

**CITY OF LANCASTER
REGULAR MEETING
TUESDAY, JULY 26, 2022**


LANCASTER
THE RED ROSE CITY
CITY OF LANCASTER
REGULAR MEETING
TUESDAY, JULY 26, 2022
7:00 PM

- I. **Invocation & Pledge of Allegiance** – Council Member Sowell
- II. **Roll Call**
- III. **Special Presentation**
 - A. Fire Station 3 Location & Architectural Analysis (*NC Fire Chief Consulting*) **Pg. 1**
- IV. **Citizen Comments***
- V. **Employee Comments**
- VI. **Approval of Minutes**
 - A. Work Session – July 12, 2022 **Pg. 7**
- VII. **Monthly Reports for June 2022** (*under separate cover*)
- VIII. **End of Fiscal Year 21-22 Soft Closing Cash Management and Finance Report** **Pg. 10**
- IX. **Discussion and Action Items**
 - A. Authorizing the Williams Estate Sewer Rehabilitation Project Change Order #2 (*Mingo*) **Pg. 11**
- X. **Resolution**
 - A. R22-15 A Resolution Declaring Certain Equipment Surplus to the Needs of the City and Authorizing its Disposal (*Berry*) **Pg. 18**
- XI. **Ordinance**
 - A. O22-11 (Second Reading) An Ordinance Amending Electoral Districts for the Election of Members of Lancaster City Council Pursuant to the United States Census of 2020 (*Rabon*) **Pg. 29**
- XII. **Adjournment**

*Persons desiring to speak should notify the City Clerk prior to the beginning of the meeting. Please begin by stating your name and address. You will have up to 3 minutes to address Council. The entire Citizen Comments portion of the agenda shall not extend longer than thirty (30) minutes. All statements should be addressed to Council as a body and not to individual Council Members. Please be advised that this is not a period of dialogue with Council or a question and answer period.



Any person requiring special accommodations should contact the Office of the City Administrator at (803) 289-1453 at least 24 hours prior to the scheduled meeting.



Lancaster, South Carolina Fire Station Location Analysis Architectural Analysis

June 2022



**A Progressive Local Government Initiative Compiled and Presented by
NC Fire Chief Consulting**



www.NCFireChief.com 336-266-7998



Lancaster, South Carolina
Fire Station Location and Architectural Analysis
June 2022

1. EXECUTIVE SUMMARY

As many South Carolina communities grow and demands for public services grow, changes and modifications are often needed in service delivery systems, including infrastructure that supports essential, core public safety services. When dynamics change, so must the infrastructure and systems that enable and support those basic functions. These “growing pains” are a natural progression of the maturity cycle of a unit of local government and are not unique to Lancaster.

However, Lancaster is aware of the changing environment and has proactively stepped forward to implement progressive measures to effectively manage that growth and transition, such as initiating an independent, third-party, strategic analysis of the fire station location and distribution in Lancaster. Lancaster selected North Carolina Fire Chief Consulting (NCFCC) to assist them in this important endeavor. NCFCC effectively assists multiple municipalities in both North and South Carolina in fire station location planning.

Purpose and Methodology:

The core purposes of this initiative were to determine the optimal geographic location for Lancaster Fire Station 3 to enhance services in underserved areas of the City of Lancaster and provide considerations regarding current facilities as well as provide technical guidance on construction of a new fire station that is anticipated to serve Lancaster in the coming, foreseeable years. Cumulative growth of Lancaster, which is experiencing some radiant growth from the Charlotte metropolitan area, has prompted the need for consideration of optimum deployment of current fire stations and the consideration of the need for additional fire stations into the future.

To responsibly make these determinations, NCFCC utilized state-of-the-art geographical information computer systems that compile enormous amounts of geospatial data from Lancaster and process that data to develop models and design systems to make these determinations. The computer system is designed around insurance services office rating systems and fire service industry standards and best practices. From all available data, a comprehensive vulnerability risk index (VRI score) for each area of Lancaster is established, which helps determine station needs and the most optimal distribution for fire station locations.

All the above data was comprehensively reviewed by NCFCC’s well-experienced team of long-tenured and highly experienced fire chiefs who have worked extensively with fire protection service delivery systems, fire station placement, design, construction, and standards of coverage for many years.





Lancaster, South Carolina
Fire Station Location and Architectural Analysis
June 2022

Geographic Information System Analysis:

The assessment team conducted a comprehensive analysis utilizing state-of-the-art geographical information services (GIS) systems to map and analyze all available data including demand for services, land use risk assessment, coverage distance, travel time coverage, an evaluation of current station locations, and comparison of national fire service industry standards, including insurance rating components. The entire area of service for the City of Lancaster was evaluated.

The assessment team conducted the station analysis with Lancaster Fire Station 1 and Fire Station 2 “anchored” as being in place and not re-locatable. NCFCC was also asked to conduct this analysis without consideration for automatic aid assistance from neighboring fire departments to establish a true baseline for Lancaster and not be dependent upon other agencies for core fire and rescue services. The assessment team also utilized a four-minute travel model in conducting analysis, which is consistent with national consensus industry standards and insurance rating standards.

Emphasis in this type of evaluation relies on analyzing population, land use risk and demand for services. This information is coupled with future, or planned, development that is known or with high certainty will be coming to Lancaster. The assessment team conducted analysis for each of these components and produced visual depictions for each of these elements for Lancaster. With the projected growth, models of change for population, structural risk and service demand are formed. This data provides valuable insight into the fire protection system needs for Lancaster in the coming years.

Beyond coverage limits and travel times, additional elements are taken into consideration to properly evaluate the need and location for existing and potentially additional fire stations. The assessment team harnessed the GIS technology and utilized a Vulnerability Risk Index (VRI). The VRI score can generally be compared to the level of service that the fire department can provide relative to fire station distribution. This tool considers all available data, including population, call density, risk analysis, hazard analysis, insurance, and other factors. Beyond that data, future and projected developments are considered and how that future development will affect the fire protection service delivery system.

Following the insurance rating standards, approximately 89% of the area of Lancaster with fire hydrants is within 1.5 road miles of a current fire station. Furthermore, 87% of all address points are currently within 1.5 road miles of an existing fire station. The city’s ladder truck is located at Fire Station 1 and using the insurance rating coverage of 2.5 road miles for ladder coverage, approximately 84% of the addresses within the city are currently within the ladder coverage area.

There are population changes projected for Lancaster with the planned new developments, especially subdivision residential development on the north side of the city. This additional development will affect workload for the Lancaster Fire Department and will affect some of the call density and hazard risk needs of the city as well.

Using the VRI score as noted above with the projected future growth, Lancaster’s rating prior to any changes reflected a **VRI score of 67%** - becoming the benchmark VRI score used for





Lancaster, South Carolina
Fire Station Location and Architectural Analysis
June 2022

comparisons with models that the technology constructed. There are no requirements relative to the VRI score. It is simply a factual data declaration. However, in delivering fire and rescue services, most more urban municipalities are functioning with delivering a stated level of service at the 90th percentile. In parallel, as cities work to improve and strengthen their fire and rescue service delivery system, a VRI score of 90% or higher is also desirable. Obviously, Lancaster is currently below the 90% with the current 67% VRI score – a 23% gap. Therefore, there are opportunities for Lancaster to strengthen the current service delivery system.

