



MONTHLY REPORT

June 2023

Submitted To,
City Council

Submitted By,
Department Heads

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Building & Zoning Department

Monthly Departmental Report

June 2023

Department Director, Louis Streater

Key Public Service Areas

- Ensure the safe and lawful use of buildings and properties by enforcing the Building Code, Zoning Code and other applicable laws.
- Facilitate construction through the timely delivery of services.
- Ensure compliance with the Building Permits, Business License and Hospitality Tax Ordinance.

Critical Objectives

- Inspect construction and buildings to ensure compliance.
- Ensure individuals have the proper qualifications to do regulated work.
- Timely completion of plan reviews, request for permits, and related inspections.
- Ensure that enforcement action is conducted in a professional and timely manner.

Performance Report

Indicator	Month of June	Current Fiscal Year to Date	Previous Fiscal Year to Date
<i>Number of plan reviews completed.</i>	7	117	78
<i>Plan reviews completed within 2 weeks (%).</i>	100%	100%	100%
<i>Number of building inspections completed</i>	308	4,159	2,634
<i>Inspections completed within 4 hours of appointment (%).</i>	100%	100%	100%
<i>Number of lot clearance inspections</i>	54	1,538	3,067
<i>Number of Derelict Vehicles Tagged</i>	0	16	32
<i>Inspections resulting in enforcement actions</i>	56	1,054	1,434
<i>Permits Issued</i>	85	934	762

Scope of Agency Operations

The Building, Licensing and Zoning Department ensure the safe and lawful use of buildings and properties by enforcing the Building Code, Zoning Code and other applicable laws. It reviews construction plans, issues permit and business licenses, performs inspections, coordinates billing and receiving of hospitality tax and ensures qualified individuals perform regulated work. It facilitates construction by striving to streamline the application and inspection process.

PROJECT STATUS REPORT
Building & Zoning Department
JUNE 2023

1. Comprehensive enforcement action toward condemned structures ongoing.
 - Existing number of condemned structures – 54
 - Number of new structures condemned – 2
 - Existing Number of structures satisfactorily rehabilitated from the outside - 26
 - Number of structures demolished/cleared – 0
2. Condemnations/Voluntary Demolitions

Address	Owner(s)	Status
1217 Hwy 9 Byp	James McDonald Jr.	Condemned 6/21/2023
601 E. Meeting St	Mark Halburn	Condemned 6/21/2023

3. Commercial & Residential New Projects/Annexation

Project	Address	Valuation	Status
New Residential	610 Cunningham Street	\$752,307	Construction is ongoing.
New Commercial Building, Greater Victory ER Center	118 E. Gay Street	\$155,000	Construction is ongoing.
Commercial Upfit to existing Antenna, T-Mobile	120 Miller Street	\$45,000	Building permit issued.
Commercial Upfit to existing Antenna, T-Mobile	453 Hubbard Drive	\$50,000	Construction has begun.
New Residential	411 Laurel Court	\$181,650	Construction is ongoing.
Garage Addition	706 N. Plantation Road	\$250,000	Construction is ongoing.
New Commercial, Auto Dealership	391 Hwy 9 Bypass	11,000,00	Grading permit issued. Building permit pending.
Commercial Upfit, Dental Office	1370 W. Meeting Street	\$160,000	Construction is ongoing.
New Residential	554 Grandiflora Avenue	\$362,785	Construction is ongoing.
New Residential	336 City Avenue	\$225,343	Building permit issued. Construction has begun.
New Residential	404 E. Gay Street	\$163,960	Construction has begun.
New Residential	600 W. Meeting Street	\$184,156	Construction has begun.
New Residential	412 Ruth Street	\$183,989	Construction has begun.
Commercial Upfit to existing Strip Mall,	953-973 Hwy 9 Bypass	\$150,000	Construction has begun.
Existing Building, New United Way Shelter	501 W. Meeting Street	NA	Plans received; plan review complete. Building permit pending.
New Restaurant, Biscuitville	Charlotte Hwy	NA	Plan received; plan review completed. Building permit pending.
New Residential	506 Rock Street		Construction has begun.

		\$203,651	
New Residential	508 Rock Street	203,651	Construction has begun.
New Residential	108 Marion Street	203,651	Construction has begun.
New Residential	104 Marion Street	203,651	Construction has begun.
New Residential	214 Datura Way	\$205,611	Construction has begun.
Commercial Upfit to existing building, K Boba & Korean Food	1129-A Hwy 9 Bypass	\$15,000	Construction is ongoing.
New Residential	234 Damask Drive	\$261,807	Construction complete.
New Residential	264 Damask Drive	\$295,228	Construction complete.
New Residential	707 Bonica Court	\$230,192	Construction complete.
New Residential	724 Bonica Court	\$261,807	Construction complete.
New Residential	251 Damask Drive	\$252,500	Construction complete.
Commercial Upfit to existing building	941 N. Main Street	NA	Plans received; plan review completed. Building permit pending.
New Residential	1112 Elliott Street	\$321,716	Construction is ongoing.
New Residential	1120 Elliott Street	\$286,259	Construction is ongoing.
New Residential	1132 Elliott Street	\$321,716	Construction is ongoing.
New Residential	604 Sumter Street	\$321,716	Building permit issued. Construction is pending.
New Residential	1000 Lyndon Drive	\$598,296	Construction is ongoing.
New Residential	721 Bonica Court	\$338,187	Construction is ongoing.
New Residential	730 Bonica Court	\$285,921	Construction complete.
New Residential	565 Grandiflora Avenue	\$261,807	Construction complete.
Commercial Upfit to existing Antenna, Verizon	1213 N. Main Street	\$25,000	Building permit issued. Construction has begun.
Commercial Upfit to existing Antenna, Verizon	120 Miller Street	\$45,000	Building permit issued.
Commercial Upfit to existing building, Pharmacy/Office	703 N. White Street	\$200,000	Building permit issued. Construction has begun.
New Residential	569 Grandiflora Avenue	\$322,097	Construction complete.
New Residential	608 Sumter Street	\$321,716	Building permit issued. Construction has begun.
New Residential	508 W. Arch Street	\$286,259	Building permit issued. Construction has begun.
New Residential	232 Rickenbacker Street	\$262,518	Plans received; plan review completed. Building permit pending.
New Residential	236 Rickenbacker Street	\$283,047	Plans received; plan review completed. Building permit pending.
New Residential	240 Rickenbacker Street	\$261,387	Plans received; plan review completed. Building permit

			pending.
New Residential	765 Bonica Court	\$322,097	Building permit issued. Construction has begun.
New Residential	733 Bonica Court	\$393,315	Building permit issued. Construction has begun.
New Residential	238 Damask Drive	\$295,228	Plans received; plan review completed. Building permit issued.
New Residential	317 City Avenue	\$195,675	Plans received; plan review completed. Building permit pending.
New Residential	709 Bonica Court	\$295,228	Plans received; plan review complete. Building permit issued.
New Residential	549 Grandiflora Avenue	\$285,921	Plans received; plan review complete. Building permit issued.
New Residential	717 Bonica Court	\$430,821	Plans received; plan review completed.
New Residential	602 Sowell Street	\$191,030	Plans received; plan review completed. Building permit issued.
2 New Mini Storage	1450 W. Meeting Street	\$125,000	Plans received; plan review completed. Building permit issued.
New Residential	559 Grandiflora Avenue	\$295,229	Plans received; plan review completed. Building permit issued.
New Residential	553 Grandiflora Avenue	\$252,500	Plans received; plan review completed. Building permit issued.
New Residential	543 Grandiflora Avenue	\$220,885	Plans received; plan review completed. Building permit issued.
New Residential	742 Bonica Court	\$252,500	Plans received; plan review completed. Building permit issued.
New Residential	533 Grandiflora Ave	\$295,229	Plans received; plan review completed. Building permit issued.
New Residential	242 Damask Drive	\$295,228	Plans received; plan review completed. Building permit issued.
New Residential	525 Grandiflora Ave	NA	Plans received; plan review completed.
New Residential	238 Damask Drive	NA	Plans received; plan review completed.

Building & Zoning Department
 Business License & Hospitality Tax Report
 June 2023

Business License	Hospitality Tax
June 1-30, 2023	May 1-31, 2023
New Business Annual License Inside -1 Outside-12 Home Based-2	New Hospitality Tax - Inside-(0)
New Project Only License - 12	Total of Hospitality Tax Businesses = 79
Promoters/ Events- 0 Peddlers 3	Revenue Reported = \$5,535,843,.39
Gross Amt Reported = \$4,154,202.10 Amount charged \$10,1638.28 Revenue collected = 10,638.28 Pending Amt \$0.00	Revenue Charged- \$110,720.41 Pending amount \$0.00 Revenue Collected at 2% = \$110,720.41

- Business License Inquiries -34
- Business License Subcontractors List completed for final inspections- 0
- Business License Subcontractors List for Certificate of Occupancy- 10
- Zoning Occupancy Permits Reported- 1
- Home Occupancy Permits Reported- 2
- Generated Seventy-nine (79) hospitality tax invoices from monthly report on 5/1/23 for the month of May 2023 and mailed to businesses.



Finance and Utility Services Report

June 2023

		June	May	April
Finance Activity	General Ledger transactions - number of	5,909	4,767	4,390
	General Ledger transactions - \$ impact	26,674,469	10,796,638	13,100,515
	Accounts Payable Checks Issued	274	246	183
	Accounts Payable ACH/Credit Card items	181	31	38
	Invoices submitted with a Purchase Order	220	224	164
	Invoices submitted without a Purchase Order	81	25	21
	Payroll Checks Issued	14	7	6
	Payroll ACH items	531	340	332
Utility Service Orders	Issued for the month (net of voids)	493	744	485
	Issued for the month - Completed	496	726	486
	Issued for the month - Outstanding	24	27	9
	Total Outstanding (including prior months)	24	27	9
	Percent of outstanding service orders completed	95.4%	96.4%	99.4%
	Service orders for high consumption	0	0	0
	Service orders for vacant with consumption	36	31	26
Meter Readings	Start Date	06/12/23	05/15/23	04/07/23
	End Date	06/14/23	05/17/23	04/12/23
	Workdays to complete	3	3	4
	Radio reads	5,906	5,910	5,704
	Manual reads	656	653	849
	Total reads	6,562	6,563	6,553
	Percent radio read	90.0%	90.1%	87.0%
Billed Customers, Total Billing, and Consumption	Bills - Mailed/Other	5,720	5,766	5,767
	Bills - Electronic	1,128	1,070	1,057
	Bills - Total	6,848	6,836	6,824
	Bills - Percent Inside	94.8%	93.8%	81.3%
	Bills - Percent Outside	25.0%	24.8%	37.0%
	Billed - Total	609,921	668,176	493,944
	Billed - Percent Inside	64.8%	64.8%	60.1%
	Billed - Percent Outside	35.2%	35.2%	39.9%
	Consumption - Total	23,613,900	28,766,100	28,916,800
	Consumption - Percent Inside	71.6%	72.2%	68.7%
Consumption - Percent Outside	28.4%	27.8%	31.3%	
Customer Cutoffs and Returned Checks	Number on Cutoff List	145	211	195
	Cutoffs - Reinstated During the Month	75	233	111
	Cutoffs - Start Date	07/05/23	05/30/23	05/02/23
	Cutoffs - End Date	07/05/23	05/31/23	05/03/23
	Cutoffs - Workdays to Complete	1	2	2
	Returned Checks Received	6	0	0
Set-Off Debt	Increase/Decrease	\$ (7,879)	\$ -	\$ (5,953)
	Amount Outstanding	394,408	402,287	402,287

		June		May		April	
		Number	Revenue	Number	Revenue	Number	Revenue
Utility Billing Electronic Activity	Draft/ACH	1,106	\$ 193,391	1,068	\$ 148,529	1,053	\$ 125,557
	In Person	1,786	524,178	545	115,977	500	56,671
	Online	1,239	145,953	1,210	126,592	1,203	130,519
	IVR	917	98,902	1,001	105,269	885	91,854
	Kiosk	12	1,540	0	-	0	-

Narrative Comments for: June

1	The night deposit box is available for use. The kiosk is now working.
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Lancaster Fire Department

Monthly Report for June 2023

AS A LANCASTER PROFESSIONAL FIREFIGHTER

WE accept great personal risk to save another's life.

WE accept moderate personal risk to save another's property.

WE accept no personal risk to save what is already lost.

WE SERVE, by providing quality fire prevention, environmental protection, and emergency services.

