



Richland County Council

Regular Session November 03, 2015 - 6:00 PM Council Chambers

Call to Order

- 1** The Honorable Torrey Rush

Invocation

- 2** The Honorable Julie-Ann Dixon

Pledge of Allegiance

- 3** The Honorable Julie-Ann Dixon

Approval of Minutes

- 4** Regular Session: October 20, 2015 [PAGES 8-20]

Adoption of Agenda

5

Report of the Attorney for Executive Session Items

- 6** a. Flooding/Disaster Response - Contractual/Legal
 1. FEMA Public Assistance and Flood Control Works - Legal Advice
- b. Mutual Aid Agreement (RCSD)

Citizen's Input

- 7** For Items on the Agenda Not Requiring a Public Hearing



Richland County Council

Report of the County Administrator

Report of the Clerk of Council

- 8** a. 2016 Couty Council Meeting Dates [ACTION] [PAGES 21-22]

Report of the Chair

- 9** a. Flood Relief Strategic Meeting
- b. Charters of Freedom Monument – Site Recommendation [ACTION]
[PAGES 23-25]

Open/Close Public Hearings

- 10** a. An Ordinance Amending the Richland County Code of Ordinances, Chapter 19, Parks and Recreation; so as to delete the entire Chapter

Approval of Consent Items

- 11** An Ordinance Amending the Richland County Code of Ordinances, Chapter 19, Parks and Recreation; so as to delete the entire Chapter [THIRD READING]
[PAGES 26-30]
- 12** Accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance [PAGES 31-35]
- 13** Tracking List of Developers for Road Construction [PAGES 36-39]
- 14** Pawmetto Lifeline New Program(s) Proposal [PAGES 40-43]
- 15** Airport Capital Improvement Project – Southeast Airfield Clearing and Grading Improvements (formerly known as Taxiway ‘A’ Extension), Change Order 1 Approval [PAGES 44-50]
- 16** Approval of an amendment of an existing FAA Airport Improvement Program (AIP) Grant [PAGES 51-53]
- 17** Motion to Change the way Vehicles are Taxed by the County [PAGES 54-57]
- 18** Motion to fund the Governor's Cup Road Race in the amount of \$7,000



Richland County Council

[PAGES 58-69]

- 19** County Approval Process for Special Events on County Owned Property; Alcohol on County Owned Property [PAGES 70-99]

Second Reading Items

- 20** a. Authorizing the expansion of the boundaries of the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to include certain additional real property located in Richland County; the execution and delivery of a First Amendment to that certain Credit Agreement between Richland County and CD/Park7 Columbia SC High Rise Owner LLC to include such additional property as part of the project site described therein; and other related matters [PAGES 100-112]

Report of Administration & Finance Committee

- 21** Creation of Three New CASA Caseworker Positions [PAGES 113-118]
- 22** An Ordinance Amending the Fiscal Year 2015-2016 Hospitality Tax Fund Annual Budget to appropriate \$75,000 of Hospitality Fund Balance to provide funding for Famously Hot New Year [FIRST READING] [PAGES 119-134]

Report of Economic Development

- 23** a. Ordinance to Amend the agreement for designation of the I-77 Corridor Regional Industrial Park dated April 15, 2003 by and between Fairfield and Richland Counties so as to enlarge the park (Seibels Services Group, Inc.) [FIRST READING] [PAGES 135-142]
- b. Authorizing the execution and delivery of a fee-in-lieu of tax agreement by and between Richland County and Project Oro, whereby Richland County will enter into a fee-in-lieu of tax arrangement with Project Oro, and providing for payment by Project Oro of certain fees-in-lieu of ad valorem taxes; providing for the allocation of fees-in-lieu of taxes payable under the agreement for the establishment of a multi-county industrial/business park; and other matters relating thereto [FIRST READING BY TITLE ONLY]

Report of Rules & Appointments Committee

Notification of Appointments



Richland County Council

- 24** Board of Zoning Appeals - 1 [PAGES 143-144]
- a. Patrick E. Pinckney
 - b. Shane Ousey
- 25** East Richland Public Service Commission (Applicant must be a resident of Arcadia Lakes) - 1 [PAGES 145-146]
- a. Catherine Schemel Cook
- 26** Building Codes Board of Appeals - 3 [PAGES 147-152]
- a. Michael Lowman
 - b. Greg Mackie
 - c. Jesse S. Burke

Notification of Vacancies

- 27**
- a. Airport Commission – 3
 - b. Lexington Richland Alcohol and Drug Abuse Council (LRADAC) – 2
 - c. Accommodations Tax Committee – 2 (1 at-large position and 1 position with a background in the Cultural Industry)
 - d. Richland Memorial Hospital Board – 2
 - e. Transportation Penny Advisory Committee - 1 (Unexpired Term)

Rules and Appointments: Items for Action

- 28** Ordinance providing for the appointment of Ex Officio members to public bodies whose membership is appointed by the governing body of Richland County. The governing body of Richland County may appoint up to three (3) ex officio members to any board, commission, committee, entity or any other "public body" as defined in the South Carolina Freedom of Information Act whose members are appointed by the governing body of Richland County. Such ex officio members shall pursuant to Roberts Rules of Order have all the privileges of board (or other public entity) membership, including the right to



Richland County Council

make motions and to vote and to participate in regular or special called meetings and executive sessions, but none of the obligations. Ex officio members have no obligation to participate and should not be counted in determining the number required for a quorum or whether a quorum is present at a meeting. When an ex officio member of any board, commission, committee, entity or any other public body ceases to hold the office that entitles him or her to such membership, his or her membership on the public body terminates automatically [WASHINGTON] [PAGE 153-154]

- 29** Terms of Service - Eligibility Requirements after Two Consecutive Terms [PAGE 155]

Other Items

- 30** a. A Resolution to appoint and commission Manolo Ibarra-Pineda as a Code Enforcement Officer for the proper security, general welfare, and convenience of Richland County [PAGE 156]
- b. A Resolution to appoint and commission Jesse Kathleen Cody as a Code Enforcement Officer for the proper security, general welfare, and convenience of Richland County [PAGE 157]

Citizen's Input

- 31** Must Pertain to Items Not on the Agenda

Executive Session

Motion Period

- 32** a. Determine if an act that amended Section 27-2-105, code of laws of South Carolina, 1976, approved in June 2014, is a violation of Home Rule.

Background: The above amended bill gives the state the authority to change county boundaries with no input from the county/counties being affected. This could have a tremendous financial impact on a county by the transfer of millions of dollars of property from one county to another or even changing a county line to put property in a neighboring county to assist with economic incentives for a new business.

I also question why the Richland County Lobbyist did not make Richland County aware of this bill as it proceeded at the state level?



Richland County Council

Currently the Richland County/Lexington County line is being looked into for change and neither county has requested this change or disputed the lines. (See 10-4-15 Tim Flach article in The State for some details). [MALINOWSKI]

b. Direct staff to update Richland County Code of Ordinances; Chapter 26, Land Development; Article VII, General Development, Site, Standards; Subsection (B), to address the height of fences and walls when located in the required side and rear yards. Currently there are no standards. [MALINOWSKI]

c. Resolution recognizing Angie Stone for her illustrious singing career [LIVINGSTON]

d. Motion to reopen the Lower Richland Operation Center (LROC) to provide the necessary relief to the citizens still impacted by the flood. This includes managing the warehouse that is receiving donations and managing the volunteers prepared to come in and help the citizens rebuild. NOTE: This should not go to a committee as there are people who do not have time. People are still homeless and roads are still closed. [JACKSON]

e. Council consideration for future contract negotiations with the PDT or any other group to reduce the hourly rate for engineers making \$270 and for part-time interns making \$35 per hour. As a council we must be consistent when deciding what is fair and not have the appearance of being discriminatory [JACKSON]

f. Request the National Guard to repair dirt roads and dams. This request should come from administration and do not need to go to committee. The Engineering unit is ready and under the emergency act they can do it without cost or minimal cost. This what they do in other counties and is currently doing in New Orleans [JACKSON]

Adjournment



Richland County Council



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

REGULAR SESSION MINUTES

October 20, 2015
6:00 PM
County Council Chambers

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building

CALL TO ORDER

Mr. Rush called the meeting to order at approximately 6:00 PM

INVOCATION

The Invocation was led by the Honorable Greg Pearce

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Honorable Greg Pearce

POINT OF PERSONAL PRIVILEGE – Ms. Dixon thanked staff and her fellow Council members for wearing pink in recognition of Breast Cancer Awareness Month and to remind everyone to wear pink/purple to next week's Committee meeting in honor of Domestic Violence and Breast Cancer Awareness.

PRESENTATION OF RESOLUTIONS/PROCLAMATIONS

A Resolution establishing October 25-31, 2015 as End Child Hunger SC Week in Richland County [RUSH] – Mr. Rush presented a resolution to Ms. Ashley Page, USC Childhood Hunger Community Organizer, with a resolution in honor of End Child Hunger SC Week in Richland County.

Ms. Page highlighted the events of October 25-31, 2015 being held in honor of End Child Hunger SC Week.

A Proclamation recognizing Disability Employment Awareness Month [MANNING] – Mr. Manning presented a proclamation to Able SC in honor of Disability Employment Awareness Month.

APPROVAL OF MINUTES

Special Called Meeting: October 12, 2015 – Mr. Pearce moved, seconded by Ms. Dixon, to approve the minutes as distributed.



Committee Members Present

Torrey Rush, Chair
Greg Pearce, Vice Chair
Joyce Dickerson
Julie-Ann Dixon
Norman Jackson
Damon Jeter
Paul Livingston
Bill Malinowski
Jim Manning
Seth Rose
Kelvin E. Washington, Sr.

Others Present:

Tony McDonald
Daniel Driggers
Sparty Hammett
Warren Harley
Dwight Hanna
Beverly Harris
Monique McDaniels
Kimberly Roberts
Rob Perry
Brandon Madden
Roxanne Ancheta
Cheryl Patrick
Michelle Onley
Quinton Epps
Michael Byrd
Tracy Hegler
Ismail Ozbek
Andrea Bolling
Synithia Williams
Larry Smith
Christy Swofford
Geo Price
Laura Renwick

**Richland County Council
Regular Session
Tuesday, October 20, 2015
Page Two**

Mr. Livingston made a substitute motion, seconded by Ms. Dickerson, to reconsider the portion of the minutes on p. 15 entitled: "Motion to name Courtroom 2b in the Judicial Center the Ada Harper James Courtroom."

<u>FOR</u>	<u>AGAINST</u>
Dixon	Malinowski
Rose	Pearce
Jackson	Rush
Livingston	Manning
Washington	Jeter

The motion for reconsideration passed.

Mr. Livingston moved, seconded by Ms. Dickerson, to approve naming courtroom 2b of the Richland County Judicial Center located at 1701 Main Street the Ada Harper James Courtroom.

Mr. Malinowski stated the Clerk of Court had reached out to all the counties regarding the policy on this type of situation and found this is not something that is routinely done. Courtrooms are generally renamed for judges and higher officials that have excelled in their duty during their tenure. In addition, Ms. McBride stated by doing this it would open "a can of worms" for all courts in the State.

Mr. Manning inquired as to what the statute Ms. McBride cited actually referenced.

Mr. Smith stated the statute referenced the duties and responsibilities of the Clerk of Court. The statute basically says the Clerk of Court has the responsibility of running the operations of the courthouse. It does not speak specifically to the issue before Council.

Ms. Dixon inquired if the County has an ordinance or policy that governs how courtrooms, buildings, etc. are named.

Mr. Smith stated the County does have an ordinance that relates to the naming of buildings, but it does not speak to this particular issue.

Ms. Dixon made a substitute motion, seconded by Mr. Malinowski, to defer this item and refer it to the Ordinance Review Committee to modify the existing ordinance for naming buildings to include rooms, space, etc.

<u>FOR</u>	<u>AGAINST</u>
Dixon	Rose
Malinowski	Jackson
Pearce	Livingston
Rush	Washington
Dickerson	
Manning	
Jeter	

The vote was in favor of deferring action on this item and referring the ordinance regarding the naming of building to the Ordinance Review Committee.

Mr. Malinowski requested the minutes be corrected to include his question regarding Irmo receiving assistance through the County.

The vote in favor was unanimous to approve the minutes as amended.

ADOPTION OF AGENDA

Mr. Pearce moved, seconded by Ms. Dickerson, to adopt the agenda as published. The vote in favor was unanimous.

REPORT OF THE ATTORNEY FOR EXECUTIVE SESSION

Mr. Smith stated the following items were potential Executive Session Items:

a. AT Consulting Group – Contractual Matter

CITIZENS' INPUT (For Items on the Agenda Not Requiring a Public Hearing)

Mr. Bernard Wilson, Rev. Sammy Wade, Mr. Jerry Green, Ms. Sabrina Todd, Ms. Helen Spearman, Ms. Dorothy Sumter, Rev. James Durant, and Mr. Theodore Dowdy spoke regarding the Flooding and Disaster Response.

Mr. Marvin Williams inquired about the County water system.

REPORT OF THE COUNTY ADMINISTRATOR

- a. Stormwater Management Plan Update** – A representative of Brown & Caldwell gave an overview of the Stormwater Management Plan that was completed in June 2015.
- The plan was drafted to help the Stormwater Department to become more proactive with how it makes decisions and its business operations.
 - Project databases and evaluation criteria were developed.
 - A steering committee was created that consists of internal personnel (i.e. Roads & Drainage, Engineering, etc.)
 - The evaluation criteria have different weighting associated with them and may be changed over time as the County determines the drivers are changing
 - Designed to develop business case evaluation project summary sheets
 - There are approximately 312 miles of pipe and 20,000 structures in the GIS database; worth approximately \$812 million.
 - Approximately \$63 million of repair and replacement costs in the next 25 years
 - Current department budget is \$3.5 million

Richland County Council
Regular Session
Tuesday, October 20, 2015
Page Four

- The short-term recommendation is to target the top tiered non-science CIP projects, as well as, the top 20 CIP projects that would fit within the budget
- The Stormwater Department needs \$7.5-8 million a year for the next 25 years

Mr. Washington requested the prioritization process and the matrix that was put together regarding what needs to be done first, second, etc.