Using the VRI modeling technology, “anchoring” Lancaster Fire Station 1 and Lancaster Fire Station 2, the technology evaluated all available data and selected an optimum site for Lancaster Fire Station 3. **Modeling indicates an optimum area of consideration for Lancaster Fire Station 3 would be in the area of West Meeting Street and Plantation Road.** Placing a third fire station in this area would increase Lancaster’s VRI rating from the current 67% to 84%, or an increase of 17%, which is a significant improvement.

Based upon the comprehensive GIS data and analysis, the assessment team recommends that for the City of Lancaster to optimize the VRI score, a new Fire Station 3 is needed. From this data, Lancaster can make more informed determinations on how to move forward. For the identified future fire station site noted in this analysis, the assessment team recommends that the City of Lancaster secure the property within the identified area of interest consistent with the analysis when conditions allow. Securing the property until capital improvement or bond funding is available to construct fire stations and/or budget funds are available to staff and operate the additional fire stations will represent excellent planning and stewardship by the City.

Architectural Analysis:

NCFCC conducted an analysis of current Lancaster Fire Station #1 and #2 utilizing architectural expertise to conduct an architectural evaluation of both existing fire stations. Evaluation included structural, design, layout, expansion opportunities, HVAC, energy efficiency, electrical, space needed, etc.) to form recommendations for a potential remodel.

The evaluation of **Lancaster Fire Station 1** revealed that without the addition of Fire Station 3, approximately 13,022 gross square feet would be needed at this location. This is beyond the current 5,000 square feet of the current station. Construction costs for constructing Fire Station 1 on a new site would be \$7,031,880 to \$8,594,520 if the station were re-constructed on a new site. If the station were demolished and rebuilt on the same site, the cost range would be \$7,181,880 to \$8,804,520.

The issues presented in this report represent the fact that Lancaster Fire Station #1 is in generally fair condition for a 51-year-old facility. Many of the existing conditions do not meet generally accepted practices for the design of new fire stations, but these conditions can be addressed during the next major addition, renovation, or replacement project for the station.

The overall size and functionality of this facility is a significant point of concern. This fire station, as well as the site that it is situated on, are not large enough to accommodate the functions that they are being tasked with. Not only is the station undersized, but the functionality and





Lancaster, South Carolina
Fire Station Location and Architectural Analysis
June 2022

arrangement of spaces is far from the prevailing practices of modern fire station design. Particularly in terms of firefighter health and safety.

Exterior areas and the building envelope have some significant areas of concern as well. Without repair to the building envelope of the conditions described herein, further degradation can be expected. The bright spot is the relatively new standing seam metal roof system, which, if designed and constructed to modern day durability standards, could reasonably be expected to last another 20 years or more. The concrete aprons and driveways exhibited some significant localized cracking and a lack of sealants in control, construction, and expansion joints in almost all areas.

The trends in the fire service industry continue toward heavier and larger equipment and as such will continue to impose more loads on these aprons and drives than the current design may accommodate.

The interior finishes and colors are dated, but in relatively good shape with a few exceptions noted herein. The size and functionality of the interior spaces is of greater concern.

As noted herein, current space configuration, functionality and availability is incredibly strained and inadequate; both in terms of the current tasks assigned to the facility and in terms of current fire station design practices.

The evaluation of **Lancaster Fire Station 2** revealed that without the addition of Fire Station 3, approximately 13,421 square feet would be needed at this location. This is beyond the current 6,300 square feet of the current station, or 7,021 below program needs. Construction costs for constructing Fire Station 2 on a new site would be \$7,247,340 to \$8,857,860 if the station were constructed on a new site. If the station were demolished and rebuilt on the same site, the cost range would be \$7,427,340 to \$9,097,860.

The issues presented in this report represent the fact that Lancaster Fire Station #2 is in generally good condition for a 37-year-old facility. Many of the existing conditions do not meet generally accepted practice for new stations, but these conditions can be addressed during the next major addition, renovation, or replacement project for the station.

The overall size and functionality of this facility is a significant point of concern. Visual observations, photographic documentation, and comparative modern programming reveal that Fire Station #2 is not large enough to accommodate the functions that it is being tasked with. Not only is the station undersized, but the functionality and arrangement of its spaces fall short of the prevailing practices of modern fire station design, particularly in terms of firefighter health and safety.

Exterior areas and the building envelope have some significant areas of concern as well. Without repair to the conditions described herein, further degradation can be expected. One positive feature of the station is the relatively new standing seam metal roof system, which, if designed and constructed to the install periods durability standards, could reasonably be expected to last another 20 years or more. The concrete aprons and driveways exhibited some significant localized cracking and a lack of sealants in control, construction, and expansion joints in almost all areas.





Lancaster, South Carolina
Fire Station Location and Architectural Analysis
June 2022

The trends in the fire service industry continue toward heavier and larger equipment and as such will continue to impose more loads on these aprons and drives than the current design may be capable of accommodating.

The interior finishes and colors are dated, but in relatively good shape with a few exceptions noted herein. The size and functionality of the interior spaces is of greater concern. As noted earlier, current space configuration, functionality and availability is incredibly strained and inadequate; both in terms of the current tasks assigned to the facility and in terms of current fire station design practices.

NCFCC conducted programming for **Lancaster Fire Station 3**, conducting a needs analysis of the size and space that would be needed for the new station. For this facility, it is projected that the following spaces are needed: Fire Vehicle Bays – 7,577 square feet, Fire Public Spaces – 3,582 square feet, Fire Private Spaces – 3,734 square feet. The total gross square feet of the building would be 19,302. A probable opinion of construction cost for Fire Station 3 is between \$10,423,080 and \$12,739,320.

Next steps:

The next steps for this process will be for the City of Lancaster to review the data and information contained within this report as well as the recommendations contained herein. Capital improvement funding needs to be secured when conditions allow for Lancaster Fire Station 3 to property acquisition within the area of consideration to initiate fire station design and construction. In addition, funding will need to be secured for and desired enhancements or renovations to Fire Station 1 and Fire Station 2. Typically, the fire station construction process takes about two years, from initiation of the project to actual operation of the fire station serving the community. Recent experience in our region indicates this timeline is now stretching about three years post COVID due to supply chain issues and challenges with the labor market.

The entire NCFCC team sincerely appreciates the opportunity to provide this vital information to the City of Lancaster. We are proud to have assisted in efficiently supporting the City of Lancaster in this critical endeavor. We humbly and sincerely thank everyone who supported this progressive initiative and express our honor to serve in this beneficial capacity of continuous improvement.



**CITY OF LANCASTER
WORK SESSION
TUESDAY, JULY 12, 2022
7:00 P.M.**

A meeting of the Lancaster City Council was held in the City Hall Council Chambers on Tuesday, July 12, 2022, at 7:00 p.m.

