

**AGENDA  
LEXINGTON COUNTY COUNCIL  
Committee Meetings**

**June 11, 2013**

**Second Floor - County Administration Building  
212 South Lake Drive, Lexington, SC 29072  
Telephone - 803-785-8103 -- FAX 803-785-8101**

**If special accommodations are needed to participate in this public meeting, please contact the Lexington County Council Office at (803) 785-8103 or [dburnett@lex-co.com](mailto:dburnett@lex-co.com) at least two business days prior to the scheduled meeting date.**

**\*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. Also, if time permits, Council may elect to enter into Executive Session to discuss contractual, legal, personnel matters, etc.**

**1:45 p.m. - 2:45 p.m. - Economic Development**

- (1) Resolution R13-4 - Approval for FILOT Investment Period Extension Between the County of Lexington and Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina Formerly D/B/A SMI Steel South Carolina - Economic Development - Chuck Whipple, Director..... A
- (2) Ordinance 13-06 - An Ordinance Authorizing the Execution and Delivery of a First Amendment to the Fee in Lieu of Tax and Incentive Agreement Between Lexington Cty. and Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina (Formerly D/B/A SMI Steel South Carolina) and its Affiliates and Project Sponsors to Provide for an Additional Investment in Lexington Cty. by Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina and Affiliates and Project Sponsors; and Matters Related Thereto - 1<sup>st</sup> Reading - Economic Development - Chuck Whipple, Director ..... B
- (3) Introduction of Project 37 - Economic Development - Chuck Whipple, Director
- (4) Old Business/New Business
- (5) Adjournment

**2:45 p.m. - 2:50 p.m. - Planning and Administration**

- (1) Revised CDBG and HOME Allocations for FY 2013-14 (Goal 1) - Community Development - Ron Scott, Director ..... C
- (2) Old Business/New Business
- (3) Adjournment

**2:50 p.m. - 2:55 p.m. - Justice**

- (1) State Homeland Security Grant Application - Sheriff's Department - Col. Allan Paavel..... D
- (2) Old Business/New Business
- (3) Adjournment

**2:55 p.m. - 3:15 p.m. - Public Works & Solid Waste Management**

- (1) Update on Active Bonds - Public Works – Wrenn Barrett, Director and Sheri Armstrong, Stormwater Manager ..... E
- (2) Old Business/New Business - New Road/Corley Mill/Riverchase Monthly Update; Flooding Issues/Kinley Creek Criteria; Stormwater Utility Fee; and Pine Glenn Alternate Exit (Emergency Access Road Cost)
- (3) Adjournment

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

- (1) Possible Executive Session if Time Permits
- (2) Old Business/New Business
- (3) Adjournment

<p><b>GOALS</b></p> <p>1. Provide for public services to citizens of Lexington County.</p> <p>2. Manage growth to meet the needs of Lexington County.</p> <p>3. Provide innovative Financial Management.</p>
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**Economic Development**

- J. Jeffcoat, Chairman
- D. Summers, V Chairman
- J. Kinard
- B. Keisler
- T. Cullum

**Planning & Administration**

- D. Summers, Chairman
- K. Collins, V Chairman
- J. Kinard
- B. Matthews
- T. Cullum

**Justice**

- J. Kinard, Chairman
- J. Jeffcoat, V Chairman
- K. Collins
- B. Keisler
- D. Summers

**Public Works & Solid Waste Management**

- T. Cullum, Chairman
- D. Summers, V Chairman
- B. Keisler
- J. Jeffcoat
- B. Matthews

**Committee of the Whole**

- B. Banning, Sr., Chairman
- J. Jeffcoat, V Chairman
- J. Kinard
- F. Townsend, III
- K. Collins
- D. Summers
- B. Keisler
- B. Matthews
- T. Cullum

**AGENDA  
LEXINGTON COUNTY COUNCIL  
June 11, 2013**

**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**

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**4:30 P.M. - COUNCIL CHAMBERS**

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**Call to Order/Invocation**

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**Pledge of Allegiance**

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**Chairman's Report**

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**Administrator's Report**

"

**Employee Recognition - Joe Mergo, County Administrator**

"

"

**Appointments**

(1) Boards and Commissions ..... F

"

**Bids/Purchases/RFPs**

(1) One (1) Remount EMS Unit (Replacement) - Public Safety/EMS ..... G

(2) S-48 (Columbia Avenue) Corridor Improvements - Public Works ..... H

(3) Ammunition (Term Contract) - Sheriff's Department ..... I

(4) Livescan Sex Offender Unit - Sheriff's Department ..... J

(5) Request for Approval to Utilize the Competitive Sealed Proposal Process for Food Services  
at the Detention Center - Sheriff's Department ..... K

(6) Training Tables - Sheriff's Department ..... L

"

**Approval of Minutes**

(1) Meeting of May 14, 2013 - Approval of Minutes ..... M

"

**Zoning Amendment**

(1) Zoning Text Amendment T13-02 - 3<sup>rd</sup> & Final Reading ..... N

\*\*\*\*\***Qtf lpcpeg**

- (1) Ordinance 13-05 - An Ordinance Adopting an Annual Budget for Fiscal Year 2013-2014 - 3<sup>rd</sup> & Final Reading ..... O

**Committee Reports**

**Economic Development, J. Jeffcoat, Chairman**

- (1) Resolution R13-4 - Approval for FILOT Investment Period Extension Between the County of Lexington and Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina Formerly D/B/A SMI Steel South Carolina ..... A
- (2) Ordinance 13-06 - An Ordinance Authorizing the Execution and Delivery of a First Amendment to the Fee in Lieu of Tax and Incentive Agreement Between Lexington Cty. and Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina (Formerly D/B/A SMI Steel South Carolina) and its Affiliates and Project Sponsors to Provide for an Additional Investment in Lexington Cty. by Owen Electric Steel Company of South Carolina D/B/A CMC Steel South Carolina and Affiliates and Project Sponsors; and Matters Related Thereto - 1<sup>st</sup> Reading ..... B