Mr. Washington inquired as to the makeup of the committee making the recommendations.

There was a series of workshops held that involved Ismail Ozbek, Quinton Epps, Synithia Williams, Andrea Bolling, Carlton Hayden and Cynthia Kestner.

Mr. Washington inquired if the study looked at choke points (i.e. size of pipes) and overlaying of data that was previously collected for those areas the County are having problems with.

Brown & Caldwell's scope of work did not include any modeling, but to look at whether the existing assets could convey certain storm events.

Mr. Ozbek stated the purpose of the study was a long-term roadmap or master plan and breaking it down for the future. The report was broken down into layers and provides the County the methodology to use and evaluate in order to move forward. Watershed-based studies will be conducted based on the roadmap.

Mr. Washington inquired if the report would be published prior to receiving the data from the flooding event. It is his opinion the flood data will change the prioritization of what infrastructure needs to be put in place.

Mr. Ozbek stated the study is the next steps on where to go from here.

Mr. Pearce inquired if the study included all of Richland County, to include the City of Columbia.

The study included the watersheds within the entire County, but only included the assets the County owns.

Mr. Pearce stated one thing that was learned during the flood event is that if the two systems do not work together it will create havoc.

Mr. Pearce inquired if the water management in the various lakes throughout the County was considered in the plan.

Mr. Ozbek stated the plan did not include a detailed study, which will be the next step.

Mr. Rush suggested a work session to drill into the study in more detail.

Mr. Jackson requested the consultant to restate the scope for the study.

The scope of work involved a series of workshops and working with the Stormwater Division to look at how they currently operate and how they make decisions related to stormwater infrastructure, water quality improvements and floodplain management, as well as, how they operate. In addition, a series of workshops were held to look at the gaps and inefficiencies on how decisions were made, how projects were being developed, and how future studies were being identified. They went through the process to define better and improved processes and to identify a series of programs, policies, plans and technologies to improve efficiency of the job in the future.

Mr. Jackson stated the main concern he has had in the past is the maintenance of the system.

Mr. Malinowski stated rather than have this under the Report of the Administrator, Council should have been provided a copy of the study and a work session scheduled.

Ms. Dixon inquired how the plan is to be implemented in District 9 when there is not a Master Plan.

An answer will be brought back to Ms. Dixon's inquiry.

Mr. Ozbek stated County's traditionally are reactive. The study was an endeavor to be proactive for the future.

- b. Community Planning Month Spirit Week** – Ms. Hegler gave a brief overview of the upcoming events being held in honor of Community Planning Month.

REPORT OF THE CLERK OF COUNCIL

2016 Council Retreat – Ms. McDaniels stated included in the agenda packet were recommendations for next year's Annual Council Retreat.

Mr. Jeter inquired if funding is set aside each year in Council's budget for the Annual Retreat.

Ms. McDaniels stated the dollars are not specified, but the funding will come from wherever Council specifies.

Mr. Washington moved, seconded by Mr. Jeter, to hold the Annual Council Retreat at Embassy Suites in Charleston, SC on January 27-29, 2016.

Mr. Malinowski made a substitute motion, seconded by Ms. Dixon, to hold the Annual Council Retreat at the Richland County Administration Building, 4th Floor Conference Room.

**Richland County Council
Regular Session
Tuesday, October 20, 2015
Page Six**

FOR

Dixon
Malinowski
Rose

AGAINST

Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

The substitute motion failed.

FOR

Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

AGAINST

Dixon
Malinowski
Rose

The vote was in favor of holding the Annual Council Retreat at the Embassy Suites in Charleston, SC on January 27-29, 2016.

Mr. Manning inquired about why the 2016 Council Meeting Schedule was not included on the agenda.

Ms. McDaniels stated that item was deferred at the October 6th Special Called Meeting to the November 3rd Council meeting.

REPORT OF THE CHAIRMAN

Letter of Support – State’s Property Acquisition – Mr. Rush stated this item will be brought back at the November 3rd Council meeting.

Mr. Pearce stated it was his understanding this item was time-sensitive.

Ms. McDaniels stated she received a request for a letter of support from Council by Friday, October 16th. It was explained to Ms. DeJames that Council would not convene prior to October 16th; however, this item could be placed on the October 20th agenda for action. It is their opinion, this is a time-sensitive matter; however, this is not a requirement. They stated in other areas they have gotten County’s to provide a letter of support, but it is at the discretion of Council whether the matter is taken up today tonight or at a later date.

**Richland County Council
Regular Session
Tuesday, October 20, 2015
Page Seven**

Mr. Malinowski stated they should have allowed ample time for this matter to be properly placed on the agenda instead of it being placed on the agenda under the Report of the Chair. He further stated the backup documentation and maps not easily understood.

Mr. Washington requested an Executive Summary from the requestor.

Mr. Martin Moore with CBRE stated the request is for a letter of support from the State of South Carolina, Department of Administration. They took the property swap to the Joint Bond Review Council (JBRC) approximately 2 weeks ago. Because it is a property swap rather than a State acquisition they were not sure if a letter of support was needed per their guidelines. The JBRC approved the agreement the State has entered into with the private individual to swap the land. The property is Richland County property in the City and the State's property is in the County and the City. At the last moment, JBRC said to error on the side of caution to request a letter of support to insure the County knows what is going on.

The State's property being discussed is at the corner of Assembly and Pendleton, which is a parking lot with 37 spaces. The property being swapped is half the parking lot at the corner of Senate and Sumter behind the SC Human Affairs Commission Building.

The "Offeror" in the letter has agreed to purchase that lot. In an agreement with the State of South Carolina, they will buy the lot and swap half that lot for the property at Pendleton and Assembly. The offer was taken to JBRC and JBRC requested a letter of support from the County.

Richland County will benefit by increasing their taxable property with the agreement.

The Pendleton/Assembly property is currently off the tax rolls since it is owned by the State.

Generally, the Department of Administration would write a letter to the county informing them they are purchasing property and taking it off the tax rolls and request a letter of support. In this case, the State has agreed to swap property.

The State could move forward without the letter from the County, but it would be awkward.

Mr. Livingston stated a related item was taken up in Economic Development Committee. In the committee discussion, "squaring up" the property will make it much easier to develop; therefore, it's to the County benefit, as well as, the developer.

Mr. Pearce moved, seconded by Mr. Jackson, to approve this item.

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Washington
Manning
Jeter

AGAINST

Dickerson

The vote was in favor.

Mr. Pearce moved, seconded by Mr. Jackson, to reconsider this item.

The motion failed for reconsideration.

OPEN/CLOSE PUBLIC HEARINGS

- **An Ordinance Amending the Richland County Code of Ordinances, Chapter 21, Roads, Highways and Bridges; Section 21-20, Road Paving Program; so as to add language regarding a design exception for paved surface width – No one spoke at the public hearing.**
- **In support of the re-issuance by the South Carolina Jobs Economic Development Authority of its variable rate demand Healthcare Facilities Revenue Bonds (Eau Claire Cooperative Health Center Project), Series 2006A, pursuant to the provisions of Title 41, Chapter 43, of the Code of Laws of South Carolina 1976, as amended, in the original principal amount of approximately \$4,262,536 – No one signed up to speak.**

APPROVAL OF CONSENT ITEMS

- **An Ordinance Amending the Richland County Code of Ordinances, Chapter 19, Parks and Recreation; so as to delete the entire Chapter [SECOND READING]**

Mr. Jackson moved, seconded by Mr. Pearce, to approve the consent items.

Mr. Malinowski stated the Rules and Appointments Committee requested clarification on this item because there is a vacancy for the "Music Festival".

The vote in favor was unanimous.

THIRD READING ITEMS

An Ordinance Amending the Richland County Code of Ordinances, Chapter 21, Roads, Highways and Bridges; Section 21-20, Road Paving Program; so as to add language regarding a design exception for paved surface width – Mr. Malinowski moved, seconded by Ms. Dixon, to approve this item.

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

AGAINST

The vote in favor was unanimous.

REPORT OF THE DEVELOPMENT & SERVICES COMMITTEE

- a. **Department of Public Works: Private Pond Policy** – Ms. Dixon stated the committee is recommended deferral. The vote in favor was unanimous.

REPORT OF ECONOMIC DEVELOPMENT COMMITTEE

- a. **Authorizing the expansion of the boundaries of the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to include certain additional real property located in Richland County; the execution and delivery of a First Amendment to that certain Credit Agreement between Richland County and CD/Park7 Columbia SC High Rise Owner LLC to include such additional property as part of the project site described therein; and other related matters [FIRST READING BY TITLE ONLY]** – Mr. Livingston stated the committee recommended approval of this item. The vote in favor was unanimous.

REPORT OF RULES AND APPOINTMENTS COMMITTEE

I. NOTIFICATION OF APPOINTMENTS

- a. **Board of Zoning Appeals – 1** – This item was held in committee.

II. NOTIFICATION VACANCIES

- a. **Music Festival - 1** – This item was referred to the Ordinance Review Committee.
- b. **Accommodations Tax Committee - 1 (Applicant must have a background in the Cultural Industry)** – This item was held in committee for additional information.

III. ITEMS FOR ACTION

- a. **Ordinance providing for the appointment of Ex Officio members to public bodies whose membership is appointed by the governing body of Richland County. The governing body of Richland County may appoint up to three (3) ex officio members to any board, commission, committee, entity or any other “public body” as defined in the South Carolina Freedom of Information Act whose members are appointed by the governing body of Richland County. Such ex officio members shall pursuant to Roberts Rules of Order have all the privileges of board (or other public entity) membership, including the right to make motions and vote and to participate in regular or special called meetings and executive sessions, but none of the obligations. Ex officio members have no obligations to participate and should not be counted in determining the number required for a quorum or whether a quorum is present at a meeting. When an ex officio member of any board, commission, committee, entity or any other public body ceases to hold the office that entitles him or her to such membership, his or her membership on the public body terminates automatically [WASHINGTON]** – This item was held in committee for legal advice.
- b. **Modify the Rules of Council to allow Council to respond to citizens during the Citizens’ Input portion of Council meetings [PEARCE]** – Mr. Malinowski stated the committee recommended amending the language as follows: (1) The Clerk’s Office will have available for the public the Council’s contact information, as listed on the County’s website; and (2) to allow the Chair to advise citizens to speak with staff.

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

AGAINST

The vote in favor as unanimous.

- c. **Grievance Committee** – The committee recommended following the current policy in the Employee Handbook.

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

AGAINST

The vote in favor was unanimous.

- d. **Council Rule 1.4 Closed Meetings** – Mr. Malinowski stated the committee recommended adoption of the changes to the Council Rules as follows: “The Council may go into executive session as provided for in the South Carolina Freedom of Information Act, as amended.”

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning
Jeter

AGAINST

The vote in favor was unanimous.

OTHER ITEMS

- a. **Eau Claire JEDA Bonds Resolution** – Mr. Livingston moved, seconded by Mr. Pearce, to approve this item.

Mr. Jeter stated for the record that his wife is employed by Eau Claire Health Cooperative.

FOR

Dixon
Malinowski
Rose
Jackson
Pearce
Rush
Livingston
Dickerson
Washington
Manning

AGAINST

The vote in favor was unanimous.

**CITIZENS' INPUT
(Must Pertain to Items Not on the Agenda)**

No one signed up to speak.

EXECUTIVE SESSION

*Council went into Executive Session at approximately 7:33 p.m.
and came out at approximately 9:13 p.m.*

- a. **AP Consulting Group – Contractual Matter** – Mr. Livingston moved, seconded by Ms. Dickerson, to move as discussed in Executive Session as outlined by the County Administrator. The vote in favor was unanimous.

Mr. Washington moved, seconded by Ms. Dickerson, to reconsider this item. The motion failed.

MOTION PERIOD

- a. **Move to enact a resolution encouraging all utility companies that own and/or operate transmission line right of ways in Richland County to adopted Integrated Vegetation Management (IVM) techniques as set out by ANSI standard A300. Rationale: Per the Environmental Protection Agency, "IVM is generally defined as the practice of promoting desirable, stable, low-growing plant communities-that will resist invasion by tall-growing tree species-through the use of appropriate, environmentally sound, and cost-effective control methods." An added benefit to this technique is that it offers a protective environment for wildlife to flourish. The American National Standards Institute has been in existence since 1918. Its primary goal is the "enhancement of global competitiveness of U. S. business and the American quality of life by promoting and facilitating voluntary consensus standards and conformity assessment systems and promoting their integrity." While utilities in Richland County appear to maintain their transmission right of ways using some of the techniques set forth under the ANSI**

standard, none of them use them all, and none of them fully follow the standard. Standards are there for a reason: because they are best practices. Richland County has hundreds of square miles of transmission right of way, and it needs to be utilized to its full capacity to promote the health of our citizens and our wildlife habitat [ROSE] – This item was referred to the D&S Committee.

- b. Move that Richland County support and assist private dams rebuild during this disaster. Requesting assistance from the National Guard and Army Corps of Engineer [JACKSON] – This item was referred to the D&S Committee.

ADJOURNMENT

The meeting adjourned at approximately 9:14 PM.