Mayor T. Alston DeVenny called the meeting to order. A notice of the meeting was posted at City Hall and placed on the City's website. The local news media was contacted of the meeting time and place. The meeting was open to the public with social spacing and the wearing of face coverings being recommended. The meeting was also streamed live on the City's YouTube channel.

I. Invocation & Pledge of Allegiance

Council Member Harris lead the Invocation and the Pledge of Allegiance

II. Roll Call

Present: Mayor Alston DeVenny, Council Member Harris, Council Member Jones, Council Member Marsh, Council Member Sowell, and Council Member Taylor

Absent: Council Member Hood

Others Present: City Administrator Flip Hutfles, City Attorney Mitch Norrell, City Clerk Tracy Rabon, Court Administrator Cammie Heath, Interim Police Chief Brian Small, Human Resources Director Angela Roberson, Interim IT Director Melissa Izzard and Greg Summers with The Lancaster News

III. Public Hearing

A. *South Carolina Revenue & Fiscal Affairs Office Recommended City Council Districts Based on the 2020 Census*

Motion: To enter the Public Hearing to review recommendations from the South Carolina Revenue & Fiscal Affairs Office for redistricting of City Council Districts based on the 2020 Census

Moved by Council Member Taylor, **Seconded by** Council Member Jones

Vote: Motion carried by unanimous roll call vote

Action: Approved

There were no citizen comments

Motion: To close the Public Hearing

Moved by Council Member Harris, **Seconded by** Council Member Jones

Vote: Motion carried by unanimous roll call vote

Action: Approved

IV. Special Presentation

A. *A Mayoral Proclamation Honoring the Retirement of Municipal Judge Davis and Swearing In of Municipal Judge Elizabeth Hyatt*

Mayor DeVenny presented a City of Lancaster Mayoral Proclamation to Judge Davis honoring him in his retirement from the City. Court Administrator Cammie Heath presented Judge Davis with a plaque honoring his service with the City of Lancaster Municipal Court system.

Mayor DeVenny conducted the Swearing-In of Municipal Court Judge Elizabeth Hyatt.

B. *Lindsay Pettus Greenway Update*

Sherri Gregory, Lindsay Pettus Greenway Executive Director and Lauren Thomas, Lindsay Pettus Greenway Past President presented the updated statistics and the upcoming expansions of the Greenway.

Mayor DeVenny thanked Ms. Gregory and Ms. Thomas for their commitment and work they do for the Greenway. Council Member Taylor thanked Ms. Gregory and Ms. Thomas and commended them on how clean the trail has been. Council Member Harris commended the Greenway staff for community collaboration.

V. **Citizen Comments**

Tindall Yarborough of 503 N. Wylie St. addressed Council regarding the City's Revitalization Plan and expressed concern that it has not been implemented. Ms. Yarborough also addressed the litter problem around the City.

VI. **Employee Comments**

There were no employee comments

VII. **Approval of Minutes**

A. *Regular Meeting – June 28, 2022*

Motion: To approve the minutes for the Regular Meeting on June 28, 2022

Moved by Council Member Taylor, **Seconded by** Council Member Marsh

Vote: Motion carried by unanimous roll call vote

Action: Approved

VIII. **Ordinance**

A. *O22-11 (First Reading) An Ordinance Amending Electoral Districts for the Election of Members of Lancaster City Council Pursuant to the United States Census of 2020*

City Clerk Tracy Rabon presented the South Carolina Revenue & Fiscal Affairs Office recommended City Council districts based on the 2020 Census. Council Member Harris asked Mr. Hutfles if this would be the first redistricting. Mr. Hutfles stated that in 2010 the City did not implement a redistricting plan due to the population deviation not being significant enough to require changing the district lines. Mr. Hutfles reported that the last redistricting was with the 2000 census numbers. Council Member Harris also noted that the City was able to redistrict and keep the Council seats intact while maintaining the neighborhoods together in districts.

Motion: To approve the first reading of O22-11 an Ordinance amending electoral districts for the election of members of Lancaster City Council pursuant to the US Census of 2020

Moved by Council Member Jones, **Seconded by** Council Member Taylor

Vote: Motion carried by unanimous roll call vote

Action: Approved

IX. **Executive Session (§30-4-70(a)(1))**

A. To discuss the findings and recommendations from the Employee Grievance Committee concerning an employee grievance

Motion: To enter Executive Session

Moved by Council Member Harris, **Seconded by** Council Member Sowell

Vote: Motion carried by unanimous roll call vote

Action: Approved

Motion: To return to open session

Moved by Council Member Harris, **Seconded by** Council Member Taylor

Vote: Motion carried by unanimous roll call vote

Action: Approved

Council returned from Executive Session where no votes were taken.

Motion: To uphold the findings and recommendations of the Employee Grievance Committee concerning an employee grievance as discussed in Executive Session.

return to open session

Moved by Council Member Jones, **Seconded by** Council Member Harris

Vote: Motion carried by unanimous roll call vote

Action: Approved

Council Member Harris stated that the process in which the City handles employee grievances was a great process, and is important that the employees are aware of the process if they have a grievance.

X. Adjournment

Motion: To adjourn

Moved by Council Member Taylor, **Seconded by** Council Member Jones

Vote: Motion carried by unanimous roll call vote

Action: Adjourned

There being no further business, Council adjourned at 8:15 p.m.

Respectfully submitted,

Tracy Rabon
City Clerk



City of Lancaster

FY 2021-2022

Finance Management Report

Month Ended June 30, 2022

The following is a summary of the City's financial results for the major operating funds presented as of June 30, 2022.

The General Fund revenue reflects the reclassification of the American Rescue grant proceeds to the American Rescue Fund (Special Revenue) as shown below. The ARP funding has been moved to a deferred liability account in order to record the money correctly at the end of the fiscal year. The amount remaining in the ARP fund is interest earned during fiscal year 2022.

GENERAL FUND SUMMARY

Category	Current Budget	YTD Actual	% Budget Actual	Total Encum	% Budget w/Encum
Revenues	13,505,172	11,235,103	83.19	-	-
Expenditures	13,505,172	11,681,753	86.50	821,099	92.58
Rev Over (Under) Exp	-	(446,650)			

HOSPITALITY FUND SUMMARY

Category	Current Budget	YTD Actual	% Budget Actual	Total Encum	% Budget w/Encum
Revenues	1,239,401	1,140,710	92.04	-	-
Expenditures	1,239,401	591,553	47.73	34,011	50.47
Rev Over (Under) Exp	-	549,157			

AMERICAN RESCUE FUND SUMMARY

Category	Current Budget	YTD Actual	% Budget Actual	Total Encum	% Budget w/Encum
Revenues	-	6,049	0.00	-	-
Expenses/Transfers	-	-	0.00	0	0.00
Rev Over (Under) Exp	-	6,049			