**Planning & Administration, D. Summers, Chairman**

- (1) Revised CDBG and HOME Allocations for FY 2013-14 ..... C

**Justice, J. Kinard, Jr., Chairman**

- (1) State Homeland Security Grant Application ..... D

**Budget Amendment Resolutions**

**OLD BUSINESS/NEW BUSINESS**

**EXECUTIVE SESSION/LEGAL BRIEFING**

**MATTERS REQUIRING A VOTE AS A RESULT OF EXECUTIVE SESSION**

**ADJOURNMENT**

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# County of Lexington

Community Development Department  
Grant Programs Division  
212 South Lake Drive, Suite 401  
Lexington, SC 29072

Telephone (803) 785-8121 - Fax (803) 785-8188

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## MEMORANDUM

To: Planning and Administration Committee  
Through: Joe Mergo, III, County Administrator  
From: Ron Scott, Community Development Director  
Date: June 4, 2013  
Subject: Revised HUD Grant Allocations and Appropriations for FY 2013-14

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On May 30, 2013, the U.S. Department of Housing and Urban Development (HUD) issued a letter to the County outlining increases to our FY 2013-14 CDBG and HOME allocations. HUD has increased our CDBG allocation from \$1,352,172 to \$1,453,995, which is \$101,823 more than our budget revenue estimates. Our HOME allocation has increased from \$444,629 to \$479,747, which is \$35,118 above our budget revenue estimates.

I am requesting that County Council grant approval to allocate the additional funding to activities already approved in our FY 2013-14 Annual Action Plan. As described in our Citizen Participation Plan, we will post the revised Annual Action Plan for public comment.

**Requested Action: The Community Development Department requests approval to submit the revised FY 2013-14 Annual Action Plan to HUD.**



**COUNTY OF LEXINGTON  
SHSP INCIDENT MANAGEMENT TEAM  
Annual Budget  
Fiscal Year - 2012-13**

Object Code	Revenue Account Title	Actual 2010-11	Received Thru Jun 2011-12	Amended Budget Thru Jun 2011-12	Projected Revenues Thru Jun 2011-12	Requested 2012-13	Recommend 2012-13	Awarded 2012-13	Application 2012-13
<b>*LE - SHSP Incident Management Team 2485:</b>									
<b>Revenues:</b>									
457000	Federal Grant Income	186,991	68,210	168,341	168,341	0	0	55,312	35,000
801000	Op Trn from General Fund/LE	0	0	6,638	6,638	0	0	0	0
<b>** Total Revenue</b>		<u>186,991</u>	<u>68,210</u>	<u>174,979</u>	<u>174,979</u>	<u>0</u>	<u>0</u>	<u>55,312</u>	<u>35,000</u>
<b>***Total Appropriation</b>					174,979	0	0	55,312	35,000
FUND BALANCE									
Beginning of Year					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE - Projected									
End of Year					<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

\* Grant funded 100% from SLED.

**COUNTY OF LEXINGTON**  
**SHSP INCIDENT MANAGEMENT TEAM**  
**Annual Budget**  
**Fiscal Year - 2012-13**

Fund: 2485  
Division: Law Enforcement  
Organization: 151200 - LE/Operations

		<b>BUDGET</b>						
Object Expenditure Code	Classification	2010-11 Expend	2011-12 Expend (Jun)	2011-12 Amended (Jun)	2012-13 Requested	2012-13 Recommend	2012-13 Awarded	2012-13 Application
<b>Personnel</b>								
<b>* Total Personnel</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Operating Expenses</b>								
520303	Accounting/Auditing Services	0	300	300	0	0	0	0
521000	Office Supplies	883	0	0	0	0	0	0
521200	Operating Supplies	73	3,642	3,673	0	0	0	0
522200	Small Equipment Repairs & Maintenance	0	0	0	0	0	2,000	0
522300	Vehicle Repairs & Maintenance	44	0	456	0	0	0	0
524100	Vehicle Insurance	0	657	1,316	0	0	0	0
525210	Conference, Meeting, & Training Expense	48,516	1,652	49,652	0	0	18,312	10,000
525230	Subscription, Dues, & Books	208	0	0	0	0	0	0
525400	Gas, Fuel, & Oil	96	125	404	0	0	0	0
525600	Uniforms & Clothing	0	6,242	6,242	0	0	0	0
529903	Contingency	0	0	0	0	0	0	0
<b>* Total Operating</b>		<b>49,820</b>	<b>12,618</b>	<b>62,043</b>	<b>0</b>	<b>0</b>	<b>20,312</b>	<b>10,000</b>
<b>** Total Personnel &amp; Operating</b>		<b>49,820</b>	<b>12,618</b>	<b>62,043</b>	<b>0</b>	<b>0</b>	<b>20,312</b>	<b>10,000</b>
<b>Capital</b>								
540000	Small Tools & Minor Equipment	621	2,342	2,342	0	0	0	0
	All Other Equipment	39,433	58,431	110,594	0	0	0	0
5AD376	(2) Ruggedized Laptops w/ Accessories						13,000	0
5AD377	(14) Tablet Computers w/ Accessories						7,000	0
5AD378	(1) Utility Truck Lift Gate & Accessories						10,000	0
5AD379	(1) GIS Mapping System						3,000	0
5AD380	(4) Stabilizers & Accessories						2,000	0
	(3) Apex Radio Base Stations							25,000
<b>** Total Capital</b>		<b>40,054</b>	<b>60,773</b>	<b>112,936</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>25,000</b>
<b>*** Total Budget Appropriation</b>		<b>89,874</b>	<b>73,391</b>	<b>174,979</b>	<b>0</b>	<b>0</b>	<b>55,312</b>	<b>35,000</b>

### **SECTION V. - PROGRAM OVERVIEW**

The Lexington County Sheriff's Department is the lead agency for the Midlands Incident Management Team. The team is requesting Radio Base Stations that are digital multi-frequency Apex 800 MHz, VHF and UHF radios that will be used in the Midlands Incident Management Team command post to communicate with multiple agencies while managing an incident. These radios will also allow programming of the National and the State Mutual Aide channels for statewide communications and the safety for all. Specialized training for these incidents is required for the IMT members.