Torrey Rush, Chair

Greg Pearce, Vice-Chair

Joyce Dickerson

Julie-Ann Dixon

Norman Jackson

Damon Jeter

Paul Livingston

Bill Malinowski

Jim Manning

Seth Rose

Kelvin E. Washington, Sr.

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council

2016 COUNCIL MEETING DATES



MONTH/DATE	MEETING TYPE/TIME
JANUARY:	
5	REGULAR SESSION – 6:00 PM
26	COMMITTEES – 5:00 PM
26	ZONING PUBLIC HEARING – 7:00 PM
FEBRUARY:	
2	REGULAR SESSION – 6:00 PM
16	REGULAR SESSION – 6:00 PM
23	COMMITTEES – 5:00 PM
23	ZONING PUBLIC HEARING – 7:00 PM
MARCH:	
1	REGULAR SESSION – 6:00 PM
15	REGULAR SESSION – 6:00 PM
22	COMMITTEES – 5:00 PM
22	ZONING PUBLIC HEARING – 7:00 PM
APRIL:	
5	REGULAR SESSION – 6:00 PM
19	REGULAR SESSION – 6:00 PM
26	COMMITTEES – 5:00 PM
26	ZONING PUBLIC HEARING – 7:00 PM
MAY:	
3	REGULAR SESSION – 6:00 PM
17	REGULAR SESSION – 6:00 PM
24	COMMITTEES – 5:00 PM
24	ZONING PUBLIC HEARING – 7:00 PM
JUNE:	
7	REGULAR SESSION – 6:00 PM
21	REGULAR SESSION – 6:00 PM
28	COMMITTEES – 5:00 PM
28	ZONING PUBLIC HEARING – 7:00 PM

JULY: (Please note there may be a Special Called Meeting this month due to Council's August Break)	
5	REGULAR SESSION – 6:00 PM
19	REGULAR SESSION – 6:00 PM
26	COMMITTEES – 5:00 PM
26	ZONING PUBLIC HEARING – 7:00 PM
AUGUST – COUNCIL RECESS	
SEPTEMBER:	
6	REGULAR SESSION – 6:00 PM
20	REGULAR SESSION – 6:00 PM
27	COMMITTEES – 5:00 PM
27	ZONING PUBLIC HEARING – 7:00 PM
OCTOBER:	
4	REGULAR SESSION – 6:00 PM
18	REGULAR SESSION – 6:00 PM
25	COMMITTEES – 5:00 PM
25	ZONING PUBLIC HEARING – 7:00 PM
NOVEMBER:	
1	REGULAR SESSION – 6:00 PM
15	REGULAR SESSION – 6:00 PM
22	COMMITTEES – 5:00 PM
22	ZONING PUBLIC HEARING – 7:00 PM
DECEMBER:	
6	REGULAR SESSION – 6:00 PM
13	REGULAR SESSION – 6:00 PM
20	COMMITTEES – 5:00 PM
20	ZONING PUBLIC HEARING – 7:00 PM

☀ Meeting Dates are subject to change and/or additional dates may be added.

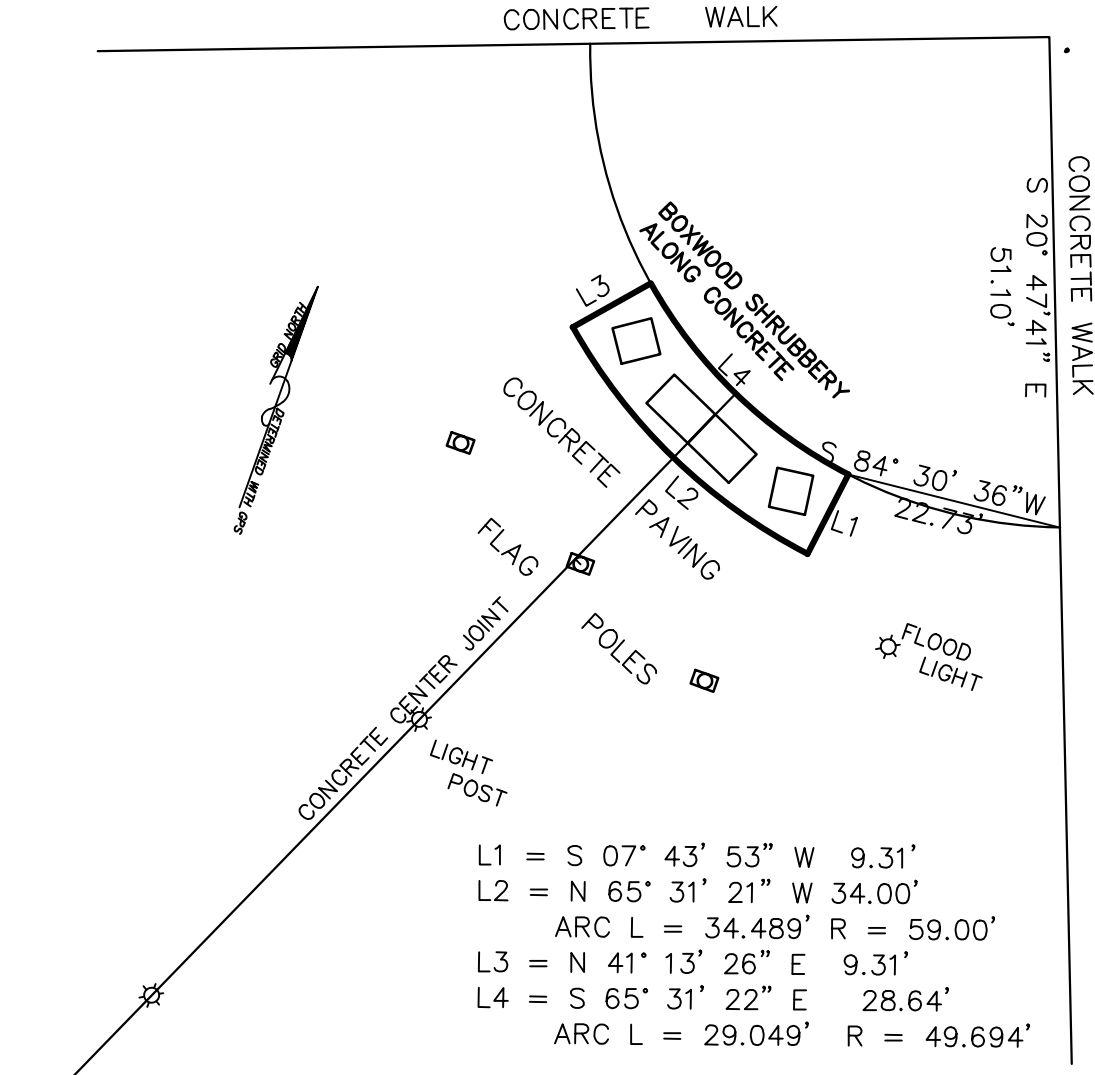
☀ Please note that items for the Zoning Public Hearing must go before the Planning Commission. The Planning Commission meets the first Mondays of each month. Contact Suzie Haynes at (803) 576-2176 for further information.

Visit our Website at www.rcgov.us for updated information.

For more information, please contact the Clerk of Council's Office at (803) 576-2060.

HAMPTON STREET

HARDEN STREET

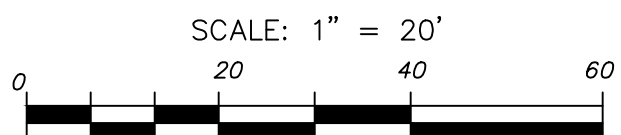


- L1 = S 07° 43' 53" W 9.31'
- L2 = N 65° 31' 21" W 34.00'
- ARC L = 34.489' R = 59.00'
- L3 = N 41° 13' 26" E 9.31'
- L4 = S 65° 31' 22" E 28.64'
- ARC L = 29.049' R = 49.694'

APPROXIMATE COORDINATES AT INTERSECTION OF WALKS
 N = 791786.7100 IFT
 E = 1993641.0208 IFT

PLAT FOR
FREEDOM DOCUMENT SITE
 AT
2020 HAMPTON ST
 IN RICHLAND COUNTY, IN COLUMBIA, S.C.

SEPTEMBER 28, 2015



JAMES F. POLSON, RLS #4774
 RICHLAND COUNTY PUBLIC WORKS
 400 POWELL ROAD
 COLUMBIA, S.C. 29203
 PH 576-2490 OR 518-1209



Hampton St

Approximate location
of suggested site

Harden St

Harden St

Administration Buil

October 30, 2015

Councilman Torrey Rush
Richland County Council
2020 Hampton Street
Columbia, South Carolina 29202

Re: Richland County Charters of Freedom Monument

Letter of Intent

Vance and Mary Jo Patterson, 21 year residents of Burke County, North Carolina, and Patterson Fan Company, located in Blythewood, South Carolina, in the name of its employees, affirm their intent to gift a replica-sized Charters of Freedom monument as displayed in The Rotunda of The National Archives in Washington, D.C. to the people of Richland County, South Carolina.

This three-part monument will consist of The Declaration of Independence, four pages of The United State of America Constitution, and The Bill of Rights, as displayed in The Rotunda, to be placed on the grounds of the Richland County Administration building located at 2020 Hampton Street, Columbia, South Carolina. This site was selected for its central location in the county, high visibility, high foot traffic, and easy access for school children.

The Patterson's will pay for the excavation of the site, all construction materials, and the setting of the monument. Estimated cost and value is \$75,000.

The County of Richland, South Carolina will be responsible for the site preparation and any landscaping afterwards.

Once prints are approved and building permits granted, the construction will begin in about 8 – 10 weeks, weather permitting and allowing time for fabrication of the granite and other custom materials.

Targeted completion date is January 15, 2015.

A Dedication and Gifting of Your Charters of Freedom Monument to the Citizens of Richland County will be scheduled and announced once the setting and grounds are finished.

Signed *Vance Patterson*
Vance Patterson

Date 10/30/15

Signed *Mary Jo Patterson*
Mary Jo Patterson

Date 10-30-15



Richland County Council Request of Action

Subject:

An Ordinance Amending the Richland County Code of Ordinances, Chapter 19, Parks and Recreation; so as to delete the entire Chapter [THIRD READING]

FIRST READING: October 12, 2015

SECOND READING: October 20, 2015

THIRD READING: November 3, 2015 {Tentative}

PUBLIC HEARING: November 3, 2015

Richland County Council Request of Action

Subject: Deletion of Chapter 19, Parks and Recreation

A. Purpose

County Council is requested to consider an ordinance deleting Chapter 19, Parks and Recreation, from the Code of Ordinances in its entirety.

B. Background / Discussion

It has come to the attention of the Legal Department (through Mr. Pearce) that Chapter 19, Parks and Recreation, contains obsolete/inaccurate language which should be deleted from the Code of Ordinances in its entirety. The Chapter contains only three numbered paragraphs (see below) which deal with the creation of the Richland County Recreation Commission, the appointment of the members of that body, and the creation and appointment of the Columbia Music Festival Commission. Per state law (local legislation), these duties and functions belong to the State and not the Richland County Council.

CHAPTER 19: PARKS AND RECREATION*

ARTICLE I. IN GENERAL

Sec. 19-1. The Recreation Commission of Richland County.

There is hereby created the Recreation Commission of Richland County, which shall have a governing body that is appointed by the county council.
(Ord. No. 2061-90, § I, 12-18-90)

Secs. 19-2--19-10. Reserved.

ARTICLE II. RECREATION COMMISSION

Sec. 19-11. Appointive powers of council.

The county council hereby assumes the appointive powers and authority for the membership of the governing body of the county recreation commission, pursuant to section 4-9-170 of the Code of Laws of South Carolina, 1976.
(Code 1976, § 2-7073; Ord. No. 637-79, § 1, 1-1-80)

Secs. 19-12--19-22. Reserved.

ARTICLE III. COLUMBIA MUSIC FESTIVAL

Sec. 19-23. Appointive powers of commission.

The county council hereby assumes the appointive powers and authority for the membership of the governing body of the Columbia Music Festival, pursuant to section 4-9-170 of the Code of Laws of South Carolina, 1976.
(Code 1976, § 2-7071; Ord. No. 637-79, § 1, 1-1-80)

C. Legislative / Chronological History

None. Staff initiated.

D. Financial Impact

None.

E. Alternatives

1. Adopt the ordinance deleting Chapter 19, Parks and Recreation.
2. Do not adopt the ordinance deleting Chapter 19, Parks and Recreation.

F. Recommendation

Recommended by: Elizabeth McLean

Department: Legal

Date: 9/8/15

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 9/18/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Recommendation based on review of Legal Department.

Legal

Reviewed by: Elizabeth McLean

Date: 9/16/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Roxanne Ancheta

Date: September 16, 2015

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: As the information currently contained in the Richland County Code of Ordinances is inaccurate, it is recommended that it be removed.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ____-15HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 19, PARKS AND RECREATION; SO AS TO DELETE THE ENTIRE CHAPTER.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. The Richland County Code of Ordinances; Chapter 19, Parks and Recreation; is hereby deleted in its entirety and reserved for future use.

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2015.

RICHLAND COUNTY COUNCIL

BY: _____
Torrey Rush, Chairperson

ATTEST THIS THE ____ DAY

OF _____, 2015.

S. Monique McDaniel
Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

Approved As To LEGAL Form Only
No Opinion Rendered As To Content

First Reading:
Public Hearing:
Second Reading:
Third Reading:

Richland County Council Request of Action

Subject:

Accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance

October 27, 2015 - The Committee recommended that Council approve the request to accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County’s inventory for ownership and maintenance, contingent upon the Bond on the Hunters Run Subdivision being satisfied.

