agreement. Any interest accrued by the County while the monies are in its account will remain as the property of Lexington County.

7.4.3 Extensions

A developer/permit applicant can request an agreement extension in the event that unforeseen circumstances do not allow final stabilization to occur. The request must be written and submitted to the PW/SWD at 440 Ball Park Road, Lexington SC 29072, 10 days prior to the expiration of the agreement. This request will be evaluated by the PW/SWD, and an extension will be considered. The PW/SWD reserves all rights to deny an extension request.

7.4.4 Failure to Meet Grassing Agreement Requirements

If the site has not been completely stabilized by the end of the grassing agreement period, or an extension has not been approved, then the developer/permit applicant is in violation of the Lexington County Stormwater Ordinance. The PW/SWD will issue a criminal citation subject to the penalty jurisdiction of the magistrate's court and the developer/applicant will forfeit all monies secured for the agreement.

Approval and Criteria Requirements for Bonded Plats

Comment [cb1]: This may need to be added to the appendix at the time Ch7 is approved. Can anyone think of anything that needs to be added?

Bonded Plats- Four copies of a Bonded Plat should be submitted for redlining along with or prior to the bond estimate submittal. Upon completion of the bonding process a Bonded Plat will be considered for approval.

Approval requirements:

- 12 suitable copies of the Bonded Plat and County's redline
- Bonded Plat fee,
- Appropriate water and sewer system verification,
- Bond Estimate to complete infrastructure,
- Executed Bond Document and Supplemental Surety.

Criteria requirements:

- Scale, 1 inch = 100 feet or 1 inch = 50 feet
- Paper size, 24 inches by 36 inches or 18 inches by 24 inches
- Number of copies, 12
- Bonded Plat title
- Approved name of subdivision, including phases if applicable
- Type of development
- Name and mailing address, telephone number, email address of subdivider
- Name and mailing address, telephone number, email address of engineer
- Name and mailing address, telephone number, email address of surveyor
- Plat date and revision date if applicable
- Tax Map Number(s) of project's parent parcel(s)
- Total acreage to be subdivided
- Total number of lots
- Scaled vicinity map showing surrounding area's road system in relation to subdivision
- "Privately maintained road" labels as applicable
- All bearings and distances and labels for the closed perimeter boundary, individual parcel boundaries, community areas, areas dedicated to public use, right-of-way, and easements (including relevant off-site drainage easements), accurate to at least the Class B-Suburban Land Surveys classification of the South Carolina Board of Registration for Professional Engineers and Land Surveyors, and accounting for the use of all land within the project perimeter
- Sufficient data to determine readily and reproduce on the ground location, bearing and length of every road centerline, subdivision boundary line, lot and block line, whether curved or straight. This shall include the radius, central angle and tangent distance for the center lines of curved streets. Curved property lines shall show the arc or chord distance radii.

- All dimensions to the nearest one hundredth (0.01) of a foot and angles to the nearest minute
- Location and description of all monuments
- Scaled layout of all existing or proposed water or drainage features (including those shown on the Drainage Area Map of the Lexington County Sediment Control and Storm Drainage Ordinance), designated 100-year floodplain boundaries, wetland boundaries, water quality buffer boundaries, and Municipal or County boundaries, all identified and dimensioned
- Deed record names and locations of property owners adjacent to project perimeter boundary
- Individual lot acreages and accurate to within 0.01 acre (alternatively lot sizes in square feet)
- Individual lot identification numbers
- Approved new road names
- Developers self-imposed minimum building setback lines, if applicable
- Graphic scale and numerical scale
- North arrow identified as magnetic true, or grid north
- Physical description of property corners
- Measured distance to nearest established intersection
- Method for determining area
- S.C Registered Land Surveyor's live signature and seal with ratio of precision certification relative to project perimeter boundary and internal surveying

Owner's Certification-Bonded Plat

I hereby certify that I am the owner/agent of the property shown and described hereon as _____ Subdivision, and that I adopt this plan of subdivision with my free consent, establish easements and right-of-ways as shown on this plat, have provided a bond to Lexington County Council with surety adequate to guarantee satisfactory completion of the remaining improvements; assume maintenance responsibility for all public improvements and sediment and erosion control practices until Land Disturbance Closure by the Lexington County PW/SWD. I also certify that all current State and County taxes or other assessments relative to this property have been paid.

DATE NAME OF OWNER/AGENT SIGNATURE

Comment [cb2]: This is a revised Bonded Plat Certification. Do we need to start using something like this when these changes take place or will the Authorization of Signature and LDP Closing Document stand alone.

Comment [cb3]: The Final Plat certification may also need to be revised when Ch 7 is approved.

LETTER OF AUTHORIZATION OF SIGNATURE

To: The Lexington County Planning Commission

Re: Tax Map Number(s): _____

Name of Subdivision/Project: _____

Permit Number: _____

Property Location: _____

Property Owner(s): _____

I hereby certify that I have the signatory authority to represent _____ (SPECIFY PARTNERSHIP/LLC, etc) _____ in all land management practices and financial responsibilities pertaining to _____ Subdivision. I understand that all members of this (partnership) are equally accountable for the satisfactory completion of the above referenced project as required by Lexington County PW/SWD

Authorized Agent (PRINT): _____
(SIGN): _____ (DATE): _____

Name of Partnership, Corporation, LLC, etc.: _____

Business License #: _____

Agent's Mailing Address: _____

Agent's Telephone Number: _____

Agent's Email Address: _____

Comment [cb1]: We have had situations occur where the LDP applicant has not followed through with their obligations or is no longer a member of the LLC developing a project. The intent is to better protect the County while tying the applicant to the LLC so that other members may be held responsible should this occur. Any comments/ suggestions will be welcomed.

Comment [cb2]: This will be available in the appendix. It currently has not been referenced in the Manual. This document should be completed during the LDP application process or during the bonding process for projects that have already been permitted. Where should this document be referenced in the Manual?



**LAND DISTURBANCE PERMIT
CLOSING DOCUMENT**
County of Lexington Public Works Stormwater Division

- A. Name of Project: _____
- B. Land Disturbance Permit Number: ____ - ____
- C. Applicant Name: _____
- Address: _____
- City: _____, State: _____ Zip: _____

Land Disturbance Permit Closing Certification

The public road and storm drainage improvements serving _____ Subdivision, as depicted on As-built Drawings approved by Lexington County, have been constructed as required by the Lexington County PW/SWD and are hereby accepted for maintenance by Lexington County.

Stormwater Manager Printed Name	Signature	Date
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Comment [cb1]: This document was created to close out our LDP and provide the developer with documentation once the warranty period is complete. It is referenced in CH7 and will be located in the appendix. Any comments/suggestions for this new procedure or information needed on the document will be appreciated.

CHARLESTON COUNTY

- **PERFORMANCE GUARANTEES:** In lieu of completing the required subdivision improvements of this Chapter, a financial guarantee in the form of a no-contest, irrevocable bank letter of credit, or performance and payment bond underwritten by an acceptable South Carolina licensed corporate surety.
- The amount shall be sufficient to guarantee completion of the required improvement (125 percent of the actual cost of the improvements with a minimum of \$10,000) within a time period specified by the government agencies, not to exceed two years.
- Should the improvements not be completed in accordance with the required specifications by the date originally stipulated in writing by the bond holder, the funds derived from said bond will be used by the bond holder to complete the improvements according to required specifications, at the earliest reasonable time. Where it appears that the bond was insufficient to finance the required improvements after the applicant has defaulted, County Council will assess the individual applicant the cost of the improvements over and above the surety amount.
- **EXTENSIONS:** In no instance will the bond issuer or bond holder be authorized to extend for the applicant the completion date originally stipulated.
- **REDUCTIONS:** Pro-rated refunds based on a percentage of overall completion shall not be authorized, with the exception of an irrevocable bank letter of credit.
- In lieu of completed subdivision improvements, the decision-making body may accept the written guarantee of a governmental agency to complete required improvements within 90 days of the date of such acceptance by County Council. Failure to complete required improvements within the 90-day period shall void any subdivision approvals received by the applicant.
- **MAINTENANCE GUARANTEES:** Street and stormwater management/drainage systems that are to be dedicated to Charleston County for public maintenance shall be under warranty for all defects and failures for a period of two years. Prior to Final Plat approval, the developer shall provide written verification of financial responsibility for the correction of any defects and/or failures in those related improvements that will be dedicated to the county. The warranty shall be in an amount of at least ten percent of the construction costs. The cost amounts shall be verified by the Public Works Director. The warranty shall be effective for a period of two years from the date of acceptance by the County Council. The financial warranty shall be in the form of a no-contest, irrevocable bank letter of credit, a performance and payment bond underwritten by an acceptable South Carolina licensed corporate surety. Payment is subject to County Attorney approval of the guarantee to determine that the interests of Charleston County are protected. The Public Works Director shall maintain surveillance over the system and provide written notification to the developer if repair work is required during the warranty

period. The Public Works Director shall identify defects not considered to be a public safety issue and notify the Developer of such defects. The developer shall then have 30 days to prepare a schedule of corrective actions and begin such corrective actions. If not completed within the approved schedule, the Public Works Director shall make the repairs and bill the bonding company. Public safety defects shall be addressed immediately by the Public Works Director, with reimbursement from the bonding company.

- **REFERENCES:**

http://www.charlestoncounty.org/departments/Planning/pdf/CHAPTER8_ALL.pdf

GREENVILLE COUNTY

- **Financial Security Amount:** shall be based on one hundred and twenty-five percent (125%) of the cost estimates as determined by the County at the time financial security is accepted.
- **Fees:** All initial financial security requests set forth shall be accompanied by a fee of \$100.
- **Local Financial Institution:** Letters of Credit must be issued by a Financial Institution with a full service branch located within the State of South Carolina, at which the Letter of Credit may be presented for payment.
- The initial Financial Security will be in effect for one year, subject to conditions as specified by the County through its Planning Department and/or County staff.
- **Bond Reductions:** Greenville County permits only one site-visit by County staff for the purpose of Financial Security estimate recalculation. The purpose of the site-visit is to verify completed work certified by the developer or the developer's engineer of record. Developers should be advised that they must ensure relevant work is complete and in accordance with the approved construction plans prior to making the recalculation request. In no case may the result of reduction recalculations allow the total Financial Security to go below \$20,000.00.
- **Notification To the County:** When the required improvements have been installed and accepted by the proper authority, that agency shall notify the Director of the Planning Department or his/her authorized representative by letter. At any time prior to the anticipated completion date, if the improvements are not completed or progressing in accordance with County requirements, the proper authority shall notify the Director of the Planning Department or his/her authorized representative and recommend that the developer be notified to complete the required work within a specified period of time.
- **Extensions:** Following proper notification to the County, the Director of the Planning Department or their authorized representative shall then either release the Financial Security instrument, or in the event that the Financial Security instrument is not released - proceed to enforce collection on the Financial Security instrument and call for completion of the required improvements within a specified period of time, or if requested by the developer, the Planning Department may, in its sole discretion, extend the Financial Security for a maximum of one year. Prior to granting an extension, the Planning Department, with the recommendation of the County Engineer or his/her authorized representative, shall review actual cost estimates and work to be completed to ensure that the extended security is adequate to cover the

remaining work. All financial security extension requests shall be accompanied by a fee of \$100.

- **One-year Warranty Period:** shall begin immediately after acceptance and shall cover all defects in materials, installation, and workmanship for the roadway pavement, storm drainage system, drainage outfall channels, curbs, sidewalks, and grassing/erosion control. Any significant problems, failures or defects observed during the warranty period shall be repaired by the developer at his/her expense, as deemed necessary by the County Engineer or his/her authorized representative. Damage caused by construction activity or other external forces is excluded from the one-year warranty, and shall be covered under a separate construction damage bond.
- **Construction Damage Bond:** A contingency bond to cover the repair costs for possible damage to the roadway, curbs, sidewalks, and catch basins caused by construction activities shall be posted by the developer at the start of the one-year warranty period. The bond shall remain in effect for a period of one year or until 80% build-out in the project or project phase is achieved, whichever comes first. The required bond amount shall be determined by the County Engineer or his/her authorized representative based on the remaining undeveloped lots and may be reduced proportionally as lot development is completed. During the bonding period, the developer shall repair all significant structural damage to the roadways, curbs, sidewalks, and catch basins as deemed necessary by the County Engineer or his/her authorized representative.
- **Encroachment Fee:** as part of the Building Permit fee is required by the Greenville County Codes Department. This fee in the amount \$60 is charged to account for any damages to the catch basin lids, curb and gutter, roadway or sidewalk due to homebuilding and development.
- **References:** http://www.greenvillecounty.org/gcpc/current_planning/pdf/ldr_ord.pdf

HORRY COUNTY

- Acceptance of financial guarantees is discretionary and Horry County reserves the right to refuse a financial guarantee for any remaining improvements and require that such improvements be completed before the recording of a final plat or issuance of building permits. Acceptance of a financial guarantee by Horry County shall not be construed as an obligation to any other agency, utility or property owner within affected developments.
- The Planning Department may accept letters of credit or cash deposits as financial guarantees to ensure the completion of public improvements.
- Approved guarantees shall be independent of the development project's construction loan. The Planning Department will not accept any guarantee that requires draw downs for monthly expenditures. Payment of monthly expenditures is the sole responsibility of the developer and does not affect the amount of money held by the Planning Department.
- Approved **letters of credit** shall adhere to the following standards:
 1. Be equal to 125% of the approved cost estimate.
 2. Be issued for an initial coverage period not less than 12 months from the date that the final plat is submitted for recording.
 3. Be irrevocable, unconditional and subject to presentation for drawing within the State of South Carolina.
 5. Be for no less than \$10,000 of construction.
- Approved **cash deposits** shall adhere to the following standards:
 1. Be equal to 125% of the approved cost estimate.
 2. Be for no less than \$1,000 of construction.
 2. Made payable by cashier's check to Horry County
- **EXTENSIONS:** A developer may extend a letter of credit or cash deposit before the expiration date of its initial coverage period. The extension may be in the form of an amendment or new letter of credit (for letter of credit) or a new cash deposit (for cash deposits). Extensions shall be no longer than 1 year and may occur in two 6-month extensions. No individual extension shall be for a period less than 6-months.

If the improvements for which the letter of credit or cash deposit were posted have not been completed within two years, the Planning Department may allow one additional 6-month extension. Such extension is subject to approval of a revised construction cost estimate showing that at least 50% of the project improvements are complete. Additional extensions may be considered on a case by case basis.

- **SETUP AND EXTENSION FEES**

The fees listed below will apply to letters of credit or cash deposits established with Horry County or extended before their expiration. All fees shall be paid at the time of guarantee submittal or prior to the guarantee's expiration. Payment shall not be a portion of the guarantee amount and will be in the form of a cashier's check made payable to Horry County.

A. Setup Fees

<u>Amount of LOC or cash</u>	<u>Fee</u>	<u>Over \$50,000 – Rate per \$1,000 or fraction thereof</u>
Up to -\$50,000	\$250	Not applicable
Over \$50,001		\$0.75 + \$500.00

B. Extension Fees

Extended 30 days prior to expiration --	\$100.00 + .0025 times the guaranteed amount
Extended 29 to 16 days prior to expiration --	\$250.00 + .0025 times the guaranteed amount
Less than 15 days prior to expiration --	\$500.00 + .0025 times the guaranteed amount

Requests for extensions made nine or fewer days before the expiration of the letter of credit or cash deposit may not be accepted.

- **REDUCTIONS:** A developer may reduce a financial guarantee during the initial coverage period. A request to reduce the financial guarantee shall be submitted to the Planning Department and include a revised construction cost estimate. Reductions of financial guarantees will not be allowed within 6-months of any previous reduction request and shall be no less than 125% of the revised construction cost estimate. A fee of \$100.00 shall be charged for any letter of credit that is authorized for reduction before its expiration. Requests involving both the reduction and extension of a letter of credit shall be subject to the extension fees listed in subsection 3-5(b), above.
- **DRAWING OF A FINANCIAL GUARANTEE:** The Planning Department may draw a letter of credit when it has been determined that the improvements for which the financial guarantee were posted will not be completed in accordance with these

regulations. Any unexpended funds, once construction is complete, shall be released to the financial institution or responsible entity that posted the guarantee.

- **Warranty Period** - The Warranty period shall run for a minimum of **three years from date of acceptance by County Council**. **Warranty inspections will be conducted by the County Engineer at 12, 24, and 34 months** after acceptance, or at any time that deficiencies are discovered. The developer shall then be notified in writing of the results. Deficient items must be repaired or replaced within thirty (30) days of said written notice or the County may require payment from the surety to provide funds to make the necessary repairs. **All repairs are expected to be good quality workmanship and shall be subject to an additional one year warranty with suitable financial guarantee being posted for 125% of the cost of the repairs work for any substantial repair as determined by the County Engineer.**

Warranty Period - All roadways, **which meet all the standards of this ordinance shall be conditionally accepted by the County for dedication**, subject to a minimum **three-year** warranty for workmanship and materials. During this period the County shall only perform the minimum maintenance necessary to correct unsafe situations. Repair of all other defects or deficiencies shall be the responsibility of the developer. Damage caused by construction activities of the developer's contractors, or by contractors working for purchasers of lots from the developer, shall be the responsibility of the developer.

- **Warranty Surety** - Warranty surety must be either of the following: an irrevocable standby letter of credit issued by a bank doing business in South Carolina, cashiers check, or cash. No other surety forms shall be accepted. The warranty surety must be provided to the Engineering Department prior to presentation of the dedication to County Council. The letter of credit must contain the following statement: "The amount drawn represents the cost of any repair or replacement to roadway and storm drainage facilities located on that property identified as _____, located in Horry County, South Carolina to the extent such repair or replacement is caused by failure of workmanship or materials or damage resulting from vehicles, construction equipment, or installation of utility lines."
- **Warranty Surety Amount** - The amount of surety shall be equal to \$10 **\$15** per lineal foot of 2-lane roadway. Roads with additional lanes shall have additional surety equal to **\$5\$7.50** per lineal foot for each lane of roadway.
- **REFERENCES:** <http://www.horrycounty.org/depts/econdev/LandDevRegs.pdf>

MECKLENBERG COUNTY

- The Land Development Bond Program is designed to ensure the completion of required public improvements to City of Charlotte Standards *within two (2) years of initial surety posting*.
- **Acceptable Surety Types** – Unless otherwise specified for a particular project by the Land Development Division Manager, Land Development accepts any of the following to meet all surety requirements:
Letters of Credit; Surety Bonds; Cash Sureties (certified checks made payable to The City of Charlotte).
- **Surety Term Limitations** – **One Year Minimum/Two Year Maximum Term** for new sureties, renewal amendments and continuation certificates.
- **Effective July 1, 2010, the following bond administration fees apply:**
 - Posting of a New Surety: \$370
 - Reduction of a Surety: \$370
 - Replacement of a Surety: \$370
 - Renewal of a Surety during the first 4 Years from Original Effective Date: -0-
 - Annual 5 Year (from Original Effective Date) Plus Extension Renewal: \$370
 - Release of a Surety within first 4 Years from Original Effective Date: -0-
 - Release of a Surety after 4 Years from the Original Effective Date: \$370

Note: Only one fee will be applied per total process request. The review and acceptance process will not begin until the bond administration fee is paid.

Surety Renewal Program

- The Surety Renewal Program ensures Land Development Sureties remain current and in effect until such time [requirements for release](#) have been met. Courtesy Copies are provided to Banks, Surety Companies and Surety Agents.