GROSS REVENUE FUND SUMMARY

Category	Current Budget	YTD Actual	% Budget Actual	Total Encum	% Budget w/Encum
Revenues	14,691,725	8,052,483	54.81	-	-
Expenses/Transfers	14,691,725	7,471,234	50.85	85,687	51.44
Rev Over (Under) Exp	-	581,249			

SOLID WASTE FUND SUMMARY

Category	Current Budget	YTD Actual	% Budget Actual	Total Encum	% Budget w/Encum
Revenues	3,091,641	3,160,165	102.22	-	-
Expenses/Transfers	3,091,641	2,694,110	87.14	65,208	89.25
Rev Over (Under) Exp	-	466,055			

Budget Year Passed = 100% Budget Year Balance = 0%

One month = 8%

Agenda Item IX.A

**City of Lancaster
City Council Meeting
July 26, 2022**

TO: City Council
SUBJECT: Williams Estate Sewer Project Change Order #2
INITIATED BY: Director of Public Works
PREPARED BY: Director of Public Works

Background: After Vortex Services (the project general contractor) completed the cleaning and the CCTV inspection of the sewer lines it was discovered that additional point repair work is needed. Six additional point repairs of ten linear feet is required, along with increasing the point repair by 15 linear feet. The total cost for the additional point repair work is \$63,000.

This Change Order also calls for the removal of 393 linear feet of CIPP work as that section of line is owned by the Lancaster County Water & Sewer District, and the removal off one manhole rehabilitation. The manhole rehabilitation is being removed because this work was performed in-house. The removal of these items reduces the contract amount by \$33,207.

The net cost for these change orders are \$29,793.00.

Financial: Vortex's bid came in under budget by \$86,882; therefore the change order will no require any additional funding from the City.

Policy Considerations: Resolution R20-10. A Resolution Authorizing the Application and Acceptance of a Community Development Block Grant and to the Commitment of Local Matching Funds for the Williams Estate Sewer Rehabilitation Project.

Recommendations/Actions: Approve the Williams Estate Sewer Rehabilitation Project Change Order #2, contingent upon State approval.

Attachments: Letter from American Engineering Consultants to the State Department of Commerce recommending approving Change Order #2, letter from Vortex Services requesting a change order, and change order form.



ENGINEERING CONSULTANTS, INC.

1300 12th Street, Suite A • P.O. Box 2299 • Cayce, SC 29171 • (803) 791-1400 • FAX: (803) 791-8110

July 21, 2022

Ms. Tina Thomas, Compliance Specialist
Division of Grant Administration
SC Department of Commerce
1201 Main Street, Suite 1600
Columbia, South Carolina 29201

RE: City of Lancaster – Williams Estate/Basin 19 Sewer Upgrade
CDBG# 4-CI-20-011
Change Order No. 2 Recommendation

Dear Ms. Thomas,

This letter represents our recommendation concerning a contract change order for the referenced water line construction project. In order to adjust bid quantities to reflect actual quantities to be installed, the following changes are proposed:

Bid Item No. (11) – Point Repair up to 10-LF: Increase bid quantity by six (6) each to reflect actual quantity to be installed. Total add amount = \$57,000.00.

Bid Item No. (12) – Point Repair – Additional Footage: Increase bid quantity by fifteen (15) linear feet to reflect actual quantity to be installed. Total add amount = \$6,000.00.

Bid Item No. (15) – 10-Inch CIPP: Decrease bid quantity by three hundred ninety-three (393) linear feet to remove three (3) segments of gravity sewer. These segments of gravity sewer were found to not be owned by the City of Lancaster, and were removed via a grant amendment dated June 23, 2022. Total decrease amount = \$17,292.00.

Bid Item No. (24) – Replace Manhole Frame and Cover: Decrease bid quantity by one (1) each. This item is associated with the portion of work that was removed under the June 23, 2022 grant amendment. Total decrease amount = \$1,275.00.

Bid Item No. (26) – Manhole Rehabilitation: Decrease bid quantity by twenty-two (22) vertical feet. This item is associated with the portion of work that was removed under the June 23, 2022 grant amendment. Total decrease amount = \$7,480.00.

Bid Item No. (27) – Epoxy Manhole Lining: Decrease bid quantity by eight (8) vertical feet. This item is associated with the portion of work that was removed under the June 23, 2022 grant amendment. Total decrease amount = \$7,160.00.

The net increase to the contract value associated with these changes is \$29,793.00. We feel that these changes are reasonable and recommend approval by the Department of Commerce. Upon receipt of approval from the Department of Commerce, the City will sign and date the attached contract change order. If anything further is needed, please contact me or Christine Schwartz at Catawba COG, (803) 327-9041. Thank you for your consideration of this matter.

Sincerely,

American Engineering Consultants, Inc.



Christopher S. Waddell, P.E.
Project Manager

Enclosures

cc: Steven J. "Flip" Hutfles, City of Lancaster (via email)
Christine Schwartz, Catawba COG (via email)



Attn: Chris Waddell, P.E.
Project Manager
American Engineering Consultants, Inc
1300 12th St
Cayce, South Carolina 29033

RE: Williams Estate Sewer Improvements Project
City of Lancaster, SC
CDBG #4-CI-20-011

Please consider this letter as a formal Change Proposal from field and video inspection. Quantities have been reduced, as well as increased, due to the findings.

Item 11 (point repairs up to 10-lf) has been increased by a quantity of 6 pertaining to the following line sections: WE18 to WE18B, WE16A to WE16, WE13F to WE13E and WE18A to WE18.

Item 12 (point repairs, additional footage) has been increased by a quantity of 15 pertaining to the following line sections: WE18A to WE18.

Item 15 (10-inch CIPP) has decreased by a quantity of 393 pertaining to the following line sections: WE13I to WE13H, WE13H to WE13G, and WE13G to WE13F.

Item 24 (Replace Manhole Frame and Cover) has decreased by a quantity of 1 pertaining to the following manhole: WE13I.

Item 26 (Manhole Rehabilitation) has decreased by a quantity of 22 pertaining to the following manholes: WE13I, WE13H, and WE13G.

Item 27 (Epoxy Coating) has decreased by a quantity of 8 pertaining to the following manholes: WE13I, and WE13H.

A quantity breakdown is attached with an increase in contract value of \$29,793.00.