Richland County Council Request of Action

Subject: Accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance

A. Purpose

County Council is requested to accept the roads and storm drainage “as-is” in the Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance

B. Background / Discussion

Phase 1 of the Hunters Run subdivision was approved and issued a land disturbance permit by the County in 2007. A Bond was placed on the project in the amount of \$1,271,539.94 in 2007. As construction in the subdivision progressed; the bond was reduced to \$130,796.00 in 2008. The County issued water & sewer permits to operate in 2011. The property was foreclosed on in 2011.

In 2012, Richland County discovered that the property was in foreclosure after a third-party developer informed the County that he was contemplating purchasing the property from the bank. In 2012, Nick Leventis purchased the property from the bank and did not place a surety Bond on the site as he believed that an existing Bond was in place.

In 2012, Richland County inquired about the status of the validity of the bond due to the foreclosure status in preparation of the claim. The insurance company verbally stated that the bond was valid. Richland County asked for this status in writing and no response was given.

In 2012, the developer asked the County to inspect the site for deficiencies and as a result, a punch list was created which included road failures. The developer proceeded with the development of lots and took responsibility for making some of the road repairs. After the road repairs did not hold up and the road continued to fail, the developer refused to do anymore repairs, even though citizens were living the subdivision. The developer began to question the County’s regulations and refused to address the continued road failures. As a result of the developer no longer wanting to repair the roads, the County initiated claim of the bond on September 2, 2014.

The County has sent correspondence by certified mail to the insurance company with no response.

The Legal Department is now involved in this matter.

Given the road failures in this subdivision and the fact that citizens are living in the subdivision, the County is requesting that Council accept the roads and storm drainage in the Hunter Run subdivision as they are currently constructed (e.g., as-is) into the County’s inventory for County ownership and maintenance.

C. Legislative / Chronological History

This is a staff-initiated request. Therefore, there is no legislative history.

D. Financial Impact

The estimated cost of the repairs needed to bring the roads up to the County’s standard is \$84,500. Given that the bond on this development has not been collected. Council should consider the following factors as it pertains to the potential financial impact to the County:

1. If bond is claimed immediately it should be enough to cover the repairs. However, if bond claim turns into a Legal battle and the roads continue to be exposed to the elements under its current condition it may not be enough.
2. If the County is unable to claim the bond, all of the needed road repairs will be the responsibility of the County. Based on the estimated cost of the repairs, the funding needed is available in the County’s Public Works budget.

The current developer performed some repairs to the roads (over \$100,000 according to his records) and was not legally liable. As a result, in the event that that the bond is collected, staff recommends refunding any funds in excess of the repair cost to the current developer.

E. Alternatives

1. Approve the request to accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance.
2. Do not approve to accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance.

F. Recommendation

It is recommended that Council approve the request to accept the roads and storm drainage “as-is” in Hunters Run Subdivision (Phase 1) into the County inventory for ownership and maintenance

Recommended by: Ismail Ozbek, PE
Department: Public Works Director
Date: September 4, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: <u>Daniel Driggers</u>	Date: 10/15/15
✓ Recommend Council approval	<input type="checkbox"/> Recommend Council denial
Comments regarding recommendation:	

Legal

Reviewed by: <u>Elizabeth McLean</u>	Date: 10/22/15
--------------------------------------	----------------

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion; however, unless the situation is urgent, Legal would recommend not taking any action until the bond issue is resolved.

Administration

Reviewed by: Sparty Hammett

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:



Richland County Council Request of Action

Subject:

Tracking List of Developers for Road Construction

October 27, 2015 - The Committee recommended that Council approve the concept of maintaining a list of developers who do not fulfill their obligations regarding road construction or maintenance prior to turning roads over to the County. Staff will develop this concept into a practical policy, and bring it back to Council for their consideration at a future Council meeting.

Richland County Council Request of Action

Subject: Tracking List of Developers for Road Construction

A. Purpose

Council is requested to consider Council member Malinowski's motion regarding developers who do not fulfill their obligations regarding road construction or maintenance prior to turning roads over to Richland County.

B. Background / Discussion

At the September 8, 2015 Council meeting, Mr. Malinowski made the following motion:

“Any developer who does not fulfill their obligations regarding road construction or maintenance prior to turning roads over to Richland County, will have the name of the company and primary owners placed on a list in Richland County and will be prohibited from receiving approval for future developments until they have cured the original problems according to county requirements.”

Currently, Richland County does not have a regulation in place to require a developer to turn over roads in a fully developed & complete subdivision within any specified time after completion, and because of this there are subdivisions throughout Richland County that were designed and constructed for public use that have not been deeded to the County.

Some subdivisions opt to remain private and are responsible for their own maintenance of all infrastructure associated with their neighborhood, including roads. In these cases, the County requires a letter from the developer stating their intention to remain private.

At this time, Staff would request additional time from Council to further vet this motion to explore best practices used by other jurisdictions to remedy this issue.

For example, Mecklenburg County, NC uses a rating system that tracks the inspection failure rates of architects, engineers and contractors that are involved in developments in their County. Essentially, their system displays the percentages of inspection failures of a particular business.

Although their County is not tracking the developer failure rates of road construction inspections, staff can examine the manner in which a similar tracking system can be developed for Richland County.

C. Legislative / Chronological History

Motion made by Mr. Malinowski at the September 8, 2015 Council meeting.

D. Financial Impact

There is no financial impact associated with this request.

E. Alternatives

1. Consider Council member Malinowski's motion and provide direction to staff.

2. Consider Council member Malinowski's motion, and do not proceed.

F. Recommendation

Motion recommended by Mr. Malinowski

Recommended by: Bill Malinowski

Department: Richland County Council

Date: September 8, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While "Council Discretion" may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/16/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

This is a Council decision with no identified financial impact.

Public Works

Reviewed by: Ismail Ozbek

Date: 10/19/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Council Discretion

Legal

Reviewed by: Elizabeth McLean

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion; however, Council should be aware that there are two different scenarios here. The first involves roads which will be deeded to the County. In that instance, the County would theoretically use the bond to make the necessary repairs before accepting the roads in the County system. In the second scenario, the roads are intended to remain private. That would mean that there are likely covenants and restrictions in place assigning liability for road maintenance and repair to the developer and/or homeowners. Council should be cognizant of which scenario it would like to deal with (or both). If it so chooses, it could have staff develop different/multiple solutions for each problem, or perhaps outline how our current ordinance could be used to solve the problems.

Administration

Reviewed by: Sparty Hammett

Date: 10/23/15

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation: I recommend approval of this item, conceptually. I suggest that Council consider directing staff to research possible

solutions to address this issue. This would allow staff additional time work with the impacted departments to identify and develop possible alternatives that can be brought back to Council for their consideration at a future Council meeting.

Richland County Council Request of Action

Subject:

Pawmetto Lifeline New Program(s) Proposal

October 27, 2015 - The Committee recommended that Council approve the request to allow Pawmetto Lifeline to use the number of Richland County pets that participate in each of their new programs toward their contractual obligation of a minimum of 1,200 annual adoptions.

Richland County Council Request of Action

Subject: Pawmetto Lifeline New Program(s) Proposal

A. Purpose

County Council is to consider the request from Pawmetto Lifeline to use the number of Richland County pets that participate in each of their new programs toward their contractual obligation of a minimum of 1,200 annual adoptions, and to enlist the minimal assistance of Animal Care.

B. Background / Discussion

Pawmetto Lifeline has started four (4) new programs which they believe will decrease the number of animals being surrendered to municipal shelters, encourage spaying/neutering, microchipping and vaccinations. Pawmetto Lifeline also proposes that this will help pets return to their owners. The four (4) programs being offered are as follows:

1. *Sophie's Good Samaritan Medical Fund*: This program provides medical services for family pets.
2. *Un-chain Midlands*: This program provides a fenced in yard for citizens that have a dog that is normally chained up all day. The goal is to assist one (1) family every six (6) weeks.
3. *Puppy Transport Program*: Pawmetto Lifeline is requesting that they be the initial point of contact for handling all of the logistics pertaining to the impounding of puppies. If they are unable to enroll the puppies in their adoption or transport program, they will notify Animal Care. The goal here is to limit the number of puppies that enter the municipal shelter.
4. *Direct Surrenders*: This allows County residents the opportunity to surrender their pets directly to Pawmetto Lifeline.

In 2008, Richland and Lexington counties entered into a public/private service term contract with Pawmetto Lifeline to construct the Meyer Finlay Pet Adoption Center (completed and opened in 2012). Pursuant to this partnership, Pawmetto Lifeline provides a Spay/Neuter Program for pets of Lexington County and Richland County residents, a Spay/Neuter Educational Program for elementary, middle, and high school students in Lexington County and Richland County, and 1,200 adoptions annually from both Richland County and Lexington County shelters. In an effort to reach the 1,200 annual adoptions, Pawmetto Lifeline is requesting that all Richland County residents/pets that participate in the above programs be included in their quarterly shelter adoption numbers.

Animal Care's involvement with these programs will be minimal. Being that Animal Care will usually be the first point of contact for the citizens, officers may provide referrals to Pawmetto Lifeline for certain programs based on the citizen's special circumstances. Additionally, Pawmetto Lifeline has made it clear that any transportation that may be required for any of the

programs will be worked out between them and the citizen(s). However, Animal Care may be asked for assistance with transportation as a last resort.

C. Legislative / Chronological History

This is a staff-initiated request. Therefore, there is no legislative history.

D. Financial Impact

There is no financial impact anticipated with this request.

E. Alternatives

1. Approve the request as is to allow the inclusion of Richland County residents/pets participating in the programs to be included in the 1,200 pet annual adoption minimum, and allow the minimal assistance of Animal Care.
2. Do not approve the request to allow Richland County residents/pets participating in the programs to be included in the 1,200 pet annual adoption minimum, and do not allow the minimal assistance of Animal Care.
3. Approve the request to allow the inclusion of Richland County residents/pets participating in the programs to be included in the 1,200 pet annual adoption minimum, and allow the minimal assistance of Animal Care with agreed upon changes.

F. Recommendation

Policy decision for Council

Recommended by: This request is being submitted on behalf of Pawmetto Lifeline

Date: October 16, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/19/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

As stated in the ROA, the request is a policy decision for Council with no financial impact noted.

Animal Care

Reviewed by: Sandra Haynes

Date: 10/20/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

There may be some cost savings in the future based on the reduced number of animals entering the municipal shelter. Additionally, there may be cost savings associated with the reduced resources utilized because of the various proposed programs. The potential of assisting Pawmetto Lifeline with transportation would have a minimal impact at most. The Animal Care Department may assist with the initial transportation to their facility, but will not be involved with any transportation accommodations beyond this point. It is expected that verifiable information related to these programs be provided to the Animal Care Department on a monthly basis.

Legal

Reviewed by: Elizabeth McLean

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Warren Harley

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Administration recommends council approval of this request. If the programs are successful at reducing the number of animals in the shelter from Richland County there would be potential savings. Richland County would continue to review the quarterly report from Pawmetto Lifeline to verify the number animals from Richland County that are diverted from the shelter and track those against current county cost without the programs in place as a way to measure the success. Richland County must also work out a method of tracking and verifying the animals that come from Richland County through these programs. Administration would also recommend county Animal Care participate in a limited capacity in transport of animals to Pawmetto Lifeline or designated veterinarian.

Richland County Council Request of Action

Subject:

Airport Capital Improvement Project – Southeast Airfield Clearing and Grading Improvements (formerly known as Taxiway 'A' Extension), Change Order 1 Approval

October 27, 2015 - The Committee recommended that Council approve a change order in the amount of \$476,255 to the contract with Graham County Land Company for additional work previously identified for award in a second phase Airport Improvement Program (AIP) construction project contract.

Richland County Council Request of Action

Subject: Airport Capital Improvement Project – Southeast Airfield Clearing and Grading Improvements (formerly known as Taxiway ‘A’ Extension), Change Order 1 Approval

A. Purpose

County Council is requested to approve a Change Order in the amount of \$476,255.00 to the Graham County Land Company of Robbinsville, NC for additional work previously identified for award in a second phase Airport Improvement Program (AIP) construction project contract.

B. Background / Discussion

The original project planned for construction was for the extension of Taxiway ‘A’ at the Airport. This project was advertised for bid in 2014, but was not awarded because only two bids were received and they both far-exceeded the project budget.

The project was re-designed for construction in two separate phases. Phase I (which accounted for the site work and the fencing portion of the project) was advertised and awarded in 2015. Phase II, which accounted for the installation of a large culvert and construction of the taxiway extension, was also bid in 2015. However, the Phase II project was not awarded because, again, only two bids were received and they both far-exceeded the project budget. Following two failed attempts, the FAA staff at the Atlanta Airports District Office (ADO) decided to not fund construction of Phase II.

There were, however, work tasks that were included in the Phase II Scope of Work which the FAA staff has authorized for construction. Rather than advertising for a fourth time for this additional work, a Change Order was prepared by the engineer for the contractor who is mobilizing to construct the work originally included in Phase I. The value of this work is \$476,255.00. A copy of the proposed Change Order is attached.

Because the amount of this change order exceeds 50% of the original contract cost (\$827,350.10) and increases the total project cost to over \$1,000,000.00, Council approval is requested.

C. Legislative / Chronological History

The following related events / actions have preceded this request:

December 2, 2014	WK Dickson Work Authorization 6 for redesign of the original project into two phases awarded by RC Council.
June 2, 2015	Phase I project awarded to Graham County Land Company by RC Council.
July 21, 2015	Phase II bids rejected based on recommendations from WK Dickson staff and the Airport Director.
August 11, 2015	FAA Airport Improvement Project Grant AIP-021 issued.