Renewal Notices:

- Mailed 60 days prior to Surety Term Expiration;
- Generated by Bond Administrator at the end of each month;
- Indicate the due date (30 days prior to Surety Term Expiration) for the required Letter of Credit Renewal Amendment or Surety Bond Continuation Certificate;
- Indicate the due date (15 days prior to Surety term Expiration) for the required Letter of Credit Renewal Amendment. If these documents are not submitted by this date, we will begin the process to present the Letter of Credit for payment to the bank, or financial institution for payment to the City of Charlotte.
- Provide requirements for surety release/return;
- Indicate reduction eligibility and guidelines for requesting reduction;
- Provide contact information for Land Development Staff overseeing the bonded work; and
- Include information sheet to confirm contact information on file for Developer/Builder, Financial Institution or Surety Company (and Surety Agent, if applicable).

Please note, there is an annual renewal fee for sureties five (5) years and beyond the original effective date. The applicable bond fee must be submitted with these surety renewals. The renewal will not be processed until the [Surety Reduction, Renewal and Replacement Request Form](#) is submitted and payment is received.

Surety Release/Return

Surety release/returns may be requested by completing a [Final Inspection Request Form](#). Please note, the applicable bond fee must be submitted for sureties greater than 4 (four) years from the original effective date. The release will not be processed until payment is received.

The following requirements apply:

- **Subdivision Sureties** (*City Limits or Annexed Areas*) - Must be kept current and in effect until such time a final inspection is performed, outstanding items are addressed, and the streets are accepted by the City of Charlotte for maintenance (streets listed in the Street Acceptance Report).
- **Subdivision Sureties** (*Extra-Territorial Jurisdiction*) - Must be kept current and in effect until such time a final inspection is performed, outstanding items are addressed (including the submission of required as-builts and copies of recorded plats), and the appropriate City of Charlotte Site Inspector accepts the project.

Warranty

- No warranty period associated with dedication of roads, storm drainage.

References:

<http://www.charmeck.org/Departments/City+Engineering/Use+Our+Services/Land+Development/Bond+Administration/home.htm>

RICHLAND COUNTY

- (f) Warranty: As a prerequisite to the County's acceptance of new streets and drainage systems, the grantor (or an assigned agent thereof) shall provide the County with a bond in an amount equal to the construction cost, with surety and conditions satisfactory to the County, as a warranty for a period of three (3) years. The warranty shall pertain to the design and construction of the streets and drainage system in accordance with these standards and their satisfactory performance during the warranty period. The warranty period shall commence with the formal acceptance of the roads by the County. The grantor (or an assigned agent thereof) is not responsible for repairing damage done to the roads subsequent to acceptance that was not a result of design or construction failure. The County may accept a bond in any one of the following forms:

(1) A surety bond issued by a bonding company licensed to do business in the State of South Carolina, or

(2) Escrow funds in an account in the name of Richland County, or

(3) An irrevocable letter of credit issued by a responsible financial institution, or

(4) A cash bond

- **Sec. 26-223. Financial surety.**

In lieu of the completion of a subdivision development previous to final plat approval, the county may accept a bond, in an amount and with surety and conditions satisfactory to it, providing for and securing to the county the actual construction and installation of all improvements within a specified time period as expressed in the bond documents. The following types of bonds shall be acceptable to the county, subject to review and approval by the Richland County Legal Department and/or the county engineer.

(a) **Surety bond.** A surety bond issued by a company licensed to do business in the State of South Carolina in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of improvements. The county engineer shall determine the estimated cost of improvements.

(b) **Escrow funds.** Escrow funds in an account in the name of Richland County in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of improvements. The county engineer shall determine the estimated cost of improvements. The contract may authorize a reduction of the escrow account upon completion of a portion of the improvements, but at no time shall the escrow account be less than one hundred twenty-five percent (125%) of the remaining improvements.

(c) **Securities.** The developer may pledge securities in the form of negotiable stocks or bonds in favor of the county in an amount at least two (2) times the estimated cost of improvements. The county engineer shall determine the estimated cost of improvements.

(d) **Performance bond for easements and right-of-way.** In the event the developer elects to dedicate easements and right-of-way to the public, the developer shall arrange for the contractor to post a performance bond in the amount of one hundred percent (100%) of the estimated construction cost holding the construction contractor liable for any problems for a minimum of twelve (12) months and a maximum of eighteen (18) months following the date of such dedication.

(e) **Letter of credit.** An irrevocable letter of credit issued by a responsible financial institution, in an amount equal to one hundred twenty-five percent (125%) of the estimated cost of improvements. The estimated cost of improvements shall be determined by the county engineer.

http://www.richlandonline.com/departments/publicworks/forms/chapter_21_amended.pdf

<http://www.richlandonline.com/departments/Planning/LandDevDocs/LandDevelopmentCode.pdf>

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.

EXHIBIT "A"

AIRPORT MASTER PLAN UPDATE SCOPE OF SERVICES LEXINGTON COUNTY AIRPORT AT PELION PELION, SOUTH CAROLINA

Project Background

Introduction

The Lexington County Airport at Pelion (6J0) is a general aviation (GA) airport which is owned and operated by Lexington County, South Carolina. The airport was previously owned by the Town of Pelion, and was sold to the County in December 2004. The airport supports a variety of GA and sport aeronautical operations and is home to eleven (11) based aircraft. However, according to airport management, there is currently a waiting list for aircraft hangar storage. The airport is located approximately two (2) miles north of the Town of Pelion and features a single runway, Runway 18-36, with dimensions of 4335 x 60 feet that currently supports single and twin-engine aircraft. The airport is also equipped with a 100LL fuel farm, tie-downs and T-Hangars. Annual operations as of September 2009 were 6,300 with approximately 144 operations associated with military activity.

Key Issues

Key considerations which will be evaluated as part of this study include demand for additional amenities including aircraft storage facilities, fuel facilities, navigational aids and lighting, runway, taxiway and apron improvements, etc. Further, Lexington County has requested that a Marketing and Business development study be included as part of this master plan process in an effort to identify strategic marketing initiatives for future airport development. Thus, in an effort to address key issues impacting the airport and surrounding communities, the LPA Group Incorporated (the Consultant) will review, validate and utilize pertinent existing documentation produced with regard to the airport to supplement the master plan analyses described herein.

Project Objective

The overall goal of a Master Plan Update is to provide guidelines for future airport development that will satisfy aviation demand in a cost-effective, feasible manner while addressing aviation, environmental and socioeconomic issues of the community. Thus, an Airport Master Plan presents both short and long-term development and graphically displays proposed development in the FAA-required Airport Layout Plan Set while the narrative report provides the data and logic associated with the proposed development. Airport objectives will be based upon an initial evaluation of the airport and its surrounding environment and will also include meetings with airport and county staff, local officials and

a master plan technical advisory committee (TAC). However, the airport master plan objectives should be flexible to assure an unbiased and objective basis for the final project.

The master planning activities will provide a five-year capital improvement program for future development of the airport, as well as an overview of land use compatibility issues in the airport environs. In addition, this planning effort will result in the development of a computerized Airport Layout Plan drawing set meeting FAA criterion, including an updated property map. As such, the Master Plan Update will provide the Lexington County Council members with a comprehensive overview of the airport's needs over the next twenty years, including issues relating to the timing and costs of proposed development based upon appropriate activity triggers.

Some of the specific issues to be evaluated as part of this master plan process are delineated below, and specific tasks were incorporated into this scope of services in an effort to address these considerations. This listing is not intended to be an exhaustive recitation of items that require consideration within the master plan update but rather identifies major concerns or issues that should be addressed in support of the Sponsor's long-term airport goals. Some specific goals and objectives to be considered include:

- Evaluate existing airport infrastructure and make recommendations for future development
- Evaluate the airport facility layout for conformance with Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5300-13, Airport Design.
- Assess any short-term actions and recommendations to ensure that they do not preclude long-term planning objectives
- Assess the operational efficiency, effectiveness and safety of the airport
- Establish the framework for continuous planning process
- Evaluate the aviation needs of the community and users
- Assess the needs of current tenants and requirements necessary to attract new tenants
- Assist the airport in supporting aviation demand within the region.
- Assess community land use goals and regional aviation needs
- Evaluate whether current County Land Use Overlay Zones are consistent with Federal Aviation Regulations in an effort to prohibit incompatible land use encroachment.
- Identify existing and alternative funding sources for airport infrastructure development
- Identify and evaluate potential markets and provide a strategic marketing plan for future development
- Evaluate long-term development options for general aviation and airport support facilities while maximizing access to these facilities.
- Evaluate the airfield development options that address critical aircraft and runway length requirements, runway safety area standards and future airfield capacity.

As noted, the preceding list is not intended to be an exhaustive list of issues but does present an overview of the number of key considerations that need to be addressed in this master plan update.

Project Approach

The Airport Master Plan development is an involved process that charts the course for the Master Plan Update production. Input from involved parties including airport and county staff, tenants, members of the community, FAA, and South Carolina Division of Aeronautics (SCDOA) is essential. During the course of this analysis, the Consultant will utilize the following technical references:

- Airport Master Plans (AC 150/5300-6B)
- Airport Design (AC 150/5300-13)
- Runway Length Requirements for Airport Design (AC 150/5325-4B)
- National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions Order 65050.4B
- Environmental Impacts: Policies and Procedures Order 1050.1E
- Hazardous Wildlife Attractants On or Near an Airport (AC 150/5200-33B)
- Noise Control and Compatibility Planning for Airport (APP-600)
- 2008 South Carolina Airport Systems Plan, etc.

Detailed information with regard to the master plan update and business plan project approach is outlined in the following elements and tasks.

Element 1 – Project Initiation

Task 1.1 Project Scoping

A scope of work and man-hour estimate for the project will be developed in accordance with the current version of FAA Advisory Circular 150/5070–6B, *Airport Master Plans*. This scope will identify major tasks as well as delineate general elements of work to be conducted under each of the project activities. The man-hour estimate will define the estimated time and cost for each task and element in the scope, as well as define the anticipated costs that may include, but not be limited to, travel, lodging, meals, presentation materials, printing and graphics, wind and weather data, and coordination costs for the scoping process which is anticipated to include a coordination meeting with the representatives of the airport, SCDOA, and the FAA Airports District Office (ADO). This task will also involve the development of a project timeline for each of the tasks delineated in the scope.

It is important to note that a notice to proceed cannot be issued until written approval of this scope and fee is received from both FAA and SCDOA.

Task 1.2 Technical Advisory Committee

A Technical Advisory Committee will be created to provide technical review of the working papers and to provide input into the entire master plan process. In addition, this committee will provide insight into existing market conditions within the Lexington metropolitan statistical area (MSA) and provide information necessary to effectively market the Airport's existing and future facilities. As part of this study, members of the TAC, Chamber of Commerce and Economic Development Council will be asked to obtain information from selected local corporations that may have an interest in the airport. This committee will be assembled by County staff, and is anticipated to include representatives from the

Airport, FAA, SCDOA, South Carolina Aeronautics Commission (District 2), Lexington County Council, Town of Pelion (including representation for economic development), Lexington County, airport tenants and public/community representatives. It is recommended that the technical advisory committee be limited to eleven (11) individuals in addition to FAA, SCDOA and Airport Management representatives to facilitate the overall master plan process.

Element 2 – Inventory of Existing Conditions

Task 2.1 Review and Evaluate Existing Documents

Existing documents including previous planning studies, design drawings, inspection reports, airfield pavement data, airfield pavement evaluation reports, leases, obstruction charts, approach plates, and as-built drawings of structures on the airport will be obtained and analyzed for their content. Documents to be obtained and reviewed include, but may not be limited to:

- Previous Airport Master Plan/Noise Compatibility Studies
- Current Airport Layout Plan Drawings (digital required)
- Current GIS/Mapping Information (provided by Lexington County)
- FAA Terminal Area Forecasts
- 2008 South Carolina Airport System Plan
- FAA 5010 Form (Airport Master Records)
- Area Socioeconomic Data
- As-Built Drawings of Airport Buildings and Facilities
- NOAA Obstruction Chart
- Area Land Use and Zoning Information
- Airfield PCI Study (if available)
- Historic Fuel Capacity and Demand Data
- Current Capital Improvement Program
- Airport Property Map and Detailed Property Information, including last title search documentation (if available), etc

Task 2.2 Inventory Airport Physical Facilities

The physical facilities inventory will consist of an on-site review of existing airport facilities with attention being paid to their size, condition, use, configuration, and adequacy of these facilities under current operating conditions. This information will be used to evaluate the effectiveness of the individual facility, and any interrelationships between developed uses on the airfield and how they may be affected by changes designed to improve airport operations and/or capacity. Additionally, the evaluation of existing facilities will serve as the basis for identifying any facilities that are in need of immediate attention, if any. Included in this inventory will be the identification of property owned by the airport, type of ownership (fee simple or avigation easement) and the manner in which this property is being used. The following represents the key elements to be addressed:

- Land Holdings

- Airfield Facilities
- Fixed Based Operators (FBOs)/Aircraft Maintenance/General Aviation Facilities
- Landside Facilities
- Support Facilities
- Airport Access
- Weather Data

Task 2.3 Airspace Environment/Obstructions

Air traffic control facilities involved in and/or responsible for handling traffic into and out of the airport will be identified, and procedures as they relate to the airport reviewed. An inventory of the area airspace will be undertaken with emphasis on the identification of airways, restricted areas, intersections, and obstructions in the airport vicinity. This task will identify operational limitations due to traffic interactions with other airports, military operating areas (MOAs) and restricted areas (RAs), if applicable, reserved airspace, missed approach courses, noise abatement procedures, airfield facilities and design, existing or programmed navigational aids (NAVAIDs), and topography and obstructions at, or in the vicinity of the airport. This data will be generated from existing sources of information.

Task 2.4 Tenant Interviews and Questionnaires

As part of the data gathering process, airport tenants will be interviewed or requested to complete a questionnaire. Either the interview or questionnaire will solicit information such as a description of current facilities, levels of activity, including fuel data, if applicable, conducted from the airport, perceived airport needs, future plans, type of aircraft used, and anticipated fleet additions and changes in order to identify the existing and potential critical aircrafts. A listing of airport tenants will be used to identify persons to interview and/or provide with a questionnaire, as well as for follow-up discussions on an as-needed basis.

Task 2.5 Vicinity Land Use/ Existing Land Use Controls

A review will be conducted of existing land use mapping, identification of airport ownership (i.e. Fee Simple or Easement), aerial photography, comprehensive plans, zoning controls, and other documentation pertaining to current and future land use in the vicinity of the airport. A windshield survey, particularly in the vicinity of the approaches to the airport, will be conducted to verify this information and to provide additional knowledge of the airport environs. Existing zoning districts (Lexington County) code will be reviewed to determine locations where potential non-compatible land uses could develop. Local planning officials will be interviewed to identify the potential for future residential, commercial, and industrial development in the vicinity of the airport and particularly along the extended centerline of the runway. Existing zoning controls will be reviewed. Also, subdivision regulations, building codes, and other documentation pertaining to land use management in the vicinity of the airport will be reviewed. Attention will be paid to those requirements including height restrictions and building/zoning codes that could affect the future development of the airport or adjacent parcels of land.

Task 2.6 Natural Features Inventory

An inventory of natural resources including wetlands, streams, biotic communities, protected species, floodplains, coastal resources, farmlands, and land use will be conducted in order to assess potential environmental impacts and to assist in the development of alternatives. The inventory will use existing information such as maps, prior environmental documents, and the internet in order to provide an overview of sensitive environmental resources within and adjacent to the airport. The FAA environmental checklist will also be used as a guide for identifying potential environmental constraints on airport development.

Element 3 – Aviation Activity Forecasts

Task 3.1 Historic and Current Air Traffic Activity

Data on historic and current air traffic activity at the airport will be assembled and organized. Information concerning the level of activity associated with general aviation operations by local and itinerant categories, military operations, training operations including touch and go operations, fuel sales (in gallons) and based aircraft by aircraft type will be sought. Information concerning peak hourly operations, daily, monthly, and annual activity will be based upon historical data as well as information obtained from airport records, airport users, FBO, SCDOA, and sources at the FAA. Existing records of general aviation activity at 6J0 to be compiled include:

- Annual operations;
- Operations by activity (e.g. military, training including percent touch of go activity, corporate, etc.)
- Operations by category of aircraft (single engine, multi-engine, helicopter, etc.);
- Number of based aircraft by type (single-engine, multi-engine, etc.)
- Critical Aircraft and associated operations;
- Overnight parked aircraft;
- Peak month operations.

Task 3.2 Factors and Opportunities Affecting Activity Levels

This task will analyze potential changes in business and economic patterns, or in possible based operators at the airport to determine any potentially significant factors (i.e. implementation of NextGen technology and VJJs) that could impact the level or type of activity at 6J0. The master plan will provide a realistic assessment of airport expansion capability as well as new facility development as a result of demand.

The FAA Forecasting Branch (APO-110) in Washington requires that all master plan forecasts include a discussion of the impact of the events of September 11th. Further, the FAA recommends evaluating the impacts of global terrorism, rising fuel prices, airline mergers, as well as the impacts of the Iraqi War on the state of the U.S. aviation industry related to changes in commercial and general aviation activity, and aviation security, including new GA security requirements, that have occurred at **6J0** since September 11, 2001. This information will provide a baseline analysis for future growth related to the financial and

economic risks currently impacting the industry as a whole.

Task 3.3 General Aviation Forecasts

The Airport Master Plan Update will develop aviation activity forecasts based upon socio-economic projections, past trends, and existing FAA Terminal Area (TAF) and SC DOA (system plan) forecasts in addition to existing activity levels. This analysis will result in either the re-validation of a past forecast or the establishment of newer forecasts. Forecasts of general aviation activity will be prepared for the 5, 10, and 20-year planning horizons and will provide individual projections of the following:

- Annual General Aviation Operations (Local vs. Itinerant)
- Annual Military Operations (Local vs. Itinerant)
- Annual Instrument Operations
- Total Annual Aircraft Operations
- Annual Operational Fleet Mix
- Based Aircraft Totals
- Based Aircraft Fleet Mix

Task 3.4 Aircraft Peaking Analysis

A key factor in determining the demand for future facilities consists of the peaking characteristics of demand. This relates to those times of the day, month, and/or year where the activity level of aircraft operations or the number of pilots/GA passengers exceeds average values. These peaks are key elements in determining the sizing of airside and landside facilities. The items to be assessed will include:

- Average and peak month for operations and GA pilots/passengers,
- Average-day pilots/passengers and operations,
- Average-day peak month pilots/passengers and operations,
- Peak hour operations and pilots/passengers,
- Peak month pilots/passengers, and
- Peak month operations.

Forecasts will be forwarded to the FAA for review and approval¹. Once approved, Task 4 will be initiated.

¹ As of December 2009, the FAA's most current TAF for 6J0 shows zero growth in operations through the year 2030. FAA approval of a forecast greater than 10-15% of the TAF may require coordination and approval with FAA Headquarters.