Fire Chief Justin L. McLellan

<i>Performance Report</i>			
Indicator	This Month	Current YTD	Previous YTD
<i>Average Response Time – Fire</i>	4:08	3:52	3:54
<i>Average Response Time – Medical</i>	4:03	3:52	3:56
<i>Completed Inspections – Number</i>	63	438	445
<i>Follow Up Inspections – Number</i>	27	172	329
<i>Pre-fire Plans</i>	77	461	421
<i>Fire Safety Education – Attendance</i>	130	243	704
<i>Completed Training – Hours</i>	936	5766	4371
<i>Total Number of Responses</i>	160	868	791
<i>Total Number of Fire Calls</i>	11	89	89
<i>Total Number of Medical Calls</i>	110	626	569
<i>Total Number of Other Calls</i>	39	153	133

There is currently (2) hydrants out of service and (0) hydrants needing maintenance.

15th Street Training Facility Outside Agency Usage:
 - Flint Hill FD -



Lancaster Fire Department

Monthly Report for June 2023

Fire Chief, Justin L. McLellan

Medical Response Report

Indicator	This Month	Current YTD	Previous YTD
<i>Seizure</i>	11	69	32
<i>Unconscious</i>	11	72	70
<i>Overdose</i>	5	18	12
<i>CVA / Stroke</i>	4	24	16
<i>Cardiac</i>	22	100	86
<i>Auto Accident with Injuries</i>	7	77	74
<i>Auto Accident with No Injuries</i>	14	75	84
<i>Response Request by LPD / EMS</i>	14	68	51
<i>Extrications w/in the City Limits</i>	1	2	3
<i>Extrications outside the City Limits</i>	3	20	13
<i>Breathing Difficulty</i>	18	99	122
<i>Gun Shot</i>	0	2	6
<i>Burns</i>	0	0	0
<i>Totals</i>	110	626	569

HUMAN RESOURCES DEPARTMENT

STATISTICAL DATA

JUNE, 2023

EMPLOYMENT APPLICATIONS PROCESSED(OUTSIDE) AS OF 05/31/23	32
EMPLOYMENT APPLICATIONS PROCESSED (IN-HOUSE)	6
NEW HIRES: B. TIMMONS, J. ROUSSEAU, E. NEFF, N. FARBER, J. HOWE, D. LIGUORI	6
PROMOTIONS:	0
EXIT INTERVIEWS (TERMINATIONS, RESIGNATIONS, RETIREMENTS: K. BROGDEN	1

Human Resources Department

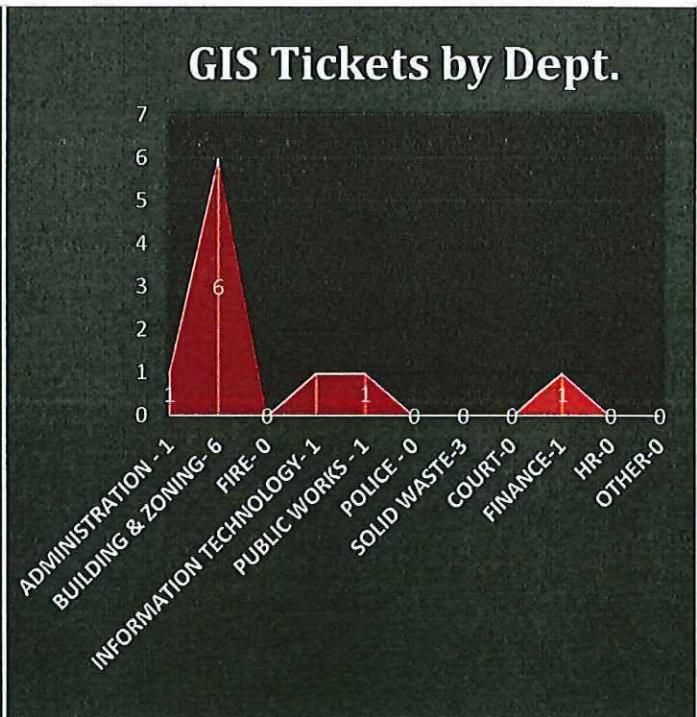
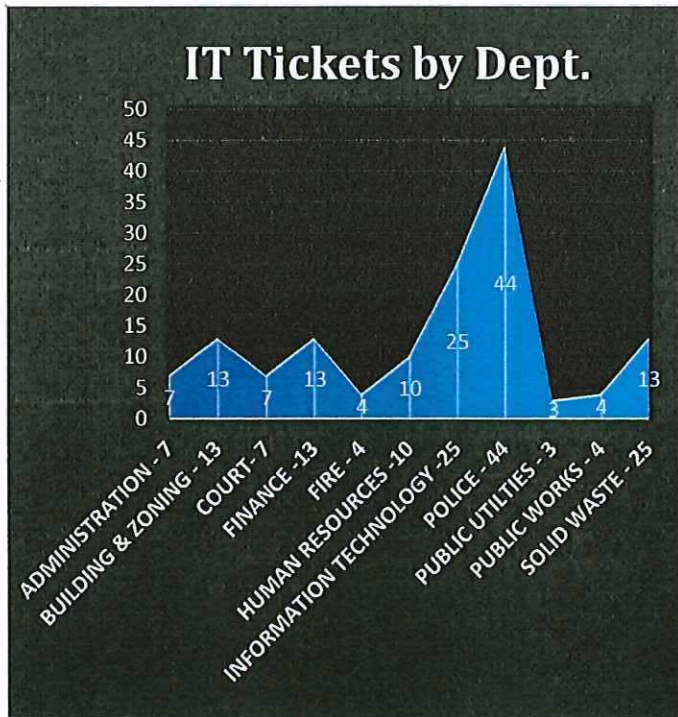
Training Seminars	Date of Training	Location

Employee Training/Event

Department	Date of Training	Location

Total Monthly Information Technology Tickets	185
Closed Monthly Information Technology Tickets	181
Outstanding Monthly Information Technology Tickets	4
Geographic Information Service (GIS) Total Monthly Tickets	18
Geographic Information Service (GIS) Closed Monthly Tickets	18
Geographic Information Service (GIS) Outstanding Tickets for the Month	0
Hardware Status: Server	37
Hardware Status: Workstation	141
Server & Workstation Anti-Virus Protection Status	100 %
Total Server Related Issues	5

Tickets Issued by Department:



ew

Completed IT Projects		
Copier Refresh	Windows 11 Release/Install	Springs House Internet Upgrade
VMs Setup for County	Court Audio at 15 th Street	Court Audio Upgrade
PD Keyless Entry/Camera Sys	Court Software Upgrade	Upgrade Cameras at SW & VM
Upgrade Server RAM	2022 IT Security Training	AT&T First Net
FD 2 Camera Upgrade	FD 2 Keyless Entry	FD 1 Camera Upgrade
FD 1 Camera Upgrade	City-Wide Card Access	Card Access at New PU Gate
Build 14 New Servers for New World Migration	Upgrade Server OS Software	Build an upgraded server for printer
FD 1 Keyless Entry		

Outstanding IT Projects		
IT Lab Schedule	New World Server Migration	Upgrade Multi-Department's PC
O365 MFA Deploy	Fire Software Upgrade	BZ New Software
Camera at New PU Gate	IT Department Move	Windows 11 Deploy
MaaS360 Deploy	City-Wide eDocuments	Server Rebuilds with 2019
New City Website	Upgrade Council Audio/Video	IT Dept Tip Videos
Migrate court from Incode to CMS	Move Print Server to Upgraded Server	Deploy Standard Uniform Signature for All City Email

Future IT Projects		
Server Pen Testing	Main Street Wi-Fi	SCATA Upgrade(sites)
TimeClock Upgrade	Citizen PC Training	QR Code Walking Tour
MotoTurbo Radio System	Security Cameras at City Parks	Move PD to New RMS
Move to Incode Cloud	Move to Watchguard Cloud	Upgrade Body Cameras

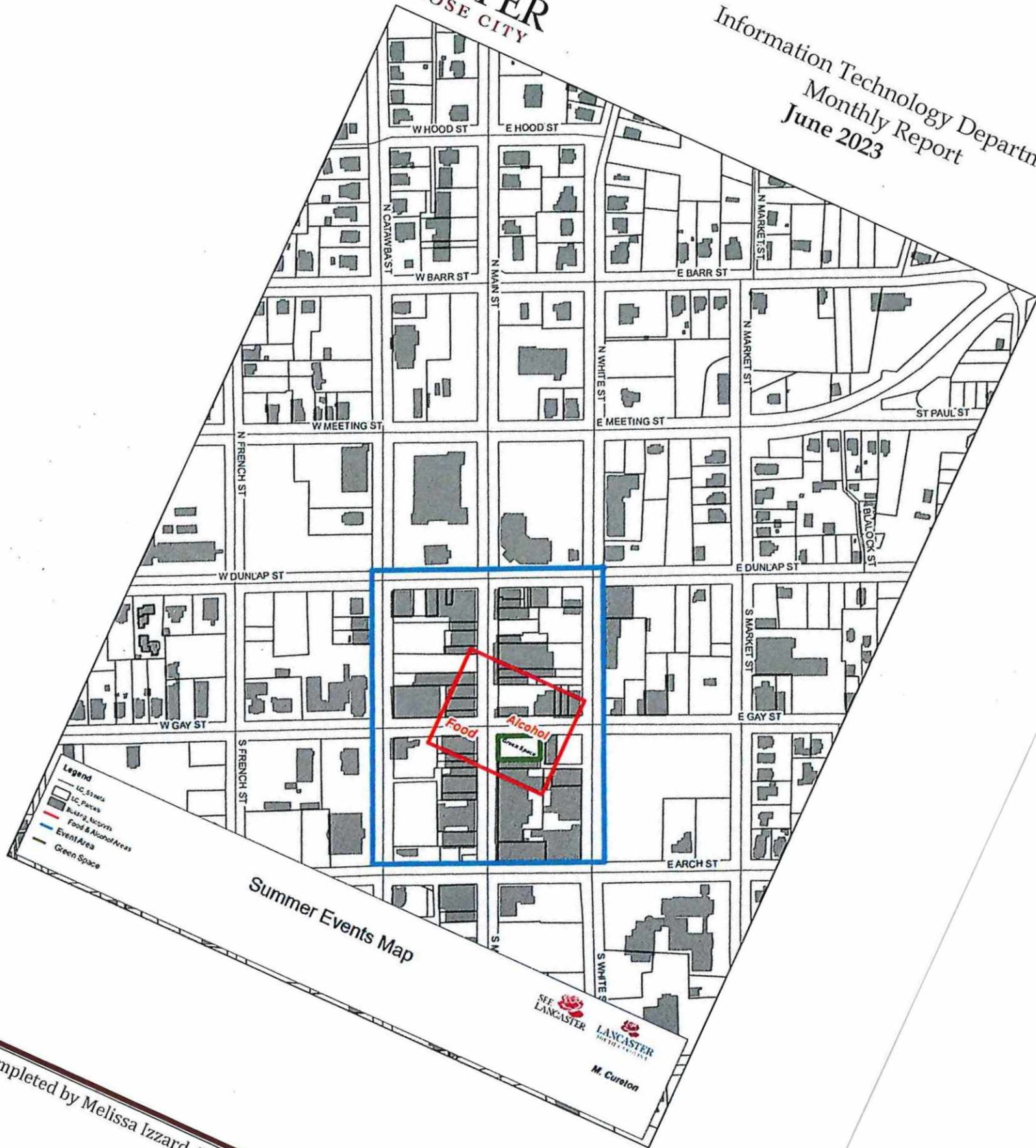
Completed GIS Projects		
Vehicle Tax Report- Finance	Done Flyover of Downtown Rooftops- B&Z	Emailed County GIS and Planning updated city boundaries and zoning
Created Cultural Arts District Map- See Lancaster	Created Sickle Cell Parade Map- See Lancaster	Created Juneteenth Event Map- See Lancaster