September 1, 2015
September 9, 2015

FAA Airport Improvement Project Grant AIP-020 amended.
Change Order 1 from Graham County Land Company of
Robbinsville, NC prepared.

D. Financial Impact

The financial impact will be less than what was anticipated and budgeted with the original Phase II scope of work. All local funds to cover the Richland County portion (5%) of the original “Phase I” work cost as well as this proposed Change Order are included in the Airport’s FY-16 operating budget. Financial impact will also be minimized by avoidance of a potential second mobilization charge as well as the cost of advertising for bid. No additional funds are requested as part of this Request of Action.

Change Order 1	\$476,255.00
FAA (AIP – 020)	\$278,629.50
FAA (AIP – 021)	\$150,000.00
SCAC (Funds applied for)	\$23,812.75
Richland County (FY-16)	<u>\$23,812.75</u>
Total	\$476,255.00

E. Alternatives

The alternatives available to RC Council are:

1. Approve the Change Order to Graham County Land Company. This will be most expedient and avoid the time and expense of a fourth advertisement associated with this project.
2. Do not approve the Change Order to Graham County Land Company. This will add time and expense of a fourth advertisement associated with this project.

F. Recommendation

It is recommended that Council approve the requested Change Order described above.

Recommended by: Christopher S. Eversmann, PE, AAE
Department: Airport
Date: October 7, 2015

G. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 10/13/15

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Procurement

Reviewed by: Cheryl Patrick

Date: 10/14/15

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/16/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: As long as the Procurement Director has made a determination that allowing the change order as opposed to a new procurement is consistent with the county procurement ordinance, this is a policy decision left to Council's discretion.

Administration

Reviewed by: Sparty Hammett

Date: 10/19/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

CHANGE ORDER NO. 1

OWNER: Richland County, South Carolina
2020 Hampton Street
Columbia, South Carolina, 29204

CONTRACTOR'S ADDRESS: 750 Tallulah Road
Robbinsville, NC 28771

NAME OF AIRPORT: LB Owens Airport

LOCATION OF AIRPORT: 1400 Jim Hamilton Blvd
Columbia, South Carolina 29205

NAME OF CONTRACTOR: Graham County Land Company, LLC

DESCRIPTION OF WORK:

Southeast Airfield Clearing and Grading Improvements
FAA AIP No's.: 3-45-0017-020-2015, 3-45-0017-021-2015

DATE PREPARED: September 9, 2015

PROJECT NUMBER: 20120185.02.CA

ORIGINAL AMOUNT OF CONTRACT: \$827,350.10

ITEM NO.	DESCRIPTION	UNIT	OLD ESTIMATED QUANTITY	NEW ESTIMATED QUANTITY	OLD UNIT COST	NEW UNIT COST	OLD EXTENDED TOTAL	NEW EXTENDED TOTAL
1	M-101 Mobilization	LS	1	1	\$ 80,000.00	\$94,000.00	\$ 80,000.00	\$ 94,000.00
2	P-152-1 Unclassified Excavation (Wetlands)	CY	0	10800	\$ -	\$ 16.00	\$ -	\$ 172,800.00
3	P-152-2 Unclassified Excavation	CY	0	3500	\$ -	\$ 16.00	\$ -	\$ 56,000.00
4	P-152-3 Unsuitable	CY	0	3500	\$ -	\$ 8.00	\$ -	\$ 28,000.00
5	P-156-1 Rip Rap Protection (Inlet & Outlet)	EA	2	4	\$ 900.00	\$ 900.00	\$ 1,800.00	\$ 3,600.00
6	P-156-2 Temporary 8" Diameter Compost Filter Sock	LF	3000	1100	\$ 2.60	\$ 9.00	\$ 7,800.00	\$ 9,900.00
7	P-156-3 Compost Filter Sock Check Dam	EA	0	2	\$ -	\$ 300.00	\$ -	\$ 600.00
8	P-156-4 Compost Filter Sock Sediment Trap	EA	0	1	\$ -	\$ 1,200.00	\$ -	\$ 1,200.00
9	F-162-3 20' Wide Double Swing Gate	EA	3	4	\$ 1,550.00	\$ 1,550.00	\$ 4,650.00	\$ 6,200.00
10	T-901-1 Permanent Seeding (Mulched)	AC	7.3	9	\$ 2,650.00	\$ 2,650.00	\$ 19,345.00	\$ 23,850.00
11	Plans Segmental Block Wall	SF	0	6100	\$ -	\$ 30.00	\$ -	\$ 183,000.00
12	Trash/Debris Removal	LS	0	1	\$ -	\$10,700.00	\$ -	\$ 10,700.00
TOTALS							\$ 113,595.00	\$ 589,850.00

NET CONTRACT CHANGE

\$ 476,255.00

Reason for Change:

This change order includes: Additional excavation to mitigate the wetlands through the grading of the wetland/stockpile areas, grading inside the safety area and construction of a retaining wall along property line. The erosion control necessary to achieve additional grading, cleanup of debris from Devil's Ditch (no trees are removed), and an access gate.

Price Changes Ordered:

Subject to the conditions set forth below, an equitable adjustment is established as follows:

The original contract sum was:

\$827,350.10

The contract sum will be increased by this Change Order:

\$ 476,255.00

The new contract sum including this Change order will be:

\$ 1,303,605.10

The foregoing is in accordance with the proposal and as listed below:

- A. The aforementioned change, and work affected thereby, is subject to all contract stipulations and covenants;
- B. The rights of the Owner are not prejudiced; and
- C. All claims against the Owner which are incidental to or as a consequence of the aforementioned change are satisfied.

CHANGE ORDER NO. 1

OWNER: Richland County, South Carolina
2020 Hampton Street
Columbia, South Carolina, 29204

CONTRACTOR'S ADDRESS: 750 Tallulah Road
Robbinsville, NC 28771

NAME OF AIRPORT: LB Owens Airport

LOCATION OF AIRPORT: 1400 Jim Hamilton Blvd
Columbia, South Carolina 29205

NAME OF CONTRACTOR: Graham County Land Company, LLC

- D. The Contract Time is increased 96 calendar days from 120 calendar days to a total of 150 calendar days accordingly per this change
- E. The Contractor shall submit to the ENGINEER for review, shop drawings for the fuel system modifications.
- F. All claims against the Owner which are incidental to or as a consequence of the aforementioned change are satisfied; and

ACCEPTED:
Richland County

(Owner)

ACCEPTED:
Graham County Land Company, Inc.

(Contractor)

BY: _____

BY:  _____


DATE: _____

DATE: 9-9-15 _____

RECOMMENDED FOR APPROVAL:

W.K. Dickson & Co., Inc.
Eddie Owen

ACCEPTED:
U.S. Department of Transportation
Federal Aviation Administration

BY:  _____

BY: _____

DATE: 9/9/15 _____

DATE: _____

Richland County Council Request of Action

Subject:

Approval of an amendment of an existing FAA Airport Improvement Program (AIP) Grant

October 27, 2015 - The Committee recommended that Council approve Amendment No. 01 to AIP Grant 020-2014 which increases the amount of the grant by \$375,312 (from \$2,502,108 to \$2,877,420).

Richland County Council Request of Action

Subject: Approval of an amendment of an existing FAA Airport Improvement Program (AIP) Grant

A. Purpose

County Council is requested to approve Amendment 01 to AIP Grant 020-2014 in the amount of \$375,312.

B. Background / Discussion

The Airport was originally programmed to receive \$5,000,000 in Federal FY-15 AIP Grant funds for the construction of an extension to Taxiway 'A.' However, because the project bids far exceeded the programmed budget, the FAA staff at the Atlanta ADO has decided to not fund the complete project as originally designed. However, they have agreed to fund a portion of the work tasks identified in the project previously known as "Taxiway 'A' Extension, Phase II." These tasks are desirable for the safety and efficiency of the airport's infrastructure, but don't relate directly to the previous project goal of extending Taxiway 'A.'

The FAA staff has issued their 90% funding for this work (and other related professional services) as follows:

→ AIP-021-2015	Non-Primary Entitlement Funds	\$150,000
→ AIP-020-2014	Amendment 01	\$375,312

A copy of this amendment is attached.

Per guidance received from the Finance Department staff (because this is an amendment to a previous-year grant), approval of this amendment is requested.

No additional local matching funds are required; sufficient funds are already contained in the Airport's FY-2016 Operating Budget.

C. Legislative / Chronological History

AIP Grants are routinely applied for and accepted annually. The matching funds for this grant amendment were approved as part of the FY-16 Budget process.

D. Financial Impact

No additional local matching funds are required beyond what has already been provided.

E. Alternatives

1. Approve the Grant amendment to AIP-020-2014 in the amount of \$375,312 as offered by the FAA and permit construction of the planned improvements.
2. Do not approve the Grant amendment to AIP-020-2014 in the amount of \$375,312. This will not permit the construction of the planned improvements.

F. Recommendation

It is recommended that Council approve the request to approve the Amendment to AIP Grant-020-2014

Recommended by: Christopher S. Eversmann, PE, AAE
Department: Airport
Date: October 19, 2015

G. Reviews

Finance

Reviewed by: Daniel Driggers Date: 10/23/15
✓ Recommend Council approval Recommend Council denial
Comments regarding recommendation:

Grants

Reviewed by: Brandon Madden Date: 10/23/2015
✓ Recommend Council approval Recommend Council denial
Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean Date: 10/23/15
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: Policy decision left to Council's discretion.

Administration

Reviewed by: Sparty Hammett Date: 10/23/2015
✓ Recommend Council approval Recommend Council denial
Comments regarding recommendation:



U.S. Department
of Transportation
**Federal Aviation
Administration**

Airports Division
Southern Region

FAA ATL ADD
1701 Columbia Ave
College Park, GA 303372747

Mr. W. Anthony McDonald
Richland County Administrator
2020 Hampton Street, Room 4058
Columbia, SC 29202

September 1, 2015

Dear Mr. McDonald:

Jim Hamilton L B Owens Airport
AIP Grant No 3-45-0017-020-2014
DUNS No 073709883
Letter Amendment (Amendment No. 1)

This is in response to your funding request dated August 7, 2015, requesting an amendment to the Grant Agreement for the subject AIP project to: increase the maximum obligation of the United States as set forth in the Grant Agreement accepted by the Sponsor on August 27, 2014. This letter, together with your request, effects the amendment and commits the Federal Aviation Administration, acting for and on behalf of the United States of America, to increase the maximum obligation of the United States by \$375,312 (from \$2,502,108 to \$2,877,420) to cover the Federal share of the eligible and allowable project costs. Under the terms of the Grant Agreement, this document is incorporated into and constitutes Amendment No. 1 to the above referenced Grant Agreement. All other terms and conditions of the Grant Agreement remain in effect.

Sincerely,

Larry F Clark
Manager

Richland County Council Request of Action

Subject:

Motion to Change the way Vehicles are Taxed by the County

October 27, 2015 - The Committee recommended that Council direct the County's lobbyist to contact the South Carolina Department of Revenue to explore whether or not the South Carolina State Code of Laws, Sec. 12-37-2680; Determination of assessed value of vehicle, can be amended to allow for the use of the current month "Black Book" value as the method for assessing the value of vehicles for taxation purposes.

Richland County Council Request of Action

Subject: Motion to Change the way Vehicles are Taxed by the County

A. Purpose

Council is requested to consider Council member Malinowski’s motion to change the way vehicles are taxed by Richland County to a more accurate/fair assessment value by using the current month “Black Book” value.

B. Background / Discussion

At the October 12, 2015 Council meeting, Mr. Malinowski made the following motion:

“To change the way vehicles are taxed by Richland County to a more accurate/fair assessment value by using the current month “Black Book” value. Background: DMV furnishes the “Black Book” value to the tax office in January of each year. This means everyone is assessed a higher tax value on their conveyance due to the inaccurate value used with only one value used for the entire year. “Black Book” values are updated monthly so taxpayers are currently paying too much and need to pay the fair market value at the time of evaluation, not based on a January evaluation.”

South Carolina State Code of Laws, Sec. 12-37-2680 (see below) governs the manner in which Counties determine the assessed value of vehicles.

SECTION 12-37-2680. Determination of assessed value of vehicle.

The assessed value of the vehicle must be determined as of the first day of the month preceding the beginning of the tax year for the vehicles. The assessed values must be published in guides or manuals by the South Carolina Department of Revenue and provided to the auditor of each county as often as may be necessary to provide for current values. When the value of any vehicle is not set forth in the guide or manual the auditor shall determine the value from other available information.

HISTORY: 1980 Act No. 405, Section 9; 1993 Act No. 164, Part II, Section 22UU; 1993 Act No. 181, Section 214; 1995 Act No. 60, Section 4G

It is at this time that Staff is requesting direction regarding this motion.

C. Legislative / Chronological History

Motion made by Mr. Malinowski at the October 12, 2015 Council meeting.

D. Financial Impact

Approval of this motion will significantly impact the County financially, as the manner in which the values of vehicles are determined would be completely overhauled.

E. Alternatives

1. Consider the motion to change the way vehicles are taxed by the County and proceed accordingly.
2. Consider the motion to change the way vehicles are taxed by the County and do not proceed at this time.

F. Recommendation

Motion recommended by Mr. Malinowski

Recommended by: Bill Malinowski

Department: Richland County Council

Date: October 12, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/20/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Based on the comments provided by the County Auditor regarding interpretation of the statute, the recommendation is that Council request advice on the motion from the legal department.