Best Regards,

R. Braden Roth

R. Braden Roth
Senior Project Manager

DOCUMENT 00690 CONTRACT CHANGE ORDER

Date July 21, 2022Project No. 20-043Location Lancaster, SCContract No. 20-043Change Order No. 002

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No.	Description of changes-quantities, units unit prices, change in completion schedules, etc.	Decrease in contract price	Increase in contract price
(1)	(2)	(3)	(4)
11	Increase bid quantity by six (6) each to reflect actual quantity to be installed.		\$57,000.00
12	Increase bid quantity by fifteen (15) linear feet to reflect actual quantity to be installed.		\$6,000.00
15	Decrease bid quantity by three hundred ninety-three (393) linear feet to remove three (3) segments of gravity sewer.	\$17,292.00	
24	Decrease bid quantity by one (1) each.	\$1,275.00	
26	Decrease bid quantity by twenty-two (22) vertical feet.	\$7,480.00	
27	Decrease bid quantity by eight (8) vertical feet.	\$7,160.00	

Changes in contract price due to this Change Order

Total decrease	\$ <u>33,207.00</u>	XXXXXXXXXXXXXX
Total increase	XXXXXXXXXXXXXX	\$ <u>63,000.00</u>
Difference between Col. (3) and (4)	\$ _____	\$ <u>29,793.00</u>
Net (increase)(decrease) contract price (add additional sheets if necessary)	\$ _____	\$ <u>29,793.00</u>

SECTION 00690

JUSTIFICATION FOR CHANGE:

Revise bid quantities to reflect actual quantity to be installed, and remove three (3) segments of gravity sewer from the project scope. The gravity sewer to be removed from the project scope was approved via a grant amendment dated June 23, 2022.

Project No.: 20-043

Contract No.: 20-043

1. Necessity for changes: (attach adequate documentation – maps, drawings, correspondence, etc.)

See attached documents

2. Is Proposed changes an alternate bid? ☐ yes ☒ no

3. Will proposed change alter the physical size of the project?
If yes, explain. ☐ yes ☒ no

4. Effect of this change on other prime contractors:

5. Has consent of surety been obtained? ☐ yes ☒ not necessary

6. Will this change affect expiration or extent of insurance coverage?
If yes, will the policies be extended? ☐ yes ☒ no
☐ yes ☐ no


7. Effect on operation and maintenance costs? N/A

The sum of \$29,793.00, is hereby (added to)(deducted from) the total contract price, and the total adjusted contract price to date thereby is \$1,002,911.03.

The time provided for completion in the contract is (unchanged) (increased) (decreased) by N/A calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto. Liquidated damages will be assessed: N/A yes/no N/A \$/days

Total \$N/A

SECTION 00690

Recommended by  7-21-22
Engineer (American Engineering Consultants) Date

Accepted by _____
Contractor (Vortex Services) Date

Approved by _____
Owner (City of Lancaster) Date

RESOLUTION R22-15

A RESOLUTION DECLARING CERTAIN EQUIPMENT SURPLUS TO THE NEEDS OF THE CITY AND AUTHORIZING ITS DISPOSAL

WHEREAS, Section 5.01 of the City of Lancaster Purchasing Policy Manual allows for the disposal of surplus property from time to time; and

WHEREAS, the City Administrator shall select the disposal method that is in the best interest of the City; and

WHEREAS, the Department Heads have prepared a list of City owned items that are inoperable, obsolete, or otherwise surplus to City needs.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Lancaster, South Carolina, in Council assembled, that the following equipment, supplies, and materials be declared surplus and designated for sale:

Veh# 454, 2006 Ford Crown Vic, Police Department
 Veh# 523, 2011 Ford Crown Vic, Police Department
 Veh# 524, 2011 Ford Crown Vic, Police Department
 Veh# 554, 2011 Ford Crown Vic, Police Department
 Veh# 578, 2014 Chevrolet Tahoe, Police Department
 Veh# 588, 2005 Peterbilt Semi-Trailer Tractor, Solid Waste Department
 Asset# 450, 2006 Portable Radar, Police Department
 Asset# 500, 2007 Speed Detector, Police Department
 Asset# 474, 2007 Valve Machine, Public Works Department
 Tommy Lift Tail Gate, Sanitation & Maintenance Operations Department

BE IT FURTHER RESOLVED, that the proceeds of the sales will be used to supplement the respective departments material and supply budgetary line item.

DONE IN MEETING ASSEMBLED on the 26th day of July 2022, and to become effective July 26, 2022.

Yeas _____ Nays _____

Requested by:

Risk Manager

T. Alston DeVenny, Mayor

Approved as to form:

Mitch Norrell, City Attorney

Tracy Rabon, City Clerk

Vehicle Inspection Form

P19

Inventory ID: _____	Asset Number: <u>454</u>	Fair Market Value: _____
Short Description: Year <u>2006</u> Make <u>Ford</u> Model <u>Crown Vic</u>		
VIN: <u>1FAFP71W56X127845</u>		Title Restriction: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Odometer: <u>124139</u>		<input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>4.6L V 8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: _____		
This vehicle was maintained every <u>5000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>7-11-11</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed Condition: <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: _____		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked _____		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <u>Good</u> Tread: _____ #Flat _____ Hubcaps # <u>4</u>		
Major Damage to: _____		
Additional Damage: _____		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input checked="" type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Black</u> <input checked="" type="checkbox"/> Cloth <input type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>Drivers Seat</u>		
Damage to Dash/Floor: _____		
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input checked="" type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual		
<input checked="" type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input checked="" type="checkbox"/> Remote Mirrors <input checked="" type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Steering <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Door Locks <input checked="" type="checkbox"/> Seats		
Additional Equipment: _____		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: _____		
For more information contact: _____		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		

Vehicle Inspection Form

P20

Inventory ID:	Asset Number: <u>523</u>	Fair Market Value:
Short Description: Year <u>2011</u> Make <u>Ford</u> Model <u>Crown Vic</u>		
VIN: <u>1FABP7BV8BX110911</u>		Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Odometer: <u>152250</u> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers		Odometer Accurate <input type="checkbox"/> Y <input type="checkbox"/> N:
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine Type: <u>4.6 L V 8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: _____		
This vehicle was maintained every <u>5000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>7-18-11</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed Condition: <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: _____		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked		
Minor: <input checked="" type="checkbox"/> Dents <input type="checkbox"/> Scratches <input type="checkbox"/> Dings Tire Condition: _____ Tread: _____ #Flat _____ Hubcaps # _____		
Major Damage to: _____		
Additional Damage: <u>Paint. RF Fender</u>		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input checked="" type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Black</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>Left seat needs Repair</u>		
Damage to Dash/Floor: _____		
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input checked="" type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual		
<input checked="" type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input checked="" type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Steering <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Door Locks <input type="checkbox"/> Seats		
Additional Equipment: <u>Push Button Start</u>		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: _____		
For more information contact: _____		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		

Vehicle Inspection Form

P21

Inventory ID:	Asset Number: <u>524</u>	Fair Market Value:
Short Description:		
Year <u>2011</u>	Make <u>Ford</u>	Model <u>Crown Vic</u>
VIN: <u>2FABP7BV5BX110915</u>		Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Odometer: <u>131165</u> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers		Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N:
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input checked="" type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>4.6 L V8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: _____		
This vehicle was maintained every <u>5000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>7-10-11</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed Condition: <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: _____		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <u>Good</u> Tread: _____ #Flat _____ Hubcaps # <u>4</u>		
Major Damage to: <u>Rear</u>		
Additional Damage: _____		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input checked="" type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input checked="" type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Black</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>Left Seat</u>		
Damage to Dash/Floor: _____		
Radio: <input type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input checked="" type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input checked="" type="checkbox"/> Dual		
<input checked="" type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input checked="" type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Steering <input checked="" type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Seats		
Additional Equipment: <u>Push Bar</u>		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: _____		
For more information contact: _____		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		