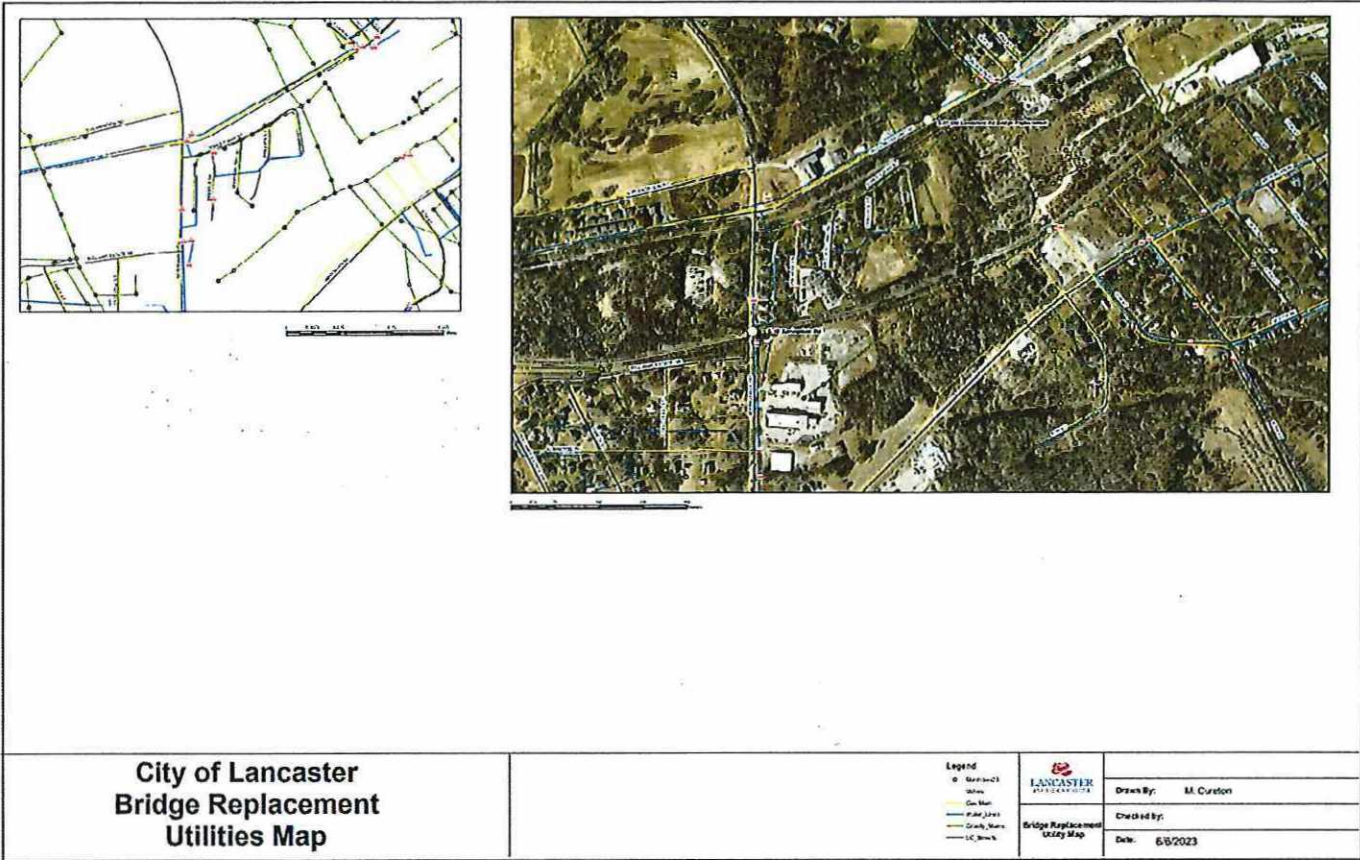
Anderson Rd Rezone	Printed 3 Westside cemetery maps	Plotted address points & utilities for 569 & 565 Grandiflora Ave Created S.W.E.E.P Dashboard
Installed S.W.E.E.P app onto Jessica and Leigha's desktops	Plotted annexations for 221 Monroe HWY and 953 Anderson RD	
Provided 36"X 48" map of bridge reconstruction project	Plotted address points and utility data at 230,264 Damask & 724 Bonica	Summer Events Map

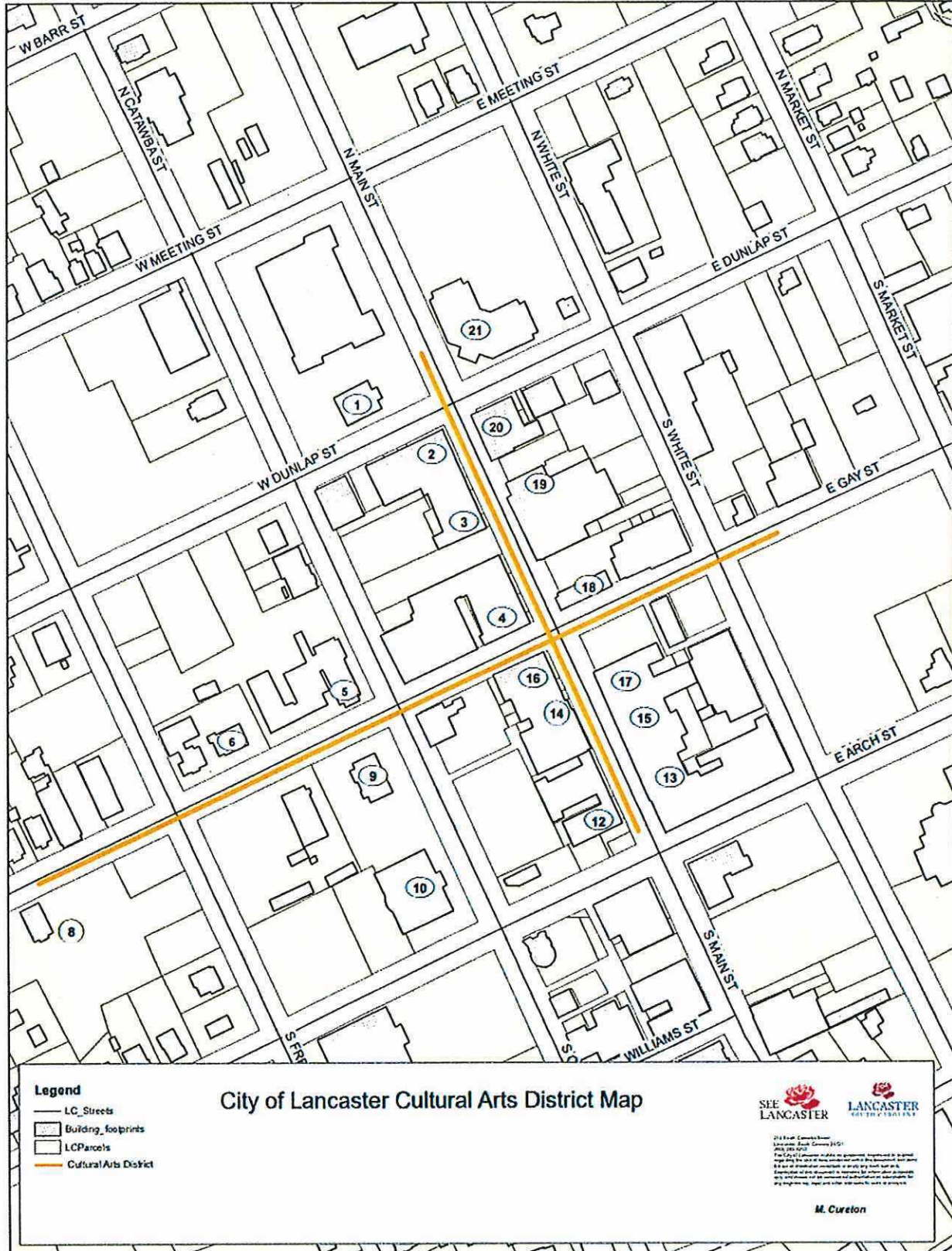
Outstanding GIS Projects		
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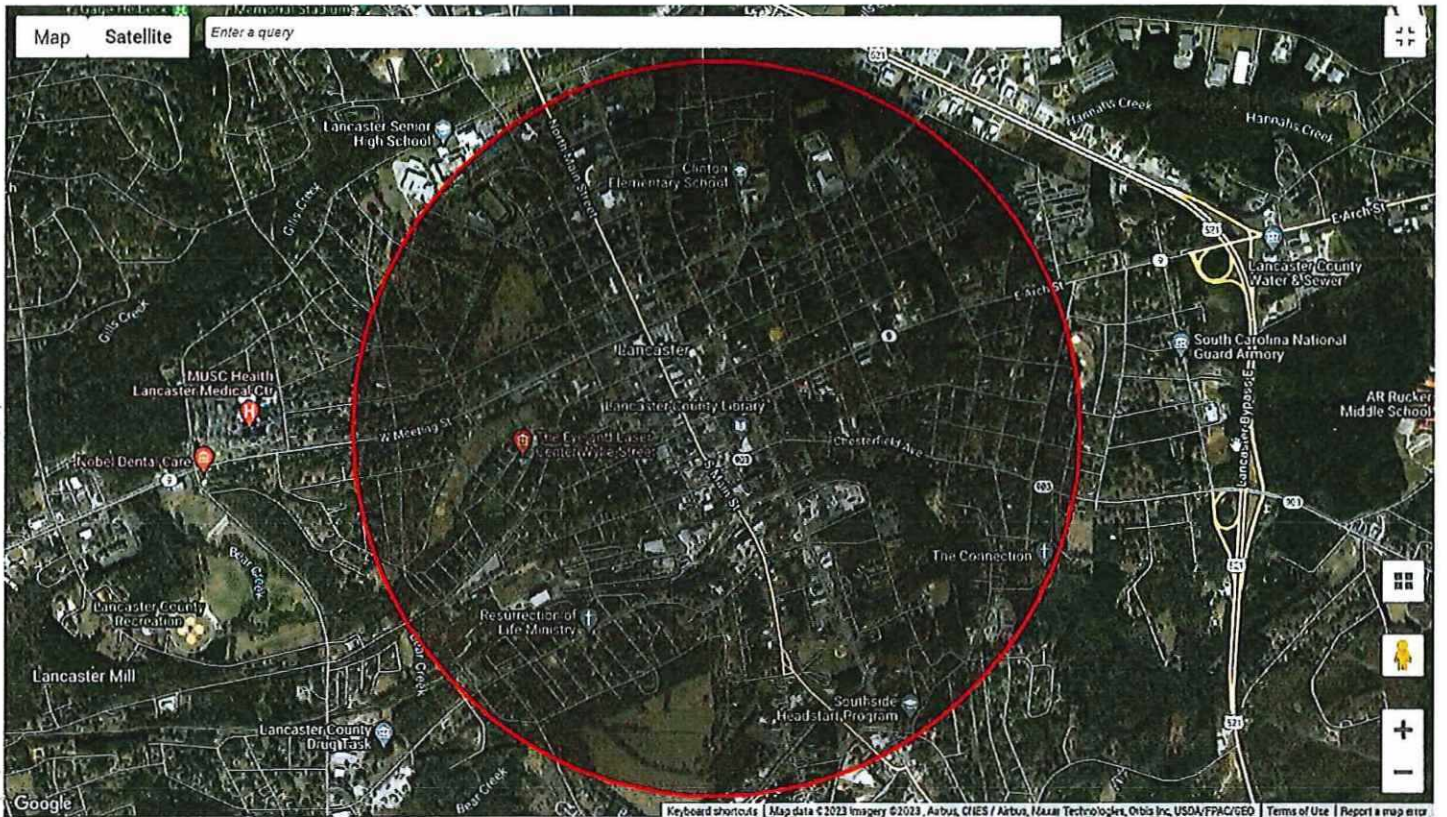