Auditor

Reviewed by: Paul Brawley

Date: 10/19/15

Recommend Council approval

XX Recommend Council denial

Comments regarding recommendation:

Please review the statute below for clarification on how the law operates. The Auditor’s Office receives a file from the Department of Revenue each year in November that is given to all other Auditor’s in the state on vehicle values to be used for the year. The statute does not allow for uniform changes unless DOR publishes new values. This motion would supersede state law, therefore I recommend denial.

SECTION 12-37-2680. Determination of assessed value of vehicle.

The assessed value of the vehicle must be determined as of the first day of the month preceding the beginning of the tax year for the vehicles. The assessed values must be published in guides or manuals by the South Carolina Department of Revenue and provided to the auditor of each county as often as may be necessary to provide for current values. When the value of any vehicle is not set forth in the guide or manual the auditor shall determine the value from other available information.

HISTORY: 1980 Act No. 405, Section 9; 1993 Act No. 164, Part II, Section 22UU; 1993 Act No. 181, Section 214; 1995 Act No. 60, Section 4G.

Legal

Reviewed by: Elizabeth McLean

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: It appears that the motion, as stated, would be inconsistent with the statute.

Administration

Reviewed by: Roxanne Ancheta

Date: October 23, 2015

Recommend Council approval

X Recommend Council denial

Comments regarding recommendation: Based on comments from the Auditor and Legal Department, it appears as though the motion is not in line with the State Code of Laws. Therefore, the recommendation is for denial, unless Legal advises otherwise.

Richland County Council Request of Action

Subject:

Motion to fund the Governor's Cup Road Race in the amount of \$7,000

October 27, 2015 - The Committee recommended that Council approve funding the Governor's Cup Road Race in the amount of \$5,000. The funding will come from the FY 16 Discretionary Hospitality Tax line item.

Richland County Council Request of Action

Subject: Motion to fund the Governor's Cup Road Race in the amount of \$7,000

A. Purpose

Council is requested to consider Council members Rose and Dickerson's motion to fund the Governor's Cup Road Race in the amount of \$7,000.

B. Background / Discussion

At the October 12, 2015 Council meeting, Mr. Rose and Ms. Dickerson made the following motion:

“Move to fund the Governor's Cup Road Race in the amount of \$7,000, which is the amount the County funded this organization in FY 15. The funding is requested to come from the "Undesignated" Hospitality Tax line item.”

In FY15, the County funded the Carolina Marathon Association in the amount of \$7,000. Of that amount, \$2,000 was funded through the Accommodations Tax. The remaining \$5,000 was funding through the Hospitality Tax.

This year, the Carolina Marathon Association submitted a Hospitality Tax grant application and an Accommodations Tax grant application – see both applications attached – for the Governor's Cup Road Race. However, the Hospitality Tax Advisory Committee and the Accommodations Tax Advisory Committee did not recommend funding as the applications were received after 5:00 pm on 3/2/15 grant submittal deadline.

It is at this time that Staff is requesting direction regarding this motion.

C. Legislative / Chronological History

Motion made by Mr. Rose and Ms. Dickerson at the October 12, 2015 Council meeting.

D. Financial Impact

The financial impact to the County will be \$7,000. The FY16 Hospitality Tax budget only has \$10,000 remaining. Therefore, funding is available in Council's FY 16 Discretionary Hospitality Tax line item.

E. Alternatives

1. Consider the motion and fund the Governor's Cup Road Race in the amount of \$7,000.
2. Consider the motion and do not fund the Governor's Cup Road Race in the amount of \$7,000.

F. Recommendation

Motion recommended by Mr. Rose and Ms. Dickerson

Recommended by: Seth Rose and Joyce Dickerson

Department: Richland County Council

Date: October 12, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/19/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

The request is a funding decision that is at Council’s discretion. The FY16 Hospitality Tax budget has \$10k remaining in the undesignated account however Council has multiple funding requests to consider.

The recommendation of denial is based on the requesting being outside of the budget cycle and not the merits of the request.

Grants

Reviewed by: Brandon Madden

Date: 10/20/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: This request is a funding decision at the discretion of Council.

Legal

Reviewed by: Elizabeth McLean

Date: 10/22/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Roxanne Ancheta

Date: October 23, 2015

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: While this is a policy decision of Council, please note that the FY 16 Hospitality Tax Budget only has \$10,000 remaining in the undesignated account. There is another Hospitality Tax funding request also at this month’s Committee Meeting. If Council makes the policy decision to fund this request, as well as the other Committee item from Hospitality Tax, decisions must be made regarding proposed projects (ie, Sports Complex in Lower Richland).



HOSPITALITY TAX COUNTY PROMOTIONS APPLICATION

Funding for FY16 (July 1, 2015 – June 30, 2016) Due: March 2, 2015

Please use Times New Roman as your font, do not use font sizes smaller than 11 and do not adjust field sizes.

INCORPORATION DATE: 1972

FEDERAL ID #: 57-0989561

ORGANIZATION: Carolina Marathon Association

MISSION STATEMENT:

The Carolina Marathon Association was established in 1972 to promote health and fitness, establish the greater Columbia area as a nationally recognized center for running events, promote Columbia's reputation regionally and nationally, improve public health by promoting appropriate physical activity, provide opportunities for partnerships of youth in health and fitness activities, and position CMA to submit competitive bids for future championships and Olympic Trial events.

PROJECT MANAGER: Marie Queen

TITLE: Executive Director

ORGANIZATION STREET ADDRESS: 1215 Anthony Ave, Columbia, SC 29201

ORGANIZATION MAILING ADDRESS: 1215 Anthony Ave, Columbia, SC 29201

PHONE: 803-731-2100

EMAIL: marie.queen@queencommunicationsllc.com

PROJECT TITLE: Governor's Cup Road Race

TOTAL AMOUNT REQUESTED: \$17,750

TOTAL PROJECT COST: \$59,700

PROJECT START DATE: January 2015

PROJECT END DATE: November 2015

PROJECTED FULL ATTENDANCE: 2,000

PROJECTED NUMBER OF TOURISTS: 5,000

PROJECTED TOTAL MEALS CONSUMED: 1,500

PROJECTED TOTAL OVERNIGHTS: 125

DESCRIPTION OF HOW YOUR ORGANIZATION DETERMINED THE NUMBERS ABOVE (also indicate the numbers of meals and room stays estimated in unincorporated Richland County):

Immediately following the annual Governor's Cup a survey is distributed electronically to all registrants. According to the results from the 2014 Governor's Cup event, we know that 38.6% are at a restaurant in the Vista, Five Points or downtown areas. There were 1,390 who ran/walked in our event; plus the event attracted approximately 3,000 additional spectators per the Columbia Police Department's estimate. We know that 48% brought at least one other non-registrant with them; therefore, approximately 839 are at restaurants in Columbia. We also know from the survey that 4% or 115 stayed at one of the hotels in the downtown area. We project at least 1,500 to eat in Columbia prior and/or after the 2015 event, and at least 125 to stay overnight at the hotels. We project at least 1500 to eat in Columbia prior and/or after the 2015 event, and at least 125 to stay overnight at the hotels.

PROGRAM LOCATIONS: Please list the street address of all program locations that will be funded through H-Tax grant funds. Please indicate if program or project will be held on County property.

Restaurants, hotels, Columbia Museum of Art, Ed Venture, Columbia Convention Center and other locations within the downtown, Five Points and Shandon areas.

PROJECT DESCRIPTION (You may attach one (1) additional sheet):

The 43rd Annual Governor's cup Road Race features a half-marathon, 8-K run, 8-K walk and Kid's Fun Run.

The event starts on Gervais and Main Streets in front of the Capitol Building and goes into Shandon, Five-Points and USC before ending at the Horseshoe. The Kid's Fun Run attracts almost 500 youngsters from area schools. The Governor's Cup also features a Fittest Company Challenge. This year's event will receive the designation of the RRCA Champion State Race, which means elite runners from South Carolina and other states will travel to Columbia to participate in this event.

Launched by the Carolina Marathon Association in 1972, The Lexington Medical Center Governor's Cup is South Carolina's marquee running event. This event begins in front of the Capitol Building and ends outside of the University of South Carolina Horseshoe. Runners and walkers move through various historical Columbia neighborhoods that include flat terrain as well as rolling hills. Part of the course was used in the 1996 and 2000 Women's Olympic Trials.

The non-profit Carolina Marathon Association was formed locally in 1972. Its goals are to promote health and fitness; establish the Greater Columbia area as a nationally recognized center for running events, primarily long distance; promote the community and economic development by enhancing the Greater Columbia area's reputation regionally and nationally; improve the public health by promoting appropriate physical activity; provide opportunities for participation of youth in health and fitness activities; position Carolina Marathon Association to submit competitive bids for future championship and Olympic Trial events.

ECONOMIC IMPACT/COST BENEFIT: Provide project income and expenses for the last two years for the project you are requesting H-Tax funds as well as the projections for FY16. This section must be completed even if you did not apply for County H-Tax funds in the past.

These figures should be for the full project/event budget, not just the grant portion.	FY 14 7/1/13 – 6/30/14	FY 15 7/1/14 – 6/30/15	Projected FY 16 7/1/15 – 6/30/16
Total Income (sponsors, grants, ticket/food sales, etc.)	134,300	118,310	122,085
Total Expenses (rentals, marketing, supplies, contracts, etc.)	103,174	107,879	59,700
Net Proceeds (Income – Expenses)	31,126	10,431	62,385

HOW WILL YOUR ORGANIZATION USE INCOME, IF ANY, GENERATED BY THIS PROGRAM/EVENT?

Funds will be utilized to support organizational mission of promoting running events, to promote the greater Columbia area as a sport tourism destination, improve public health by promoting appropriate physical activity, provide opportunities for partnerships of youth in health and fitness activities, and position CMA to submit competitive bids for future championships and Olympic Trial events.

BENEFIT TO TOURISM (How does it promote and highlight **unincorporated** Richland County's historic and cultural venues, recreational facilities and events, and the uniqueness and flavor of the local community.)

The Governor's Cup brings almost 2,000 runners and walkers to downtown Columbia plus a large amount of spectators. The Governor's Cup has successfully increased participation since 2007 by over 100% because of the variety of events that are provided: Half marathon, 8-K run, 8-K walk, Fittest Company Challenge, and Kid's Run. In 2014, the Governor's Cup packet pick-up and expo were held at the Columbia Convention Center in downtown Columbia. In 2015, an expo runners and guests will be held at the Convention Center.

BENEFIT TO COMMUNITY IN WHICH PROJECT WILL BE HELD:

The Governor's Cup brings people into downtown Columbia and promotes the neighborhoods through which the run occurs. Prior to the event, Neighborhood Associations are contacted and encouraged to come out and cheer the runners and walkers. Those groups with the best techniques are recognized at the finish line. The event also promotes Girls on the Run and donates a portion of each full registration to the organization.

PROVIDE EVIDENCE OF SUCCESS FOR SIMILAR PROGRAMS/EVENTS AND MANAGEMENT CAPABILITY TO MAKE THIS PROJECT SUCCESSFUL:

This is the 43rd Annual running of this half-marathon and 8-K race. The Governor's Cup Road Race is directed by a group of USC and business personnel who manage all aspects of the event.

OUTLINE PROJECT MARKETING PLAN (include how you plan to reach tourists and work with local restaurants. Also include tracking mechanism used to determine tourist attendance):

The Governor's Cup is promoted via print and electronic media. In addition to advertisements in running magazines, billboards, flyers and postcards, this event is promoted on the Game Radio Station. The Governor's Cup is also promoted to runners in Georgia and North Carolina. The Carolina Marathon Association also reaches out to schools in Richland County and surrounding counties for participation in the Kids Run. Carolina Marathon Association has developed relationships with the Chamber of Commerce to reach out to companies to enroll their employees in the Fittest Company event.

Carolina Marathon Association also has partnered with The State and the Columbia Sports Council to promote this event via their website.

We distribute a survey via email to attendees and this survey asks questions about restaurants visited, hotels used, etc.

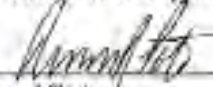
REQUIRED ATTACHMENTS: Attachments **MUST** be submitted along with proposal.

- Budget and budget narrative (See budget form below)
- Letter from IRS confirming 501 c 3 nonprofit status
- Proof of current registration as a charity with the SC Secretary of State
- List of organization's current Board Members/Directors
- Most recent 990 tax form. If you file a 990 post-card please also attach a financial report showing financial status
- One (1) additional page for project description **(Optional)**
- One (1) additional page for budget narrative/justification **(Optional)**

STATEMENT OF ASSURANCES

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner so as to provide maximum open/free competition. The funding recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves and others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by Richland County upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of or be otherwise subjected to discrimination under the program or activity funding in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change and/or variation must be reported immediately, otherwise, funding may be withheld.

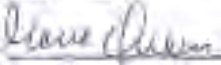
Providing signature of the Executive Director and Board Chair of the organization verifies accuracy of the information provided in this application and attachments as well as agreeing to the assurances written above.



Board Chair

3/2/2015

Date



Executive Director

3/2/2015

Date

HOSPITALITY TAX GRANT BUDGET FORM

List the expenses for your project below. Add expense categories in the blank lines below, if needed.

Expense Category	County H-Tax Request	Other Sources	Total
Advertising/Marketing/Promotion/Billboards	3,500	4,000	7,500
Advertising/Marketing Related Salary	1,250	1,250	2,500
Municipal Services/Security	4,000	6,000	10,000
Entertainment/Speakers/Guest Artists	2,000	2,000	4,000
Event Rentals/Supplies	4,000	5,100	9,100
Event Signage		2,000	2,000
Race Operations	3,000	3,500	6,500
Consultants/Contractor/Event Mgmt		4,100	4,100
Awards/T-Shirts		14,000	14,000
Total	17,750	41,950	59,700

List the income sources for your program or project below. Include the amount requested in this application.