Vehicle Inspection Form

P22

Inventory ID:	Asset Number: <u>554</u>	Fair Market Value:
Short Description: Year <u>2011</u> Make <u>Ford</u> Model <u>Crown Vic</u>		
VIN: <u>JFAR P70 VXB X160046</u>		Title Restriction: <input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Odometer: <u>105232</u> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers		Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N:
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs/Driveable <input checked="" type="checkbox"/> Engine Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>4.6L V8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: _____		
This vehicle was maintained every <u>5000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>7-11-11</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed Condition: <input type="checkbox"/> Operable <input checked="" type="checkbox"/> Needs repair <input checked="" type="checkbox"/> Is Unknown Condition		
Repairs Needed: _____		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: <u>Good</u> Tread: _____ #Flat _____ Hubcaps # <u>4</u>		
Major Damage to: _____		
Additional Damage: _____		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input checked="" type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Light Gray</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>Left & Seat</u>		
Damage to Dash/Floor: _____		
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input checked="" type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual		
<input checked="" type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input checked="" type="checkbox"/> Remote Mirrors <input checked="" type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Steering <input checked="" type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Seats		
Additional Equipment: <u>Push Arm - Console</u>		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: _____		
For more information contact: _____		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		

215 55 14

Vehicle Inspection Form

P23

Inventory ID:	Asset Number: <u>578</u>	Fair Market Value:																	
Short Description: Year <u>2014</u> Make <u>Chevrolet</u> Model <u>Tahoe</u>																			
VIN: <table border="1" style="display: inline-table; text-align: center; font-family: monospace;"> <tr><td>1</td><td>G</td><td>N</td><td>L</td><td>C</td><td>2</td><td>E</td><td>0</td><td>0</td><td>E</td><td>R</td><td>1</td><td>5</td><td>9</td><td>5</td><td>4</td><td>1</td></tr> </table>		1	G	N	L	C	2	E	0	0	E	R	1	5	9	5	4	1	Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N
1	G	N	L	C	2	E	0	0	E	R	1	5	9	5	4	1			
Odometer: <table border="1" style="display: inline-table; text-align: center; font-family: monospace;"> <tr><td>1</td><td>5</td><td>7</td><td>0</td><td>7</td><td>7</td></tr> </table>		1	5	7	0	7	7	<input type="checkbox"/> Miles <input type="checkbox"/> Kilometers Odometer Accurate <input type="checkbox"/> Y <input type="checkbox"/> N:											
1	5	7	0	7	7														
Long Description:																			
This Vehicle: <input type="checkbox"/> Starts <input checked="" type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs/Driveable <input checked="" type="checkbox"/> Engine Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only																			
Engine Type: <u>5.3 L V 8</u> <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid																			
Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition																			
Repairs needed: <u>Engine has skip</u>																			
This vehicle was maintained every <u>5000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles																			
Date Removed From Service: <u>6-22-14</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection																			
Transmission: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual Speed Condition: <input type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition																			
Repairs Needed: _____																			
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____																			
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked																			
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: _____ Tread: _____ #Flat _____ Hubcaps # _____																			
Major Damage to: _____																			
Additional Damage: _____																			
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions																			
Emergency equip: <input type="checkbox"/> None <input checked="" type="checkbox"/> Has been removed & <input checked="" type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes																			
Interior: Color <u>Black</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather																			
Damage to Seats: <u>Left seat needs repair</u>																			
Damage to Dash/Floor: _____																			
Radio: <input checked="" type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD																			
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual																			
<input checked="" type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input checked="" type="checkbox"/> Remote Mirrors <input checked="" type="checkbox"/> Climate Control																			
Power: <input checked="" type="checkbox"/> Steering <input checked="" type="checkbox"/> Windows <input checked="" type="checkbox"/> Door Locks <input checked="" type="checkbox"/> Seats																			
Additional Equipment: <u>Push Box</u>																			
Manufacturer _____ Model _____ Serial # _____																			
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____																			
Location of Asset: _____																			
For more information contact: _____																			
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.																			

Vehicle Inspection Form

P24

Inventory ID:	Asset Number: <u>588</u>	Fair Market Value:
Short Description: Year <u>2005</u> Make <u>Peterbilt</u> Model <u>385</u>		
VIN: <u>1XP00U9405N858121</u> Title Restriction: <input type="checkbox"/> Y <input checked="" type="checkbox"/> N		
Odometer: <u>696829</u> <input checked="" type="checkbox"/> Miles <input type="checkbox"/> Kilometers Odometer Accurate <input checked="" type="checkbox"/> Y <input type="checkbox"/> N:		
Long Description:		
This Vehicle: <input type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost & <input type="checkbox"/> Runs/Driveable <input type="checkbox"/> Engine Runs <input checked="" type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
Engine- Type: <u>L, V</u> <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Diesel Engine <input type="checkbox"/> Propane/Natural Gas <input type="checkbox"/> Gas/Electric Hybrid		
Engine Condition: <input type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> is in unknown condition		
Repairs needed: <u>Has hole in oil pan</u>		
This vehicle was maintained every <u>10000</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
Date Removed From Service: <u>6-27-11</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
Transmission: <input type="checkbox"/> Automatic <input checked="" type="checkbox"/> Manual Speed Condition: <input type="checkbox"/> Operable <input type="checkbox"/> Needs repair <input type="checkbox"/> Is Unknown Condition		
Repairs Needed: _____		
Drivetrain: <input checked="" type="checkbox"/> 2 Wheel Drive <input type="checkbox"/> 4 Wheel Drive Condition: _____		
Exterior: Color: <u>Black</u> Windows: <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked		
Minor: <input checked="" type="checkbox"/> Dents <input checked="" type="checkbox"/> Scratches <input checked="" type="checkbox"/> Dings Tire Condition: _____ Tread: _____ #Flat _____ Hubcaps # _____		
Major Damage to: _____		
Additional Damage: _____		
Decals: <input type="checkbox"/> None <input type="checkbox"/> Have Been Sprayed or <input checked="" type="checkbox"/> Have been Removed & <input checked="" type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Emergency equip: <input type="checkbox"/> None <input type="checkbox"/> Has been removed & <input type="checkbox"/> There are holes in the exterior <input type="checkbox"/> There are no holes		
Interior: Color <u>Grey</u> <input checked="" type="checkbox"/> Cloth <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Leather		
Damage to Seats: <u>Left seat needs repair</u>		
Damage to Dash/Floor: _____		
Radio: <input type="checkbox"/> Stock or <input type="checkbox"/> Brand & Model: _____ <input checked="" type="checkbox"/> AM <input checked="" type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
<input checked="" type="checkbox"/> AC (Condition: <input checked="" type="checkbox"/> Cold <input type="checkbox"/> Unknown) <input type="checkbox"/> No AC Air Bags: <input type="checkbox"/> Driver's Side <input type="checkbox"/> Dual		
<input type="checkbox"/> Cruise Control <input checked="" type="checkbox"/> Tilt Steering <input type="checkbox"/> Remote Mirrors <input type="checkbox"/> Climate Control		
Power: <input checked="" type="checkbox"/> Steering <input type="checkbox"/> Windows <input type="checkbox"/> Door Locks <input type="checkbox"/> Seats		
Additional Equipment: <u>Wet Kit - Springs suspension</u>		
Manufacturer _____ Model _____ Serial # _____		
<input type="checkbox"/> Tool Box <input type="checkbox"/> Light Bar <input type="checkbox"/> Ladder Rack <input type="checkbox"/> Utility Body: Brand _____ <input type="checkbox"/> Hitch: Type _____		
Location of Asset: _____		
For more information contact: _____		
Reminder: Do not close items on or surrounding a Holiday, on Friday nights, or Weekends. Stagger closing times by 10 minutes.		