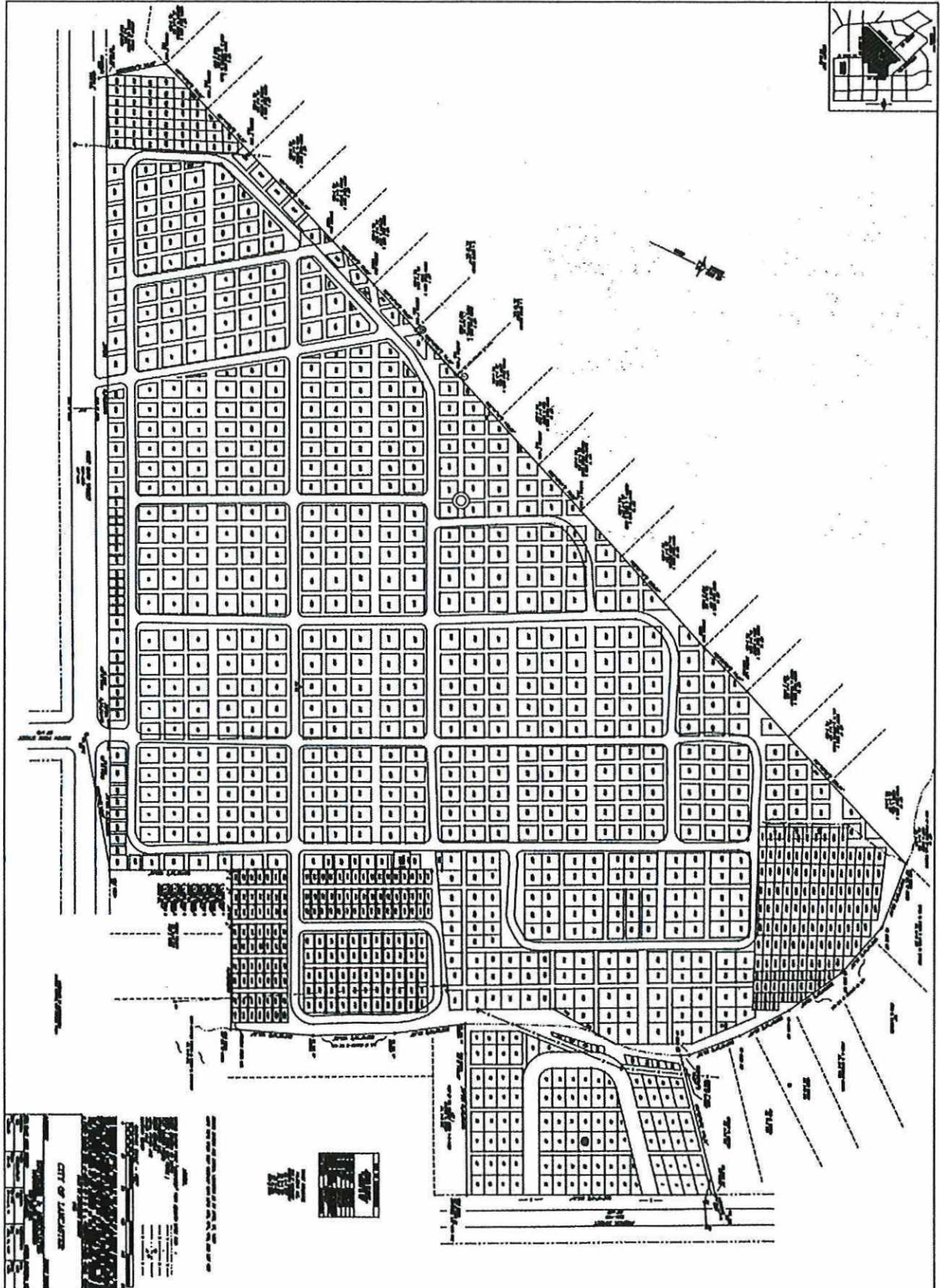
Westside Cemetery Mobile App	Fire Dept mobile web app	Lead line revisions app
Future GIS Projects		
	Set notifications for public online mapping	Arc Online Monthly Reports











Curtis M. Loftis, Jr. State Treasurer
Post Office Box 11778
Columbia, SC 29211-1778
Phone (803) 734-2657 Fax (803) 734-2161

Revised 07/05/17

SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM

Municipal Name:LANCASTER Municipal Code: Date Submitted: 7/06/2023

Collections for the Period 6/01/2023 THRU 6/30/2023

PLEASE FILL IN THE AMOUNTS DUE TO THE STATE TREASURER IN THE TABLE BELOW:

		%	CODE	DUE STATE TREASURER
FINES, FEES & FILING FEE/ASSESSMENT				
A	Public Defender Application Fee \$40.00	100%	17-3-30	.00
B	Body Piercing	100%	44-32-120	.00
C	Marriage License Fee - Addtional \$20	100%	20-1-375	.00
D	Bond Estreatment	25%	17-15-260	.00
DA	Municipal Conditional Discharge Fee - \$150 (Effective 06-02-2010)	100%	44-53-450 (C)	.00
DB	Violations of State Shellfish Laws	33.33%	44-1-152	.00
DC	Criminally Negligent Use of Firearms/Archery Tackle	100%	50-1-85	.00
DD	Highway Work Zone - Department of Public Safety	65%	56-5-1535	.00
DE	Highway Work Zone - State Highway Fund	25%	56-5-1535	.00
DUI/DUS/BUI - ASSESSMENTS/SURCHARGES/PULLOUT				
E	Boating Under the Influence (BUI)	100%	50-21-114	.00
F	Municipal DUS DPS Pullout - \$100	100%	56-1-460	99.30
G	Municipal DUI Assessment - \$12 Per Case	100%	56-5-2995	9.90
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211	82.46
I	Municipal DUI DPS Pullout - \$100	100%	56-5-2930&2945	82.46
IA	DUI/DUAC Breathalyzer Test Conv. -SLED \$25 SURCHARGES	100%	56-5-2950 (E)	.00
J	Municipal Drug Surcharge - \$150 Per Case (Effective 06-02-2010) - \$100 Per Case (Before 06-02-2010)	100%	14-1-213 (A)	.00
K	Municipal Law Enforcementr Sur.-\$25 Per Case	100%	14-1-212 (A)	317.86
KA	Municipal Criminal Justice Academy \$5 Sur.	100%	14-1-240 (A)	.00
OTHER ASSESSMENTS-STATE SHARE				
L	Municipal - 107.5%	88.84%	14-1-208	1,594.52
LA	Munic. Traffic Education Program \$140	90.83%	17-22-350 (C)	.00
M	TOTAL REVENUE DUE TO STATE TREASURER			2,186.50

PLEASE FILL IN THE AMOUNTS RETAINED BY YOUR OFFICE IN THE TABLE BELOW. FOR REPORTING PURPOSES ONLY. DO NOT REMIT THESE AMOUNTS TO THE STATE TREASURER.

		%	CODE	RETAINED BY MUNICIPALITY
RETAINED BY MUNI FOR VICTIM SERVICES				
N	Assessments - Municipal	11.16%	14-1-208	177.87
O	Surcharges - Municipal	100%	14-1-211	76.77
OA	Other Assessments - Municipal	9.17%	17-22-350 (C)	.00
P	TOTAL RETAINED FOR VICTIM SERVICES			254.64

Comments:

Contact Person: Cammie Heath

Phone 803-285-7622 Fax

I, _____, Municipal Treasurer, certify that the foregoing information is true and accurate.

NOTE: This report is required by law and must be filed monthly, on or before the 15th, by the MUNICIPAL TREASURER, even if there are no Collections. Please explain significant fluctuations in revenue in the 'comments' section.

Mail or Fax the form to the Office of State Treasurer and retain a copy for your records.

MUNICIPAL COURT WORKLOAD REPORT
06/01/2023 thru 06/30/2023

LANCASTER MUNICIPAL COURT

County: LANCASTER

CRIMINAL DOCKET

Reporting Period	Cases Filed	Total Number Disposed by Disposition Type (1-9)											Pending End of Period		
		Total	1	2	3	4	5	6	7	8	9	Total		Total	
-	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06/01/2023 - 06/30/2023	28	0	2	0	0	0	0	0	0	7	22	31	463		
TOTAL	28	0	2	0	0	0	0	0	0	7	22	31	463		

DUI DOCKET

Reporting Period	Cases Filed	Total Number Disposed by Disposition Type (1-9)											Pending End of Period
		Total	1	2	3	4	5	6	7	8	9	Total	
-	0	0	0	0	0	0	0	0	0	0	0	0	0
06/01/2023 - 06/30/2023	0	0	0	0	0	0	0	0	0	1	1	2	24
TOTAL	0	0	0	0	0	0	0	0	0	1	1	2	24

OTHER TRAFFIC DOCKET

Reporting Period	Cases Filed	Total Number Disposed by Disposition Type (1-9)											Pending End of Period
		Total	1	2	3	4	5	6	7	8	9	Total	
-	0	0	0	0	0	0	0	0	0	0	0	0	0
06/01/2023 - 06/30/2023	63	1	8	0	1	0	2	0	1	51	64	440	
TOTAL	63	1	8	0	1	0	2	0	1	51	64	440	

MUNICIPAL ORDINANCE DOCKET

Reporting Period	Cases Filed	Total Number Disposed by Disposition Type (1-9)										Pending End of Period		
		Total	1	2	3	4	5	6	7	8	9	Total	Total	
-	0	0	0	0	0	0	0	0	0	0	0	0	0	0
06/01/2023 - 06/30/2023	8	0	1	0	0	0	0	0	0	2	6	9	104	
TOTAL	8	0	1	0	0	0	0	0	0	2	6	9	104	

DOMESTIC VIOLENCE

Reporting Period	Cases Filed	Total Number Disposed by Disposition Type (1-9)										Pending End of Period	
		Total	1	2	3	4	5	6	7	8	9	Total	Total
-	0	0	0	0	0	0	0	0	0	0	0	0	0
06/01/2023 - 06/30/2023	1	0	0	0	0	0	0	0	0	0	0	0	158
TOTAL	1	0	0	0	0	0	0	0	0	0	0	0	158

AGE OF PENDING JURY TRIAL AS OF 06/30/2023				
AGE IN DAYS	CRIMINAL	DUI 1ST	TRAFFIC	ORDINANCE
1 - 30	0	0	0	0
31 - 60	0	0	0	0
61 - 90	0	0	0	0
91 and older	84	11	140	43
Totals	84	11	140	43

AGE OF PENDING NON-JURY TRIAL AS OF 06/30/2023				
AGE IN DAYS	CRIMINAL	DUI 1ST	TRAFFIC	ORDINANCE
1 - 30	26	0	61	7
31 - 60	33	1	43	4
61 - 90	12	0	21	2
91 and older	308	12	175	48
Totals	379	13	300	61
Total Pending	463	24	440	104

TOTAL NUMBER OF DISPOSED CASES	
FRAUDULENT CHECKS	0

DISPOSITION	TYPE
GUILTY/FORFEITURE	1
GUILTY/BENCH TRIAL	2
GUILTY/JURY TRIAL	3
NOT GUILTY/BENCH TRIAL	4
NOT GUILTY/JURY TRIAL	5
NOLLE PROSEQUI	6
TRANSFER TO OTHER COURT	7
OTHER	8
CONTINUED	9



**Lancaster Municipal Court
Month End Recap**

Activity	June ²⁰²³ 2022	June 2023
Arrest Warrants Issued:	14	33
Bond Hearings/Releases Conducted:	40	42
Failure to Appear in Court for Trial:	28	2*
Appeared in Court/Fine Paid:	8	3*
Appeared in Court/Payment Arrangement Requested:	11	6*
Delinquent Payment Arrangement:	9	4

*Only two court sessions in June 2023 due to judicial training in Columbia



Lancaster Police Department

Monthly Report for June 2023

Chief Don Roper

Key Public Service Areas

- Enhance the safety and security of the public through a multi-faceted approach to crime reduction.
- Enhance traffic safety for City residents.
- Improve police/ community relations by providing courteous, professional, and timely service.

Critical Objectives

- Reduce the incidence of crime.
- Reduce the number of fatalities and injuries from aggressive driving and other moving violations.
- Provide effective crime prevention and community policing programs for local residents.
- Ensure that police services are provided in a professional and timely manner.

Performance Report

Scope of Agency Operations

The Lancaster Police Department is committed to providing, with the utmost integrity and respect, a safe and secure environment for the public. Police personnel protect life and deter crime while responding to emergency calls and impartially enforcing the law.

Indicator	Month	Current YTD	Previous YTD
<i>UCR Part A – Crimes Against Persons</i>	28	145	108
<i>Clearance Rate – Crimes Against Persons</i>	42% (12)	54 % (78)	64% (69)
<i>UCR Part A – Crimes Against Property/Society</i>	94	460	405
<i>Clearance Rate – Crimes Against Property/Society</i>	49% (46)	56% (259)	73% (294)
<i>Narcotics Cases Made</i>	6	42	22
<i>Traffic Collisions Resulting in Fatality and/or Injury</i>	6	65	64
<i>Traffic Citations Issued</i>	50	299	478
<i>Average Response Time</i>	5.65	5.62	5.35
<i>Community Programs</i>	5	25	6
<i>Public Safety Checkpoints</i>	0	1	3

Calculation of the average response time is based on minutes and includes citizen-generated calls only. Community programs are a total of crime prevention and community policing programs.