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**SECTION VI. C. – OPERATING LINE ITEM NARRATIVES**

**525210 – CONFERENCE, MEETING & TRAINING EXPENSE \$ 10,000**

The criteria of the Homeland Security grant funds require that all IMT unit members be trained in the specialized field for which they are job tasked. In order to receive this specialized training for Incident Management, out of state training must be received. Also, training in state for exercises which are mandated by the IMT criteria training specifics must be maintained for certification purposes. The National conference will be attended by members at a location to be determined. Members must also be trained for Threat Hazards and Risk Assessment.

**SECTION VI. D. – CAPITAL LINE ITEM NARRATIVES**

**5AD - (3) APEX RADIO BASE STATIONS & ACCESSORIES \$ 25,000**

The Radio Base Stations requested are digital multi-frequency Apex 800 MHz, VHF and UHF radios which include coax cable, antennas, mounts, hardware, programming, and other accessories. These radio base stations will be used in the command post for the Midlands Incident Management Team. These radios are a necessity for communicating with multiple agencies while managing an incident. These radios will also allow the National and the State Mutual Aide channels to be programmed which allows for statewide communications and the safety for all.



COUNTY OF LEXINGTON  
PUBLIC WORKS DEPARTMENT  
STORMWATER

6/6

MEMORANDUM

DATE: May 31, 2013  
TO: Wrenn Barrett, Public Works Director *WCB*  
FROM: Sheri M. Armstrong, Stormwater Manager *SMA*  
RE: Update of Active Bonds

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In January 2013, the total bond liability held by Lexington County as reported to County Council was \$5,158,124 as indicated below:

- **33 active bonds in the amount of \$3,930,858**
- **16 collected bonds in the amount of \$1,227,266**

Since the last update 6 new bonds have been secured with the County and 4 have been voided because the projects obtained final recording.

Currently, the total bond liability held by Lexington County is \$4,863,811, as indicated below:

- **34 active bonds in the amount of \$3,610,082**
- **6 collected bonds in the amount of \$1,253,729**

Of the 34 active bonds, 3 bonds have the potential to become the responsibility of the County to complete. Stormwater staff is currently in the process of working with the developers in an effort to either complete the projects or increase the bonds to cover the cost of completion. (See Attachment A).

For the 16 bonds that have been collected see Attachment B for details.

Pu

## ATTACHMENT A

Subdivisions which could be the responsibility for LC to complete

Name	Date Bonded	Amount in Bond	Estimate for Project Completion	Surplus or Deficit	Type of Bond	Bond Status
Crystal Springs Lake Ph. 1	9/18/2006	\$17,113	\$189,195	\$172,082	Cash	
Park West Phase 1	5/8/2006	\$30,071	\$64,393	\$34,322	Cash	
Buena Vista	4/18/2007	\$7,500	\$7,500	\$0	Certificate of Deposit	Released by bank to owner
<b>Total Deficit Amount Only</b>				<b>\$206,404</b>		

## ATTACHMENT B

### Subdivisions which bonds have been collected by Lexington County

Name	Date Collected	Amount Collected	Estimate for Project Completion	Surplus or Deficit	Developer to Complete	Completion Status
Cherokee Shores Phase I	9/1/2009	\$6,921	\$22,059	\$15,138	Yes	In Progress
Woodmoor	12/18/2009	\$263,840	\$463,000	\$199,160		In progress
Reserves at Lake Murray Ph. I	6/2/2010	\$2,500	\$46,600	\$44,100		In Progress
Kaminer	5/17/2011	\$15,648	\$25,145	\$9,497		Not Started
Wild Meadows Ph. 9	7/5/2011	\$50,310	\$130,000	\$79,690	Yes	Not Started
Woodland Pond	7/26/2011	\$6,780	\$15,782	\$9,002		Not Started
Cardinal Pines	10/21/2011	\$12,400	\$10,000	\$2,400	Yes	Not Started
Whispering Glen	11/4/2011	\$29,675	\$63,656	\$33,981		Not Started
*Hope Springs Phase I and 2A	12/14/2011	\$46,035	\$243,502	\$197,467		Not Started
Hallman Meadows	1/21/2012	\$30,225	\$34,845	\$4,620	Yes	Not Started
Sweetgrass Courtyards	3/30/2012	\$23,000	\$28,874	\$5,874		Not Started
Millstream Place Phase I-A	11/16/2012	\$10,252	\$10,788	\$536	Yes	In Progress
Palmetto Shores	12/27/2012	\$626,397	\$1,094,859	\$468,462		Not Started
Woodmill	12/13/2012	\$39,483	\$3,000	\$36,483	Yes	In Progress
Laurel Falls	2/18/2013	\$90,264	\$1,000	\$89,264	Yes	Complete
<b>Total of Deficit Amounts Only</b>				<b>\$1,067,527</b>		

To be Completed by County

To Be Completed by Developer

\*Two phases two bonds



**APPOINTMENTS  
BOARDS & COMMISSIONS  
June 11, 2013**

**FRANK TOWNSEND**

- **Nancy K. Perry Children's Shelter** - Ronald Lockhart; term expires 06/30/13; eligible for reappointment; *pending confirmation to serve another term*

**DEBRA SUMMERS**

- **Nancy K. Perry Children's Shelter** - Rob Winchester; term expires 06/30/13; eligible for reappointment; confirmed desire NOT to serve another term; see attached resignation; *pending qualified board nominee*

**BRAD MATTHEWS**

- **Accommodations Tax Board** - William Teague; term expired 12/31/12; *not eligible for reappointment*
- **Nancy K. Perry Children's Shelter** - Marianne Papacoda; term expires 06/30/13; eligible for reappointment; *pending confirmation to serve another term*

**TODD CULLUM**

- **Assessment Appeals Board** - William Power; term expired 09/21/12; not eligible for reappointment; *pending qualified board nominee*
- **Museum** - Carol Metts; term expires 11/01/13; resigned effective 06/27/11; *pending qualified board nominee*