Income Source	Amount	Pending/Received
FY16 Richland County H-Tax Request	17,750	Pending
Sponsorship-Lexington Medical Center	45,000	Pending
Online Registrations-Race Participants	40,000	Pending
Other Registrations-Race Participants-Checks	10,185	Pending
Expo-Vendor Advertisers/Booths at Event	1,400	Pending
Sponsorship-Lexington Medical Center	45,000	Pending

Provide a detailed narrative of expenses in the H-Tax Grant Request expense column. Add (1) additional sheet, if needed.

- Advertising/Marketing: Pace, Blue Ridge Outdoor, and other national/local/regional running magazines -\$2500, WIS-TV/Local Programming Stations-\$3000, Staff handouts/phone calls/visits to businesses-\$1500, Printing Add'l-Columbia Printing/Printing-\$1000, Billboards-\$1000
- Website Contractor (Marsha Clark and others)-\$2500
- Police-Security/Directions-City of Columbia off duty Police Officers-\$9,000, Emergency Medical Care/On Site-\$1,000
- Invited Athletes/Past grand prize winners/Special Guest/Speaker-\$4,000
- Celebrations Equipment Rental-tents, stage, sign holders, tables, chairs, audio equipment-\$6,000, E&D Enterprises-Port-a-Jon and sink rentals-\$2000, Columbia Metro Convention Center/packet pickup-\$1200,
- Elevation maps/Route maps-\$500, DJ start of race-\$700, Water stop supplies-cups, Gatorade, water-\$1000, Balloonopolis/balloons at finish line-\$350, Fruits and snacks/Senn Bros Produce-\$1000, Van rental/U-Hall- \$150, Lanyards/Badges/Office supply store-\$100, Band for Entertainment-\$1000, Bagels/Piggly Wiggly/Local Grocers-\$300
- Event Management/Race Director-\$4100
- Signs Now-\$2500, Columbia Printing-\$200
- Cash Awards-\$7000, Applied Graphics-\$15000, Running Awards/Medals-\$4000, Graph-itti-T-Shirts/Pullovers-\$6000, SC Embroidery-\$1500
- Strictly Running -\$7500, Ken Lowden/Course Verifications-\$1000, Photographer-\$1000
- Contributions to health organizations that promote quality diet, exercise, healthy school menus, etc.-"Girls on the Run"- \$3000, AC Flora ROTC-\$500



ACCOMMODATIONS TAX GRANT APPLICATION

Funding for FY2016 (July 1, 2015 – June 30, 2016)

Due Date: Monday, March 2, 2015

Please use Times New Roman as your font; do not use font sizes smaller than 11 and do not adjust field sizes

INCORPORATION DATE: 1972

FEDERAL ID#: 57-0989561

ORGANIZATION: Carolina Marathon Association

ORGANIZATION ADDRESS: 1215 Anthony Ave, Columbia SC 29201

CONTACT: Marie Queen

TITLE: Executive Director

PHONE: 803-731-2100

EMAIL: marie.queen@queencommunicationsllc.com

MISSION STATEMENT:

The Carolina Marathon Association was established in 1972 to promote health and fitness, establish the greater Columbia area as a nationally recognized center for running events, promote Columbia's reputation regionally and nationally, improve public health by promoting appropriate physical activity, provide opportunities for partnerships of youth in health and fitness activities, and position CMA to submit competitive bids for future championships and Olympic Trial events.

PROJECT TITLE: Governor's Cup Road Race

TOTAL AMOUNT REQUESTED: \$17,000

TOTAL PROJECT COST: \$59,700

PROJECT START DATE: January 2015

PROJECT END DATE: November 2015

ESTIMATED TOTAL ATTENDANCE: 2,000

ESTIMATED TOURISTS: 5,000

TOTAL ESTIMATED ROOM NIGHTS: 125

TOTAL ESTIMATED MEALS: 1,500

DESCRIBE METHODS USED TO DETERMINE THE NUMBERS ABOVE: (Include if the room nights and meals will be in the incorporated or unincorporated areas of the County)

Immediately following the annual Governor's Cup a survey is distributed electronically to all registrants. According to the results from the 2014 Governor's Cup event, we know that 38.6% ate at a restaurant in the Vista, Five Points or downtown areas. There were 1,390 who ran/walked in our event; plus the event attracted approximately 3,000 additional spectators per the Columbia Police Department's estimate. We know that 48% brought at least one other non-registrant with them; therefore, approximately 839 ate at restaurants in Columbia. We also know from the survey that 4% or 115 stayed at one of the hotels in the downtown area. We project at least 1,500 to eat in Columbia prior and/or after the 2015 event, and at least 125 to stay overnight at the hotels. We project at least 1500 to eat in Columbia prior and/or after the 2015 event, and at least 125 to stay overnight at the hotels.

PROGRAM LOCATION(S)

Restaurants, hotels, Columbia Museum of Art, Ed Venture, Columbia Convention Center and other locations within the downtown, Five Points and Shandon areas.

DOES YOUR PROJECT REQUIRE PERMITS? YES NO LIST THOSE REQUIRED:

Parade Permit

PROJECT DESCRIPTION (Add up to one additional sheet, if needed):

The 43rd Annual Governor's cup Road Race features a half-marathon, 8-K run, 8-K walk and Kid's Fun Run.

The event starts on Gervais and Main Streets in front of the Capitol Building and goes into Shandon, Five-Points and USC before ending at the Horseshoe. The Kid's Fun Run attracts almost 500 youngsters from area schools. The Governor's Cup also features a Fittest Company Challenge. This year's event will receive the designation of the RRCA Champion State Race, which means elite runners from South Carolina and other states will travel to Columbia to participate in this event.

Launched by the Carolina Marathon Association in 1972, The Lexington Medical Center Governor's Cup is South Carolina's marquee running event. This event begins in front of the Capitol Building and ends outside of the University of South Carolina Horseshoe. Runners and walkers move through various historical Columbia neighborhoods that include flat terrain as well as rolling hills. Part of the course was used in the 1996 and 2000 Women's Olympic Trials.

The non-profit Carolina Marathon Association was formed locally in 1972. Its goals are to promote health and fitness; establish the Greater Columbia area as a nationally recognized center for running events, primarily long distance; promote the community and economic development by enhancing the Greater Columbia area's reputation regionally and nationally; improve the public health by promoting appropriate physical activity; provide opportunities for participation of youth in health and fitness activities; position Carolina Marathon Association to submit competitive bids for future championship and Olympic Trial events.

The Governor's Cup brings almost 2,000 runners and walkers to downtown Columbia plus a large amount of spectators. The Governor's Cup has successfully increased participation since 2007 by over 100% because of the variety of events that are provided: Half marathon, 8-K run, 8-K walk, Fittest Company Challenge, and Kid's Run. In 2014, the Governor's Cup packet pick-up and expo were held at the Columbia Convention Center in downtown Columbia. In 2015, an expo runners and guests will be held at the Convention Center.

BENEFIT TO COMMUNITY AND RICHLAND COUNTY:

The Governor's Cup brings people into downtown Columbia and promotes the neighborhoods through which the run occurs. Prior to the event, Neighborhood Associations are contacted and encouraged to come out and cheer the runners and walkers. Those groups with the best techniques are recognized at the finish line. The event also promotes Girls on the Run and donates a portion of each full registration to the organization.

MANAGEMENT CAPABILITY TO MAKE THIS PROJECT SUCCESSFUL:

The Governor's Cup Road Race is directed by a group of USC and business personnel who manage all aspects of the event.

OUTLINE PROJECT MARKETING PLAN AND TOURISM TRACKING MECHANISM:

The Governor's Cup is promoted via print and electronic media. In addition to advertisements in running magazines, billboards, flyers and postcards, this event is promoted on the Game Radio Station. The Governor's Cup is also promoted to runners in Georgia and North Carolina. The Carolina Marathon Association also reaches out to schools in Richland County and surrounding counties for participation in the Kids Run. Carolina Marathon Association has developed relationships with the Chamber of Commerce to reach out to companies to enroll their employees in the Fittest Company event.

Carolina Marathon Association also has partnered with The State and the Columbia Sports Council to promote this event via their website.

We distribute a survey via email to attendees and this survey asks questions about restaurants visited, hotels used, etc.

Attach the following REQUIRED documents to your application. Incomplete applications will not be evaluated. See Guidelines for more detail.

1. Budget and grant narrative detail (Budget/Narrative form is below)
2. 501 c 3 determination letter from IRS confirming nonprofit status
3. Confirmation of current registration as a charity with the SC Secretary of State's Office as a nonprofit
4. List of current organization board of directors with contact information
5. Organization's most recent 990 tax form

Executive Director Signature/Date:  3/2/2015

Board Chairman Signature/Date:  3/2/2015

ACCOMMODATIONS TAX GRANT BUDGET

List the expenses for your project below. Add expense categories in the blank lines below, if needed and consult the guidelines for eligible expenditures.

Expense Category	County A-Tax Request	Other Sources	Total
Advertising/Marketing/Website Promotion	5,000	5,000	10,000
Municipal Services/Security	3,000	7,000	10,000
Entertainment/Speakers/Guest Artists/Instructors	2,000	2,000	4,000
Event Rentals/Equipment/Supplies	4,000	5,100	9,100
Race Operations	3,000	3,500	6,500
Event Signage		2,000	2,000
Event Mgmt		4,100	4,100
Awards/T-Shirts		14,000	14,000
Total	17,000	42,700	59,700

List the income sources for your program or project below. Include the amount requested in this application.

Income Source	Amount	Pending/Received
FY16 Richland County A-Tax Request	17,000	Pending
Sponsorship-Lexington Medical Center	45,000	Pending
Online Registrations-Race Participants	40,000	Pending
Other Registrations-Race Participants-Checks	10,185	Pending
Expo-Vendor Advertisers/Booths at Event	1,400	Pending

BUDGET NARRATIVE: Add one additional sheet, if needed. Provide details on how you will spend Richland County A-Tax grant funds. See guideline for instructions.

- Advertising/Marketing: Pace, Blue Ridge Outdoor, and other national/local/regional running magazines -\$2500, WIS-TV/Local Programming Stations-\$3000, Staff handouts/phone calls/visits to businesses-\$1500, Printing Add'l-Columbia Printing/Printing-\$1000, Billboards-\$1000
- Website Contractor (Marsha Clark and others)-\$2500
- Police-Security/Directions-City of Columbia off duty Police Officers-\$9,000, Emergency Medical Care/On Site-\$1,000
- Invited Athletes/Past grand prize winners/Special Guest/Speaker-\$4,000
- Celebrations Equipment Rental-tents, stage, sign holders, tables, chairs, audio equipment-\$6,000, E&D Enterprises-Port-a-Jon and sink rentals-\$2000, Columbia Metro Convention Center/packet pickup-\$1200,
- Elevation maps/Route maps-\$500, DJ start of race-\$700, Water stop supplies-cups, Gatorade, water-\$1000, Balloonopolis/balloons at finish line-\$350, Fruits and snacks/Senn Bros Produce-\$1000, Van rental/U-Hall- \$150, Lanyards/Badges/Office supply store-\$100, Band for Entertainment-\$1000, Bagels/Piggly Wiggly/Local Grocers-\$300
- Event Management/Race Director-\$4100
- Signs Now-\$2500, Columbia Printing-\$200
- Cash Awards-\$7000, Applied Graphics-\$15000, Running Awards/Medals-\$4000, Graph-itti-T-Shirts/Pullovers-\$6000, SC Embroidery-\$1500
- Strictly Running -\$7500, Ken Lowden/Course Verifications-\$1000, Photographer-\$1000
- Contributions to health organizations that promote quality diet, exercise, healthy school menus, etc.-"Girls on the Run"-\$3000, AC Flora ROTC-\$500

Richland County Council Request of Action

Subject:

County Approval Process for Special Events on County Owned Property; Alcohol on County Owned Property

October 27, 2015 - The Committee recommended that Council approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special events application and review of the application by a Special Events Committee, made up of representatives from the County Departments that will be impacted by the event, and allow the sale and/or consumption of alcohol on County property. Staff will bring back the details of the special event approval process (e.g., Special Events Committee members, permit application process) to Council for their consideration at a future Council meeting.

Richland County Council Request of Action

Subject: County Approval Process for Special Events on County Owned Property; Alcohol on County Owned Property

A. Purpose

County Council is requested to approve the process for granting a special event permit to an organization for the utilization of County owned property. Additionally, staff is seeking Council direction regarding whether or not Council wishes to allow alcohol on County property for these special events.

B. Background / Discussion

The County currently has in place a “Public Building Use Policy,” (attached – Attachment C) which specifically addresses the Decker Center Community Room, the Decker Center Parking Lot, and Pinewood Lake Park Facilities. However, there is no County policy that outlines the process for permitting a non-County entity to hold a special event (e.g., festival, community event) on these, or other County properties.

Each year, various organizations hold special events throughout the County, and these requests may increase for the County properties currently in our system (i.e., Pinewood Lake), under construction (Decker Center), or those under consideration (i.e., Waterpark, Sports Complex).

Therefore, it is requested that Council provide direction to staff as to whether or not **Council** wants to approve special events on County property, or does Council want to delegate that responsibility to **staff**. Additionally, staff is seeking Council direction on whether or not Council wishes to allow alcohol on County property for these special events. Currently, per the County’s “Public Building Use Policy,” no alcohol is allowed. The document states, “Absolutely no alcoholic beverages or illegal drugs are allowed on or in any public facility that is located on County property.” A County ordinance may also need to be added / revised if alcohol is allowed.