LANCASTER POLICE DEPARTMENT
MONTHLY REPORT for June 2023

DEPARTMENT ACTIVITIES	THIS MONTH	THIS YEAR-TO-DATE	LAST YEAR-TO-DATE	% CHANGE
Calls for Service	2,526	10,643	9,433	12%
Traffic Accidents	45	284	255	11%
Traffic Citations	50	299	478	-37%
Parking Citations	0	0	0	0%
Noise Citations	0	2	1	100%
Littering Citations	0	3	0	100%
Derelict Vehicles Tagged	0	35	24	46%
Derelict Vehicles Towed	0	9	5	80%

GROUP B OFFENSES	THIS MONTH	THIS YEAR-TO-DATE	LAST YEAR-TO-DATE	% CHANGE
Bad Checks	1	2	3	-33%
Curfew	0	0	1	-100%
Disorderly Conduct	5	24	15	60%
Driving Under the Influence	0	3	9	-66%
Drunkenness	0	0	0	0%
Non-Violent Family Offenses	2	12	23	-48%
Liquor Law Violations	1	10	11	-9%
Peeping Tom	0	0	0	0%
Runaway	2	8	0	100%
Trespassing	4	21	13	62%
Resisting Arrest	0	4	4	0%
Contributing to Delinquency of Minor	0	4	0	100%
All Other Offenses	4	20	23	-17%
Totals	19	108	102	6%

TRAINING	THIS MONTH	THIS YEAR-TO-DATE	LAST YEAR-TO-DATE	% CHANGE
Academy Hours	240	1,334	1,435	-7%
Non-Academy Hours	144	731	1,338	-45%
Totals	384	1,950	2,773	-30%
Community Programs	5	25	6	300%
				<i>Page 2 of 8</i>

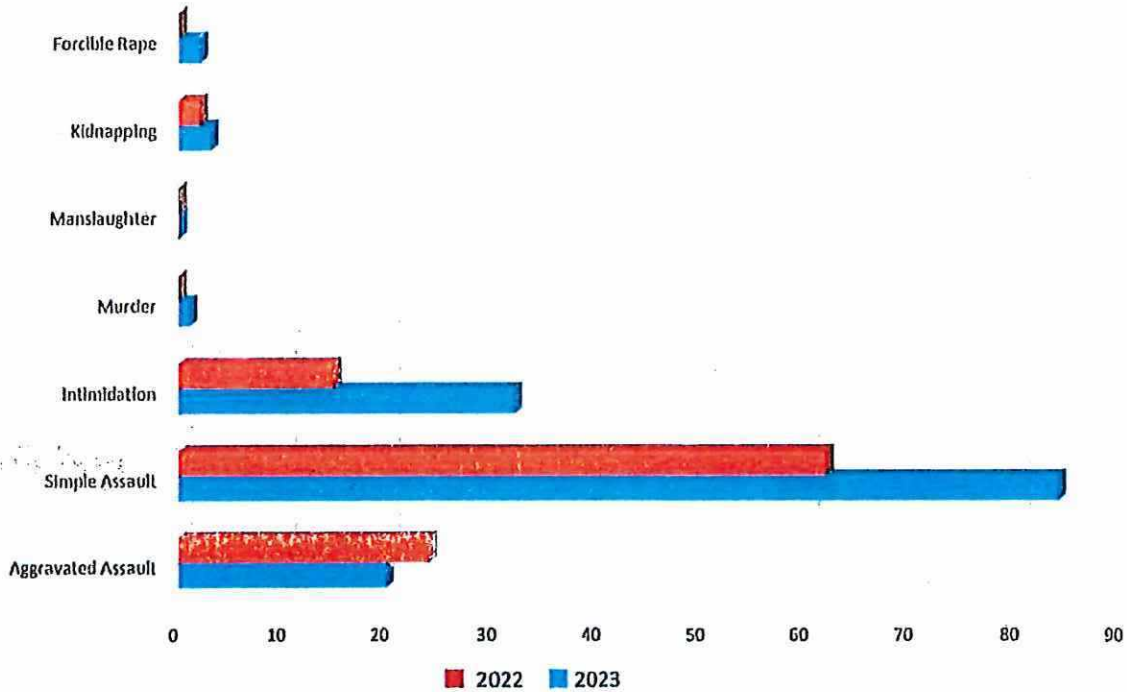
LANCASTER POLICE DEPARTMENT
MONTHLY REPORT for June 2023

FOLLOW UP INVESTIGATIONS	THIS MONTH	THIS YEAR-TO-DATE	LAST YEAR-TO-DATE	% CHANGE
DETECTIVES				
Investigative Cases	16	107	134	-21%
Arrest	0	5	28	-82%
Ex-Cleared	1	10	5	100%
Unfounded	0	4	7	-43%
Admin-Closed	0	10	26	-62%
Active	15	85	32	165%
PATROL				
Investigative Cases	122	591	491	20%
Arrest	34	167	139	20%
Ex-Cleared	11	47	32	47%
Unfounded	1	5	4	25%
Admin-Closed	12	108	145	-25%
Active	58	186	154	21%
DEPARTMENT TOTALS				
Investigative Cases	138	698	625	12%
Arrest	34	167	167	0%
Ex-Cleared	12	57	37	54%
Unfounded	1	9	11	-18%
Admin-Closed	12	118	171	-31%
Active	73	271	186	46%
ARRESTS-ALL INCIDENTS TOTAL	34	167	167	0%

LANCASTER POLICE DEPARTMENT MONTHLY REPORT for June 2023

CRIMES AGAINST PERSONS Group A Offenses	THIS MONTH			THIS YEAR-TO-DATE			LAST YEAR-TO-DATE	
	Reported	Cleared	% Cleared	Reported	Cleared	% Cleared	Reported	%Change
Aggravated Assault	4	1	25%	20	6	30%	24	-16%
Simple Assault	18	8	44%	84	54	64%	62	35%
Intimidation	4	1	25%	32	13	41%	15	113%
Murder	0	0		1	0	0%	0	100%
Manslaughter	0	0		0	0		0	
Justifiable Homicide	0	0		0	0		0	
Kidnapping	2	2	100%	3	3	100%	2	50%
Forcible Rape	0	0		2	1	50%	0	100%
Forcible Sodomy	0	0		1	0	0%	0	100%
Sexual Assault with Object	0	0		0	0		1	-100%
Forcible Fondling	1	1	100%	2	1	50%	1	100%
Incest	0	0		0	0		0	
Statutory Rape	0	0		0	0		0	
Totals	28	12	42%	145	78	54%	108	34%
Missing Person	1	0	0%	7	6	86%	8	-12%

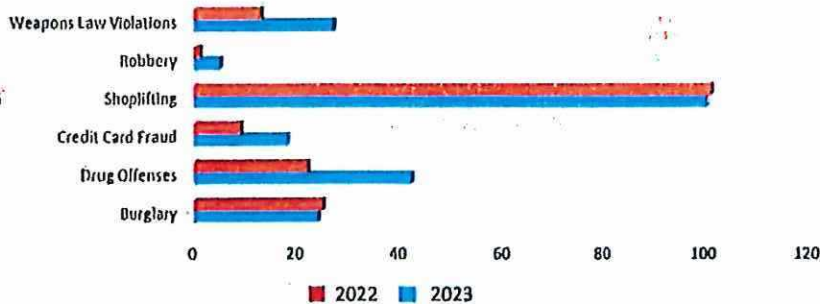
Crimes Against Persons



LANCASTER POLICE DEPARTMENT MONTHLY REPORT for June 2023

CRIMES AGAINST PROPERTY Group A Offenses	THIS MONTH			THIS YEAR-TO-DATE			LAST YEAR-TO-DATE	
	Reported	Cleared	% Cleared	Reported	Cleared	% Cleared	Reported	% Change
Arson	0	0		3	2	66%	2	50%
Bribery	0	0		0	0		0	0%
Burglary	8	2	25%	24	10	42%	25	-4%
Counterfeiting/Forgery	1	0	0%	4	1	25%	9	-55%
Destruction of Property	14	7	50%	68	36	53%	65	5%
Drug Offenses	6	6	100%	42	42	100%	22	91%
Drug Equipment Offenses	0	0		0	0		1	-100%
Embezzlement	0	0		0	0		0	
Extortion	0	0		1	0	0%	0	100%
False Pretenses	1	1	100%	15	4	27%	20	-25%
Credit Card Fraud	3	0	0%	18	6	33%	9	100%
Impersonation	0	0		2	2	100%	4	-50%
Welfare Fraud	0	0		0	0		0	
Wire Fraud	0	0		0	0		0	
Gambling	0	0		0	0		1	-100%
Operating Gambling	0	0		0	0		0	
Gambling Equipment	0	0		0	0		0	
Sports Tampering	0	0		0	0		0	
Pick Pocket	0	0		0	0		0	
Purse Snatching	0	0		0	0		0	
Shoplifting	24	16	67%	100	73	73%	101	-17%
Theft from Building	0	0		0	0		3	-99%
Theft - Coin Devices	0	0		0	0		0	
Theft From Auto	8	4	50%	26	15	58%	19	37%
Theft of Auto Parts	0	0		9	2	22%	8	13%
All Other Larcenies	21	6	29%	98	37	38%	85	15%
Motor Vehicle Theft	1	0	0%	9	3	37%	4	125%
Pornography	0	0		0	0		0	
Prostitution	0	0		0	0		0	
Promoting Prostitution	0	0		0	0		0	
Robbery	1	1	100%	5	2	40%	1	100%
Sexual Exposure	0	0		2	0	0%	0	100%
Stolen Property	0	0		6	6	100%	9	-33%
Weapons Law Violations	5	2	40%	27	17	63%	13	107%
Obscene Phone Calls	0	0		0	0		3	-100%
Use Vehicle W/O Consent	1	1	100%	1	1	100%	1	-100%
Totals	94	46	49%	460	259	56%	405	14%

Crimes Against Property



**VICTIM'S ASSISTANCE ADVOCATE
MONTHLY REPORT
June 2023**

NEW CASES ASSIGNED: 63

TOTAL VICTIMS SERVED 65
Prior Contact Victims: 2

TYPE OF VICTIMIZATION:

ASSAULT	9
ABHAN	0
ATTEMPTED MURDER	0
BURGLARY	8
DV	12
DVHAN	0
CHILD ABUSE	2
CSC	0
CSC W/MINOR	0
FINANCIAL CARD FRAUD	4
GRAND THEFT AUTO	0
HARASSMENT	4
ILLEGAL USE OF PHONE	0
INDECENT EXPOSURE	0
KIDNAPPING	0
MURDER	0
LARCENY >\$2000	19
POINTING/PRESENTING A FIREARM	0
ROBBERY/ATTEMPTED ROBBERY	1
STALKING	0
VIOLATION ORDER OF PROTECTION	0
OTHER: VULNERABLE ADULT ABUSE	0
OTHER: MITP	0
OTHER: ANIMAL COMPLAINT	0
OTHER: HIT & RUN	4

SERVICES PROVIDED

***NOTE* OF THE 65 VICTIMS SERVED, MANY RECEIVED A VARIETY OF SERVICE**

INFO/REFERRALS IN PERSON	65
INFO/REFERRALS TELEPHONE	5
CRIMINAL JUSTICE ADVOCACY	65
CRISIS RESPONSE	0
MAILED PROGRAM INFORMATION	10
PRIOR MONTH CONTACTS	2
COURT ACCOMPANIMENT	0
PAROLE HEARINGS ATTENDED	0
ESCORTS/SHELTER	0
ADVISED OF VICTIM'S COMPENSATION	2
FILED VICTIMS COMPENSATION APPLICATION	0
BOND HEARING NOTIFICATION	0
EMPLOYER INTERVENTION	0
WALK-INS	0
FOLLOW-UPS	2
COURT BALIFF	0

VICTIM CLASSIFICATIONS:

MINORITY:	55
CHILDREN:	4
ELDERLY:	6
DISABLED:	0
OTHER:	0

June 2023 Community Events

BUDS Camps at Barr Street - June 3rd

Job Fair/Community Outreach Barr St—June 10th

Clergy Coalition—June 14th

Juneteent Downtown Lancaster—June 17th

Coffee with a Cop—June 22nd

Significant Incidents June 2023

June 6 - Shooting incident at 813 E. Dunlap Street

June 11 - Fire on 601. E. Meeting Street

June 14 - A&B High & Aggravated on 109 S. Ferguson Street

June 28 - Bomb Threat at Popeyes on Hwy 9 Bypass

June 29 - Shooting / A&B 1st - 17 yr. female old shot - Arch/Willowlake

Lancaster Police Department

June 2023 Training

South Carolina Criminal Justice Academy

Recruit Training – M. Tolbert, J. Walters, Z. Campbell

- Each recruit completed 80 hours of Academy training for testing purposes to enter the Criminal Justice Academy for certification. Total hours (240)
- Cpl. L. Brock – Basic Detective 40 hours June 11th – 14th

Training outside of the South Carolina Criminal Justice Academy

Sgt. D. Howard – FBI – LEEDA (40 hours)

On June 20th, 2023 and June 22nd, 2023 Lancaster County EMS hosted CPR, AED, and Stop the Bleed training. 08:30am – 12:00pm each day (no training costs)

June 20th attendees: C Watch Patrol, D Watch Patrol, Sgt. D. Sims, Sgt. S. Sharperson, Lt. B. Small, Sgt. M. Howell

June 22nd attendees: A Watch Patrol, B Watch Patrol, Cpl. D. Howze, Cpl. L. Brock

22 total officers, 3.5 hours training credit. 77 total credit training hours for LPD

Recruit Training: NCIC Certification Training (SLED) 24 total hours (8 hours each)

- Emergency Management Institute – FEMA each Officer 1 hour (3 hours total)

Lexipol Daily Training Bulletins

- 90 minutes monthly per employee
- 79.5 Total training hours for Department

SCCJA Training hours: 280

Non SCCJA Training hours: 223.5

Lt. Brian Small 

Professional Standards

Lancaster Police Department.



south carolina
DEPARTMENT of PUBLIC SAFETY
PROTECT. EDUCATE. SERVE.