**AT LARGE:**

**Building Codes Board of Appeals**

- **Plumbing** - Ashton Shuler - term expired 08/13/11; eligible for reappointment; confirmed desire NOT to serve another term; *pending qualified board nominee*

**Central Midlands Council of Government**

- Clabie Edmond - Citizen Appointee; term expires 06/30/13; eligible for reappointment; *confirmed desire to serve another term*

**Cultural Council of Richland and Lexington Counties Board**

- Debra Summers - term expires 06/30/13; eligible for reappointment; *confirmed desire to serve another term*

**Midlands Authority Conventions, Sports & Tourism**

- Tammy Shoffstall - term expires 06/30/13; eligible for reappointment; *confirmed desire to serve another term*

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**Midlands Workforce Development Board**

- **Adult Education-Myles Newman**; term expires 06/30/13; eligible for reappointment; *confirmed desire to serve another term*
- **Economic Development-Dan Gensamer**; term expires 06/30/13; not eligible for reappointment; *nomination form attached for Smokey Davis*
- **Lexington Youth-experienced Agency- Kathy Olson**; term expires **June 30, 2013**; *nomination form attached for Jarrell Smith*
- **Private Sector-Thomas T. Mathias**; term expires 06/30/13; NOT eligible for reappointment; *nomination form attached for Allen Wise*
- **Private Sector-Anthony White**; term expires 06/30/13; resigned; *nomination form attached for Bonnie Austin*
- **Vocational Rehabilitation-Rhonda Pitts**; term expires 06/30/13; moved upstate; *nomination form attached for Darline Graham*

**Midlands Workforce Development Board - Pending Appointments:**

- **Private Sector-Doug Combs**; term expires 06/30/13; eligible for reappointment; *confirmed desire NOT to be serve another term*
- **SC Department Employment & Workforce (SCDEW) - Felicia Ragland**; term expires 06/20/13; no longer employed with SCDEW; *pending qualified board nominee*  
*\*Ms. Ragland passed away suddenly on Thursday, May 30, 2013*

## Busbee, Judy

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**From:** Rob Winchester [rob@rowin-partners.com]  
**Sent:** Friday, May 17, 2013 10:13 AM  
**To:** Jarrell Smith  
**Cc:** Busbee, Judy  
**Subject:** Re: IMMEDIATE RESPONSE REQUESTED: Nancy K. Perry Children's Shelter Board Appointment Terms

**Importance:** High

Good Morning Dr Smith,

It was brought to my attention that my term for the board is up for renewal.

After careful consideration, I have decided to withdraw myself from the NKP board at the end of my current term (June 30, 2013).

The past 3 years have been a very rewarding experience!

I have enjoyed getting to know that NKP team, serving children of the shelter, and offering financial support through community relationships.

I plan to be at the June 2013 meeting and available month to month afternoon if necessary until a replacement for my position is found.

If you have any further questions please let me know.

Rob

Best Regards,

Rob Winchester



P.O. Box 2043  
Lexington, SC 29071

Tel: 803.233.6877  
Fax: 803.233.1746  
Cell: 803.518.9804  
Email: [rob@rowin-partners.com](mailto:rob@rowin-partners.com)

Visit us at: [www.rowinpartners.com](http://www.rowinpartners.com)

LEXINGTON COUNTY COUNCIL  
BOARD/COMMISSION NOMINATION FORM

Name of Board/Commission: Midlands Workforce Development Board

Nominee: George "Smelkey" Davis

Address: 204 Barmacle Cir. Lexington, SC 29072

Employed by: Lexington County Development Corp

Address: 1006 12<sup>th</sup> Ave Cayce, SC

Home Telephone: 803-359-9660 Business Telephone: 803-513-5333

Mobile Phone: 803-513-5333 Beeper Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Is nominee aware of board/commission activities and responsibilities: Yes

Background information (include education, community- service activities, previous service on county boards/commissions):

BS - Auburn University  
Graduate Studies - George Washington University  
U.S. Marine Corps  
Past Chair Midlands Tech College  
Past Chair CoG  
Past Chair County of Lexington Council

Submitted by: George H. Davis - W. Joseph Cullen

Date: 5-23-2013

**LEXINGTON COUNTY COUNCIL  
BOARD/COMMISSION NOMINATION FORM**

**Name of Board/Commission:** Midlands Workforce Development Board – Youth Council

**Nominee:** Jarrell M. Smith, Ph.D.

**Address:** 108 Bent Needle Ct. Lexington, SC 29072

**Employed by:** The Nancy K. Perry Children's Shelter

**Address:** PO Box 344 Lexington, SC 29071

**Home Telephone:** (803) 356-4131    **Business Telephone:** (803) 350-8595

**Mobile Phone:** (803) 466-8847    **Beeper Number:** N/A

**Fax Number:** (803) 358-8518

**Is nominee aware of board/commission activities and responsibilities:** Yes.

**Background information (include education, community- service activities, previous service on county boards/commissions):**

Former service on Workforce Development Board, Scoutmaster Troop 307, President, Lexington Kiwanis Club 2012-2013, St. Andrew's Rotary Club, The Harvest Church, Ph.D. Licensed Professional Counselor, Adjunct College Professor, former Chief Psychologist and Assistant Commissioner for Treatment, SCDJJ.

**Submitted by:** Jarrell M. Smith

**Date:** May 17, 2013

*Johnny W. Joffcoat 5 JUNE 2013*

**LEXINGTON COUNTY COUNCIL  
BOARD/COMMISSION NOMINATION FORM**

Name of Board/Commission: Midlands Workforce Development Board

Nominee: Allen C Wise

Address: 205 Rocky Point Drive Columbia, SC 29212

Employed by: Control Management, Inc. (1988 to present)

Address: 3101 Carlisle Street Columbia SC 29205

Home Telephone: 803-749-1729 Business Telephone: 803-765-9070

Mobile Phone: 803-351-0894 Beeper Number: \_\_\_\_\_

Fax Number: 803-7738191

Is nominee aware of board/commission activities and responsibilities: Yes

**Background information (include education, community- service activities, previous service on county boards/commissions):**

BS Mechanical Engineering Clemson University 1984

South Carolina Professional Engineer (License #12623)

Association of Energy Engineers – Certified Energy Manager (AEE #5557)

Member of West Metro Rotary Club

Member of Mt Tabor Lutheran Church (former council member and financial secretary)

Member of American Society of Heating, Refrigerating and Air-Conditioning Engineers

Youth Baseball and Football Coach – Seven Oaks Recreation Center ICRC

Submitted by: 

Date: 11-12-12

**LEXINGTON COUNTY COUNCIL  
BOARD/COMMISSION NOMINATION FORM**

Name of Board/Commission: Midlands Workforce Development Board

Nominee: Bonnie Austin

Address: 115 Melville Road Columbia SC 29212

Employed by: Associate Management Inc.