Generic Inspection Form

Inventory ID: _____	Asset Number <u>0450</u>	Anticipated Sale Price: _____
Short Description: <u>Kustom Smart Portable Radar</u> Year <u>2006</u> Manufacturer <u>Kustom Smart</u> Model <u>Model 1</u>		

Please fill in or check if apply **Long Description:**

This Equipment: ☐ Is Operable ☒ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☐ The Condition is Unknown

☐ Hours: _____ This equipment was maintained every 365 ☐ Hours ☒ Days

Serial # 1K9BM11155 & 118044

Repairs needed: N/A

Description of Use

Portable Radar

Color _____ ☐ Cloth ☐ Vinyl ☐ Leather ☐ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Comments:

Location of Asset: _____

For more information contact: _____

Generic Inspection Form

Inventory ID: _____	Asset Number <u>0500</u>	Anticipated Sale Price: _____
Short Description: <u>Smart LP Traffic Speed</u> Year <u>2002</u> Manufacturer <u>Kustom Signals</u> Model <u>N/A</u>		

Please fill in or check if apply Long Description:

This Equipment: ☐ Is Operable ☒ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☐ The Condition is Unknown

☐ Hours: _____ This equipment was maintained every 365 ☐ Hours ☒ Days

Serial # 1K9BL10197K118018

Repairs needed: N/A

Description of Use

Display

Color _____ ☐ Cloth ☐ Vinyl ☐ Leather ☐ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Comments: _____

Location of Asset: _____
For more information contact: _____

Generic Inspection Form

Inventory ID: _____	Asset Number <u>474</u>	Anticipated Sale Price: _____
Short Description: <u>Valve Machine</u> Year <u>2007</u> Manufacturer <u>Hurco</u> Model <u>Spin Doctor</u>		

Please fill in or check if apply Long Description:

This Equipment: ☐ Is Operable ☐ Is Not Operable ☐ For Parts Only ☒ Needs Repair ☐ The Condition is Unknown

☐ Hours: N/A This equipment was maintained every 365 ☐ Hours ☒ Days

Serial # 012705-319

Repairs needed: Pie Pump Locked

Description of Use

Color _____ ☐ Cloth ☐ Vinyl ☐ Leather ☐ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Additional Equipment: Manufacturer _____ Model _____

Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

Description: _____

Comments: _____

Location of Asset: _____
For more information contact: _____

Generic Inspection Form

Inventory ID: _____	Asset Number <u>N/A</u>	Anticipated Sale Price: _____
Short Description: <u>Tommy Gate 1-ft For F150 Van 2006</u> Year _____ Manufacturer <u>Tommy Gate</u> Model _____		

Please fill in or check if apply Long Description:

This Equipment: ☒ Is Operable ☐ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☐ The Condition is Unknown

☐ Hours: _____ This equipment was maintained every _____ ☐ Hours ☐ Days

Serial # 00454195 M

Repairs needed: _____

Description of Use

Color _____ ☐ Cloth ☐ Vinyl ☐ Leather ☐ Metal ☐ Plastic ☐ Wood ☐ Rubber

Minor damage to: _____

Major damage to: _____

Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____

Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____

 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

 Description: _____

Additional Equipment: Manufacturer _____ Model _____

 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

 Description: _____

Additional Equipment: Manufacturer _____ Model _____

 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition

 Description: _____

Comments: _____

Location of Asset: _____
For more information contact: _____

ORDINANCE 022-11

AN ORDINANCE AMENDING ELECTORAL DISTRICTS FOR THE ELECTION OF MEMBERS OF LANCASTER CITY COUNCIL PURSUANT TO THE UNITED STATES CENSUS OF 2020

WHEREAS, the United States Department of Commerce has declared final the results of the federal decennial census of 2020 ("2020 Census"); and

WHEREAS, the City Council of Lancaster, South Carolina ("City Council") finds that the results of the 2020 Census show a change in the demographics of certain districts within the City of Lancaster; and

WHEREAS, Section 2-2(b) of the Lancaster Code of Ordinances states that the boundaries for the six (6) single-member districts shall be set forth on the city's boundary map; and

WHEREAS, the City of Lancaster wishes to make any needed adjustment in the boundaries of its districts to assure compliance with the principle of one person, one vote; and

WHEREAS, on February 22, 2022, the City Council adopted Resolution R22-05 establishing criteria to be used in the developing the 2020 redistricting plan; and

WHEREAS, the City Council has reviewed the map titled City of Lancaster 2020 Redistricting Draft prepared by the South Carolina Revenue and Fiscal Affairs Office, and has received demographic information pertaining to the map as prepared by the same agency in reliance upon data released by the U.S. Census Bureau and gathered in the 2020 Census; and

WHEREAS, the City Council of Lancaster, South Carolina finds that single-member municipal election districts must be redrawn.

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of Lancaster, South Carolina, in Council assembled as follows:

Section 1. The municipal election district boundaries shown on the map attached hereto and titled 2020 Election District Boundary Map prepared by the South Carolina Revenue and Fiscal Affairs Office is herewith adopted. The same map is incorporated herein by reference and shall be deemed the official map for all purposes of identifying municipal election district boundaries.

Section 2. The City Clerk is hereby directed to undertake, by and with the Lancaster County Election Commission, all steps necessary for holding elections for members of the City Council according to the regular schedule for the general election on November 8, 2022.

DONE IN MEETING ASSEMBLED on the 26th day of July 2022, and to become effective July 26, 2022.