Element 4 – Capacity Assessment/Facility Requirements

Task 4.1 Airfield Capacity

The FAA’s methodology for assessing airfield capacity and delay, as delineated in FAA Advisory Circular 150/5060-5, will be used to assess airfield capacity. Based on the forecast developed under Task 3, a brief capacity assessment will be performed to determine existing and future airfield capacity related to existing and anticipated changes in operations and fleet mix as defined within the aviation activity forecasts. A review will be conducted to compare the determined airport capacity to that contained in the previous airport master plan update. This comparison to the previous analysis will assist in validating the airfield configuration, including runway configuration, parallel taxiways and exit taxiways, weather conditions, aircraft fleet mix, current and forecast operations for the 5, 10, and 20-year planning horizons and the percentage of local touch-and-go operations. The result of the capacity assessment will be expressed in terms of hourly and annual service volume of the airfield. Additionally, the hourly capacity of the airport will be identified for both VFR and IFR conditions. This assessment will evaluate the existing airfield configuration in terms of its adequacy to meet the forecast design group and approach categories as identified within the Aviation Activity Forecasts.

Task 4.2 Design Aircraft Identification

Using information generated through user interviews as well as historic data, the critical aircraft or design aircraft will be determined. The design aircraft represents either a single aircraft or family of aircraft that equals or exceeds 500 annual operations. Further, using forecast operations and fleet mix information from Task 3, the future design aircraft or family of aircraft will be determined. This information will be used to determine existing and future airfield facility requirements and airfield dimensional and pavement strength criteria.

Task 4.3 Airfield Facility Requirements

Using the results of the airfield capacity and delay analysis (Task 4.1), as well as other relevant information and airfield planning criteria, a preliminary listing of airfield facility requirements necessary to meet projected levels of demand for the 5, 10, and 20-year time frames will be determined and prepared. These facility requirements will be based upon both accepted airport planning criteria, and the Aviation Activity Forecasts for the airport, as well as the knowledge and expertise of LPA, airport management, and TAC members. Airfield facility needs to be assessed include:

- Runways, taxiways/taxilanes, and aprons (length, width, size and/or strength),
- Lighting and marking,
- Aircraft parking aprons (size & strength),
- Navigational aids (electronic and visual), and
- Security Requirements.

Airfield facility needs will be identified in terms of linear feet, strength, etc. and will be compared to existing facilities to identify excess or deficient facility capacity or capability. The output of the aviation forecasts will be accounted for in the analysis of airfield facility needs, particularly as it relates to runway

length and dimensional layout requirements, taxiway development needs and overall airfield lighting needs. Where appropriate, the airfield facilities will be linked to activity demand thresholds or triggers as a means of determining the point at which demand is sufficient to warrant the improvement.

Task 4.4 General Aviation Facilities

Using the results of previous tasks and accepted planning criteria, the master plan will determine and prepare a preliminary listing of general aviation facility requirements necessary to meet both current and projected levels of demand for the 5, 10, and 20-year planning horizons. General aviation facility requirements to be assessed include:

- Aircraft apron and parking area,
- Aircraft storage hangars,
- T-hangars,
- Conventional hangars,
- Fixed Base Operator (FBO) facilities, and
- Access and vehicle parking areas.

Facility requirements will be expressed in terms of gross area, linear measurement or other basic units, and will be compared to existing facilities to identify excess or deficient capacity by facility on the airfield. This assessment will quantify future development items needed to maintain an adequate level of service, function, and operation at the airport, and will utilize activity or demand level triggers as a means of identifying when improvements are necessary.

Task 4.5 Airport Support Facilities

Using information provided by existing studies, and aviation planning criteria established under preceding elements, LPA will develop a set of facility requirements addressing the airport facilities necessary to support the airfield, terminal/fixed base operator area, general aviation areas and their related activity. Requirements for facilities such as aircraft fueling, airport maintenance, ground access, and vehicle parking will be developed under this task, as needed.

Task 4.6 Land Area and Landside Requirements

During this element, LPA will consider the highest and best use of property needed to accommodate the future development of the airport. An overview of adjacent parcels will also be undertaken to identify property that might be required for inclusion into the airport property envelope should some aspect of the master plan require additional land area for development, or to meet FAA design criteria.

The purpose of this element is to support the airport's efforts to maximize sustainable development that will generate revenue for airport activities. As a result, LPA will analyze the existing characteristics of the airport's landside facilities, including:

- Land uses
- Development restrictions related to the transfer or disposition of property, current leases or adjacency to airport facilities

- General development areas as identified in the previous Airport Master Plan
- Ownership patterns and the physical condition of adjacent properties
- Building conditions
- Overall site circulation and external connections
- Condition and ownership of adjacent properties
- On-site parking
- Infrastructure capacity
- Open space and recreation amenities

This element will focus on verifying baseline data and identifying any recent landside improvement projects since the previous master plan. LPA will also assess any new data on building conditions and the airport property.

The analysis will result in two supporting graphics: a map of current landside uses and facilities and a graphic that illustrates opportunities and constraints. The opportunities and constraints portion of the analysis will form the basis of the landside alternatives developed in Element 5.

Element 5 – Airport Alternatives Analyses

Task 5.1 Identify Potential Airport Land Use

As part of the alternatives analysis, the consultant will evaluate the highest and best use of existing airport property. Further, an overview of adjacent parcels will be reviewed to identify property that might be required as a result of potential future development, FAA requirements and/or compatible land use. On-airport property will further be segregated into aviation or non-aviation land uses to provide a base for airside and landside development options. Possible changes to local ordinances will be considered as a result of the land use and subsequent airfield alternative analyses.

Task 5.2 Identify Potential Airfield Alternatives

On the basis of the airport facility requirements established in preceding elements, a maximum of three (3) preliminary airfield development alternatives will be developed for this master plan update. These alternatives may include such items as runway improvements (e.g. relocation), taxiway improvements, as well as actions to address possible design related deficiencies on the airport. Further, alternatives will be developed in relation to potential installation of instrument procedures and minimums at the airport, and the requirements associated with these improvements, will be based on schemes for development within existing airport boundaries, or within expanded airport boundaries. The preliminary development concepts will show necessary runway and taxiway development during the 20-year planning period as well as required changes to infrastructure to accommodate each airfield option evaluated. This element will be conducted simultaneously with the following elements and will result in a series of overall concepts for the current airport site and adjacent properties. Airfield alternatives will be analyzed based on their ability to satisfy the identified facility requirements, environmental considerations, engineering factors, cost, phasing, political viability, and ease of implementation.

Task 5.3 Identify General Aviation Alternative Development

Based on general aviation facility requirements determined under a previous element, a maximum of three (3) preliminary general aviation area development options will be developed within existing airport boundaries. The general aviation alternatives analysis will show development necessary to accommodate the demand expected over the 20-year planning period. It is expected that the general aviation area development options will consider the optimum location of general aviation terminal facilities. This task will be conducted simultaneously with other tasks in this element and will result in a series of overall concepts. General aviation alternatives will be evaluated on the basis of their efficiency in meeting identified facility requirements, engineering factors, ease of implementation, costs, phasing, airside and landside accessibility, and environmental considerations leading to the selection of the option or combination of options which best satisfy the identified need.

Task 5.4 Identify Potential Landside Alternatives

Drawing from feedback gathered earlier in the study, the consulting team will work with the TAC and County staff to confirm guiding themes and principles for development of the landside alternatives including non-aviation development concepts for additional on-airport revenue generation. The focus of the landside and non-aviation development will include recommendations for sustainable/green development and possibly the use of alternative energy sources for the airport and its users (i.e. solar, wind, etc.). Principles may include, but not be limited to: sustainability, revenue generation, sense of place, job creation, market viability, and overall physical character.

Based upon the established themes, the team will in conjunction with the TAC develop up to three (3) landside scenarios. Development of the alternatives will be closely coordinated with the County Council as well as Lexington County Community and Economic Development Departments to ensure that each scenario incorporates economically viable options.

During the second TAC meeting (Alternatives Workshop), the team will review the scenarios and ask members to identify preferred design and planning elements. Since each alternative is likely to reflect a key guiding theme, the team anticipates that the final scenario will contain a mix of these concepts.

Task 5.5 Identify Potential Airport Support Facilities

Based on the ultimate airfield configuration and other changes proposed in the master plan, there may be a need to reconsider the placement of some support facilities at the airport. This may include such facilities as the fuel farm, maintenance facilities, etc. This analysis will identify the key airport support facilities at 6J0 and define alternatives to address these and other issues that may arise in the planning process. Airport support facility alternatives will be evaluated on the basis of their efficiency in meeting identified facility requirements, engineering factors, impact on other airport development options, ease of implementation, costs, phasing, airside and landside accessibility and environmental considerations leading to the selection of the options best satisfying the identified need.

Task 5.6 Determine Preliminary Impacts and Development Costs

Using labor and materials price data from recent construction projects within the airport vicinity, and cost schedules provided by the FAA Southern Region, preliminary order of magnitude cost estimates associated with the airport development alternatives will be prepared for comparison purposes only. Cost estimates at this point would be limited to 2010 dollars and to only those analyses required to effectively evaluate potential development scenarios.

Element 6 – Alternatives Refinement

Task 6.1 Refined Alternative Analysis

Based on input from the airport/County staff, County Council and Technical Advisory Committee, as well as any comments from the public, refinements to the analysis of alternatives will be made to address any issues raised or direction received during the review process. This task may result in the revision of options or the combination of individual alternatives into a new development alternative for implementation. This task will identify the rationale for the refinement of the alternative, and each refinement will be discussed and reviewed using similar criteria to that used to evaluate the initial set of alternatives. Once refined alternatives have been approved by the airport Sponsor, they cannot be revised without additional scope and fee.

Task 6.2 Noise Contours and Land Use Compatibility

Noise contours will be generated for the airport using the FAA's Integrated Noise Model (INM) – Version 7.0 and will be based on activity levels, aircraft type, and/or previous analyses. The noise contours will be generated to depict the 65, 70, and 75 DNL levels. Noise exposure contours will be prepared for the base year and a future year level of activity (20-year planning horizon) only.

For illustrative purposes, the noise contours developed will be overlaid onto the digital drawing base and/or the aerial photography. A description of the results will be provided with any land use impacts identified. When comparing existing and planned land uses of the Airport Master Plan Update, recommendations will be made to ensure that compatibility exists. Suggestions for improvement to, or the refinement of existing land use management techniques, that have been previously identified, will be considered for possible use to mitigate the impact of future development on the airport.

Task 6.3 Environmental Action Plan

According to the individual airport and the individual project within the master plan, the FAA's Airports District Office (ADO) Environmental Program Manager will determine the level of documentation for each project in accordance with FAA Order 1050.1E. For each project in the preferred alternatives the following information will be provided:

- Potential environmental impacts to natural resources;
- Environmental documentation required based on FAA Order 1050.E. If a project will most likely require a categorical exclusion, an environmental assessment, or an environmental impact statement level of documentation.
- Anticipated state and federal regulatory requirements;

- Potential mitigation measures or options for associated environmental impacts for the proposed project.

Task 6.4 Identify Capital Improvements

Based upon the findings identified in Task 6.1, a list of capital improvements including environmental, design, land acquisition, mitigation, support facilities, etc. will be identified. This will allow both LPA and the County to obtain a "snapshot" of all proposed projects in conjunction with anticipated order of magnitude costs in 2010 dollars. It is important to note that these costs will differ to some degree with the costs provided in the Financial Feasibility section of this report, but their use is primarily to identify all potential projects associated with the preferred development option.

Element 7 – Airport Layout Plan Drawing Set

Task 7.1 Draft Airport Layout Plan Drawing Set

An approved Airport Layout Plan serves as the blueprint for future airport development and is legally required for the airport to receive financial assistance under the terms of the Airport and Airway Improvement Act of 1982 (AIP), as amended. Using the recommended development options of the refined alternatives task and the standards outlined in FAA AC 150/5300-13, "Airport Design," the current Airport Layout Plan (ALP) drawing set will be updated. Development of ultimate airfield facilities will be based on short, intermediate, and long-term requirements which incorporate both airside and landside improvements. To provide an accurate base for the development of the ALP, available rectified aerial photography and digital mapping information will be used. All components of the Airport Layout Plans Set described herein will be developed in accordance with the provisions of AC 150/5070-6B, *Airport Master Plans*, and the ALP Checklist provided by the FAA Southern Region.

Title Sheet

A title sheet will be updated, and information concerning the airport including project number, client name and location maps will be included on this sheet.

Airport Layout Plan

The ALP will be updated to reflect the recommended development of future needs as identified in this study. Information on this portion of the ALP set will include, but not be limited to, the physical layout of the airport and of the physical facilities developed thereon. Also to be incorporated on the ALP sheet will be the building and facilities data, runway protection zones, taxiway systems, navigational aid critical areas, building elevations, topography, roads and parking areas, wind rose/wind coverage, declared distances table, and the airport boundary. Object, building, and any other obstruction heights will be taken from existing sources of information.

Existing and proposed modifications to FAA design standards will be identified and delineated in table format along with either the waiver allowing the modification or the proposed method of addressing the modification. A table listing any modifications (existing and proposed) along with their proposed disposition will be incorporated onto the ALP and in the narrative chapter. The scale of the drawing will be defined at the time the ALP set is commenced and will be determined so as to provide a clearly

legible drawing. Information that cannot be included on the ALP sheet due to sheet size and scaling limitations shall be incorporated onto a separate Airport Layout Plan Data sheet. This may include Airport Data, Runway Data, Wind Roses, notes, etc.

Terminal Area Plan

The terminal area plan for the airport will be updated to reflect existing and recommended development of future general aviation needs as identified in this study. The terminal concept will focus on flexibility for future expansion. The plan will include recommendations for access and parking, buildings, hangars, FBO facilities, and entrance roads, as well as necessary security access to the airfield.

Airport Airspace Drawings

The Airport Airspace Drawings will depict all obstacle clearance surfaces associated with the ultimate airport configuration, and approaches will be generated and superimposed on mapping. Fifty (50) foot contour intervals will be shown for all sloping imaginary surfaces. These sheets will depict objects that violate the obstacle clearance surfaces that have not been identified on the ALP or approach sheets. The top elevation of each obstruction will be identified on each sheet as will the disposition of the obstruction. The dimensions of the approach surfaces and transitional surfaces will be charted. The Airport Airspace drawings will depict, in plan and profile view, the full length of all approach surfaces without the use of match lines or truncated depictions.

Inner Portion of Approach Surface Drawings

An Inner Portion of the Approach Surface Drawing will be prepared for each runway end (four runway ends) depicting the area out to where the approach surface reaches a 100-foot height above the runway end. The drawings will depict the airport property, location of roadways, structures, natural ground elevations and other man-made or natural features within the limits of inner portion of the approach surface. The drawings will also detail objects that penetrate approach surfaces or violate obstacle clearance criteria. Obstructions will be listed numerically in an obstruction table for each approach with data describing the obstruction type, top elevation, allowable elevation, amount of penetration, and proposed dispositions. Additionally, the drawings will depict the configuration of required safety areas off each runway end. Plan views will be superimposed on aerial photos or a detailed line drawing.

Runway Departure Surfaces Drawing

This drawing depicts the applicable departure surfaces as defined in Appendix 2 of FAA AC 150/5300-13. The surfaces are shown for runway end(s) designated primarily for instrument departures.

The Runway Departure Surfaces Drawing will depict the plan and profile views of the departure surfaces for each runway end that is designated primarily for instrument departures. The drawing will also detail objects that penetrate departure surfaces or violate obstacle clearance criteria. Obstructions will be listed numerically in an obstruction table for each departure surface with data describing the obstruction type, top elevation, allowable elevation, amount of penetration, and proposed dispositions. Plan views will be superimposed on aerial photos for base maps.

Land Use Plan

A land use plan for the area within the boundaries of the airport will be updated, based on the identified overall development concepts and property data. Included in the drawing will be the identification of existing and future aviation related, non-aviation related, environmental and conservation, industrial, commercial, or other uses as required. Information developed as part of Tasks 2, 4, and 6 will be incorporated into this drawing. This sheet will also depict the existing and future noise contours generated as part of Task 6 and will help to guide the long-term development of the airport.

Airport Property Map

An airport property map will be updated to reflect parcels acquired either through fee simple purchase, or easements purchased by the airport with both federal and state funds, as well as, with local sources of funding. In addition, the property map will also identify additional property required to meet the demands identified in this master plan. Data for development of this property map will be taken from existing sources of information provided by the County.

Task 7.2 Final Airport Layout Plan Drawing Set

LPA will revise the ALP drawing set to reflect final review comments received South Carolina Division of Aviation and Federal Aviation Administration, as appropriate. After obtaining final comments and approval from SCDOA and FAA, the Consultant will present the final report and drawing set to the Lexington County Council for acceptance into the County Comprehensive Plan.

Element 8 - Implementation Plan

Task 8.1 Refine Airport Development Phasing Schedule

An initial development schedule will be prepared based upon the demand requirements. A priority system will be developed and adopted for use in this study considering the urgency of need, ease of implementation, logic of sequence, and economic viability. The objective is to establish an efficient order for project development and implementation. Recommended airport development over the 20-year planning period will be classified in three general development phases. These phases represent the short-, intermediate-, and long-term planning periods.

Particular focus will be given to detailing estimated costs for short-term (2011-2015) development projects. In the first five years, development costs will be shown on a year-to-year basis and prepared at a level of detail consistent with master planning, and a 5-Year Capital Improvement Program (CIP) will be developed. Projects relating to capacity enhancement will be highlighted in the phased development plan. Development phasing will provide a general understanding of the financial requirements by phase over the 20-year planning period. However, by linking development projects to future demand levels, an added degree of implementation flexibility will be achieved.

Task 8.2 Refine Airport Development Cost Estimates

Based upon the selected development concepts, cost estimates will be created for each of the airport development projects. Cost estimates will be based on a variety of sources, including actual project

estimates, published engineering indices, government agencies, and similar airport construction projects in the area. In addition to the actual construction costs, financial consideration must be given to the engineering and design work, plus minor construction items and contingencies, which have not been specifically enumerated. For planning purposes, the base construction cost will be increased to reflect the anticipated engineering, testing, survey, and inspection costs, as well as for unknown contingencies.

Task 8.3 –Funding Analysis

Prepare a detailed funding plan for the recommended capital improvements identified in the Master Plan Update with an emphasis on the short-term (five years) planning period. Proposed projects will be evaluated to determine eligibility for funding by Federal Aviation Administration Airport Improvement Program, South Carolina Division of Aeronautics, and other alternative funding sources including third party funding, bonds, loans, etc. The local funding requirement will be estimated and potential opportunities for satisfying the local share requirement will be identified.

Task 8.4 – Prepare Five Year Financial Plan

Compile airport's historical revenues and expenses for the past three (3) to five (5) years, if available, in order to identify historical trends. The airport budget process will also be reviewed. Prepare order of magnitude estimate of airport revenues that would be generated by the traffic forecasted in the Master Plan Update and the improvements completed within the five-year planning period. Conduct financially feasible cash flow analysis to estimate future revenues and expenses to assess airport's financial self-sufficiency in connection with the projects recommended in the Master Plan Update.

Analyze historical operating revenues and expenses and provide budget projects for years 1 through 5 to determine if county can achieve its estimated local participation funding allocation. Identify potential revenue sources including revenue generated from leasing available land for aviation and non-aviation use as well as fuel flowage fees, hangar and building leases, etc. In an effort to determine the likelihood of the airport to be financially self sufficient, a forecast of airports operating revenues and expenses will document a year to year financial net balance as well as cumulate balance over the forecast period.

Element 9 – Airport Business and Marketing Plan

During initial discussions with members of the Lexington County Staff, representatives indicated their desire that a business and marketing plan be developed for the airport in an effort to attract additional business and industry in an effort to make the airport self-sufficient. The business plan can be used to support other uses of property around the airport and set the foundation for future reimbursement.