Address: 7320 Sumter Highway Columbia, SC 29209

Home Telephone: 803 781-9530 Business Telephone: 803 744-1670

Mobile Phone: 803 237-9930 Beeper Number: N/A

Fax Number: 803 744-1671

Is nominee aware of board/commission activities and responsibilities: Yes.

Background information (include education, community- service activities, previous service on county boards/commissions):

Bachelor of Science Newberry College,

M.ED. University of South Carolina

USC TRIO Advisory Board

International Association of Personnel and Employment Services (IAPES)

Southeastern Employment and Training Association (SETA)

Richland One Community Coalition (ROCC)

Midlands Hispanic Outreach/HOLA Advisory Board

USDOL Enterprise Council

Patriotic Employer Member

National Association of Workforce Boards Member (NAWB)

National Association Workforce Development Professionals (NAWDP)

Submitted by: *Bonnie A. Austin*

Date: May 30, 2013

- *Johnny W. Joffcoat 5 JUNE 2013*

**LEXINGTON COUNTY COUNCIL  
BOARD/COMMISSION NOMINATION FORM**

Name of Board/Commission: Midlands Workforce Development Board

Nominee: Darline Graham

Address: 277 Bridleridge Rd. Lexington SC 29073

Employed by: SC Vocational Rehabilitation Department

Address: 1410 Boston Ave. West Columbia SC 29170

Home Telephone: \_\_\_\_\_ Business Telephone: 803-896-6668

Mobile Phone: 803-521-7220 Beeper Number: \_\_\_\_\_

Fax Number: 803-896-6510

Is nominee aware of board/commission activities and responsibilities: Yes

Background information (include education, community- service activities, previous service or county boards/commissions):

B.S. Sociology

M.A. Rehabilitation Counseling

Submitted by: Darline Graham

Date: 1/30/12

# COUNTY OF LEXINGTON

## Procurement Services

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MEMORANDUM

(O) 785-8319

(F) 785-2240

**DATE:** May 24, 2013

**TO:** Joe Mergo, III  
County Administrator

**THROUGH:** Jeffrey A. Hyde  
Procurement Manager

**FROM:** Angela M. Seymour  
Procurement Officer

**SUBJECT: One (1) Remount EMS Unit - Replacement  
Public Safety/EMS**

---

We are in receipt of a purchase request for one (1) EMS Remount Unit for Public Safety. This replacement cab and chassis will be purchased from Dodgeland of Columbia through a proper procurement process following a no bid response from a formal solicitation. 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 \$44,691.91.

Funds are appropriated in the following account:

<u>Account Number</u>	<u>Account Description</u>	<u>Account Balance</u>	<u>Requisition Amount</u>
1000-131400-5AD600	One (1) EMS Unit- Replacement	\$60,000.00	\$44,691.91

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 June 11, 2013.

Copy: Randy Poston, Chief Financial Officer  
Bill Kazmierczak, Fleet Manager

**COUNTY OF LEXINGTON**  
**S-48 (COLUMBIA AVENUE) CORRIDOR IMPROVEMENTS**

***Evaluation Committee Report and Recommendation***  
***Request for Proposals No. PQ13003-04/29/13S***

May 24, 2013

**PURPOSE**

The County of Lexington issued a Request for Proposal (RFP) to establish a contract with a vendor to provide S-48 (Columbia Avenue) Corridor Improvements for the Public Works. This contract will provide quality comprehensive engineering services for Columbia Avenue in Chapin, SC.

Due to the unknown improvements that may be identified as the preferred alternative within the study area, it is anticipated that this project will be divided into multiple phases, with traffic studies, alternatives analysis, environmental studies and public involvement being the first phase contracted. Subsequent phases of development will be at the discretion of the County based on the results of the first phase.

The requested services include, but are not limited to: Project Management, Environmental Documentation and Permitting, Traffic Engineering, Subsurface Utility Engineering, Utility and Railroad Coordination, Field Surveys, Bridge and Roadway Structures Design, Roadway Design, Geotechnical Investigations, Hydrology and Hydraulic Design, Landscape Architecture, Lighting and Electrical Design, Construction Phase Services, Right of Way Acquisition Services, and other duties as deemed necessary.

**EVALUATION COMMITTEE**

On April 10, 2013, as required by the County's Purchasing Ordinance and RFP Criteria, an evaluation committee was approved by Mr. Joe G. Mergo, III, County Administrator, to evaluate and review the proposals and ultimately report its recommendation to County Council for their consideration. Committee members were Heather Robbins, SCDOT NEPA Manager; Wrenn Barrett, P.E., Public Works Director; Joey Derby, P.E., C-Fund Project Manager; Randy Edwards, P.E., County Engineer; and non-voting members Ladd Gibson, P.E. – SCDOT LPA Coordinator and Angela M. Seymour, Procurement Officer.

**SOLICITATION REQUIREMENTS**

The required legal advertisement soliciting proposals from qualified firms was placed and appeared in the South Carolina Business Opportunities Publication on March 21, 2013. Notification was also posted on our website, Demandstar and mailed to firms on our vendors list.

Proposals were due and received by 4:00 p.m. on April 29, 2013. At that time, the County received proposals from six (6) firms:

Michael Baker Corporation;  
Florence and Hutcheson;  
Mead and Hunt;  
Infrastructure Consulting Engineers;  
Davis & Floyd; and  
Dennis Corporation.