Yeas _____ Nays _____

Requested by:

City Clerk

T. Alston DeVenny, Mayor

Approved as to Form:

Mitch Norrell, City Attorney

Tracy Rabon, City Clerk

First Reading: July 12, 2022
Second Reading: July 26, 2022

2020 CENSUS BENCHMARK REPORT

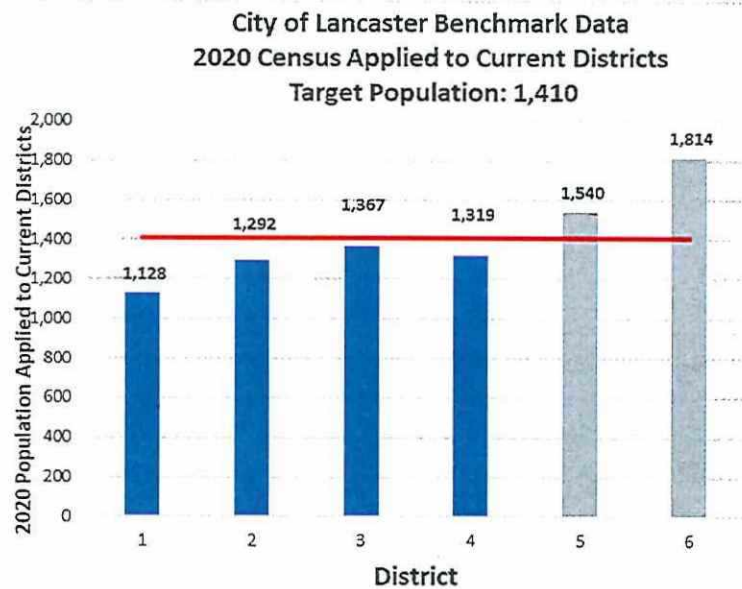
The population of the City of Lancaster has decreased .8% from 8,526 to 8,460. As a result, the ideal district changed from 1,421 to 1,410. The Benchmark Report noted a deviation range of 48.65% (the sum of the highest deviation, 28.65%, and the absolute value of the lowest deviation |-20.00%|) which is above the maximum range of 10%. RFA recommends a deviation range of 5%.

The following table and chart show which districts are (under-) or over-populated indicating potential adjustments needed to be within the allowable deviation range.

TABLE 1: 2020 CENSUS COUNTS APPLIED TO CURRENT DISTRICTS

CHART 1:

District	2020 Census	Goal	Over/(Under)	% Deviation
1	1,128	1,410	(282)	-20.00%
2	1,292	1,410	(118)	-8.37%
3	1,367	1,410	(43)	-3.05%
4	1,319	1,410	(91)	-6.45%
5	1,540	1,410	130	9.22%
6	1,814	1,410	404	28.65%
Lowest -20.00%				
Highest 28.65%				
Range 48.65%				



The City of Lancaster makes no guarantee, expressed or implied, regarding the use of data contained within this document, nor does the act of distribution constitute or imply any such warranty. Distribution of this document is intended for information purposes only and should not be considered authoritative or acceptable for any engineering, legal and other site-specific uses or analysis.



- Legend**
- Roads
- Council_Districts_City**
- <all other values>
- LABEL**
- 1 - Kenneth Hood
- 2 - Tomonica Marsh
- 3 - Jackie Harris
- 4 - Octavia Mungo Jones
- 5 - Hazel Taylor
- 6 - Ronnie Sowell

Lancaster Table 2: Total Population by Race *Race defined using DOJ definitions. Not Hispanic or Latino is abbreviated as NH

Municipality	District	Total	Hispanic	% Hispanic	NH White	% NH White	NH DOJ Black*	% NH DOJ Black	NH Other Race	% NH Other Race
Lancaster	1	1,407	84	5.97%	248	17.63%	1,044	74.20%	31	2.20%
Lancaster	2	1,407	158	11.23%	273	19.40%	942	66.95%	34	2.42%
Lancaster	3	1,405	253	18.01%	691	49.18%	398	28.33%	63	4.48%
Lancaster	4	1,406	66	4.69%	286	20.34%	1,024	72.83%	30	2.13%
Lancaster	5	1,425	91	6.39%	959	67.30%	312	21.89%	63	4.42%
Lancaster	6	1,410	104	7.38%	823	58.37%	435	30.85%	48	3.40%
Total		8,460	756	8.94%	3,280	38.77%	4,155	49.11%	269	3.18%

Table 3: Voting Age Population by Race *Race defined using DOJ definitions. Not Hispanic or Latino is abbreviated as NH

Municipality	District	Total VAP	Hispanic VAP	% Hispanic VAP	NH White VAP	% NH White VAP	NH DOJ Black* VAP	% NH DOJ Black VAP	NH Other Race VAP	% NH Other Race VAP
Lancaster	1	1,026	43	4.19%	209	20.37%	755	73.59%	19	1.85%
Lancaster	2	1,051	96	9.13%	229	21.79%	703	66.89%	23	2.19%
Lancaster	3	1,081	148	13.69%	594	54.95%	288	26.64%	51	4.72%
Lancaster	4	961	44	4.58%	231	24.04%	662	68.89%	24	2.50%
Lancaster	5	1,139	51	4.48%	802	70.41%	240	21.07%	46	4.04%
Lancaster	6	960	60	6.25%	662	68.96%	204	21.25%	34	3.54%
Total		6,218	442	7.11%	2,727	43.86%	2,852	45.87%	197	3.17%

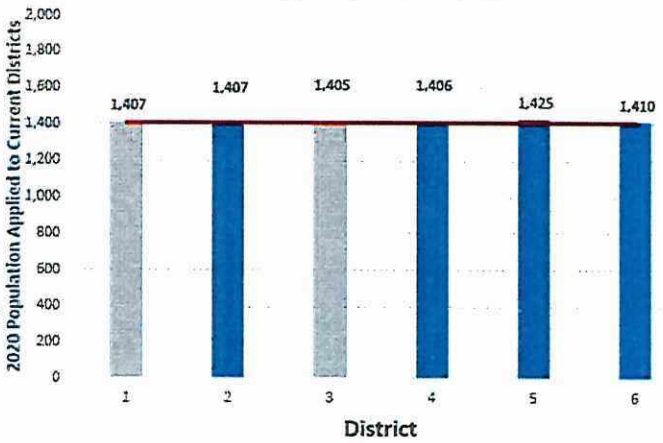
Row Labels	Sum of total	Sum of Hispanic	Sum of NH	Sum of NH DOJ	Sum of NH OTHER	Sum of VAP TOTAL	Sum of VAP_HISPA	Sum of VAP_NH	Sum of VAP_NH_OTI
1	1128	67	156	876	29	801	39	120	624
2	1292	152	312	803	25	1004	79	290	618
3	1367	84	285	955	43	906	54	232	586
4	1319	100	478	707	34	1017	68	386	536
5	1540	91	1067	315	67	1229	52	892	236
6	1814	262	982	499	71	1261	150	807	252
Grand Total	8460	756	3280	4155	269	6218	442	2727	2852

Table 1: 2020 Census Counts Applied to Current Districts

District	2020 Census	Goal	Over/(Under)	% Deviation
1	1,407	1,410	(3)	-0.21%
2	1,407	1,410	(3)	-0.21%
3	1,405	1,410	(5)	-0.35%
4	1,406	1,410	(4)	-0.28%
5	1,425	1,410	15	1.06%
6	1,410	1,410	-	0.00%
Lowest		-0.35%		
Highest		1.06%		
Range		1.42%		

8526 1421
8460 1410
-0.8%

City of Lancaster Benchmark Data
2020 Census Applied to Current Districts
Target Population: 1,410



2022 Election District Boundary Map