Office of Highway Safety
and Justice Programs

10311 WILSON BLVD.
BLYTHEWOOD, SC 29016

June 16, 2023

Chief Don Roper
Lancaster Police Department
Post Office Box 1008
Lancaster, SC 29721-1008

RE: State School Resource Officer Program Award No. SR-046-C2901-24
School Resource Officer 2023-2024

Dear Chief Roper:

I am pleased to provide you with an award in the amount of \$312,330 for the above-referenced project. To complete the contract for this award, it is necessary for you, as the Implementing Law Enforcement Agency Head, to return the signed award no later than August 15, 2023.

The Office of Highway Safety and Justice Programs (OHSJP) offers awardees the option to use electronic or digital signatures to execute OHSJP award documents. Signed award documents may be emailed to the OHSJP at SROprogram@scdps.gov.

Copies of the Request for Payment/Quarterly Fiscal Report Forms are attached. The financial reports should be completed by the law enforcement agency for each calendar quarter ending date and are due 30 days after the end of the quarter.

A copy of the SRO Quarterly Report Form is also attached. The SRO Quarterly Report should be completed by the school district for each calendar quarter ending date and is also due 30 days after the end of the quarter.

Please contact your [assigned program coordinator](#) if you have any questions regarding this award.

Sincerely,

Phil Riley
Director

Attachments

c: School District Superintendent
Official File

Chief Roper's HOOPS FOR HOPE

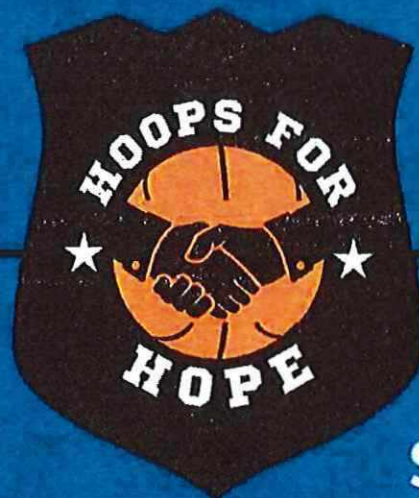
DATE
AUG 12,
2023

LOCATION
GAY STREET
BASKETBALL
COURTS

TIME
9AM -
3PM

FOOD
TRUCKS

COMMUNITY
RESOURCES



Team Tournament
Dunking Contest
Free Throw Contest
3 Point Shootout

PRIZES FOR WINNERS!

Proceeds from this event will go
to a local service organization

\$5 Tournament
Entry Fee

\$10 Per team Fee
FREE for spectators



Building a Stronger Community
Bettering Relationships and Benefiting
Organizations that Help Our Community.

SPONSORED BY LPD



SCAN ME



Lancaster Public Utilities Department

Monthly Report for June, 2023
Director Donald Ledford

Key Public Service Areas

- Treat wastewater and sewage to maintain and enhance water quality in the receiving waters surrounding the City.
- Operate the Industrial Pretreatment program.

Critical Objectives

- Receive, treat, and discharge wastewater in compliance with Federal and State regulations.
- Maintain the integrity of the wastewater force main delivery system and outfall structures.

Scope of Agency Operations

The Lancaster Public Utilities Department is committed to operating an effective and efficient wastewater treatment system to protect the health and safety of our citizens while protecting the environment.

<i>Parameter</i>	<i>Compliant</i>
<i>Flow – 7.50 MGD Limit</i>	Yes
<i>Biological Oxygen Demand</i>	Yes
<i>Suspended Solids</i>	Yes
<i>E-coli</i>	Yes
<i>Dissolved Oxygen Content</i>	Yes
<i>pH Level</i>	Yes
<i>Ammonia</i>	Yes
<i>Chlorine Residual</i>	Yes
<i>Total Phosphorus</i>	Yes
<i>Toxicity</i>	Yes
<i>Total Nitrogen</i>	Yes
<i>Semi-Volatiles</i>	N/A
<i>Current Solids Concentration</i>	4540 mg/L
<i>Biosolids Wasted</i>	133,000 lbs.

Narrative Information:

For the month, we treated 77.33 million gallons of wastewater. Total potable water usage was 48,120 gals. We used 56,838lbs. of lime, 22,172 lbs. of salt and 45,332 lbs. of Alum. We land applied 307 cubic yards of dewatered sludge using 834 lbs. of polymer. There were no permit violations this month.



Lancaster Public Works Department Water and Sewer Division

Monthly Report for June 2023

Public Works Director Rendell Mingo
Field Superintendent Ken Sims

<i>Key Public Service Areas</i>	Critical Objectives			
<ul style="list-style-type: none"> ➤ Repair and maintain the water delivery system to ensure the safe and efficient delivery of clean potable water. ➤ Repair and maintain the wastewater collection system to protect local health and safety and protect the environment. 	<ul style="list-style-type: none"> • Maintain the integrity of the water supply distribution system. • Maintain the integrity of the wastewater collection system. • Respond to complaints in a timely manner. • Monitor operation of the water distribution and wastewater collection systems to ensure compliance with Federal and State regulations. 			
	Performance Report			
Scope of Agency Operations	Indicator	Month	Current YTD	Previous YTD
<p>The Lancaster Public Works Department/ Water and Sewer Division manage the water distribution system, which provides quality drinking water daily. It also manages the wastewater collection system, including lift stations and connections with the Lancaster County Water and Sewer District to collect and safely deliver wastewater to the City of Lancaster Public Utilities Department.</p>	Water Main Breaks Repaired	31	184	172
	Average Resolution Time – Water Main Breaks	3hr.	3hr.	3hr.
	Feet of Water Line Replaced	225	7,561	7,583
	Number of Fire Hydrants Repaired/Replaced/New	1	6	8
	Number of Hydrants Maintenance Needed	1	6	7
	Inoperable Fire Hydrants	2	5	1
	Percentage of Unacct. Water	43.8%	33.83%	41.73%
	Sewer Main Line and City-side Lateral Stoppages	11	102	77
	Feet of Sewer Line Repaired/Replaced	200	5,490	7,119
	Feet of Sewer Line Videoed	6,799	41,624	18,155
	Sewer line SL Rats	18,305	82,604	69,388
	Feet of Sewer Line Flushed	13,120	71,285	63,117
	Number of Reportable Sanitary Sewer Overflows	0	1	1
Smoke Tested	10,147	57,427	67,130	

Narrative Information: All sewer calls are handled as emergencies and completed on the same day the call is received and, in most cases, the same hour it is received. In the event of multiple calls, they are prioritized by the severity of environmental and customer impact.



Lancaster Public Works Department Miscellaneous Divisions

Monthly Report for June 2023

*Public Works Director Kirk Mingo
Field Superintendent Ken Sims*

Key Public Service Areas

- Maintain the City's water meter system

Critical Objectives

- Maintain the integrity of the water meter system.

Scope of Agency Operations

The Lancaster Public Works Department also maintains various size water meters servicing approximately 6,000 utility accounts.

Performance Report

<i>Indicator</i>	<i>Month</i>	<i>Current YTD</i>	<i>Previous YTD</i>
<i>Number of Completed Work orders.</i>	469	3,366	5,391
<i>Number of Outstanding work orders</i>	24	110	236
<i>Number of Inoperable Water Meters</i>	0	0	0
<i>Number of Meters Read for Timely Billing</i>	6,562	39,280	38,666
<i>Number of Utility Cuts Repaired</i>	0	63	50
<i>Number of incomplete Utility Cuts</i>	19	71	58

Narrative Information:



CITY OF LANCASTER WATER LOSS REPORT
January 2021 - June 2023

REPORT PERIOD	Gallons Bought	Gallons Accounted For			Total	Percent Unaccounted
	Total	Billed - In	Billed - Out	Other		
Jan-21	43,704,000	17,878,600	7,268,400	3,560,605	28,707,605	34.3%
Feb-21	39,953,400	16,301,800	6,605,000	2,869,963	25,776,763	35.5%
Mar-21	45,019,000	17,575,000	6,823,900	4,388,232	28,787,132	36.1%
Apr-21	47,462,200	17,321,200	7,055,500	5,161,612	29,538,312	37.8%
May-21	53,798,800	18,971,000	7,055,600	4,726,103	30,752,703	42.8%
Jun-21	54,320,000	22,575,700	8,630,700	3,860,319	35,066,719	35.4%
Jul-21	57,422,000	20,588,600	7,139,100	4,822,359	32,550,059	43.3%
Aug-21	56,950,000	19,036,900	7,218,800	5,531,190	31,786,890	44.2%
Sep-21	61,542,000	23,417,500	8,598,800	5,908,143	37,924,443	38.4%
Oct-21	55,595,000	19,309,300	6,861,100	2,336,500	28,506,900	48.7%
Nov-21	54,576,000	18,583,700	7,085,700	5,391,770	31,061,170	43.1%
Dec-21	54,118,000	18,429,200	7,411,500	4,731,092	30,571,792	43.5%
Jan-22	56,422,000	18,538,900	8,550,600	8,837,540	35,927,040	36.3%
Feb-22	49,624,000	17,407,100	6,443,700	4,040,875	27,891,675	43.8%
Mar-22	54,471,000	16,887,000	6,566,200	4,644,790	28,097,990	48.4%
Apr-22	52,371,000	15,175,300	5,558,900	7,712,802	28,447,002	45.7%
May-22	59,796,000	20,914,500	7,739,900	8,191,234	36,845,634	38.4%
Jun-22	62,584,000	22,822,500	8,832,100	7,292,105	38,946,705	37.8%
Jul-22	58,763,000	20,166,000	7,342,700	8,565,080	36,073,780	38.6%
Aug-22	56,832,300	21,971,900	8,179,800	7,099,650	37,251,350	34.5%
Sep-22	56,768,700	22,822,100	7,798,000	7,211,200	37,831,300	33.4%
Oct-22	54,417,000	20,307,400	6,910,400	6,514,680	33,732,480	38.0%
Nov-22	47,597,400	16,246,100	6,233,900	6,134,300	28,614,300	39.9%
Dec-23	54,176,600	17,152,900	6,723,100	5,809,330	29,685,330	45.2%
Jan-23	48,784,000	16,814,800	10,967,700	5,671,230	33,453,730	31.4%
Feb-23	45,692,090	16,814,800	10,967,700	3,728,563	31,511,063	31.0%
Mar-23	46,768,950	17,767,300	9,151,500	5,321,420	32,240,220	31.1%
Apr-23	46,691,120	18,126,300	9,151,500	4,478,570	31,756,370	32.0%
May-23	50,406,840	20,773,100	7,993,000	4,677,446	33,443,546	33.7%
Jun-23	51,593,700	16,903,000	6,710,900	5,362,070	28,975,970	43.8%

The current period for water purchased was for No Jun 1, 2023 - July 1, 2023
 These readings are provided to the City by LCWSD.