## **EVALUATION PROCESS**

To begin the evaluation process, copies of the proposals were distributed to each committee member on April 30, 2013 for individual evaluation.

The committee met for a first initial evaluation on May 14, 2013 for a detailed discussion of the individual evaluation of the proposals/qualifications and respective scoring of each criteria factor. Each proposal under consideration was evaluated and scored on the following selection criteria listed in the order of their relative importance: (a) experience in developing solutions to local municipality traffic /transportation issues; (b) familiarity with and experience in developing projects subject to the federal NEPA process; (c) experience in developing context sensitive design solutions; (d) explanation of plan to utilize DBE's on this project; (e) familiarity with the specific multimodal transportation issues in and around the Chapin, SC area the Columbia Avenue (S-48) corridor; (f) familiarity with and experience in right of way negotiations in accordance w/ SCDOT standard practice and procedures; (g) experience, qualifications, and technical competence of the staff proposed for the type of work required; (h) past performance of the Consultant and subconsultants proposed on similar type projects and/or ability to perform all aspects of services; (i) familiarity of proposed staff with Lexington County and SCDOT practices and procedures; and (j) identify the key staff person/s (specifically the project manager) and explain the proposed project management style including availability and ability to meet the project schedule.

After the evaluation committee was in agreement that it had obtained, reviewed, and analyzed all information and documentation presented and collected in the evaluation process, the committee members conducted interviews on May 23, 2013, with all six (6) responding vendors. These firms were highly qualified and they all made very professional presentations during the interview process and were able to answer all of the County's questions and concerns.

Following the interviews, each committee member was given the opportunity to reevaluate the scores given to each firm. After the evaluation committee was in agreement that it had obtained, reviewed, and analyzed all information and documentation presented and collected in the evaluation process.

The outcome of the tabulated scores during that meeting resulted in a unanimous recommendation to Mead and Hunt as presenting the most favorable engineering services as outlined in the RFP.

## **RECOMMENDATION**

The committee recommends having a contract with Mead and Hunt to provide engineering services to S-48 (Columbia Avenue) corridor improvements which will be reimbursed through federal funding.

The committee hereby submits this recommendation for Council's consideration and approval. We further recommend that this proposal be placed on County Council agenda for their next scheduled meeting on June 11, 2013.

Angela M. Seymour  
Procurement Officer

Jeffrey A. Hyde  
Procurement Manager

# COUNTY OF LEXINGTON

## Procurement Services

MEMORANDUM

(O) 785-8166

(F) 785-2240

**DATE:** May 24, 2013

**TO:** Joe G. Mergo, III  
County Administrator

**THROUGH:** Jeffery A. Hyde  
Procurement Manager

**FROM:** Angela M. Seymour  
Procurement Officer

**SUBJECT:** **Ammunition – Term Contract**  
**C13020-05/15/13S**  
**Sheriff's Department**

Competitive bids were solicited and advertised for a term contract for Ammunition for Sheriff's Department. The County received five (5) responsive bids on March 24, 2013 (see attached bid tabulation). The bids were evaluated by Lt. Bill Wright, Sheriff's Department; and Angela M. Seymour, Procurement Officer.

It is our recommendation to award this contract for the initial period of one (1) year with the option to extend the contract for two (2) additional one (1) year periods if deemed to be in the best interest of the County. We further recommend making multiple awards to the lowest bidders meeting specifications for a total cost, including applicable sales tax, of \$32,513.10 as follows:

Items #1, #3 & #4	Lawmen's Safety Supply	\$22,845.60
Items #2, #5	Dana Safety Supply	\$6,339.75
Item #6, #8	Craig's Firearm Supply	\$3,327.75

Item #7 was not awarded due to the price was not advantageous to the County. Funds are available in account number 1000-151100-521206.

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 June 11, 2013.

copy: Randy Poston, Chief Financial Officer  
Chief Keith Kirchner, Assistant Sheriff  
Colonel Allan Paavel, Sheriff's Department  
Sylvia Dillon, Sheriff's Department

## County of Lexington

### Bid Tabulation

**BID: C13020-05/15/13S**

**Term Contract - Ammunition**

Item	Qty	U/M	Description	Dana Safety Supply		Craig's Firearm Supply		Gulf States Distributors, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	30	cs	9 MM Duty		No Bid	*Did Not Meet Specifications			No Bid
2	150	cs	9 MM Training and Qualification	\$ 181.50	\$ 5,445.00	\$ 184.20	\$ 27,630.00		No Bid
3	10	cs	.40 Caliber Duty		No Bid	*Did Not Meet Specifications			No Bid
4	40	cs	.40 Caliber Training and Qualification	\$ 231.70	\$ 9,268.00	\$ 232.62	\$ 9,304.80		No Bid
5	15	cs	12 Gauge Training	\$ 59.65	\$ 894.75	\$ 64.74	\$ 971.10		No Bid
6	15	cs	12 Gauge Duty and Qualification (250 Rounds)		No Bid	\$ 106.05	\$ 1,590.75		No Bid
7	10	cs	.223/5.56 Duty (500 Rounds)		No Award		No Award		No Award
8	30	cs	.223 Training and Qualification (1000 Rounds)	\$ 71.60	\$ 2,148.00	\$ 57.90	\$ 1,737.00	\$ 67.60	\$ 2,028.00
Awarded Subtotal					\$ 17,755.75		\$ 41,233.65		\$ 2,028.00
Tax					\$ 1,242.90		\$ 2,886.36		\$ 141.96
Awarded Total					\$ 18,998.65		\$ 44,120.01		\$ 2,169.96

Item	Qty	U/M	Description	Lawmen's Safety Supply		G. T. Distributors, Inc.	
				Unit Price	Total Price	Unit Price	Total Price
1	30	cs	9 MM Duty	\$ 342.14	\$ 10,264.20		No Bid
2	150	cs	9 MM Training and Qualification	\$ 199.00	\$ 29,850.00		No Bid
3	10	cs	.40 Caliber Duty	\$ 354.14	\$ 3,541.40		No Bid
4	40	cs	.40 Caliber Training and Qualification	\$ 226.00	\$ 9,040.00		No Bid
5	15	cs	12 Gauge Training	\$ 91.00	\$ 1,365.00		No Bid
6	15	cs	12 Gauge Duty and Qualification (250 Rounds)	\$ 108.84	\$ 1,632.60		No Bid
7	10	cs	.223/5.56 Duty (500 Rounds)		No Award		No Award
8	30	cs	.223 Training and Qualification (1000 Rounds)	\$ 152.21	\$ 4,566.30		No Bid
Awarded Subtotal					\$ 60,259.50		No Award
Tax					\$ 4,218.17		No Award
Awarded Total					\$ 64,477.67		No Award

**\*\*Craig's Firearm Supply quoted an alternate products without any supporting documentation which did not meet specifications.**

Bids Opened: May 15, 2013 @ 3:00 PM E.S.T.