Effective market planning involves selecting appropriate target groups and formulating a market mix to achieve marketing objectives and financial targets. Market planning starts with identifying the mission, value and vision statements for the airport in an effort to establish where the airport wants to be. The market analysis also evaluates strengths, weaknesses, opportunities and threats (SWOT) to assess where the airport is now in an effort to identify marketing strategies which should be developed.

Task 9.1 Identify Marketing Objectives

Marketing objectives are time bound statements of intended future results and statements of intended future costs. Thus, as part of this analysis, the following objectives should be addressed:

1. Identify those elements of the strategic marketing management process that precede strategic decision making at the airport
2. Identify and address existing products and services
3. Identify and address existing customers and markets (i.e. new fixed base operator (FBO), commercial tenant, etc.)
4. Identify and address what product and market emphasis that the airport should pursue
5. Identify the strategy or strategies (i.e. low-cost producer, differentiation and focus) that the County/airport should implement and pursue, etc.

Task 9.2 Identify County/Airport Mission, Values and Vision Statements

To accurately determine the overall business development plan for the airport and market strategy, the consultant must with the assistance of Lexington County staff determine the long-term mission, values and ultimate vision for the airport within the community. This information will provide the “backbone” for the development of the long-term business plan and marketing initiatives.

Task 9.3 Identify Problem Statement

To achieve the mission, values and vision for the airport, the County must adopt a sound strategic marketing management plan and implement specific strategies for success. In order to assess the airport marketing environment, a SWOT (strengths, weaknesses, opportunities and threats) analysis will be performed.

Task 9.4 Service Strategy

This task will review the current market conditions for airport facilities and services within Lexington County and within the local region. The project team will identify existing alternative/competing airports including demand for and supply of aircraft tie-downs and hangar space, airport user/tenant requirements, navigational aids, and regional employment and business trends. This information will be collected through contact with airport managers and or municipal officials, aircraft sales and registration data and other sources. Based upon the information obtained, the review will estimate the likely demand for future airport facilities and services at the airport and will include such items as return on investment, useful features/benefits, service life cycles, service selection criteria, etc.

Task 9.5 Marketing Analysis

A market analysis will be performed to determine the nature of business activities in the community. A variety of factors will be considered using available information (i.e. local economic trends, business transactions, population movement, and the availability of state funding for new job creation, etc.). The results of the Market Analysis will be incorporated into the business plan.

Task 9.6 Marketing Plan

A marketing plan will be developed to address an overall sales strategy, advertising and promotion, and public relations associated with the proposed development. The market analysis will identify target industries and tenants, showcase available products, develop effective advertising campaign, market expansion needs of existing clients/tenants, and evaluate the potential for adjacent land development. The marketing plan should be coupled with existing community marketing efforts to avoid duplication of efforts and achieve a cohesive marketing strategy for the local region.

Task 9.7 Financial Plan

The financial plan component of the business plan will include assumptions, financial statements, capital requirements, use of funds, and an exit/payback strategy to determine the viability of proposed marketing and business development incentives at Lexington County Airport at Pelion.

A written narrative summarizing the results of the Business Plan for Lexington County Airport at Pelion with supporting tables and graphics will be provided as an appendix to the Master Plan Update Report.

Element 10 – Public Involvement/Meetings

The following approach facilitates a process of maximum public input with minimum public conflict. The public involvement components will provide an opportunity for public input, technical advisory committee meetings to gain valuable insight into the master planning process, public information meetings to ensure information is imparted and solicited from the general public, project updates, and County Council Briefings.

Task 10.1 Provide Content for County Web Site

As a key element of the Master Plan Update public involvement process, LPA will be responsible for providing electronic information to Lexington County staff to be uploaded to the county website throughout the 18-month project. LPA will provide content describing the master planning process, the time frame for the study and key points where public meetings will be held, local and consultant contacts, and the overall goals and objectives of the Lexington County Airport at Pelion Master Plan Update. Over the course of the study, this site will also be used to highlight issues important to the airport and the community. From time to time, project documents will be posted for public review.

Task 10.2 Public Information Meeting

A Public Information Meeting will be conducted to inform the public and interested stakeholders about the ongoing status of the project and to solicit public comment throughout the project's implementation. The Consultant will coordinate the meeting logistics and facilitate the public meeting as appropriate. One (1) such meeting has been budgeted over the course of the study. This meeting will be held following the development of preliminary alternatives concepts.

Comment cards will be developed and used at the meeting to give the attendees an opportunity to provide input on the information being shared by the project team at the public information meeting. Color graphic displays employing a combination of presentation boards and/or PowerPoint, and pertinent handout material necessary to describe the evaluations and findings of interim submittals of

the master plan study, will be prepared for the meeting, as appropriate. Advertising for these meetings will be done by the County, and may be accomplished using press releases and direct mailings to interested public groups within Lexington County.

Task 10.3 Technical Advisory Committee Meetings

Five (5) such meetings have been budgeted over the course of the study. These meetings/workshops will be held at key points during the master planning process typically following the distribution of associated working papers. Estimated timing of TAC meetings are as follows:

- Meeting 1 – Project Kick-Off Meeting to be held during Airport Inventory Site Visit
- Meeting 2 – Inventory and Forecast (Working Paper 1)
- Meeting 3 – Preliminary Alternative Development Workshop (Working Paper 2)
- Meeting 4 – Alternative Development (Working Paper 3)
- Meeting 5 – Recommended Airport Development and Business Market Plan (Working Paper 4)

Color graphic displays employing a PowerPoint format, and pertinent handout material necessary to describe the evaluations and findings of interim submittals of the master plan study, will be prepared for each of the Technical Advisory Committee meetings. Each member of the Technical Advisory Committee will be provided with a three-ring notebook to use for filing draft working papers. TAC Meetings will be conducted to review the materials prepared in the working papers, as well as to establish revisions. Comments received during these meetings will be considered in preparing the final report documents.

Task 10.4 County Council Briefings

A maximum of five (5) County Council meetings will be attended by representative team members during the course of the project. These briefings are seen as key opportunities to allow for the interaction between the County Council and the Consultant at key milestones in the project. It is anticipated that these meetings will occur following each scheduled Technical Advisory Committee Meeting.

Task 10.5 Coordination Meetings

To respond to issues that will arise over the course of the planning study, as well as to brief airport representatives and representatives of the FAA, two (2) project coordination meetings (outside of other meetings, sessions, or briefings outlined in Element 10) have been budgeted. Coordination meetings are seen as key opportunities to allow for the discussion between the airport and the Consultant at one of several key milestones in the project.

Typically, the coordination meeting can be conducted during such milestones as the preparation of the aviation activity forecasts, the alternatives analysis/refined alternatives process, and during the preparation of the capital improvement program and financial plan. However, these coordination meetings can be changed at any time or during any portion of the project.

Element 11 – Documentation and Deliverables

Project documentation/deliverables will consist of both the Master Plan Narrative Report and Airport Layout Plan Drawing Set. As part of this project, four working papers, which will make up the draft Master Plan Narrative Report, will be provided at key points in the master plan process. Both the Master Plan Narrative Report and ALP drawing set will be produced in a draft and final report format.

Planned submittals associated with this project are shown as follows:

Task 11.1 Working Paper 1

The first working paper will discuss the issues and information obtained during the inventory phase of the project, as well as the findings of the analyses conducted for the aviation activity forecast task. This working paper will present, in narrative and graphic format, information relating to airport facilities, the access system serving the airport, environmental features affecting the current airport property and tracts immediately adjacent to the airport, airspace and obstruction considerations, and data related to land use compatibility. Also, the draft working paper will address the historic and current activity levels, factors impacting 6J0, and the findings of the analytical portions of the forecast process. As noted in Element 3, *Aviation Activity Forecasts*, forecasts must be submitted to FAA for review and approval. If the aviation activity forecasts exceed 10% within the initial 10-year forecast period, forecasts will need to be submitted to FAA Headquarter for final approval.

Task 11.2 Working Paper 2

Working Paper 2 will document the information and evaluations of the capacity assessment process and the facility requirements. This working paper will present, in narrative and graphic format, information regarding existing airport capacity, runway length needs, and required facilities necessary to meet future levels of activity.

Task 11.3 Working Paper 3

The third draft working paper will document the analyses and findings of the preliminary alternatives analysis. This working paper will focus on the alternatives developed to address the development options associated with the airfield, general aviation terminal area, and all other airport facilities and uses as well as considering the interrelationships between airport uses and the impacts that development of individual facilities have on the other facilities and alternatives for other airport uses. As such, this working paper will present, in narrative and graphic format, a chapter which compares the various development alternatives explored for 6J0.

Task 11.4 Working Paper 4

The fourth draft working paper will document the analyses and findings of the refined alternatives analysis, Airport Layout Plan, and the Implementation Plan/Financial Feasibility Analysis, and the Airport Business and Marketing Plan. As such, this working paper will present, in narrative and graphic format, refinements to the Airport Alternatives chapter, information regarding the Airport Layout Plan drawings, and the results of the financial and business planning analyses conducted as part of the previous elements.

Task 11.5 Project Deliverables

Master Plan Working Papers

A maximum of fifteen (15) copies of each draft working paper will be prepared with supporting graphic exhibits and tables for distribution to the representatives of the Technical Advisory Committee for their review. Each draft Working Paper will be prepared in black and white. However, the final Master Plan Report will include some color supporting graphics previously produced in black and white. As part of the Working Paper 4 submittal, two (2) full size sets of the draft ALP in addition to the 11 x 17" ALP sheets included in the narrative report will be submitted to the County for initial review. Comments received will be incorporated before submitting the final draft submittal to FAA and SCDOA for their initial review.

Working papers will be distributed to allow a minimum of seven days or additional time as agreed by the Consultant and Lexington County for review by County staff and members of the Technical Advisory Committee. Additionally, an electronic version of the draft working papers will be posted on the project website for public review.

Initial Agency Draft Report Submittal

Review comments received during the study process will be incorporated as appropriate into the draft working papers, which will be combined to create the Lexington Airport at Pelion Master Plan Update Narrative Report. This report will highlight the corrections and improvements made during the draft working papers.

Five (5) final draft copies of the complete Master Plan Narrative Report will be prepared and provided as follows: one (1) to FAA; two (2) to SCDOA, and two (2) to the County for final review. Four (4) sets of the Airport Layout Planning Set will be prepared and submitted as follows: two (2) to FAA and two (2) to SCDOA for initial review

FAA Circulation Submittal

After receiving and addressing initial SCDOA comments and FAA comments, nine (9) full size ALP sets and associated Southern Region Airport Layout Plan Checklist will be submitted to the FAA Regional Office for Circulation and Review. Note: All parties must sign the checklist prior to execution of the Engineering Agreement.

Final Submittal

After receiving and addressing final FAA and SCDOA comments, fifteen (15) copies of the final ALP drawing set will be sent to FAA Airports District Office for final approval/signature for distribution to FAA Regional Offices, SCDOA Offices, the County and the Consultant. The Consultant will submit eleven (11) hard copies of the narrative report to the County, two (2) hard copies to SCDOA, and two (2) hard copies to FAA ADO. Digital copies of the master plan report, ALP set, and Executive Summary will be delivered to the FAA, SCDOA and the County. The report text, tables and graphics will be provided using Microsoft Word, Excel, and Adobe Acrobat and PageMaker. The ALP package will be created using AutoCAD 2010 software.

Executive Summary/Marketing Brochure

A color marketing brochure will be prepared which highlights existing facilities at the airport and within the community as well as planned development. This brochure will provide a narrative and graphical presentation for future development which can be used by the County as a marketing tool for the attraction of new businesses to the area. Ten hard copies and an electronic copy will be provided and distributed to the client.

EXHIBIT B - PROJECT COST BREAKDOWN
SUMMARY OF PROJECT COSTS
Master Plan Update
Lexington County Airport at Pelion

Master Plan Elements	\$ 149,303
Airport Business and Marketing Plan Element	\$ 23,579
Expenses	<u>\$ 12,960</u>
TOTAL PROJECT COST	\$ 185,842

EXHIBIT B - PROJECT COST BREAKDOWN
Master Plan Update
Lexington County Airport at Pelion

LPA 2010 Billing Rates

\$ 201.00 \$ 171.00 \$ 171.00 \$ 144.00 \$ 108.00 \$ 82.00 \$ 76.00

TASK	HOURS								LPA LABOR COST (\$)	LPA EXPENSES (\$)	TOTAL COST (\$)
	Principal	Project Manager	Sr. Planner Arch/Eng	Planner Arch/Eng	Designer	Technician	Technical Assistant	Total Hours			
Element 1: Project Initiation											
1.1 Project Scoping			4					4	\$ 684		\$ 684
1.2 Technical Advisory Committee			4					4	\$ 684		\$ 684
TOTAL BUDGET FOR ELEMENT 1	0	8	0	0	0	0	0	8	\$ 1,368	\$ -	\$ 1,368
Element 2: Inventory of Existing Conditions											
2.1 Review and Evaluate Existing Documents			1	4				5	\$ 747		\$ 747
2.2 Inventory Airport Physical Facilities			1	8		8		17	\$ 1,979	\$ 350	\$ 2,329
2.3 Airspace Environment/Obstructions			1	8		4		13	\$ 1,651		\$ 1,651
2.4 Tenant Interviews and Questionnaires				12				12	\$ 1,728	\$ 717	\$ 2,445
2.5 Vicinity Land Use/Existing Land Use Controls				4		8		12	\$ 1,232		\$ 1,232
2.6 Natural Features Inventory				6	12	2		20	\$ 2,324		\$ 2,324
TOTAL BUDGET FOR ELEMENT 2	0	0	3	42	12	22	0	79	\$ 9,661	\$ 1,067	\$ 10,728
Element 3: Aviation Activity Forecasts											
3.1 Historic and Current Air Traffic Activity			2	16			4	22	\$ 2,950		\$ 2,950
3.2 Factors and Opportunities Affecting Activity Levels			1	8				9	\$ 1,323		\$ 1,323
3.3 General Aviation Forecasts			6	20				26	\$ 3,906		\$ 3,906
3.4 Aircraft Peaking Analysis			2	12				14	\$ 2,070		\$ 2,070
TOTAL BUDGET FOR ELEMENT 3	0	0	11	56	0	0	4	71	\$ 10,249	\$ -	\$ 10,249
Element 4: Capacity Assessment/Facility Requirements											
4.1 Airfield Capacity			1	5				6	\$ 891		\$ 891
4.2 Design Aircraft Identification			0	5				5	\$ 720		\$ 720
4.3 Airfield Facility Requirements			2	16		8		26	\$ 3,302		\$ 3,302
4.4 General Aviation Requirements			2	8		4		14	\$ 1,822		\$ 1,822
4.5 Airport Support Facilities			2	8		4		14	\$ 1,822		\$ 1,822
4.6 Land Area and Landside Requirements			2	8		8		18	\$ 2,150		\$ 2,150
TOTAL BUDGET FOR ELEMENT 4	0	0	9	50	0	24	0	83	\$ 10,707	\$ -	\$ 10,707
Element 5: Airport Alternatives											
5.1 Identify Potential Airport Land Use											
5.2 Identify Potential Airfield Alternatives		1	4	6		8		19	\$ 2,375		\$ 2,375
5.3 Identify General Aviation Facility Alternatives		1	6	8		16		31	\$ 3,661		\$ 3,661
5.4 Identify Potential Landside Alternatives		1	4	8		8		21	\$ 2,663		\$ 2,663
5.5 Identify Potential Airport Support Facilities		1	2	4		8		15	\$ 1,745		\$ 1,745
5.6 Determine Preliminary Impacts and Development Costs		1	8	16		4		29	\$ 4,171		\$ 4,171
TOTAL BUDGET FOR ELEMENT 5	0	5	24	42	0	44	0	115	\$ 14,615	\$ -	\$ 14,615
Element 6: Alternatives Refinement											
6.1 Refined Alternative Analysis		2		16		8		26	\$ 3,302		\$ 3,302
6.2 Noise Contours and Land Use Compatibility			2	8		6		16	\$ 1,986		\$ 1,986
6.3 Environmental Action Plan				8	10			18	\$ 2,232		\$ 2,232
6.4 Identify Capital Improvements				8				8	\$ 1,152		\$ 1,152
TOTAL BUDGET FOR ELEMENT 6	0	2	2	40	10	14	0	68	\$ 8,672	\$ -	\$ 8,672
Element 7: Airport Layout Plan Drawings											
7.1 Development of Draft Airport Layout Plans Set				16	160	60		236	\$ 24,504		\$ 24,504
7.2 Development of Final Airport Layout Plans Set				8	40	25		73	\$ 7,522		\$ 7,522
TOTAL BUDGET FOR ELEMENT 7	0	0	0	24	200	85	0	309	\$ 32,026	\$ -	\$ 32,026
Element 8: Implementation Plan											
8.1 Refine Airport Development Phasing Schedule		2		24				26	\$ 3,798		\$ 3,798
8.2 Refine Airport Development Cost Estimates		2		24				26	\$ 3,798		\$ 3,798
8.3 Funding Analysis		1		12				13	\$ 1,899		\$ 1,899
8.4 Prepare Five Year Financial Plan		6		24				30	\$ 4,482		\$ 4,482
TOTAL BUDGET FOR ELEMENT 8	0	11	0	84	0	0	0	95	\$ 13,977	\$ -	\$ 13,977
Element 9: Airport Business and Marketing Plan											
9.1 Identify Marketing Objectives			3	8				11	\$ 1,665		\$ 1,665
9.2 Identify County/Airport Mission, Values and Vision Statements			3	8				11	\$ 1,665		\$ 1,665
9.3 Identify Problem Statement			3	8				11	\$ 1,665		\$ 1,665
9.4 Service Strategy			6	24				30	\$ 4,482		\$ 4,482
9.5 Market Analysis			6	24				30	\$ 4,482		\$ 4,482
9.6 Marketing Plan			6	24		8		38	\$ 5,138		\$ 5,138
9.7 Financial Plan			6	24				30	\$ 4,482		\$ 4,482
TOTAL BUDGET FOR ELEMENT 9	0	0	33	120	0	8	0	161	\$ 23,579	\$ -	\$ 23,579

EXHIBIT B - PROJECT COST BREAKDOWN
Master Plan Update
Lexington County Airport at Pelion

LPA 2010 Billing Rates

\$ 201.00 \$ 171.00 \$ 171.00 \$ 144.00 \$ 108.00 \$ 82.00 \$ 76.00

TASK	HOURS								LPA LABOR COST (\$)	LPA EXPENSES (\$)	TOTAL COST (\$)	
	Principal	Project Manager	Sr. Planner Arch/Eng	Planner Arch/Eng	Designer	Technician	Technical Assistant	Total Hours				
Element 10: Public Involvement/Meetings												
10.1 Provide Content for County Web Site				10					10	\$ 1,440		\$ 1,440
10.2 Public Information Meeting	4		8	8			8		28	\$ 3,980	\$ 636	\$ 4,616
10.3 Technical Advisory Committee Meetings			20	20			16		56	\$ 7,612	\$ 3,505	\$ 11,117
10.4 County Council Briefings	10		20	20			4		54	\$ 8,638	\$ 80	\$ 8,718
10.5 Coordination Meeting	4			16					20	\$ 3,108	\$ 32	\$ 3,140
TOTAL BUDGET FOR ELEMENT 10	18	0	48	74	0	28	0	168	168	\$ 24,778	\$ 4,253	\$ 29,031
Element 11: Documentation and Deliverables												
11.1 Working Paper 1			4	16			8		28	\$ 3,644	\$ 548	\$ 4,192
11.2 Working Paper 2			4	16			8		28	\$ 3,644	\$ 503	\$ 4,147
11.3 Working Paper 3			4	16			8		28	\$ 3,644	\$ 848	\$ 4,492
11.4 Working Paper 4			4	16			8		28	\$ 3,644	\$ 653	\$ 4,297
11.5 Business Development/ Marketing Brochure			2	8					10	\$ 1,494	\$ 40	\$ 1,534
11.6 Project Deliverables /Final Documents			8	24	10	10	6		58	\$ 7,180	\$ 4,760	\$ 11,940
TOTAL BUDGET FOR ELEMENT 11	0	0	26	96	10	42	6	180	180	\$ 23,250	\$ 7,350	\$ 30,600
MISCELLANEOUS EXPENSES											\$ 290	\$ 290
TOTAL BUDGET FOR LPA TASKS	18	26	156	628	232	267	10	1337	1337	\$ 172,882	\$ 12,960	\$ 185,842