**CITY OF LANCASTER
SOLID WASTE DEPARTMENT**

MONTHLY REPORT FOR June 2023

Matthew B Berry

Director of Sanitation & Maintenance Operations

*Ensure accessibility and cleanliness of City Streets and sidewalks.
Install and maintain Street names and City traffic control signage.
Collect and dispose of residential and commercial solid waste.
Collect and dispose of residential rubbish and debris.
Collect and dispose of commercial cardboard.
Repair and maintain the City's motor vehicle fleet and power equipment owned and operated by the City.*

SCOPE OF OPERATIONS

The City of Lancaster Solid Waste Department Street and Sanitation Division is responsible for maintaining approximately eleven miles of City streets, related sidewalks and City street cleanliness. This department also collects, handles, disposes of residential solid waste, brush, trash, commercial solid waste, cardboard collection, and seasonal leaf collection. The City of Lancaster Vehicle Maintenance Department repairs and maintains the motor vehicles and power equipment owned and operated by the City.

PERFORMANCE REPORT

	MONTH OF June	CURRENT YTD	PREVIOUS YTD
NUMBER OF SIGNS REPAIRED OR REPLACED		19	16
MILES OF ROADWAY SWEPT	0	89.00	147.00
TONS OF CITY RESIDENTIAL SOLID WASTE COLLECTED	258.34	2432.23	859.49
TONS OF CITY COMMERCIAL SOLID WASTE COLLECTED	363.96	4055.43	1,668.43
TONS OF CITY RESIDENTIAL TRASH, LEAVES AND BRUSH COLLECTED	148.56	1807.92	521.32
TONS OF CITY CARDBOARD COLLECTED	18.21	174.02	204.44
TONS OF INDEPENDENT MSW COLLECTED	1805.50	21352.84	6,635.97
TONS OF INDEPENDENT C & D COLLECTED	622.09	6002.24	4,077.10
TONS OF INDEPENDENT CARDBOARD COLLECTED	15.18	152.18	75.54
TOTAL TONS RECEIVED AT TRANSFER STATION	3,231.84	36,065.86	14,042.29

2022-2023 Tranfer Station Independent MSW Tons

	Jul Activity Aug Invoice	Aug Activity Sept Invoice	Sept Activity Oct Invoice	Oct Activity Nov Invoice	Nov Activity Dec Invoice	Dec Activity Jan Invoice	Jan Activity Feb Invoice	Feb Activity Mar Invoice	Mar Activity Apr Invoice	Apr Activity May Invoice	May Activity June Invoice	June Activity July Invoice
LEE COUNTY MSW TOTAL	2439.23	2698.82	2374.31	2308.12	2545.95	2565.58	2742.67	2363.37	2566.67	2392.34	2721.07	2454.30
Lancaster County PW	591.16	433.23	581.20	582.45	610.05	618.27	646.65	573.96	570.55	587.57	616.98	601.45
Active Waste	382.75	279.25	301.91	313.96	393.69	397.34	350.16	375.75	403.24	323.05	365.33	316.61
C & D Trash Service	30.65	20.11	27.35	34.11	29.39	27.88	53.82	28.12	40.73	44.32	37.30	32.09
Mercardos									3.30	0.00	0.00	0.00
Republic Waste	147.13	126.27	197.02	190.23	132.56	239.95	300.81	207.27	222.13	198.22	244.31	157.14
Robinson Trash	138.39	79.72	129.31	122.78	119.12	102.20	88.25	71.29	80.43	80.71	94.03	96.80
Rural Garbage	388.32	256.57	393.83	359.18	391.54	406.20	416.46	359.03	406.91	372.18	431.17	419.66
Town of Heath Springs	22.09	10.20	25.34	20.60	20.08	27.08	28.00	15.64	25.57	19.75	24.85	20.94
Trash Control	41.63	21.70	75.21	78.84	51.09	90.78	94.75	84.96	86.01	79.80	88.35	9.49
Waste Management Char So	29.31	16.23	26.64	28.72	34.10	30.54	27.79	27.76	32.83	27.27	28.24	102.15
Waste Management SC	0.00	0.00	0.00	0.00	5.95	30.54	0.00	0.00	0.00	0.00	0.00	0.00
Total Independent MSW	1771.43	1243.28	1757.81	1730.87	1787.57	1970.78	2006.69	1743.78	1871.70	1732.87	1930.56	1805.50
Bill to City Based on Total Tons	667.80	1455.54	616.50	577.25	758.38	594.80	735.98	619.59	694.97	659.47	790.51	648.80

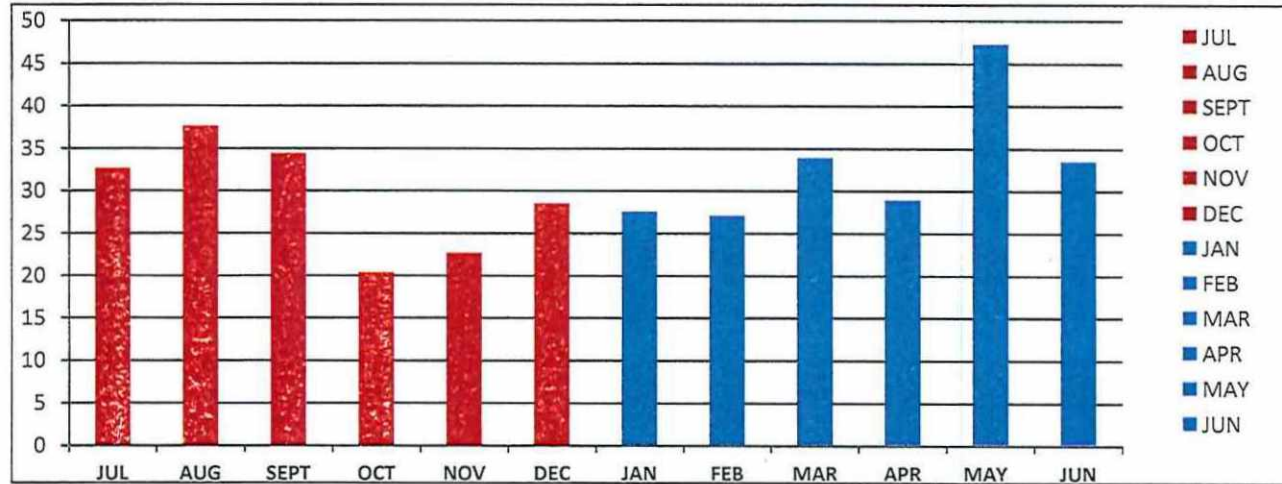


**SOLID WASTE RECYCLE
CARDBOARD
JULY 2022- JUNE 2023**



COMMERCIAL TONS

JUL	32.66
AUG	37.64
SEPT	34.43
OCT	20.44
NOV	22.67
DEC	28.56
JAN	27.59
FEB	27.09
MAR	33.81
APR	28.9
MAY	47.19
JUN	33.39



MATTHEW B BERRY
Director of Sanitation & Maintenance Operations
SOLID WASTE DEPARTMENT



**CITY OF LANCASTER
SOLID WASTE DEPARTMENT**

VEHICLE MAINTENANCE DIVISION

Monthly Report for JUNE 2023

Matthew B Berry

Director of Sanitation & Maintenance Operations

Critical Objectives

Repair and maintain the City's motor vehicle fleet and power equipment operated by the City.

SCOPE OF OPERATIONS

The City of Lancaster's Vehicle Maintenance division is responsible for repairs and maintains the motor vehicles and power equipment owned and operated by the City.

PERFORMANCE REPORT

INDICATOR	MONTH OF JUNE	CURRENT YTD	PREVIOUS YTD
LARGE EQUIPMENT <i>Backhoes, Tractors, Trailers, Valve Machine, Etc.</i>	59	632	708
SMALL EQUIPMENT <i>Lawnmowers, Pumps, Weedeaters, Chainsaws, Etc.</i>	6	34	45
VEHICLES PREVENTATIVE MAINTENANCE	18	297	288
VEHICLES GENERAL REPAIRS	93	1058	1024
VEHICLES AND EQUIPEMENT <i>Repairs due to Negligence</i>	1	2	5
TOTAL EQUIPMENT REPAIRED	65	653	753
TOTAL VEHICLES REPAIRED	93	1058	1024
GRAND TOTAL REPAIRED <i>Vehicles, Equipment, & PM</i>	176	2007	2065

Solid Waste Projects

- **Lyndon Dr.**-This project has started, and we are currently in the process of these repairs being completed. Estimated completion of this project is within the next 3-4 weeks.
- **MJC Park**-Keck Wood has made the changes to the plans that we requested, and we will be meeting with them in the upcoming weeks to review the changes and to determine if this will need to be bid out in phases.
- **Sidewalk Master Plan**- maps and evaluations of all sidewalks have been completed by Keck Wood and they have presented the plan to Council and we can apply for CBDG grant funding this fall for the new sidewalk addition to Arch St. Also we now know what areas will need to have the most attention as far as repairs and maintenance.
- **Taylor Street Drainage**-Study and plans have been reviewed. We are now working towards having the temporary construction easements signed so that we can move forward with sending this out to bid.
- **Ferguson Street Drainage**-Study and surveying has been completed and a preliminary plan was prepared. Keck Wood is currently making a few minor changes to the plans and once the changes have been made, it will be presented to Council.



JUNE - EVENTS AND PROMOTIONS

JUNE EVENTS:

- June 1, HOPE - Events and Promotions participated in the HOPE Anniversary event as a hostess.
- June 16, worked with both Upward Bound and Arras Foundation Inters to clean up Main Street prior to the Juneteenth Celebration.
- June 17, 3rd Annual Juneteenth Event a complete success. Approximately 1500 people attended, 2 church choirs, 2 bands-played including Purple Project. there were several food trucks and vendors.

JULY FEATURES:

July 21, 2023 - the first in our series of Finally Friday Crusin' Events. Included in this event are Tour deLux Rally Car Club, Hwy 55, Lil Orbits, Mareritas Meals on Wheels Food Trucks. We hope to have an enthusiastic crowd.

AUGUST EVENTS:

- August 12, Chief Roper's Hoops for Hope event. Events and Promotions is helping with planning and set up.
- The Annual American Legion Fair is returning August 11 thru August 21
- August 14, we will be sending out our applications for Scarecrows on Main.
- August 18, second of three Finally Friday's. Featuring NTAC and Gritty Fly Right. NTAC is a local band and people are pretty familiar with them. Gritty Fly Right is from the Charleston area and have a great following. NTAC plays 6:30-7:30 PM, Gritty Fly Right plays 8:00-10:00 PM

Prepared by

LISA RODDEY

Events and Promotions Manager



SEPTEMBER EVENT:

- September 15, final of the three **Finally Friday** Events, this event will include Phazar, Electric Dynamite. Phazar is local and has a following, Electric Dynamite is new to our area and have a following from the Fort Mill and Rock Hill area.
- September 23, two separate events will take place. One is the **James Clark Sickle Cell Parade and Celebration** this will take place at the American Legion field, the parade will travel through Main St. all permits and applications have been taken care of. The second event is a **Torch Run for Special Olympics** meeting at Hwy 55 since this takes place in the county we will not need any permits.

IN PROGRESS

- **Breast Cancer** awareness campaign-working with a community partner
- **Give Local Lancaster** campaign- working with a community partner
- **Scarecrows on Main Street** - City Event
- **National Night Out** - Tuesday, October 3, working with community partners.
- **Boo Fun Fest** - Saturday, October 28 - 5:00 -9:00 PM City Event
- **DEA Drug Take Back** campaign - Saturday, October 28 - 10:00 AM working with a community partner.
- The Events and Promotions department is working with several local agencies such as; DEA, Arras, HOPE, Counseling Services of Lancaster, to enhance City events. We have also created a coalition with County Marketing, PD-PIO, LCSD PIO, Sheriff's PIO, to collaborate on ideas to bring foot traffic downtown.



CHRISTMAS 2023

- **Christmas Tree Lighting** - Saturday, November 25, Spring House @6:00 details in process
- **Christmas Bazaar** - Saturday, December 2, City Hall Parking Lot 10:00-2:00 PM details in process
- **Christmas in the City** - Saturday, December 2 - 10:00-2:00 PM
- **Christmas Parade** - Saturday, December 2, - 6:00PM details in process.

IMPROVING LANCASTER- EVENTS & PROMOTIONS IS...

- in the beginning stages of selecting new Christmas decorations for downtown. A separate presentation will be shown during the July 25th Council Meeting.
- working with several outside community partners and agencies to enhance the events and activity in downtown Lancaster.
- reaching out to the new and old neighborhoods in Lancaster to communicate to residents all the opportunities available to family.