Angela M. Seymour  
Procurement Officer

**COUNTY OF LEXINGTON  
LIVESCAN SEX OFFENDER UNIT**

***Evaluation Committee Report and Recommendation  
Request for Proposal No. P13004-04/30/13S***

May 28, 2013

**PURPOSE**

The County of Lexington issued a Request for Proposal (RFP) to establish a contract with a vendor to provide a Livescan Sex Offender Unit for the Sheriff's Department. This contract will provide a quality portable Livescan solution, to include necessary hardware, service and support for the Sex Offender Registry Division of the Lexington County Sheriff's Department.

**EVALUATION COMMITTEE**

On September 14, 2012, as required by the County's Purchasing Ordinance and RFP Criteria, an evaluation committee was approved by Mr. Joe G. Mergo, III, County Administrator, to evaluate and review the proposal and ultimately report its recommendation to County Council for their consideration. Committee members were Captain Luke Fossum, Sheriff's Department; Michael Phipps, Sheriff's Department; Bucky Phillips, Sheriff's Department; James Hickman, Sheriff's Department; Joseph Chappell, Sheriff's Department; and Angela M. Seymour, Procurement Officer.

**SOLICITATION REQUIREMENTS**

The required legal advertisement soliciting proposals from qualified firms was placed and appeared in the South Carolina Business Opportunities Publication on March 21, 2013. Notification was also posted on our website, Demandstar and mailed to firms on our vendors list.

Proposals were due and received by 3:00 p.m. on April 30, 2013. At that time, the County received one (1) proposal from DataWorks Plus.

**EVALUATION PROCESS**

To begin the evaluation process, copies of the proposal were distributed to each committee member on May 1, 2013 for individual evaluation.

The committee met for a first initial evaluation on May 13, 2013 for a detailed discussion of the individual evaluation of the proposal/qualifications and respective scoring of each criteria factor. The responding proposal was put under consideration was evaluated and scored on the following selection criteria listed in the order of their relative importance: (a) responsiveness to the RFP requirements; (b) references; (c) maintenance and support proposal; (d) proposed project plan, scheduling, and implementation with minimal interruption of service; and (e) cost.

After the evaluation committee was in agreement that it had obtained, reviewed, and analyzed all information and documentation presented and collected in the evaluation process, the committee members conducted an interview on May 22, 2013 with DataWorks Plus. This firm was highly qualified and they made a very professional presentation during the interview process and answered all of the County's questions and concerns.

Following the interview, each committee member was given the opportunity to reevaluate the scores given the responding proposer. After the evaluation committee was in agreement that it

had obtained, reviewed, and analyzed all information and documentation presented and collected in the evaluation process.

The outcome of the tabulated scores during that meeting resulted in a unanimous recommendation to DataWorks Plus as presenting the most favorable Livescan sex offender unit as outlined in the RFP.

**RECOMMENDATION**

The committee recommends having a contract with Data Works Plus to provide Livescan sex offender unit to the Sheriff's Department for a total cost, including implementation and annual maintenance for five (5) years, of \$43,000.00.

The initial implementation will be at a total cost of \$28,000.00 and will take place through account number 2435-151200-5AD216 which has a balance of \$33,600.00.

The committee hereby submits this recommendation for Council's consideration and approval. We further recommend that this proposal be placed on County Council agenda for their next scheduled meeting on June 11, 2013.

Angela M. Seymour  
Procurement Officer

Jeffrey A. Hyde  
Procurement Manager

# COUNTY OF LEXINGTON

## Procurement Services

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MEMORANDUM

(O) 803- 785-8319

(F) 803- 785-2240

**DATE:** May 24, 2013

**TO:** Joe G. Mergo, III  
County Administrator

**THRU:** Jeffrey A. Hyde  
Procurement Manager

**FROM:** Angela M. Seymour  
Procurement Officer

**SUBJECT: Request for Approval to Utilize the Competitive Sealed Proposal Process  
for Food Services at the Detention Center  
Sheriff's Department**

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We are requesting the use of the Request for Proposals (RFP) process in order to seek competitive proposals from potential qualified respondents for the Food Services for the Lexington County Detention Center. The Procurement Office in coordination with the Sheriff's Department 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 contracted vendor, 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 June 11, 2013.

copy: Randolph C. Poston, Chief Financial Officer  
Chief Keith Kirchner, Assistant Sheriff  
Colonel Alan Paavel, Sheriff's Department  
Major Kevin Jones, Detention Bureau  
Sylvia Dillon, Sheriff's Department

**COUNTY OF LEXINGTON**  
**Procurement Services**

---

**MEMORANDUM**

(O) 785-8166

(F) 785-2240

**DATE:** May 31, 2013

**TO:** Joe G. Mergo, III  
County Administrator

**THROUGH:** Jeffrey A. Hyde  
Procurement Manager

**FROM:** Kay Keisler  
Procurement Officer

**SUBJECT: Training Tables**  
**Sheriff's Department**

---

We received a purchase request from the Sheriff's Department to purchase 85 each 72" x 18" and 25 each 72" x 24" training tables. These items will be procured under South Carolina State Contract numbers 4400006160 and 4400005992 respectively, from Corporate Concepts, Inc.