EXPENSES

REPRODUCTION

	# DWGS @	#PAGES @	Unit Cost	#SETS	TOTAL
	2	0.3			
Working Paper 1		75		15	\$ 337.50
Exhibits	5			15	\$ 150.00
Working Paper 2		45		15	\$ 202.50
Exhibits	10			15	\$ 300.00
Working Paper 3		55		15	\$ 247.50
Exhibits	20			15	\$ 600.00
Working Paper 4		25		15	\$ 112.50
Exhibits	15			15	\$ 450.00
Client Internal Review Draft Airport Layout Plan Sets	15		\$3.00	2	\$ 90.00
Draft Technical Report (submittal to FAA/SCDOA)		250		5	\$ 375.00
Exhibits	50			5	\$ 500.00
Initial Draft Airport Layout Plan Drawing submittal	15		\$3.00	4	\$ 180.00
Business Development and Marketing Brochure		2	\$2.00	10	\$ 40.00
Final Draft Airport Layout Plan Drawings	15		\$3.00	9	\$ 405.00
Final Technical Report Report		250		15	\$ 1,125.00
Exhibits	50			15	\$ 1,500.00
Final Airport Layout Plan Drawings	15		\$3.00	15	\$ 675.00
Project Notebooks			\$4.00	15	\$ 60.00
TOTAL REPRODUCTION					\$ 7,350.00

POSTAGE/DELIVERY

	# PCKGS @	# PCKGS @			
	\$ 20.00	\$ 5.00			
	12	10			\$ 290.00
TOTAL POSTAGE/DELIVERY					\$ 290.00

TRAVEL

	#People	#Days	Airfare \$	Car Rental \$	Lodging \$	Per Diem \$	Car Mileage \$	Parking \$	
Inventory of Existing Conditions	2	1	\$ 450.00	\$ 65.00	\$ 125.00	\$ 46.00	\$ 16.00	\$ 15.00	\$ 717.00
Public Involvement									
Public Information Meeting (1) (combined trip with TAC Meeting)	2	1	\$ 450.00	\$ -	\$ 125.00	\$ 46.00	\$ -	\$ 15.00	\$ 636.00
Technical Advisory Committee Meetings (5)	2	5	\$ 2,250.00	\$ 325.00	\$ 625.00	\$ 230.00	\$ -	\$ 75.00	\$ 3,505.00
County Council Briefings (5) (combined trip with TAC Meeting)	2	5	\$ -	\$ -	\$ -	\$ -	\$ 80.00	\$ -	\$ 80.00
Coordination Meetings (2) (combined both meetings with TAC trips)	2	2	\$ -	\$ -	\$ -	\$ -	\$ 32.00	\$ -	\$ 32.00
TOTAL TRAVEL									\$ 4,970.00
ROUND TRIP MILEAGE (Columbia to Lexington Pelion Airport)	32	Miles							
METEOROLOGICAL DATA (includes temperature data)									\$ 350.00
TOTAL EXPENSES									\$ 12,960.00

**COUNTY OF LEXINGTON
SOLID WASTE DHEC MANAGEMENT GRANT
Annual Budget
Fiscal Year - 2010-11**

Object Code	Revenue Account Title	Actual 2008-09	Received Thru May 2009-10	Amended Budget Thru May 2009-10	Projected Revenues Thru Jun 2009-10	Requested 2010-11	Approved 2010-11	Awarded 2010-11
*Solid Waste DHEC Management Grant 5720:								
Revenues:								
458000	State Grant Income	57,365	556	0	0	55,780	55,780	49,750
461000	Investment Interest	22	3	0	0	0	0	0
** Total Revenue		<u>57,387</u>	<u>559</u>	<u>0</u>	<u>0</u>	<u>55,780</u>	<u>55,780</u>	<u>49,750</u>
***Total Appropriation					0	55,780	55,780	49,750
FUND BALANCE								
Beginning of Year								
					1,435	1,435	1,435	1,435
FUND BALANCE - Projected								
End of Year								
					1,435	1,435	1,435	1,435

Fund: 5720
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2008-09 Expend	2009-10 Expend (May)	2009-10 Amended (May)	2010-11 Requested	<i>BUDGET</i> 2010-11 Approved	2010-11 Awarded
Personnel							
* Total Personnel		0	0	0	0	0	0
Operating Expenses							
520200	Contracted Services	0	0	0	31,250	31,250	31,250
520400	Advertising & Publicity	2,641	0	0	350	350	0
521200	Operating Supplies	54,438	0	0	0	0	0
521213	Public Education Supplies	0	0	0	0	0	0
525100	Postage	0	0	0	0	0	0
* Total Operating		57,079	0	0	31,600	31,600	31,250
**Total Personnel & Operating		57,079	0	0	31,600	31,600	31,250
Capital							
599999	Capital Clearing	(107,681)	0	0	0	0	0
	All Other Equipment	107,681	0	0			
5AB360	(4) Signs				680	680	0
5AB361	(1) Used Semi-Trailer				8,500	8,500	8,500
5AB362	Loading Dock Construction				15,000	15,000	10,000
**Total Capital		0	0	0	24,180	24,180	18,500
** Total Budget Appropriation		57,079	0	0	55,780	55,780	49,750

SECTION V. – PROGRAM OVERVIEW

Summary of Program

DHEC Solid Waste Management Grant

Objective:

This program is awarded by South Carolina Department of Health and Environmental Control (DHEC). DHEC has awarded this grant to the County to implement a program that will collect and recycle waste mattresses and box springs delivered to the Edmund C&D Landfill. It is estimated that over 250 tons of mattresses and box springs (2,500 pieces) are delivered directly to the landfill each year. Diversion of this waste material will save landfill space and increase the volume of materials recycled.

SECTION VI. A. – LINE ITEM NARRATIVES

SECTION VI. B. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME	\$49,750
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SECTION VI. C. OPERATING LINE ITEM NARRATIVES

520200 – CONTRACTED SERVICES	\$31,250
-------------------------------------	-----------------

Includes funds to pay a contractor to pick-up and recycle mattresses and box springs. Recycling cost per mattress \$12.50 x 2,500 pieces = \$31,250.

SECTION VI. D. –CAPITAL LINE ITEM NARRATIVES

5AB361 - (1) SEMI-TRAILER	\$8,500
----------------------------------	----------------

Funds to purchase (1) semi-trailer used to store mattresses and box springs for recycling. (1 semi-trailer X \$8,500 each = \$8,500)

5AB362 - LOADING DOCK CONSTRUCTION	\$10,000
---	-----------------

Funds to construct a loading dock for loading of the semi-trailer with mattresses and box springs.



C. Earl Hunter, Commissioner

Promoting and protecting the health of the public and the environment.

July 8, 2010

RECEIVED

JUL 09 2010

Katherine Hubbard
Lexington County
212 South Lake Drive
Lexington, SC 29072

Solid Waste Management

Dear Ms. Hubbard:

The Office of Solid Waste Reduction and Recycling is pleased to inform you that Lexington County has been awarded a FY2011 Solid Waste Grant. Enclosed please find the original grant agreement. This must be signed and returned to our Office within ten days.

Please pay particular attention to the scope section of the grant agreement. This portion details the expenses that can be reimbursed. In addition, note carefully the information contained in the special terms and conditions section. This section provides guidelines specific to this grant program.

To accept the offer of this award, please sign the original grant agreement and return the original to our office. You may not begin work under the terms of your grant until the office is in possession of the signed original. The office will mail you a notification when we receive the signed agreement. Please send your signed original grant agreement to:

Tina Lindler
DHEC Office of Solid Waste Reduction and Recycling
2600 Bull St.
Columbia, SC 29201

Congratulations on your award. Please call me at 803/896-4221 if you have questions concerning this or any other grant. We look forward to working with you this coming year.

Sincerely,

Jana White

Cc: David Egers
Larry Porth



C. Earl Hunter, Commissioner

Promoting and protecting the health of the public and the environment.

SOLID WASTE MANAGEMENT GRANT AGREEMENT

Section 44-96-130, S.C. Code of Laws

GRANT NOTIFICATION INFORMATION

Grantee:	Lexington County
Mailing Address:	212 South Lake Drive Lexington, SC 29072
Grant Number:	32SW11
Grant Execution Date:	The later of July 1, 2010 or upon obtaining the final signature on this grant agreement.
Grant Ending Date:	June 30, 2011
Grant Amount:	\$49,750.00
Authorized Representative:	Katherine Hubbard
Phone Number:	(803) 785-8100
FAX Number:	(803) 785-8101
Contact Person:	Megan Weidner
Address:	498 Landfill Lane Lexington, SC 29072
Phone Number:	(803) 785-3340
FAX Number:	(803) 755-3383
Financial Officer:	Larry Porth
Address:	212 South Lake Drive Lexington, SC 29072
Phone Number:	(803) 785-8105
FAX Number:	(803) 785-8379

DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL

OFFICE OF SOLID WASTE REDUCTION & RECYCLING

GRANT INSTRUMENT

SCOPE OF SERVICES STATEMENT

INTRODUCTION

The Department of Health and Environmental Control, Office of Solid Waste Reduction and Recycling (hereinafter referred to as the Office), is the administrative agency for solid waste management projects approved for expenditure of funds under the Solid Waste Management Grant Program. The Solid Waste Management Grant Program was mandated under the South Carolina Solid Waste Policy and Management Act of 1991. *Lexington County* submitted to the Office on April 2, 2010 an application for solid waste management grant funds.

A maximum of \$49,750 inclusive of all costs will be granted for this project to the government of Lexington County (hereinafter referred to as the Grantee).

SCOPE OF WORK

All purchases made under the scope of the grant must be requisitioned, purchased or procured by the end of the third quarter unless otherwise approved by the Office.

Grant funds will be used to implement a mattress-recycling program at the Edmund C&D Landfill for residents and businesses. The targeted commodities for this project are mattresses and box springs. The targeted sources of mattresses and box springs include residents and businesses. The funds will assist with the initial implementation of the program and the first year of the mattress-recycling program. Grant funds will be used for contracted services to collect, transport and recycle each mattress. Funds will be used to purchase a semi-trailer to collect the mattresses at the Edmund Landfill. Funds will also be used to construct a loading dock for the semi-trailer.

The Grantee will document and report findings to the State Solid Waste Advisory Council. Additionally, the grantee will present findings to an environmental group, e.g., the Recycling Professionals Workshop, Carolina Recycling Association Conference, etc.

Budget:

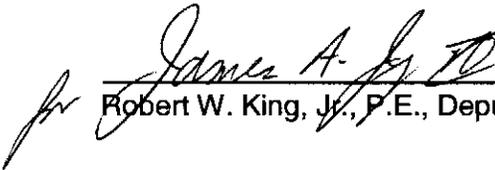
Contracted Services	\$31,250.00
Used Semi-trailer	\$ 8,500.00
Construction of a Loading Dock	\$10,000.00

TOTAL \$49,750.00

OFFER AND ACCEPTANCE

The State of South Carolina, acting by and through the Office of Solid Waste Reduction and Recycling (DHEC), hereby offers assistance to the local government of Lexington County for all allowable costs incurred up to and not exceeding \$49,750.00.

THE OFFICE OF SOLID WASTE REDUCTION AND RECYCLING (DHEC):



Robert W. King, Jr., P.E., Deputy Commissioner

Date 7/7/10

BY AND ON BEHALF OF THE DESIGNATED LOCAL GOVERNMENT:

Signature of Authorized Representative

Date

Signature of Contact Person

Date

Signature of Financial Representative

Date

**COUNTY OF LEXINGTON
SOLID WASTE TIRE GRANT
Annual Budget
Fiscal Year - 2010-11**

Object Code	Revenue Account Title	Actual 2008-09	Received Thru May 2009-10	Amended Budget Thru May 2009-10	Projected Revenues Thru Jun 2009-10	Requested 2010-11	Approved 2010-11	Awarded 2010-11
* Waste Tire Grant 5721:								
Revenues:								
458000	State Grant Income	4,518	203	1,000	1,000	5,750	5,750	2,000
461000	Investment Interest	1	0	0	0	0	0	0
** Total Revenue		<u>4,519</u>	<u>203</u>	<u>1,000</u>	<u>1,000</u>	<u>5,750</u>	<u>5,750</u>	<u>2,000</u>
***Total Appropriation					1,000	5,750	5,750	2,000
FUND BALANCE								
Beginning of Year					<u>214</u>	<u>214</u>	<u>214</u>	<u>214</u>
FUND BALANCE - Projected					214	214	214	214
End of Year					<u><u>214</u></u>	<u><u>214</u></u>	<u><u>214</u></u>	<u><u>214</u></u>

Fund: 5721
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2008-09 Expend	2009-10 Expend (May)	2009-10 Amended (May)	2010-11 Requested	BUDGET 2010-11 Approved		2010-11 Awarded
Operating Expenses								
521213	Public Education Supplies	3,933	443	500	5,000	5,000		2,000
525210	Conference & Meeting Expenses	585	313	500	750	750		0
* Total Operating		4,518	756	1,000	5,750	5,750		2,000
**Total Personnel & Operating		4,518	756	1,000	5,750	5,750		2,000
Capital								
**Total Capital		0	0	0	0	0		0
** Total Appropriation		4,518	756	1,000	5,750	5,750		2,000

SECTION V – PROGRAM OVERVIEW

Summary of Program

DHEC Waste Tire Grant

Objective:

This program is awarded by South Carolina Department of Health and Environmental Control (DHEC). These funds will be used to educate the public about proper tire disposal.

SECTION VI. – LINE ITEM NARRATIVES

SECTION IV. A. – SUMMARY OF REVENUES

458000 – STATE GRANT INCOME	\$2,000
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SECTION VI. C. OPERATING LINE ITEM NARRATIVES

521213 – PUBLIC EDUCATION SUPPLIES	\$2,000
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Funds will be used for the purchase of educational supplies, brochures, etc.



C. Earl Hunter, Commissioner

Promoting and protecting the health of the public and the environment.

RECEIVED

JUL 09 2010

June 30, 2010

Solid Waste Management

Katherine Hubbard
Lexington County
212 South Lake Drive
Lexington, SC 29072

Dear Ms. Hubbard:

The Office of Solid Waste Reduction and Recycling is pleased to inform you that Lexington County has been awarded a FY2011 Waste Tire/Automobile Dismantler Recycling Grant. Enclosed please find the original grant agreement. This must be signed and returned to our Office within ten days.

Please pay particular attention to the scope section of the grant agreement. This portion details the expenses that can be reimbursed. In addition, note carefully the information contained in the special terms and conditions section. This section provides guidelines specific to this grant program.

Due to decreasing revenues and budget uncertainties the Department has reduced grant awards as approved by the Solid Waste Advisory Council. The grants awarded include contractor costs for the recycling of waste tires and reduced awards for public education. Professional development is not funded this year through the Waste Tire Grant.

To accept the offer of this award, please sign the original grant agreement and return the original to our office. You may not begin work under the terms of your grant until the office is in possession of the signed original. The office will mail you a notification when we receive the signed agreement. Please send your signed original grant agreement to:

Jana White
DHEC Office of Solid Waste Reduction and Recycling
2600 Bull St.
Columbia, SC 29201

Congratulations on your award. Please call me at 803/896-4221 if you have questions concerning this or any other grant. We look forward to working with you this coming year.

Sincerely,

Jana White

cc: Megan Weidner
Larry Porth



WASTE TIRE/AUTOMOBILE DISMANTLER RECYCLING GRANT AGREEMENT

Section 44-96-170, S.C. Code of Laws

PART I - GRANT NOTIFICATION INFORMATION

Grantee: Lexington County

Mailing Address: 212 South Lake Drive
Lexington, SC 29072

Grant Number: 32 wt 11

Grant Execution Date: The later of July 1, 2010 or upon obtaining the final signature on this grant agreement.

Grant Ending Date: June 30, 2011

Grant Amount: \$2,000.00

Authorized Representative: Katherine Hubbard
Phone Number: (803) 785-8100
Fax: (803) 785-8101

Contact Person: Megan Weidner
Address: 498 Landfill Lane
Lexington, SC 29073
Phone: (803) 785-3340
Fax: (803) 755-3383

Financial Officer: Larry Porth
Address: 212 South Lake Drive
Lexington County Finance Department
Lexington, SC 29072
Phone: (803) 785-8105
Fax: (803) 785-8379

DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL

OFFICE OF SOLID WASTE REDUCTION & RECYCLING

**GRANT INSTRUMENT
PART ONE**

SCOPE OF SERVICES STATEMENT

INTRODUCTION

The Department of Health and Environmental Control, Office of Solid Waste Reduction and Recycling (hereinafter referred to as the Office), is the administrative agency for waste tire recycling projects approved for expenditure of funds under the Waste Tire Recycling Grant Program. The Waste Tire Recycling Grant Program is mandated under the South Carolina Solid Waste Policy and Management Act of 1991. Lexington County submitted to the Office on or before April 2, 2010 an application for Waste Tire recycling funds.

A maximum of \$2,000.00 will be granted for this project to the government of Lexington County (hereinafter referred to as the Grantee).

SCOPE OF WORK

Public education funds will be used for promotional activities to include design, printing, and distribution of informational materials as approved by the Office.

All purchases made under the scope of the grant must be requisitioned, purchased or procured by the end of the third quarter unless otherwise approved by the Office.

BUDGET

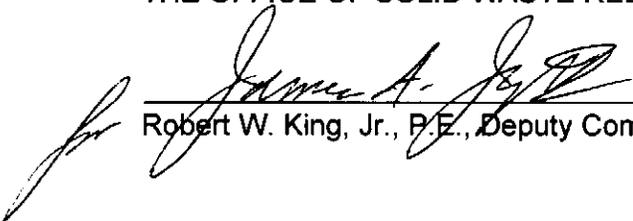
Public Education

\$ 2,000.00

OFFER AND ACCEPTANCE

The State of South Carolina, acting by and through the Office of Solid Waste Reduction and Recycling (DHEC), hereby offers assistance to the local government of Lexington County for all allowable costs incurred up to and not exceeding \$2,000.00.