Monthly Report

June 2023

by: Marketing and Development Manager

Monthly Recap

- An updated 'New Business' guide is currently in the works.
- The first-ever City of Lancaster 'Budget in Review' will be sent out to the public by the end of July. This review will highlight each department's budget. This gives a chance for the public to have full transparency and an "easy to read" guide on our 39.5 Million Dollar budget.
- Attended the 2023 Main Street SC Directors Retreat in Beaufort, SC.
- Began Conceptual Designs for Amphitheater.
- Reviewing and updating marketing strategies for the upcoming Fiscal Year 23-24.
- Creating policies and procedures for the new Downtown Rehabilitation Grant.



June Updates for Downtown Lancaster!

Council, I am pleased to say that Downtown Lancaster is beginning to see growth! Please see the below in regard to Downtown Lancaster.

- 126 S Main Street (old Charles Cafe) is continuing to gut out both buildings. Plans on what the buildings will entail are still being discussed, however, the movement continues!
- 130 S Main Street (old K Beauty Supply) applied for a Facade Grant back at the beginning of June which they received the full \$4,000. The Facade of the building is soon to change. Plans on what the buildings will entail are still being discussed, however, they are very eager to begin their journey Downtown.
- Southern Yankee Bakery & Bistro LLC at 108 E Gay had a few electrical setbacks but is soon to open!

SOCIAL MEDIA

INSIGHTS

This metric counts reach from the organic or paid distribution of your Facebook content, including posts, stories and ads. It also includes reach from other sources, such as tags, check-ins and Page or profile visits. This number also includes reach from posts and stories that were boosted. Reach is only counted once if it occurs from both organic and paid distribution. This metric is estimated. A City of Lancaster, SC Government page has been made, however, we are still working out the details on that page.

JUNE 2023 SEE LANCASTER, SC FACEBOOK NUMBERS!



WEBSITE

DATA REPORT

All Data came from the website!

The top three site visits were:

Welcome To Lancaster, South Carolina- 3,095

Home page / Archives- 2,216

Utility Services- 1,348

April: 22,555
 May: 53,605
 June: 46,045



FY 2022-2023 GOALS FOURTH QUARTER REPORT

Must Do Goal #1: Integrate/Upgrade the Police & Court Software and Purchase Police Accreditation Software		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To allow for issuance of electronic citation and accidents reports, which will help reduce mistakes and duplication of effort, and to help simplify the management of the City's accreditation compliance process, surveys, audits, and assessments with implementation of accreditation management software. 	IT Director, Police Chief, & Court Administrator	<ul style="list-style-type: none"> Power DMS Digital Management software for SCCLEA accreditation has been purchased and is being used by staff. Bravos eCitation has been carried over in the new budget Data extraction on Court tickets has been completed and transferring Court to CMS is scheduled for October at the latest.

Must Do Goal #2a: Hire a City Planner Focusing on Growth Management, Community Development, & Current Planning		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To ensure a community-oriented approach to urban development and growth management. 	City Administrator & Building, Zoning, & Planning Director	<ul style="list-style-type: none"> Job description completed. Job announcement has been posted on the Municipal Association website, the American Planning Association website, the South Carolina Planning association website, and Indeed website. The Planning Departments of Clemson University & the University of North Carolina at Chapel Hill has been informed of the opening. Job announcement was resent to planning graduate schools for reposting during May graduations.

Must Do Goal #2b: Begin the Wastewater Treatment Plant Optimization Project		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To ensure efficient wastewater plant operations in order to allow for continuing residential, commercial, and industrial growth. 	Public Utilities Director, Finance Director, & City Administrator	<ul style="list-style-type: none"> The City has been awarded \$10 million RIA SCIPP Grant. Engineering design is continuing with plans to submit for DHEC approval and permits by autumn. Project schedule to bid in January 2024 .

FY 2022-2023 GOALS FOURTH QUARTER REPORT

Must Do Goal #3: Hire a Marketing & Development Manger		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To ensure downtown has a thriving economy that is rich on character and features inviting public spaces that make residents and visitors feel that they belong. 	City Administrator	<ul style="list-style-type: none"> Completed. Marketing & Development Manager Alize Thomas was hired on October 11, 2022

Should Do Goal #1a: Remove Tree Hazards/Nuisances in City Parks and Enhance Access & Experience for Disable Users		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To provide accessible and inclusive parks to support community interests and recreation needs while assuring the parks are safe for all residents and visitors. 	Sanitation & Maintenance Operation	<ul style="list-style-type: none"> The Park Safety Assessment has been completed and 12 tree hazards have been identified. 11 tree hazards have been removed and the 12th tree hazard will be removed by autumn. MJC Park plans have been completed which enhances ADA access. Staff is working with Catawba COG in preparing a CDBG preapplication for the rehabilitation of MJC park.

Should Do Goal #1b: Improve the Police Department Accreditation Process by Hiring an Accreditation Manager		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To achieve the gold standard in public safety that embodies the precepts of community-oriented policing, deliver greater accountability, and provide the best practices related to life, health, and safety procedures. 	Police Chief & City Administrator	<ul style="list-style-type: none"> Completed. Accreditation Manger, Tinequa Culp, was hired on September 6, 2022.

FY 2022-2023 GOALS FOURTH QUARTER REPORT

Should Do Goal #2: Develop a Sidewalk Master Plan to be Used to Apply for CDBG Funding		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To improve the pedestrian network in the City which will provide the residents and visitors an enhanced quality of life by providing a safe and walkable means of travel. 	Sanitation & Maintenance Operation Director & City Administrator	<ul style="list-style-type: none"> Completed Keck & Wood presented the Sidewalk Masterplan to City Council at the February 14, 2023 Council meeting. Staff is working with Catawba COG in preparing a CDBG preapplication for the installation of sidewalks in Arch Street area.

Should Do Goal #3a: Hire 2 Additional Equipment Operator I and 2 Additional Equipment Operator III		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To help reduce the workload and provide better services with regards to sidewalk maintenance, pothole repairs, sign replacement, and grass cutting 	Sanitation & Maintenance Operation Director	<ul style="list-style-type: none"> Due to budget constraints only one Equipment Operator III position was added. Fredrick Stevens was hired on September 6, 2022.

Should Do Goal #3b: Pursue Bond Indebtedness to Finance Upgrades & Improvements to the Barr Street Football Field, MJC Park & Hughes Street Park, and Extending the Greenway		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To renovate and improve existing facilities and to build a new park facility that can be used for regional youth sports. 	City Administrator	<ul style="list-style-type: none"> Keck & Wood have completed the MJC Park plans and will be presenting their findings and cost estimates at the March 14, 2023 City Council Meeting. Discussions held with Financial Advisor First-Tryon on financing structures available to the City and the City's overall debt profile.

FY 2022-2023 GOALS FOURTH QUARTER REPORT

Could Do Goal #3c: Implement a Stormwater Drainage Solution for Ferguson Street

Should Do Goal #3c: Develop a Stormwater Drainage Solution for Ferguson Street		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To help prevent flooding, protect lives and property, and to improve environmental quality. 	Sanitation & Maintenance Operation Director	<ul style="list-style-type: none"> Keck & Wood has completed the preliminary design and is developing the project costs. Design has been submitted to DHEC and SCDOT for review and permit approvals.

Could Do Goal #1: Develop, Fund, & Implement a Career Ladder for the Police Department

Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To assist in finding top-quality individuals who want to pursue a career in law enforcement at the Police Department and to help retain current officers. 	Police Chief & Finance Director	<ul style="list-style-type: none"> Unable to implement both a career ladder for the Police Department and a regional market salary increase for the police officers.

Could Do Goal #2a: Implement a Longevity Raise & a 5% COLA and Increase all Paygrades by 5%

Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To ensure that the City is offering an accurate compensation packet that reflect current market conditions 	City Administrator, Human Resources Director, & Finance Director	<ul style="list-style-type: none"> Completed All fulltime and parttime employees received a 6% COLA raise & longevity raise, and all paygrades were increased by 5%.

Could Do Goal #2b: Develop a Plan for the Implementation of Citywide Surveillance System in City Parks

Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To monitor the security of public spaces to safeguard citizens from threats to their well-being 	IT Director & Police Chief	<ul style="list-style-type: none"> Conducted site visits with vendors at each City park in order to develop material listing and pricing. Drone footage of each park has been taken.

FY 2022-2023 GOALS FOURTH QUARTER REPORT

Could Do Goal #2c: Increase funding for the City's Juneteenth Celebration		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To continue commemorating African American liberation from the institution of slavery and to highlight the resilience, solidarity, and culture of African American community by enhancing the Juneteenth celebration with the goal of one day becoming the State's best celebration. 	City Administrator & Finance Director	<ul style="list-style-type: none"> Completed The Juneteenth Celebration budget increased from \$5,300 to \$16,000 (201.89% increase)

Could Do Goal #3: Make a Final Decision of City's Election Date		
Objective	Responsible Party	Actions
<ul style="list-style-type: none"> To ensure that City elections are free, there is a fair count of all eligible voters and voters' turnout is high. 	City Administrator & City Clerk	<ul style="list-style-type: none"> Completed. Ordinance 23-01, 23-02, & 23-03 changing municipal election dates to odds years became effective on January 24, 2023.

OVERTIME REPORT
JUNE

Department	Monthly OT Hours	Monthly Amount	Year to Date Amount	Budget	% Spent	Justification
City Administration & Human Resources	6.25	\$168.70	\$3,167.75	\$4,000.00	79.19%	City Council meeting, issuing new procurement contracts, & payroll transmittal
Finance & Utility Billing	31.75	\$909.64	\$20,568.73	\$20,500.00	100.34%	Preparing AR invoices, posting ACH payments, working on billing report spreadsheet, & inputting utility billing re-reads
Information Technology	4.00	\$136.52	\$1,804.80	\$6,500.00	27.77%	Assisting weekend judge with InCode issues, resolving MDT connectivity issues, & dispatch callout
Police	779.50	\$24,104.89	\$177,147.00	\$160,000.00	110.72%	Maintaining adequate level of service due to being short staffed
Courts	2.00	\$63.91	\$3,181.69	\$8,000.00	39.77%	Late bond arraignment and court payment
Fire	3.00	\$115.19	\$1,919.49	\$3,500.00	54.84%	Extra shift work to maintain required ISO minimum staffing level
Street	34.75	\$832.68	\$1,102.74	\$4,000.00	27.57%	Running late loads to landfill
Building & Zoning	3.00	\$91.85	\$1,315.92	\$1,000.00	131.59%	Planning Commission meeting & mailing lot clearance letters
Events & See Lancaster	26.25	\$826.52	\$2,428.17	\$4,000.00	60.70%	Red Rose Festival, Juneteenth, City Council meeting, & developer meeting
Grounds Maintenance	1.75	\$53.09	\$1,980.60	\$7,000.00	28.29%	Running late loads to landfill & additional janitorial cleaning

OVERTIME REPORT
JUNE

Department	Monthly OT Hours	Monthly Amount	Year to Date Amount	Budget	% Spent	Justification
Vehicle Maintenance	31.00	\$819.21	\$8,308.47	\$13,000.00	63.91%	Providing coverage for sick employee
Public Works & Solid Waste Administration	8.00	\$197.16	\$387.95	\$2,000.00	19.40%	Providing coverage for sick employee
Water Distribution	72.25	\$1,964.24	\$19,998.67	\$22,700.00	88.10%	Repairing water leaks on Meeting St, French St, York St, Survey St, Westmoreland Dr, Miller St, & Forest Dr
Wastewater Treatment Plant	27.25	\$835.91	\$5,862.57	\$4,500.00	130.28%	Rain event, weekend plant check, & repairing mechanical issues
Wastewater Collection	83.75	\$2,471.29	\$21,612.40	\$25,000.00	86.45%	Placing portable generators at Laurel Avenue & Grace lift station during power outage & sewer stoppage on Wylie Park Rd, Market St, & French St
Residential Garbage	34.75	\$865.45	\$9,269.75	\$10,500.00	88.28%	Running a late load & providing coverage for employee on sick leave
Recycling	0.00	\$0.00	\$267.15	\$3,000.00	8.91%	----
Commercial Garbage	0.00	\$0.00	\$88.16	\$4,000.00	2.20%	----
Transfer Station	221.75	\$6,827.95	\$45,273.28	\$50,000.00	90.55%	Running early, late, and extra load to landfill, & providing coverage for employees on holiday and sick leave