Sylvia Dillon, Finance Manager for the Lexington County Sheriff's Department has reviewed and recommended this purchase. The total cost, including applicable sales tax, is \$36,668.90.

Funds are appropriated in the following account:

<u>Account Number</u>	<u>Account Description</u>	<u>Account Balance</u>	<u>Requisition Amount</u>
2498-151200-5AD791	(85) Flip-Top Training Tables	\$ 30,650.00	\$ 30,650.15
2498-151200-5AD792	(25) Training Tables	\$ 6,019.00	\$ 6,018.75

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 June 11, 2013.

copy: Randy Poston, Chief Financial Officer  
Sylvia Dillon, Sheriff's Department

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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 TEXT AMENDMENT APPLICATION # T13-02

Section(s) of the Zoning Ordinance that are affected:

ARTICLE 2. Application of Regulations

Reason for the request: To allow the permitting of Food Services activity in C1 (Neighborhood Commercial) zoning district.

Submitted on behalf of: [X] County Council [ ] Planning Commission

Printed Name: Charles M. Compton Title: Director of Planning/GIS

Signature: signature on file

Table with 4 columns: Date, Action, Date, Action. Rows: 04/09/13 Application Received, 04/25/13 Newspaper Advertisement, 5/16/13 Planning Commission

Planning Commission Recommendation: 6-0 Approval

Table with 4 columns: Date, Action, Date, Action. Rows: 04/09/13 First Reading, 05/14/13 Public Hearing, 05/28/13 Second Reading, Third Reading

Results:



**ORDINANCE 13-05**  
**AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR**  
**FISCAL YEAR 2013-2014**

**WHEREAS**, South Carolina Code § 4-9-120 and § 4-9-130 require that County Council shall adopt an annual budget; and

**WHEREAS**, the annual budget shall be based upon estimated revenues and shall provide appropriations for County operations and debt service for all County departments and agencies.

**NOW, THEREFORE**, be it ordained and enacted by the Lexington County Council as follows:

**SECTION 1 - GENERAL**

The fiscal year 2013-2014 County budget for Lexington County, South Carolina, a copy of which is attached hereto and incorporated herein by way of reference, is hereby adopted.

**SECTION 2 – COUNTY-WIDE TAX LEVY**

There shall be levied, for County operations and for County designated millage agencies (Midlands Technical College and Riverbanks Park) on all taxable property in Lexington County, sufficient taxes to fund the referenced budget in the number of mills allowed in Code Section 6-1-320.

County Ordinary	24.541
Law Enforcement	32.872
Fire Service	17.068
Library	6.211
Solid Waste	8.217
Indigent Care	0.887
<b>Total County Operating Millage</b>	<b>89.796</b>
Midlands Technical College	2.970
Midlands Tech – Capital	1.404
Riverbanks Park	1.093
Mental Health	0.500

**SECTION 3 - DEBT SERVICE TAX LEVY**

The County Auditor is hereby authorized and directed to levy millages for all county and special district debt service funds in amounts sufficient to retire their respective debts.

**SECTION 4 – SPECIAL PURPOSE DISTRICT TAX LEVY**

There shall be levied, for the special purpose districts (Lexington County Recreation and Aging Commission, Irmo-Chapin Recreation Commission, and Irmo Fire District) on all taxable property in their respective districts, sufficient taxes to fund their respective budgets in the number of mills, allowed in Code Section 6-1-320.

Lexington Recreation Commission	12.315
Irmo-Chapin Recreation Commission	13.354
Irmo-Fire District	17.068

**SECTION 5 - BUDGETARY ESTIMATES**

Anticipated revenues are stated as estimates and the respective appropriations are maximum and conditional. Should actual funding sources for any such fund be less than projected, the Administrator shall reduce budgeted expenditures attributable to said fund.

**SECTION 6 - BUDGETARY CONTROL**

Departments and/or other organizational units are bound to the appropriated expenditures incorporated herein. Upon the written request of the department head, the County Administrator, or his designated representative, is hereby authorized to effect transfers between line items.

Any departments which overspend their spending levels for two consecutive months shall have sufficient personnel in their department removed from the County payroll to fully compensate, prior to June 30, 2014, the impending overrun.

**SECTION 7 - LINE ITEM CARRYOVERS**

Any line items previously appropriated and/or properly encumbered as of June 30, 2013 shall be carried forward as an appropriation of fiscal year 2013-2014 upon the recommendation of the County Administrator, and by passage of a budgetary amendment resolution by County Council.

**SECTION 8 - NEW GRANTS**

Grant funds applied for or received after the budget year, and therefore not stated in this budget ordinance, shall, by passage of a budgetary amendment resolution by County Council authorizing the acceptance of the grant and its appropriations, be accounted for in appropriate special revenues funds. The specific grant provisions shall direct the manner of expenditure of these funds.

**SECTION 9 - OTHER MISCELLANEOUS RECEIPTS**

Revenues other than those originally budgeted may be expended as directed by their respective revenue source after they are accepted and appropriated by the County Council by passage of the budgetary amendment resolution. Such funds include, but are not limited to, contributions, donations, special events, insurance and similar recoveries. These funds may be appropriated for any costs or overruns or new projects upon approval of County Council.

**SECTION 10 - LINE OF CREDIT AUTHORIZATION**

From time to time it may be necessary for the administration of the County (or any other agency for which the county levies taxes) to borrow in anticipation of tax revenues to guarantee continuity in regular operations. To provide for such contingencies, the administration of the county (or the respective agencies) is hereby authorized to borrow in anticipation of ad valorem tax collections. Such authorization may only be exercised upon certification of need by both the County Treasurer and the Chief Financial Officer (or the CEO of the agency) and any amount borrowed must be obtained at the lowest possible interest rate and repaid as quickly as practical.

**SECTION 11 - SEVERABILITY**

If for any reason any provision of this Ordinance shall be declared invalid or unconstitutional, such shall not affect the remaining provisions of this Ordinance.

This Ordinance shall become effective July 1, 2013.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
William B. Banning, Sr., Chairman

ATTEST:

\_\_\_\_\_  
Diana W. Burnett, Clerk

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

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