THE OFFICE OF SOLID WASTE REDUCTION AND RECYCLING (DHEC):



Robert W. King, Jr., P.E., Deputy Commissioner

7/7/10
Date

BY AND ON BEHALF OF THE DESIGNATED LOCAL GOVERNMENT:

Signature of Authorized Representative

Date

Signature of Contact Person

Date

Signature of Financial Representative

Date

**COUNTY OF LEXINGTON
DHEC USED OIL GRANT
Annual Budget
Fiscal Year - 2010-11**

Object Code	Revenue Account Title	Actual 2008-09	Received Thru May 2009-10	Amended Budget Thru May 2009-10	Projected Revenues Thru Jun 2009-10	Requested 2010-11	Approved 2010-11	Awarded 2010-11
*DHEC Used Oil Grant 5722:								
Revenues:								
458000	State Grant Income	11,301	20,027	39,378	39,378	70,720	70,720	47,135
461000	Investment Interest	0	0	0	0	0	0	0
805700	Op Trn from Solid Waste	0	5530	5,531	5,530	0	0	0
** Total Revenue		11,301	25,557	44,909	44,908	70,720	70,720	47,135
***Total Appropriation					39,378	70,720	70,720	47,135
FUND BALANCE								
Beginning of Year					(5,530)	0	0	0
FUND BALANCE - Projected					0	0	0	0
End of Year					0	0	0	0

Fund: 5722
Division: Public Works
Organization: 121207 - Solid Waste / Recycling

Object Expenditure Code	Classification	2008-09 Expend	2009-10 Expend (May)	2009-10 Amended (May)	2010-11 Requested	2010-11 Approved	2010-11 Awarded
BUDGET							
Operating Expenses							
520100	Contacted Maintenance	0	14,770	15,000	0	0	0
520400	Advertising and Publicity	1,379	1,199	1,200	0	0	3,000
521200	Operating Supplies	7,213	0	1,000	7,600	7,600	8,000
521213	Public Education Supplies	3,088	2,988	4,200	5,000	5,000	2,000
525100	Postage	0	84	880	0	0	0
525210	Conference, Meeting & Training Expense	1,000	780	1,409	750	750	1,000
525250	Motor Pool Reimbursement	0	311	311	0	0	0
* Total Operating		12,680	20,132	24,000	13,350	13,350	14,000
**Total Personnel & Operating		12,680	20,132	24,000	13,350	13,350	14,000
Capital							
599999	Capital Clearing	(50,152)	0	0	0	0	0
	All Other Equipment	50,152	15,048	15,378			
5AB363	(2) 500 Gallon Oil/Gas Mixture Tanks				19,700	19,700	19,700
5AB364	(1) 1,250 Gallon Oil/Gas Mixture Tank				19,580	19,580	0
5AB365	(1) Carport Cover				2,500	2,500	2,150
5AB366	(6) Signs				120	120	120
5AB367	(20/11) Oil Filter Drum Covers w/ Spill Pans				8,800	8,800	4,840
5AB368	(20) 55 Gallon Drums				960	960	960
5AB369	(10/5) 120 Gallon Oil Bottle Containers				4,150	4,150	2,075
5AB370	(12/8) Bollards				1,560	1,560	1,040
5AB375	(1) Concrete Pad				0	0	2,250
**Total Capital		0	15,048	15,378	57,370	57,370	33,135
** Total Appropriation		12,680	35,180	39,378	70,720	70,720	47,135

SECTION V – PROGRAM OVERVIEW

Summary of Programs

DHEC Used Oil Recycling Grant

Objective:

This grant is awarded by the South Carolina Department of Health and Environmental Control (DHEC). Funding has been awarded to maintain and upgrade each site, educate our residents about the program and provide training for our County staff.

Funding will be used to purchase: (2) oil/gas mixture 500 gallon tanks to replace older existing collection tanks; (1) Carport Cover; (1) Concrete Pad; (6) Signs for the new oil/gas mixture tanks; (11) Oil Filter Drum Covers; (20) 55 Gallon Drums for filters and (5) 120 Gallon Oil Bottle containers and (8) bollards for protection of oil/gas mixture tanks. Funding will also be used to purchase oil bottle bags and dry absorbent for all Centers.

Educate the public about our program by developing and printing a used oil recycling brochure, purchase and distribution of pour spouts and funnels with used oil recycling messages, printing of new county logo with oil recycling banner and purchase of supplies to devise a used oil recycling booth/activity at Kid's Day Lexington.

Finally, funding will be used to send staff to the Carolina Recycling or SWANA Annual Conferences.

SECTION VI. – LINE ITEM NARRATIVES

SECTION VI. A. – SUMMARY OF REVENUES

458000 – State Grant Income **\$47,135**

SECTION VI. C. OPERATING LINE ITEM NARRATIVES

520400 - ADVERTISING AND PUBLICITY **\$2,000**

Purchase of newspaper and radio ads, bill board space for promotion of the oil recycling program.

521200 - OPERATING SUPPLIES **\$8,000**

(20) Boxes of Oil Bottle Bags (Box of 100) X \$340/Box = \$6,800

These bags are used to line oil bottle recycling containers used for the collection and recycling of oil bottles from the County's 12 collection and recycling Centers.

(150) Bags of Dry Absorbent X \$ 8/ bag = \$1,200

Highly absorbent, nonflammable, mineral granules used to absorb oil from and reduce hazards/slipping at Collection and Recycling Centers, primarily surrounding the used oil recycling tanks.

521213 - PUBLIC EDUCATION SUPPLIES **\$3,000**

(9000) Used Oil Recycling Brochures

Brochures printed on recycled paper to educate residents about Lexington County's used oil recycling program. The brochures will be distributed via mail, presentations, special events, collection and recycling centers. (9,000 x 0.25each = \$2,250)

Printing of New County Logo

Printing of New County Logo with used oil banner as a seal to be placed on oil tanks at the 12 Collection and Recycling Centers. (11 Centers x \$25 each = \$275)

Supplies For LCSWM Booth At Kid's Day Lexington

To promote the County's used oil recycling program, Lexington County SWM will create and staff a used oil recycling booth at 2009 Kid's Day Lexington. We will devise a hands-on activity for children and distribute information to the parents, as well. Detailed list of supplies will be available as the activity is determined, but will likely include paper, glue, markers and similar items. (\$475)

525210 - CONFERENCE AND MEETING EXPENSE **\$1,000**

The \$1,000 professional development allotment will be used toward staff attendance at the Carolina Recycling Association Annual Meeting and/or the SWANA Annual Conference.

SECTION VI. D. –CAPITAL LINE ITEM NARRATIVES

5AB363 – (2) 500 GALLON OIL/GAS MIXTURE TANKS \$19,700

Purchase of (2) 500 gallon Oil/Gas Mixture Tanks for the Southeast and Hollow Creek Collection and Recycling Centers. (2 Tanks X \$9,850 each = \$ 19,700)

5AB365 - (1) CARPORT COVER \$2,150

Purchase of (1) Carport Cover for the Proposed Edmund Business Recycling Center. (1 carport cover X \$2,150.00 each = \$2,150)

5AB366 - (6) SIGNS \$120

Purchase of (6) Signs: (2) for the Proposed Edmund Business Recycling Center, (2) for Southeast and (2) for the Hollow Creek Collection and Recycling Centers. (6 signs X \$20.00 each = \$ 120)

5AB367 - (11) OIL FILTER DRUM COVERS W/SPILL PANS \$4,840

Purchase of (11) Oil Filter Drum Covers for Collection and Recycling Centers. (11 drum covers X \$440.00 each = \$4,840)

5AB368 - (20) 55 GALLON DRUMS (FOR OIL FILTERS) \$960

Purchase of (20) 55 Gallon Drums for filter disposal at the Collection and Recycling Centers. (20 drums X \$48.00 each = \$960)

5AB369 - (5) 120 GALLON OIL BOTTLE CONTAINERS \$2,075

Purchase of (5) 120 gallon oil bottle containers for Collection and Recycling Centers. (5 containers X \$415.00 each = \$2,075)

5AB370 - (8) BOLLARDS \$1,040

(8) Bollards for protection of oil/gas mixture tanks at the Southeast and Hollow Creek Collection and Recycling Centers. (8 bollards x \$130.00 each = \$1,040)

5AB375 - (1) CONCRETE PAD \$2,250

Construction of (1) Concrete pad. (1 concrete pad X \$2,250.00 each = \$2,250)



C. Earl Hunter, Commissioner

Promoting and protecting the health of the public and the environment

RECEIVED

JUL 09 2010

July 1, 2010

Solid Waste Management

Lexington County
Katherine Hubbard
212 South Lake Drive
Lexington, SC 29072

Dear Ms. Hubbard,

The Office of Solid Waste Reduction and Recycling is pleased to inform you that Lexington County has been awarded a FY2011 Used Oil Grant. Enclosed please find the **original** grant agreement. This must be signed and returned along with one copy to our Office within ten days.

Please pay particular attention to the scope section of the grant agreement. This portion details the expenses that can be reimbursed. In addition, note carefully the information contained in the special terms and conditions section. This section provides guidelines specific to this grant program.

Unfortunately, the entire application has not been funded as requested. Only those costs directly associated with the collection and recycling of used motor oil for county residents was approved. Therefore, the 1250-gal oil/gas mixture tank and four of the bollards requested for businesses were denied. Also, due to budget limitations, the number of replacement drum covers and bottle containers were decreased. In addition, all equipment and supply prices were standardized based on available cost estimates or bids decreasing the price of the carport cover. However, funds for a concrete pad were added for the Swansea site, and funds were increased for supplies to include spill kits/socks. The office no longer has a contract for these items and cannot provide them directly. In addition, travel funds for local government staff to attend recycling or recycling related workshops/conferences was increased to \$1,000 since the Waste Tire grant is not offering funds in this category.

To accept the offer of this grant, please sign the original grant agreement, and return the original to our office.

You may not begin work under the terms of your grant until the office is in possession of the signed original. The office will mail you a notification when we receive the signed agreement. Included in the notification will be quarterly report forms, reimbursement forms, education verification forms and travel approval forms. Please note that some of these forms may have changed. The old forms will not be accepted.

Please send your signed original grant agreement to Jana White, DHEC Office of Solid Waste Reduction and Recycling, 2600 Bull St. Columbia, SC 29201

Congratulations on your award. Please call me at 803/896-4221 if you have questions concerning this or any other grant. We appreciate your recycling efforts and look forward to working with you this coming year.

Sincerely,

Jana White
Enclosures

cc: Larry Porth
Dave Eggers



USED OIL RECYCLING GRANT AGREEMENT
Section 44-96-160, S.C. Code of Laws

GRANT NOTIFICATION INFORMATION

Grantee: Lexington County

Mailing Address: 212 South Lake Drive
Lexington, SC 29072

Grant Number: 32 wo 11

Grant Execution Date: The later of July 1, 2010 or upon obtaining the final signature on this grant agreement.

Grant Ending Date: June 30, 2011

Grant Amount: \$47,135.00

Authorized Representative: Katherine Hubbard
Phone Number: (803) 785-8100
FAX Number: (803) 785-8101

Contact Person: Megan Weidner
Address: 498 Landfill Lane
Lexington, SC 29073
Phone Number: (803) 785-3340
FAX Number: (803) 755-3383

Financial Officer: Larry Porth
Address: 212 South Lake Drive
Lexington County Finance Department
Lexington, SC 29072
Phone Number: (803) 785-8105
FAX Number: (803) 785-8379

**DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL
OFFICE OF SOLID WASTE REDUCTION & RECYCLING**

**GRANT INSTRUMENT
PART ONE
SCOPE OF SERVICES STATEMENT
INTRODUCTION**

The Department of Health and Environmental Control, Office of Solid Waste Reduction and Recycling (hereinafter referred to as the Office), is the administrative agency for used oil recycling projects approved for expenditure of funds under the Used Oil Recycling Grant Program. The Used Oil Recycling Grant Program is mandated under the South Carolina Solid Waste Policy and Management Act of 1991. Lexington County submitted to the Office on April 2, 2010 an application for used oil recycling funds.

A maximum of \$47,135.00 will be granted for this project to the government of Lexington County (hereinafter referred to as the Grantee).

SCOPE OF WORK

Grantee will use funds for the continuation of the used oil recycling program for county residents that change their own oil. Two oil/gas mixture tanks will be purchased and installed inside of fenced, staffed recycling centers. One will be placed at the Hollow Creek Collection and Recycling center and will be installed on an existing concrete pad with an existing carport cover. The other oil/gas mixture tank for the new Southeast Collection and Recycling Center located on Martin Neese Road in Swansea will be placed on a concrete pad with a carport cover of sufficient size to limit rainwater from entering the containment area. Bollards will be used at each tank to ensure safety for residents. Oil/gas mixture tanks must meet all State and National Fire Codes & Regulations. The facilities may not begin collecting oil/gas mixtures until approval by the appropriate local fire official or the State Fire Marshal's Office. Signs will be purchased and installed to advertise the oil/gas mixture sites. Funds also will be used to purchase supplies such as bottle bags, drain pans, spill kits/socks and/or oil dry to maintain the used oil recycling centers. All oil collected will be recycled or burned for energy recovery in a DHEC approved manner.

Additional funding will be used for replacement drums, covers and oil bottle containers at eleven sites to replace damaged and unusable ones. Drums, covers and oil bottle containers will be placed at recycling centers and made available to residents. County staff will be responsible for ensuring that all filters and bottles collected are recycled.

Oil bottle drain racks will be placed at the county recycling centers noted above for use by county residents or county staff. Oil bottles will be drained and recycled along with other HDPE plastics.

County staff will ensure that all used oil and related items collected in this program are recycled or reused. End markets and total annual tonnages for all materials collected as a result of this grant will be reported in the final report.

Public education funds will be used for promotional activities to include design, printing, and distribution of informational materials as approved by the Office.

Professional development including travel by county personnel to recycling conferences or trainings must be requested in writing and approved by the Office.

All purchases made under the scope of the grant must be requisitioned, purchased or procured by the end of the third quarter unless otherwise approved by the Office.

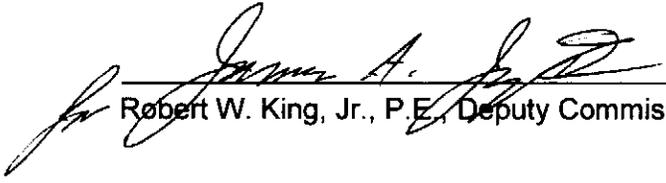
Budget:

Equipment/supplies	\$41,135.00
(2) 500-gal. oil/gas mixture tanks	\$19,700.00
Carport cover	\$ 2,150.00
Concrete Pad	\$ 2,250.00
Signs <u>6@\$20ea.</u>	\$ 120.00
Drum Covers <u>11@\$440ea.</u>	\$ 4,840.00
55-gal drums <u>20@\$48ea.</u>	\$ 960.00
Oil Bottle Containers <u>5@\$415ea.</u>	\$ 2,075.00
Bollards <u>8@\$130ea.</u>	\$ 1,040.00
Miscellaneous Supplies	\$ 8,000.00
Public Education	\$ 5,000.00
Billboards, ads, radio, prom. items	\$ 5,000.00
Professional Development	\$ 1,000.00
Workshops, conferences	\$ 1,000.00

OFFER AND ACCEPTANCE

The State of South Carolina, acting by and through the Office of Solid Waste Reduction and Recycling (DHEC), hereby offers assistance to the local government of Lexington County for all allowable costs incurred up to and not exceeding \$47,135.00.

THE OFFICE OF SOLID WASTE REDUCTION AND RECYCLING (DHEC):



Robert W. King, Jr., P.E., Deputy Commissioner

7/7/10

Date

BY AND ON BEHALF OF THE DESIGNATED LOCAL GOVERNMENT:

Signature of Authorized Representative

Date

Signature of Contact Person

Date

Signature of Financial Representative

Date

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.



July 2, 2010

Katherine L. Hubbard
Lexington County Administrator
212 South Lake Drive
Lexington, SC 29072



Subject: HUD Sustainable Communities Regional Planning Grant

Dear Ms. Hubbard:

The U.S. Department of Housing and Urban Development (HUD) has issued a call for grant applications for Sustainable Communities Regional Planning Grant program. We believe this grant would be advantageous for the COG and our member governments. The resulting regional plan would promote sustainable growth, economic development and environmental quality. It is also important to note that the completion of a plan meeting HUD's standards may be a requirement to receive future infrastructure grants from HUD and other Federal Agencies participating in the Sustainable Communities Partnership.

The rules for this grant require that, to be eligible to apply, we must put together a consortium that includes the City of Columbia, the Central Midlands Council of Governments, the Columbia Area Transportation Study, a non-profit entity or institution of higher learning, and other cities and counties that will account for at least one-half of the regional population.

I am asking you to sign a Memorandum of Understanding (MOU) between all participants in the proposed consortium. The signed MOU must be submitted with the grant application.

Here are some key points about the grant and the Regional Plan requirements:

- HUD is making \$98 million available for development of Regional Sustainable Communities Plans
- To apply, we must assemble a consortium that consists of, at a minimum, the COG/MPO, the City of Columbia, a non-profit entity from our region, and enough additional counties, towns and cities to comprise at least 50% of the regional population.
- The plan must address 6 sustainability principles:
 1. *Provide More Transportation Choices.*
 2. *Promote Equitable, Affordable Housing.*
 3. *Enhance Economic Competitiveness.*

Serving Local Governments in South Carolina's Midlands

4. *Support Existing Communities.*

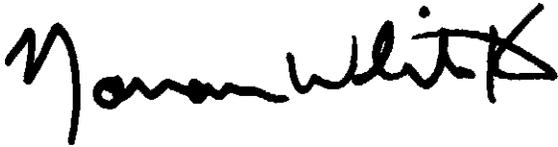
5. *Coordinate Policies and Leverage Investment.*

6. *Value Communities and Neighborhoods.*

- No local matching funds are required, but we must “leverage” at least 20% of the project funding from other sources, which can include in-kind contributions such as staff time, other federal or state grants, or other cash. Leveraging more than 20% results in points being added to our score. We plan to use funds already available to the COG to meet the “leverage” requirement; we do not plan on asking local governments to contribute funding to this project.
- Applications are due August 23.
- The competition for the grants will be very intense. The Secretary of HUD stated in a webinar that perhaps 40 grants would be made. If we do not get a grant, we want to complete a regional sustainability plan anyway. The reason for this is that other future funding opportunities for infrastructure and planning will be available to regions with plans that meet HUD’s standards, whether the plan was done with HUD funding or not.

A copy of the MOU is attached. Other participants are being requested to sign the same MOU. I appreciate your help in this important regional effort. Please contact me if you need more information.

Best Regards,

A handwritten signature in black ink, appearing to read "Norman Whitaker". The signature is fluid and cursive, with a large initial "N" and a stylized "W".

Norman Whitaker, AICP

Executive Director

Memorandum of Understanding

Between

The Central Midlands Council of Governments

And Lexington County, SC

This MEMORANDUM OF UNDERSTANDING (MOU) is entered into and effective the last date executed below by and between Lexington County, SC and Central Midlands Council of Governments (CMCOG).

The purpose of this MOU is to enable the parties to participate jointly in the U.S. Department of Housing and Urban Development's Sustainable Communities Regional Planning Grant Program (SCRPGP) in order to develop a Regional Plan for Sustainable Development in the Midlands. This Regional Plan would:

- Identify a variety of community needs such as, but not limited to: affordable housing, transportation investment, water infrastructure, economic development, land use planning, environmental conservation, energy system, open space, and other infrastructure priorities for the region;
- Establish measurable goals and benchmarks;
- Recommend detailed plans, policies, and implementation strategies to be implemented by all participating jurisdictions over time to meet planning goals; and,
- Engage residents and stakeholders across the Midlands in the development of a shared community vision and implementation process.
- Assist the parties to this agreement to receive other funding for planning and infrastructure through future Sustainable Communities grant offerings.

The parties agree and understand the importance and relevance of regional collaboration for purposes of enhancing local quality of life, complying with EPA air quality standards, encouraging economic vitality, and managing the regional transportation system to meet accessibility and mobility needs of people and goods across the region. ... With that in mind, the parties have decided to jointly partner in their quest to obtain funding for a mutually beneficial regional plan initiative.

The parties agree and understand that to apply for funding through the SCRPGP, there is a need for a lead jurisdiction to apply and manage the reporting and monitoring of the project. It is

agreed that the recipient for the SCRPGP is the CMCOG and that the other parties will hold a position as sub-recipients and that those processes are subordinate to the recipient's Federal mandated accounting requirements which include the requirement to manage and ensure the deliverables are presented, properly accounted for and invoice properly; with the understanding that the recipient is held intimately liable for any discrepancies. All parties agree and understand that funding will need to be distributed in accordance with HUD federal guidelines.

The parties agree that a formal consortium agreement will be executed no later than 120 days after the effective start date of the grant agreement. The consortium agreement will describe each consortium member's specific activities under the Program, including timetables for completion.

Signatures

_____, 2010

Executive Director, CMCOG

_____, 2010

Administrator, Lexington County, SC

The Committee Minutes are left out intentionally until approved by the Committee. Upon the Committee's approval, the minutes will be available on the Internet.

RESOLUTION

IN HONOR OF THE SOUTH CAROLINA GAMECOCKS BASEBALL TEAM WINNING THE 2010 COLLEGE WORLD SERIES NATIONAL CHAMPIONSHIP ON TUESDAY, JUNE 29 IN OMAHA, NEBRASKA.

WHEREAS, the University of South Carolina Gamecock Baseball Team finished the 2010 season with a record of 54-16, which is the third-most wins in the school's history in a single season; and

WHEREAS, the USC Gamecocks garnered the Elite 88 Plaque at the College World Series for posting the best cumulative grade-point average among the eight participating schools with a 3.12 GPA; and

WHEREAS, the Gamecocks faced the No. 1 national seed in the loser bracket, surprising the college baseball world by bouncing back with 11 runs on 14 hits; and

WHEREAS, USC defeated rival Clemson University twice in two days, eliminating them from the College World Series; and

WHEREAS, USC was the first team to play four one-run games in a College World Series, winning three, including the title game; and

WHEREAS, USC is the first team to win six consecutive games in a College World Series ending the final chapter of the historic old ballpark, Rosenblatt Stadium, home to 61 College World Series since 1950.

NOW, THEREFORE, BE IT RESOLVED that we, the members of Lexington County Council, offer our congratulations to the **UNIVERSITY OF SOUTH CAROLINA GAMECOCKS BASEBALL TEAM, COACH RAY TANNER, HIS STAFF AND GAMECOCK NATION** for an outstanding victory which led to winning the 2010 College World Series.

ADOPTED this 27th day of July, 2010

James E. Kinard, Jr., Chairman

William B. Banning, Sr., Vice Chairman

William C. Derrick

George H. "Smokey" Davis

Debra B. Summers

Bobby C. Keisler

Johnny W. Jeffcoat

John W. Carrigg, Jr.

M. Todd Cullum

ATTEST:

Diana W. Burnett, Clerk



APPOINTMENTS BOARDS & COMMISSIONS

July 27, 2010

JIM KINARD

Planning Commission - Warren L. Cope - Term expires 8/26/10 - Eligible for reappointment -
Confirmed desire to serve another term

DEBBIE SUMMERS

Board of Zoning Appeals - Mark Bostic - Term expired 12/31/09 - Eligible for reappointment -
Confirmed desire to serve another term

Children's Shelter - Glenda Sweatman - Term expired 6/30/10 - Eligible for reappointment -
Confirmed desire NOT to serve another term

BOBBY KEISLER

Planning Commission - Robert L. Spires - Term expires 8/26/10 - Eligible for reappointment -
Confirmed desire to serve another term

JOHN CARRIGG

Children's Shelter - Garrett Huddle - Term expired 6/30/10 - Eligible for reappointment -
Confirmed desire NOT to serve another term

Museum Commission - Vacant - Term expired 11/01/06

TODD CULLUM

Board of Zoning Appeals - Stanley Smith - Term expires 12/31/13 - Resigned due to job
relocation

Health Services District - Vacant - Term expired 3/10/09

AT LARGE

Midlands Authority for Conventions, Sports & Tourism:

Lodging Industry Representative - E.L. "Bert" Pooser - Term expired 6/30/10 - Not eligible
for reappointment

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8166

(F) 785-2240

DATE: July 20, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Jeffrey A. Hyde
Procurement Officer

SUBJECT: Spay/Neuter & Adoption Center
B10047-06/08/10S
Administration

Competitive bids were solicited and advertised for the Construction of the Spay/Neuter & Adoption Center. A mandatory pre-bid meeting was held on June 16, 2010, in which thirty-one (31) contractors attended.

We received seventeen (17) bids on July 15, 2010 (see attached Bid Tabulation).

The bids were evaluated by James Golightly, II, AIA, with MBAJ Architecture; Mr. Joe G. Mergo, III, Deputy County Administrator; and Jeffrey A. Hyde, Procurement Officer. It is our recommendation to award this project to the lowest responsive, responsible bidder – SYS Constructors, in the amount of \$3,374,999.00 for the Base Bid and Alternate One (County preferred door hardware).

County funds are appropriated in the following account:

4508-131200-5A8576	“No Kill” Pet Population Control	\$3,729,149.15
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I concur with the above recommendation and further recommend that this bid be placed on County Council’s agenda for their next scheduled meeting on July 27, 2010.

copy: Larry Porth, Director of Finance/Assistant County Administrator
Joe G. Mergo, III, Deputy County Administrator



**BID TABULATION
SINGLE PRIME BUILDING CONTRACTORS**

PROJECT: Spay/Neuter & Adoption Center
County of Lexington

BID DATE: July 15, 2010
BID TIME: 3:00 p.m.
LOCATION: County of Lexington, Administration Building
212 South Lake Drive
Lexington, SC 29072

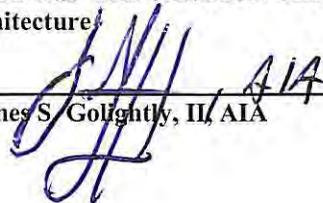
MBAJ NO.: 0858

FILE NO.: B-8.1

CONTRACTOR	LICENSE NUMBER	BID BOND	ADD. REC'D	ALLOWANCES FORM	UNIT PRICES FORM	ALTERNATES FORM	BASE BID	ALTERNATE #1	ALTERNATE #2
SYS Constructors	G10734	X	X	X	X	X	3,375,000	(1)	(40,000)
Randolph & Son Builders	G11857	X	X	X	X	X	3,395,000	8,900	(43,000)
Able Constructors	G106514	X	X	X	X	X	3,413,000	no change	(22,000)
Shiel Sexton Company	G100065	X	X	X	X	X	3,440,000	11,000	(35,900)
Southside Construction	G103534	X	X	X	X	X	3,466,300	no change	(26,200)
Complete Building Corp.	G13003	X	X	X	X	X	3,499,729	2,185	(36,120)
Penn Contracting	G100178	X	X	X	X	X	3,505,000	2,000	(32,000)
Loveless Commercial Contracting	G12928	X	X	X	X	X	3,539,500	17,000	(26,000)
Martin Engineering	G11841	X	X	X	X	X	3,552,687	----	----
Mashburn Construction	G11007	X	X	X	X	X	3,570,000	2,000	(41,900)
Palmetto Construction Group	G104680	X	X	X	X	X	3,594,837	1,500	(45,000)
Monroe Construction Company	G106354	X	X	X	X		3,600,438	3,000	(25,000)
Jolley Building LLC	G115074	X	X	X	X	X	3,632,888	2,059	(38,009)
Sumwalt Associates	G98926	X	X	X	X	X	3,649,000	2,500	(36,000)
Dargan Construction Company	G109196	X	X	X	X	X	3,660,000	1,900	(30,744)
M.B. Kahn Construction	G10572	X	X	X	X	X	3,705,034	no change	(38,301)
Weber Inc.	G15197	X	X	X	X	X	3,751,000	2,000	(25,000)

Alternate #1 Provide Owner's preferred hardware package.
Alternate #2 Delete entry tower.

CONFIRMED BID TABULATION SHEET
MBAJ Architecture

BY:  _____
James S. Golightly, II, AIA

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: June 23, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

**SUBJECT: Boiler Replacement Project (Lexington County Main Library)
B10048-06/15/10H
Building Services**

Competitive bids were solicited and advertised for a Boiler Replacement Project located at the Lexington County Main Library. A mandatory pre-bid was held on June 2, 2010, in which eight (8) vendors attended. We received four (4) responsive bids on June 15, 2010 and two (2) no bids (see attached Bid Tabulation).

The bids were evaluated by Danny Wilds (P.E.), Engineer for Mechanical Design, Mark Akers, Interim Building Services Manager; and Angela M. Seymour, Procurement Officer. It is our recommendation that it be awarded to Superior Maintenance and Piping, Inc. as the lowest responsive bidder. The total cost, including sales tax, is \$73,089.00 (see attached bid tabulation).

Funds are appropriated in the following account:

2300-230099-5AA542	Boiler Replacement	\$73,161.00
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I concur with the above recommendation and further recommend that this bid be placed on County Council's agenda for their next scheduled meeting on July 27, 2010.

copy: Larry Porth, Director of Finance/Assistant County Administrator
Mark Akers, Interim Building Services Manager

BID TABULATION



Project: **Boiler Replacement Project
Lexington County Main Library
(B10048-06/15/10H)**

4403 Broad River Road • Columbia, SC • 29210
(803)731-9834 • Fax (803)731-9837

Date: **June 15, 2010 (3:00 pm E.S.T.)**

Page 1 of 2

	Cullum Services	W.B. Thomasson Heating & Cooling	Gregory Industrial.	Superior Maint. and Pipe	BoilerMasters
Addendums Acknowledged:	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>NO BID</u>
Bid Bond:	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u></u>
Base Bid:	<u>\$ 91,477.00</u>	<u>\$ 74,000.00</u>	<u>\$ 90,606.00</u>	<u>\$ 73,089.00</u>	<u></u>
Electrical Sub:	<u>Cullum Services</u>	<u>Energy Pro</u>	<u>Not Listed</u>	<u>Superior Maintenance</u>	<u></u>
General Sub:	<u>Cullum Services</u>	<u>W.B. Thomasson</u>	<u>Gregory Electric</u>	<u>Superior Maintenance</u>	<u></u>
Boiler Manufacturer:	<u>RBI</u>	<u>RBI</u>	<u>RBI</u>	<u>RBI</u>	<u></u>
Boiler Warranty:	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u></u>
Certificate of Familiarity	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u>YES</u>	<u></u>

BID TABULATION - Continued

Project: **Boiler Replacement Project - Lexington County Main Library
(B10048-06/15/10H)**

Date: **June 15, 2010 (3:00 pm E.S.T.)**

Page 2 of 2

Quate Industrial
Service

Addendums Acknowledged: NO BID

Bid Bond: _____

Base Bid: _____

Electrical Sub: _____

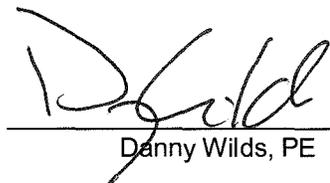
General Sub: _____

Boiler Manufacturer: _____

Boiler Warranty: _____

Certificate of Familiarity _____

Acknowledged by:



Danny Wilds, PE

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: June 30, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela Seymour
Procurement Officer

SUBJECT: **Work Uniforms – Term Contract**
C10027-06/28/10S
Countywide

Competitive bids were solicited and advertised for a countywide term contract for Work Uniforms. The term of the new contract shall be for a period of one (1) year and may be extended on an annual basis that shall not exceed two (2) additional one year periods.

We received eight (8) responsive bids on June 28, 2010 (see attached Bid Tabulation).

The bids were reviewed and evaluated by Rodney Pimental, Central Stores Inventory Manager; and Angela M. Seymour, Procurement Officer. It is our recommendation to award this project to Rental Uniform Service being the lowest responsible bidder meeting the specifications. It is estimated that the annual value of this contract is approximately \$27,646.20.

I concur with the above recommendation and further recommend that this bid be placed on the County Council's agenda for their next scheduled meeting on July 27, 2010.

copy: Larry Porth, Director of Finance/Assistant County Administrator
Rodney Pimental, Central Stores Inventory Manager

County of Lexington

Bid Tabulation

BID # : C10027-06/28/10S

Work Uniforms

Item	Qty	U/M	Description	Servicewear Apparel		Aramark Uniform Services		Rental Uniform	
				Unit Total	Total Cost	Unit Total	Total Cost	Unit Total	Total Cost
1	300	EA	Pants, Industrial, Mens	Did Not Meet Specifications			No Bid	\$ 12.18	\$ 3,654.00
2	30	EA	Pants, Industrial, Mens Relaxed Fit	Did Not Meet Specifications			No Bid	\$ 13.18	\$ 395.40
3	15	EA	Shorts, Industrial, Mens	Did Not Meet Specifications			No Bid	\$ 10.62	\$ 159.30
4	64	EA	Coveralls, Action Back	Did Not Meet Specifications			No Bid	\$ 18.70	\$ 1,196.80
5	64	EA	Coveralls, Insulated	Did Not Meet Specifications			No Bid	\$ 46.06	\$ 2,947.84
6	245	EA	Shirt, Poplin, Industrial, Mens Long Sleeve	Did Not Meet Specifications			No Bid	\$ 8.90	\$ 2,180.50
7	245	EA	Shirt, Poplin, Industrial, Mens Short Sleeve	Did Not Meet Specifications			No Bid	\$ 7.42	\$ 1,817.90
8	25	EA	Shirt, Stripes, Industrial, Mens Long Sleeve	Did Not Meet Specifications			No Bid	\$ 10.92	\$ 273.00
9	25	EA	Shirt, Stripes, Industrial, Mens Short Sleeve	Did Not Meet Specifications			No Bid	\$ 8.96	\$ 224.00
10	10	EA	Shirt, Jersey Knit, Mens Short Sleeve	Did Not Meet Specifications			No Bid	\$ 13.23	\$ 132.30
11	117	EA	Jacket w/liner, Panel-front	Did Not Meet Specifications			No Bid	\$ 24.34	\$ 2,847.78
12	70	EA	Jacket, Hooded, Duck	Did Not Meet Specifications			No Bid	\$ 37.80	\$ 2,646.00
13	50	EA	Pants, Industrial, Womens	Did Not Meet Specifications			No Bid	\$ 13.13	\$ 656.50
14	30	EA	Shirt, Poplin, Industrial, Womens Long Sleeve	Did Not Meet Specifications			No Bid	\$ 10.92	\$ 327.60
15	30	EA	Shirt, Poplin, Industrial, Womens Short Sleeve	Did Not Meet Specifications			No Bid	\$ 8.84	\$ 265.20
16	25	EA	Smock, Loose, 3/4 Length Sleeve	Did Not Meet Specifications			No Bid	\$ 13.03	\$ 325.75
17	15	EA	Smock, Loose, 1/2 Length Sleeve	Did Not Meet Specifications			No Bid	\$ 10.40	\$ 156.00
18	13	EA	Men's Parka	Did Not Meet Specifications			No Bid	\$ 88.00	\$ 1,144.00
19	70	EA	Hooded Jacket	Did Not Meet Specifications			No Bid	\$ 44.00	\$ 3,080.00
20	15	EA	Pants, Industrial, Mens	Did Not Meet Specifications			No Bid	\$ 13.98	\$ 209.70
21	50	EA	Belt	Did Not Meet Specifications			No Bid	\$ 10.96	\$ 548.00
22	500	EA	Emblem, Name/Logo	Did Not Meet Specifications			No Bid	\$ 0.80	\$ 400.00
23	500	EA	County Emblem	Did Not Meet Specifications			No Bid	\$ 0.50	\$ 250.00
24	1	LT	Catalog Discount	Did Not Meet Specifications			No Bid	0.00%	0.00%
			Subtotal	Did Not Meet Specifications			No Bid		\$ 25,837.57
			Tax	Did Not Meet Specifications			No Bid		\$ 1,808.63
			Total	Did Not Meet Specifications			No Bid		\$ 27,646.20

Item	Qty	U/M	Description	Eidson's Custom Embroidery		Designlab, Inc.		S & H Uniform	
				Unit Total	Total Cost	Unit Total	Total Cost	Unit Total	Total Cost
1	300	EA	Pants, Industrial, Mens	\$ 14.50	\$ 4,350.00	\$ 14.38	\$ 4,314.00	\$ 14.68	\$ 4,404.00
2	30	EA	Pants, Industrial, Mens Relaxed Fit	\$ 16.50	\$ 495.00	\$ 14.94	\$ 448.20	\$ 16.48	\$ 494.40
3	15	EA	Shorts, Industrial, Mens	\$ 13.75	\$ 206.25	\$ 10.49	\$ 157.35	\$ 9.89	\$ 148.35
4	64	EA	Coveralls, Action Back	\$ 31.85	\$ 2,038.40	\$ 35.10	\$ 2,246.40	\$ 21.33	\$ 1,365.12
5	64	EA	Coveralls, Insulated	\$ 125.00	\$ 8,000.00	\$ 97.19	\$ 6,220.16	\$ 22.29	\$ 1,426.56
6	245	EA	Shirt, Poplin, Industrial, Mens Long Sleeve	\$ 12.00	\$ 2,940.00	\$ 9.46	\$ 2,317.70	\$ 10.00	\$ 2,450.00
7	245	EA	Shirt, Poplin, Industrial, Mens Short Sleeve	\$ 11.00	\$ 2,695.00	\$ 8.08	\$ 1,979.60	\$ 8.70	\$ 2,131.50
8	25	EA	Shirt, Stripes, Industrial, Mens Long Sleeve	\$ 14.50	\$ 362.50	\$ 11.36	\$ 284.00	\$ 12.30	\$ 307.50
9	25	EA	Shirt, Stripes, Industrial, Mens Short Sleeve	\$ 13.50	\$ 337.50	\$ 9.51	\$ 237.75	\$ 10.00	\$ 250.00
10	10	EA	Shirt, Jersey Knit, Mens Short Sleeve	\$ 15.00	\$ 150.00		No Bid	\$ 13.65	\$ 136.50
11	117	EA	Jacket w/liner, Panel-front	\$ 29.85	\$ 3,492.45	\$ 23.72	\$ 2,775.24	\$ 27.04	\$ 3,163.68
12	70	EA	Jacket, Hooded, Duck	\$ 45.00	\$ 3,150.00	\$ 42.71	\$ 2,989.70	\$ 29.91	\$ 2,093.70
13	50	EA	Pants, Industrial, Womens	\$ 16.00	\$ 800.00	\$ 14.22	\$ 711.00	\$ 13.89	\$ 694.50
14	30	EA	Shirt, Poplin, Industrial, Womens Long Sleeve	\$ 12.50	\$ 375.00	\$ 9.61	\$ 288.30	\$ 10.96	\$ 328.80
15	30	EA	Shirt, Poplin, Industrial, Womens Short Sleeve	\$ 11.50	\$ 345.00	\$ 7.95	\$ 238.50	\$ 9.10	\$ 273.00
16	25	EA	Smock, Loose, 3/4 Length Sleeve	\$ 24.00	\$ 600.00	\$ 12.25	\$ 306.25	\$ 13.15	\$ 328.75
17	15	EA	Smock, Loose, 1/2 Length Sleeve	\$ 22.00	\$ 330.00	\$ 11.63	\$ 174.45	\$ 11.66	\$ 174.90
18	13	EA	Men's Parka		No Bid	\$ 82.69	\$ 1,074.97	\$ 75.58	\$ 982.54
19	70	EA	Hooded Jacket		No Bid	\$ 48.36	\$ 3,385.20	\$ 48.63	\$ 3,404.10
20	15	EA	Pants, Industrial, Mens	\$ 19.00	\$ 285.00	\$ 16.80	\$ 252.00	\$ 16.97	\$ 254.55
21	50	EA	Belt		No Bid	\$ 11.34	\$ 567.00	\$ 12.26	\$ 613.00
22	500	EA	Emblem, Name/Logo	\$ 2.40	\$ 1,200.00	\$ 6.00	\$ 3,000.00	\$ 7.91	\$ 3,955.00
23	500	EA	County Patch/Emblems	\$ 1.50	\$ 750.00	\$ 1.25	\$ 625.00	\$ 5.73	\$ 2,865.00
24	1	LT	Catalog Discount	0.00%	0.00%	20.00%	20.00%	25.00%	25.00%
			Subtotal		\$ 32,902.10		\$ 34,592.97		\$ 32,245.70
			Tax		\$ 2,303.15		\$ 2,421.51		\$ 2,257.20
			Total		\$ 35,205.25		\$ 37,014.48		\$ 34,502.90

Item	Qty	U/M	Description	Wright-Johnston Uniforms		Comade, Inc.	
				Unit Total	Total Cost	Unit Total	Total Cost
1	300	EA	Pants, Industrial, Mens	\$ 16.20	\$ 4,860.00	\$ 13.09	\$ 3,927.00
2	30	EA	Pants, Industrial, Mens Relaxed Fit	\$ 18.25	\$ 547.50		No Bid
3	15	EA	Shorts, Industrial, Mens	\$ 12.95	\$ 194.25	\$ 10.19	\$ 152.85
4	64	EA	Coveralls, Action Back	\$ 55.00	\$ 3,520.00	\$ 19.60	\$ 1,254.40
5	64	EA	Coveralls, Insulated	\$ 122.00	\$ 7,808.00		No Bid
6	245	EA	Shirt, Poplin, Industrial, Mens Long Sleeve	\$ 11.75	\$ 2,878.75	\$ 9.03	\$ 2,212.35
7	245	EA	Shirt, Poplin, Industrial, Mens Short Sleeve	\$ 9.75	\$ 2,388.75	\$ 7.61	\$ 1,864.45
8	25	EA	Shirt, Stripes, Industrial, Mens Long Sleeve	\$ 14.25	\$ 356.25	\$ 11.43	\$ 285.75
9	25	EA	Shirt, Stripes, Industrial, Mens Short Sleeve	\$ 11.60	\$ 290.00	\$ 9.46	\$ 236.50
10	10	EA	Shirt, Jersey Knit, Mens Short Sleeve	\$ 14.50	\$ 145.00	\$ 11.55	\$ 115.50
11	117	EA	Jacket w/liner, Panel-front	\$ 29.50	\$ 3,451.50	\$ 25.12	\$ 2,939.04
12	70	EA	Jacket, Hooded, Duck	\$ 49.50	\$ 3,465.00	\$ 39.84	\$ 2,788.80
13	50	EA	Pants, Industrial, Womens	\$ 15.90	\$ 795.00	\$ 12.75	\$ 637.50
14	30	EA	Shirt, Poplin, Industrial, Womens Long Sleeve	\$ 11.60	\$ 348.00	\$ 10.35	\$ 310.50
15	30	EA	Shirt, Poplin, Industrial, Womens Short Sleeve	\$ 9.75	\$ 292.50	\$ 8.42	\$ 252.60
16	25	EA	Smock, Loose, 3/4 Length Sleeve	\$ 14.25	\$ 356.25	\$ 11.90	\$ 297.50
17	15	EA	Smock, Loose, 1/2 Length Sleeve	\$ 14.25	\$ 213.75	\$ 10.44	\$ 156.60
18	13	EA	Men's Parka	\$ 104.00	\$ 1,352.00	\$ 65.45	\$ 850.85
19	70	EA	Hooded Jacket	\$ 69.00	\$ 4,830.00		No Bid
20	15	EA	Pants, Industrial, Mens	\$ 18.50	\$ 277.50	\$ 14.67	\$ 220.05
21	50	EA	Belt	\$ 12.50	\$ 625.00	\$ 10.42	\$ 521.00
22	500	EA	Emblem, Name/Logo	\$ 2.00	\$ 1,000.00	\$ 5.50	\$ 2,750.00
23	500	EA	County Patch/Emblem	\$ 0.50	\$ 250.00	Deemed Non Responsive	
24	1	LT	Catalog Discount	Net%	Net%	0.00%	0.00%
Subtotal					\$ 40,245.00		\$ 21,773.24
Tax					\$ 2,817.15		\$ 1,524.13
Total					\$ 43,062.15		\$ 23,297.37

****Servicewear Apparel did not fill out the bidder's schedule as required in the bid document.**

****Aramark Uniform Services submitted a "no bid" response because they do not offer the product/service requested.**

**** Comade did not bid on all items, therefore the County is not able to evaluate their bid fairly against the other vendors.**

Bids Received: June 28, 2010

Angela M. Seymour
Procurement Officer

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 803- 785-8166

(F) 803- 785-2240

DATE: June 28, 2010

TO: Katherine Hubbard
County Administrator

THRU: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

SUBJECT: REQUEST FOR APPROVAL TO UTILIZE THE COMPETITIVE SEALED PROPOSAL PROCESS FOR THE ACQUISITION OF EMPLOYEE HEALTH AND DENTAL INSURANCE.

We are requesting the use of the Request for Proposals (RFP) process in order to seek competitive proposals from potential qualified respondents for the acquisition of employee health and dental insurance. The County has previously bid this requirement out and feels that it would be in the best interest of the County to request proposals from outside sources.

Due to the scope of this project, we feel that it would not be practical or to our advantage to prepare a comprehensive set of specifications that may limit our resources or restrict competition. In selecting a contractor, it will be advantageous to consider award criteria other than cost. Proposals shall be reviewed and evaluated by a review panel based upon specific evaluation factors such as overall system capabilities and experience of the firm and personnel assigned to the project, demonstrated understanding of the scope and future objectives, technical resources and work plan, references, and proposed commission.

It is therefore our recommendation to utilize the competitive sealed proposal procedure established in the County ordinance. We further recommend that we seek approval at the next scheduled County Council meeting set for July 27, 2010.

copy: Larry Porth, Director of Finance/Assistant County Administrator
Lori Adler, Director of Human Resources

COUNTY OF LEXINGTON

Procurement Service

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: July 12, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

SUBJECT: **(1) Storage Area Network Drive**
Bid No. B08045-2/21/08S
Information Services

In 2008, competitive bids were solicited for one (1) Storage Area Network Drive for Information Services. The County had received at that time two bids (see attached bid tabulation).

In the bid package, the Total Cost of Ownership (TCO) pricing was requested for estimated future storage needs over a five year period, to include operating expenses. The total estimated project cost for all Phases (I-III) is shown on the attached spreadsheet (\$463,295.02). The vendor was required to hold their prices for five (5) years. Phase I (\$65,313.00) of this project was originally approved by Council on March 25, 2008.

The TCO pricing informs us of potential future expenses based on current estimates of storage needs. It does not commit the county to any additional purchases beyond what is being requested for Phase II. All future purchases are subject to the annual appropriation process for future budget years.

Mike Ujcich, Chief Information Officer; Jim Schafer, Information Technology Manager; and Angela M. Seymour, Procurement Officer evaluated the bids. It is our recommendation to approve the additional partial purchase from Veristor Systems, Inc. for fiscal year 2010 - 2011 for a total cost, including applicable sales tax, of \$40,498.69.

Funds are appropriated in the following accounts:

1000-102100-5AB028	(1) SAN Storage Shelf (8TB)	\$37,343.00
1000-149000-5A9376	(2) TB SAN Storage	\$8,700.00

I concur with the above recommendation and further recommend that this purchase be placed on County Council's agenda for their next scheduled meeting on July 27, 2010

copy: Larry Porth, Director of Finance/Assistant County Administrator
Mike Ujcich, Chief Information Officer
Jim Schafer, Information Technology Manager

County of Lexington

Bid Tabulation

BID: B08045-02/21/08S

Storage Area Network Device

Qty	Description	Veristor Systems, Inc.			Data Network Solutions**	
		Requested Council Amount	Remaining Amount	Total	Unit Price	Total
1	Storage Area Network Device Phase I	\$ 65,313.00	\$ 18,860.00	\$ 84,173.00		\$ 164,259.76
1	Storage Area Network Device Phase II (Optional)	\$ 59,385.00	\$ 79,185.00	\$ 138,570.00		\$ 45,811.50
1	Storage Area Network Device Phase III (Optional)			\$ 210,243.00		\$111,862.95**
	Subtotal			\$ 432,986.00		\$ 210,071.26
	Tax			\$ 30,309.02		\$ 14,704.99
	Total			\$ 463,295.02		\$ 224,776.25

Options						
1	Additional TB of SAS			\$ 7,593.90		\$ 4,836.00
4	Additional TB SATA	\$ 3,250.00		\$ 13,000.00	\$ 1,818.00	\$ 7,272.00
	Subtotal			\$ 20,593.90		\$ 12,108.00
	Tax			\$ 1,441.57		\$ 847.56
	Options Total			\$ 22,035.47		\$ 12,955.56

**Data Network Solutions was deemed nonresponsive because they did not comply to bid specifications that were required by the County.

Bid Opened: February 21, 2008

Angela M. Seymour
Procurement Officer

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: July 14, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

**SUBJECT: (3) Motorgraders - Replacement
Public Works/Transportation**

We are in receipt of a purchase request for three (3) Motorgraders for Public Works/Transportation. These replacement Motorgraders will be purchased from Flint Equipment through South Carolina State Contract number 4400002343. This equipment has been recommended and approved in accordance with the Fleet Management Policy by Bill Kazmierczak, Fleet Manager.

The total cost including applicable sales tax for this equipment is \$588,806.32.

Funds are appropriated in the following account:

1000-121300-5AB079	(3) Motorgraders – Replacement	\$780,000.00
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I concur with the above recommendation and further recommend that this purchase be placed on County Council's agenda for their next scheduled meeting on July 27, 2010.

Attachment

Copy: Larry Porth, Director of Finance/Assistant County Administrator
John Fechtel, Director of Public Works / Assistant County Administrator
Bill Kazmierczak, Fleet Manager

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: July 14, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

**SUBJECT: (2) Backhoes - Replacement
Public Works/Transportation**

We are in receipt of a purchase request for two (2) Backhoes for Public Works/Transportation. These replacement Backhoes will be purchased from Flint Equipment through South Carolina State Contract number 4400002343. This equipment has been recommended and approved in accordance with the Fleet Management Policy by Bill Kazmierczak, Fleet Manager.

The total cost including applicable sales tax for this equipment is \$143,462.00.

Funds are appropriated in the following account:

1000-121300-5AB080	(2) Backhoes – Replacement	\$170,000.00
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I concur with the above recommendation and further recommend that this purchase be placed on County Council's agenda for their next scheduled meeting on July 27, 2010.

Attachment

Copy: Larry Porth, Director of Finance/Assistant County Administrator
John Fachtel, Director of Public Works / Assistant County Administrator
Bill Kazmierczak, Fleet Manager

COUNTY OF LEXINGTON

Procurement Services

MEMORANDUM

(O) 785-8319

(F) 785-2240

DATE: July 8, 2010

TO: Katherine L. Hubbard
County Administrator

THROUGH: Reggie Murphy
Procurement Manager

FROM: Angela M. Seymour
Procurement Officer

SUBJECT: Fleet Vehicle Replacements – Various Departments

We are in receipt of purchase requests for eight (8) fleet vehicle replacements for various departments within the County of Lexington. All vehicles requested are being purchased through the appropriate South Carolina State Contracts. These vehicles will be purchased through South Carolina State Contract Numbers 4400000369, 4400001702, and 4400001700 from Vic Bailey Ford. These vehicles are recommended and approved in accordance with the Fleet Management Policy by Bill Kazmierczak, Fleet Manager.

The total cost including applicable sales tax for all vehicles and accessories is \$165,355.00.

Funds are appropriated in the following accounts:

1000-171800-5AB251	(1) ½ Ton Pickup Truck – Replacement	\$21,000.00
1000-131200-5AB163	(1) 4WD Utility Vehicle – Replacement	\$26,773.00
6590-111500-5AB372	(2) 2WD Utility Vehicle – Replacement	\$41,000.00
6590-111500-5AB374	(1) 4WD Utility Vehicle – Replacement	\$23,000.00
6590-111500-5AB373	(1) Vehicle (Sedan) – Replacement	\$23,000.00
1000-101420-5AB007	(1) Vehicle Min Van – Replacement	\$21,500.00
5700-121201-5AB334	(1) SUV – Replacement	\$27,000.00

I concur with the above recommendation and further recommend that these purchases be placed on County Council's agenda for their next scheduled meeting on July 27, 2010.

copy: Larry Porth, Director of Finance/Assistant County Administrator
John Fechtel, Director of Public Works / Assistant County Administrator
Randy Martin, Assistant Chief Deputy Coroner
Dave Eger, Director of Solid Waste Management
Rod Pimental, Central Stores Inventory Manager
Bill Kazmierczak, Fleet Manager

Minutes are left out intentionally until approved by Lexington County Council. Upon Council's approval, the minutes will be available on the Internet.



COUNTY OF LEXINGTON, SOUTH CAROLINA

Community Development

County Administration Building, 4th Floor
212 South Lake Drive, Suite 401, Lexington, SC 29072
(803)785-8121

ZONING MAP AMENDMENT APPLICATION # **M10-01**

Address and/or description of the property for which the amendment is requested:

Amicks Ferry Road from the intersection of Three Oak Lane to the intersection of Ballentine Lane; Timberlake Drive from the intersection of Amicks Ferry Road to the intersection of Club Court; and Fairway Ridge Dr.

Zoning Classifications: (Current) Local (L) (Proposed) Residential Local Four (RL4)

TMS#: _____ Property Owner: _____

Reason for the request: To change the street classification to be consistent with the surrounding residential area.

Even though this request will be carefully reviewed and considered, the burden of proving the need for the amendment rests with the applicant.

Date of Application: 7/14/2010 Applicant: Property Owner Authorized Agent

Phone #(s): home 803-345-6785 _____

Signature: _____ *Signature on file* Printed Name: George L. Duke

Street/Mailing Address: 637 Webster Pointe Chapin SC 29036

7/14/2010	Application Received
	Newspaper Advertisement
	Notices Mailed

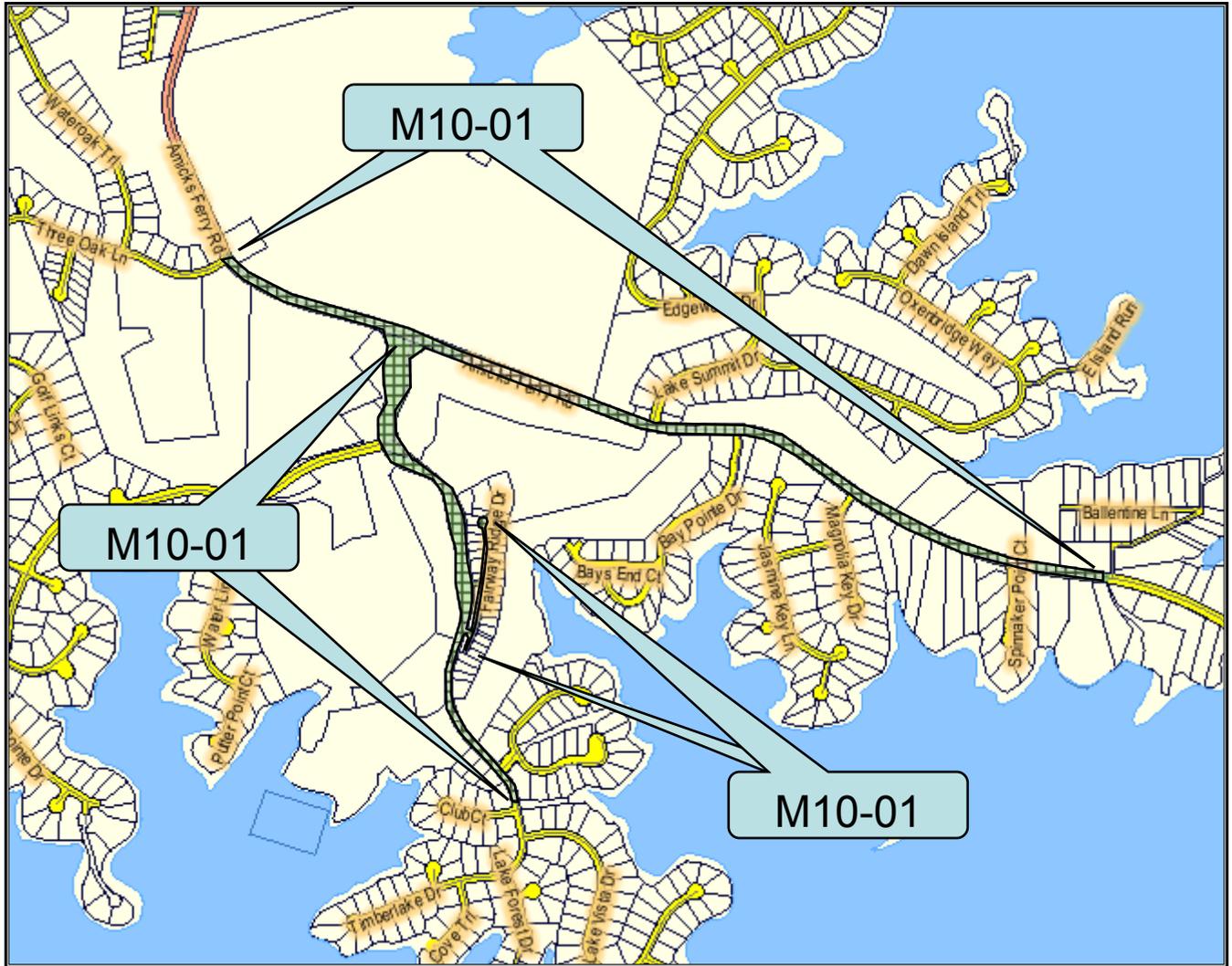
7/14/2010	Fee Receipted
	Property Posted
	Planning Commission

Planning Commission Recommendation: _____

First Reading	Public Hearing	Second Reading	Third Reading
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Results: _____

Zoning Map Amendment Application M10-01



ZONING LEGEND

	I - Interstate		RL5 - Residential Local 5		ID - Intensive Development
	A - Arterial Road		RL6 - Residential Local 6		PD - Planned Development
	C - Collector Road		LC - Limited Commercial		R1 - Low Density Residential
	L - Local Road		C1 - Neighborhood Commercial		R2 - Medium Density Residential
	LL - Limited Local Road		C2 - General Commercial		R3 - High Density Residential
	RL4 - Residential Local 4		D - Development		RD - Restrictive Development

Zoning Map Amendment Application M10-01



NOTE: Road boundary lines are approximate and may appear distorted in an oblique view.

Zoning Map Amendment Application M10-01



NOTE: Road boundary lines are approximate and may appear distorted in an oblique view.