The City of Columbia requires requestors to submit an application for special events to allow alcohol (beer and/or wine only) on City property and streets. The request and application are then submitted to Council via Resolution to permit this use.

The City of Greenville requires event organizers to submit special event applications which are reviewed by the impacted City departments. A permit is issued to the organizer once all the applicable documents (e.g., secondary permits, certificate of insurance) are received and reviewed.

The City of Charleston requires a permit for all organized events at any City park, facility, or field. Event organizers have to submit a special event permit application for review by their Staff.

All of the abovementioned jurisdictions allow alcohol on their property for special events.

Given some of the processes used in other jurisdictions, staff proposes two alternatives for Council to consider:

1. Council approval of a special event permit through the submission of a special event application and a Resolution – see attached example (Attachment B). Each time the County receives a request and application from an organization to hold a special event on County property, staff will draft a Resolution to present to Council for review and action. (City of Columbia model.)
2. County staff approval of a special event permit through the submission of a special events application – see attached example (Attachment A). The special events application would be

reviewed by a Special Events Committee (Committee) made up of representatives from the County Departments that would be impacted by the event. If approved by the Committee, the organization would receive a permit to hold their event on County owned property. This alternative will not require Council approval for each event, only Council approval of this alternative and permitting process. Organizers will have to adhere to any additional terms of use associated with the County owned property (e.g., business permit, business license, Fire Marshal authorization). (City of Greenville and City of Charleston models.)

At this time, staff is requesting that Council approve a process whereby non-County entities are permitted to hold special events on County-owned property, and provide direction as to allowing for the sale of alcohol and/or consumption of alcohol on County-owned property. If, however, Council does *not* wish to allow for the sale and/or consumption of alcohol on County-owned property, it is requested that this be stated in an ordinance or policy. This may require an ordinance amendment to County ordinance, Section 18-5 – see ordinance as currently written below:

Sec. 18-5. Consumption of alcoholic beverages, beer or wine prohibited in public places.

(a) It shall be unlawful for any person to consume any beer or wine, or other alcoholic beverage, in or from any unsealed container on any public street or public sidewalk, in any public parking lot or public alley, or at any public gathering or any other public place, with the exception of gatherings on premises for which valid licenses or permits have been duly issued to allow public consumption of beer or wine, or other alcoholic beverage.

(b) It shall be unlawful for any person to consume any beer or wine, or other alcoholic beverage, on private property without the consent of the owner.

C. Financial Impact

Council approval of a policy will not result in a financial impact to the County unless the County wishes to charge for the submittal / review of the special events application. If this is the desire of Council, please advise.

Otherwise, the County currently has in place, per the “Public Building Use Policy” document, a facility usage fee: “Return the completed form with payment of \$300.00 for the facility usage fee, of which \$250 is refundable if there is no damage and if no extraordinary clean-up is required of county personnel.” If Council wishes to amend this fee, please advise.

Depending on the scope of an event, the organizers may also be subject to applicable business license and permit fees.

D. Legislative / Chronological History

Staff is presenting this request of action to Council based on the April request of action from Sustainable Midlands to allow alcohol on County-owned property for the 2015 Tasty Tomato Festival.

E. Alternatives

1. Approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special event application and Council approval via a Resolution, and allow the sale and/or consumption of alcohol on County property.
2. Approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special event application and Council approval via a Resolution, and do not allow the sale and/or consumption of alcohol on County property.

3. Approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special events application and review of the application by a Special Events Committee, made up of representatives from the County Departments that will be impacted by the event, and allow the sale and/or consumption of alcohol on County property.
4. Approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special events application and review of the application by a Special Events Committee, made up of representatives from the County Departments that will be impacted by the event, and do not allow the sale and/or consumption of alcohol on County property.
5. Direct staff to utilize an alternative process to be determined by Council.

F. Recommendation

This is a policy decision for Council.

Recommended by: Administration

Department: Administration

Date: 8/17/2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 9/29/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

As stated in ROA, this is a policy decision for Council with identified financial impact.

Support Services

Reviewed by: John Hixon

Date: 9/29/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

As stated in ROA, this is a policy decision for Council with impacts on multiple county departments. With that said, my recommendation would be to allow those departments the opportunity to review the request and have relevant input by Council approving alternate 3 or 4, utilizing the permit process. This would also allow the effected departments to better plan for any potential support during the event and be ready to restore the public facility to operational condition before the next scheduled opening. I believe the need for county resource use to restore a facility would be considerably reduced if alcohol is not permitted on county property.

Risk Management

Reviewed by: David Chambers

Date: 9/30/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Retaining the policy of prohibiting alcoholic beverages on County property is recommended.

Solid Waste

Reviewed by: Rudy Curtis

Date: 10/14/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: As stated in ROA, this is a policy decision for Council with impacts on multiple county departments.

Special Services

Reviewed by: George Wilson

Date: 10/20/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: I agree with allowing the sale and/or consumption of alcohol on County property.

Capital Projects

Reviewed by: Chad Fosnight

Date: 10/21/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: I would recommend a committee be set up that reviews permit requests as they come in. I would also recommend that we look at the Water Park project separate because the vendor will be running any after-hours events that are held at the water park. One could assume that this event center will be used frequently thus meaning multiple requests for permits. It would seem most efficient for the Water Park vendor to request one permit that can be used for multiple events held at the site. It is also important to note that the County will realize revenue from alcohol sales at the water park.

Legal

Reviewed by: Elizabeth McLean

Date: 10/23/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council's discretion; however, as has been stated many times previously, Council should be aware that opening up property to the public (and perhaps allowing alcohol) comes with its own set of liabilities that can, perhaps, be mitigated with insurance, hold harmless provisions, and security requirements, but cannot be completely eliminated. Any policy implemented should be done with a goal of reducing such liabilities as much as is practically possible.

Administration

Reviewed by: Roxanne Ancheta

Date: October 23, 2015

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: It is recommended that Council approve the process for granting a special event permit to an organization for the utilization of County owned property through the submission of a special events application and review of the application by a Special Events Committee, made up of representatives from the County Departments that will be impacted by the event. The sale and/or consumption of alcohol on county property is a policy decision of Council. Please note, however, that the aforementioned jurisdictions (City of Columbia; City of Greenville; City of Charleston) allow the sale and/or consumption of alcohol on City property. Also, please keep in mind that as the County adds more recreational-type facilities (ie, Caughman Pond, Waterpark) to our inventory, citizens may become more interested in hosting wedding receptions, birthday parties, etc. at these facilities, and having alcohol at these events.

BE IT FURTHER RESOLVED that Sustainable Midlands is responsible or shall make arrangements for clean-up of all trash and debris and removal of such from the Property. If Sustainable Midlands fails to remove all trash and debris from the Property and return the Property to its original condition, as much as is practicable, the costs incurred by the County for such clean-up shall be billed to and paid by Sustainable Midlands. If the Property, including any permanent fencing, is damaged, the costs incurred by the County in remediating any damage shall be billed to and paid by Sustainable Midlands; and

BE IT FURTHER RESOLVED that only pedestrian traffic will be allowed within the Property. All other traffic, including but not limited to, automobiles, trucks, motorcycles, mopeds, bicycles and skate boards is prohibited. All pets and animals are prohibited; and

BE IT FURTHER RESOLVED that Sustainable Midlands is responsible for installing a temporary fence to prohibit pedestrian traffic to the Curtiss-Wright Hangar and for locking the gate to the Property after the clean-up of the Property. All questions regarding the fence and gate security shall be directed to Chris Eversmann, Airport Director (767-1789); and

BE IT FURTHER RESOLVED that Sustainable Midlands shall provide the names and telephone numbers of at least two contact persons who can receive complaints during the event, including any set-up, breakdown, and clean-up. The cell phones of the contact persons shall remain on at all times during the Festival and all set-up, breakdown, and clean-up times; and

BE IT FURTHER RESOLVED that Sustainable Midlands is responsible for removing persons from the Property who are observed engaging in any unsafe activity or illegal activity, including but not limited to, underage use of alcohol, use of illegal drugs or possession of weapons of any kind; and

BE IT FURTHER RESOLVED that Sustainable Midlands will be required to obtain the requisite Special Event license from the South Carolina Department of Revenue for the sale of beer and wine (in accordance with Richland County Ordinance §18-5); to sign an Indemnification and Hold Harmless Agreement (Attachment 1); and to obtain and maintain an adequate general liability insurance policy for the Festival, which shall include Richland County as an additional insured, whether such policy is Sustainable Midlands's general liability insurance or a liability policy for the Festival. Proof of such insurance shall be provided to David Chambers, Richland County Risk Manager (chambersd@rcgov.us – 576-2064) at least fourteen (14) days prior to the event. Failure to sign the Indemnification and Hold Harmless Agreement or timely provide the required proof of insurance shall immediately nullify this Resolution.

ADOPTED THIS the ____ day of _____, 2015.

Torrey Rush, Chair
Richland County Council

Attest: _____
S. Monique McDaniels
Clerk of Council

ATTACHMENT 1

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

By signing the below, Sustainable Midlands, its officers, employees, agents, directors, successors, and assigns hereby agree to indemnify, defend and hold harmless Richland County, its officials, directors, employees and agents, from and against any and all claims, demands, damages of any kind, attorneys' fees, costs, actions, cause of action, or suit in law or equity of whatsoever kind or nature whether heretofore or hereafter accruing against Richland County, its officials, directors, employees and agents, as a result of the Sustainable Midlands' use of the Property pursuant to the Resolution or the exercise by Sustainable Midlands of any and all rights and privileges granted to Sustainable Midlands by the aforementioned Resolution.

By: _____

Its: _____

Print Name: _____

Date: _____

ATTACHMENT B

Special Event Permit Application Example

Special Event Permit Application

Today's Date: _____

Overview

The organizer of a special event must fill out the application and return it to the Special Events Committee no less than 60 business days prior to the start of the event.

Applicant Information

1. Name of Event: _____
2. Applicant Name: _____
3. Name of Non-Profit Organization: _____
(Please attach a copy of the IRS letter)
4. Address: _____
5. City: _____
6. State: _____
7. Zip: _____
8. Work Phone: _____
9. Cell Phone: _____
10. Email Address: _____
11. Event Website: _____

12. Description of Event:

13. Link to Event Logo: _____

14. Who is your target Audience?

15. How will you ensure a Diverse Audience?

16. Do you have a Twitter, Facebook, Instagram or other social networking page? If so, list the applicable URLs: _____

Event Information

1. Event Information: _____
2. Event Name: _____
3. Event Location: _____
4. Event Address: _____
5. City: _____
6. State: _____
7. Zip: _____

Event Date(s)

1. Event Start Date: _____
2. Event End Date: _____

Date Times

1. Event Start Time: _____

2. Event End Time: _____

Event Set Up

1. Set Up Begin Time/Date: _____

2. Set Up End Time/Date: _____

Road Closure Times

1. Road Closure Start Time: _____

2. Road Closure End Time: _____

3. Estimated Attendance: _____

Is the Event Open to the Public? _____

The County does not provide amenities such as portable washrooms, sound systems, tables, chairs, tents, canopies or other equipment.

Roll Carts

1. Will the event be serving / selling / distributing beverages?

2. If yes, in what containers (i.e., aluminum cans, glass bottles or plastic bottles) will they come packaged in?

No bottles or cans will be permitted on County property. Beverages must be served in paper or plastic cups (the use of Styrofoam containers for food and beverages is prohibited at special events).

Property Clean Up

Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. The cost of any employee overtime incurred because of an applicant's failure to clean and/or restore the site following the event will be borne by the applicant. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

Contracted personnel or volunteers may be used if indicated below.

1. What is the Clean-Up Plan for the Event?

2. Will the event need street sweepers prior to the event or at conclusion of the event?

If Yes, Please Specify: _____

3. Will the event need County personnel to assist with event site clean-up?

Date / time for Clean-Up Staff Arrival: _____

4. List the Type of Assistance Needed

Safety & Security

Indicate the Types of Security Needed:

Beer / Alcohol Security

Event Area Security

Gate Security

Money Handling Security

Road Closure Security

Stage Security

Other: _____

Overnight Security

If Overnight Security, Specify Time and Start Date: _____

If Overnight Security, Specify Time and End Date: _____

If Other, Specify: _____

Applicant may be required to hire sworn off-duty City of Columbia Police Officers or Richland County Sheriff Deputies to provide security to ensure public safety.

Such officers should be graduates of the South Carolina Law Enforcement Academy, have a working knowledge of Columbia Police Department or County Sheriff Department procedures and be approved by the Chief of Police or Sheriff.

A Police Service Agreement must be signed before the Special Event Permit is issued. The applicant will be invoiced for this service after the event is held.

Musical Entertainment

Are there any musical entertainment features related to your event?

Yes:

No:

If Yes, Attach a Schedule of any Music or Entertainment Proposed to Occur During the Event with this Application.

Number of Stages: _____

Number of Bands: _____

Type of Music: _____

Will Your Event Be Using Amplified Sound?

Yes:

No:

Times

Indicate Times Start Time of the Entertainment: _____

Indicate Times End Time of the Entertainment: _____

Will Sound Checks Be Conducted Prior to the Event?

Yes:

No:

Times

Indicate Times Start Time of the Sound Check(s): _____

Indicate Times End Time of the Entertainment(s): _____

A special event permit should not be mistaken for a noise permit. Please note that the volume of the sound (including amplifying equipment) is required to be controlled as that it is not unreasonably loud, raucous, or disturbing to a reasonable person.

A City of Columbia Police Officer or Richland County Sheriff Deputy may determine that noise during a permitted event is offensive to others and may require applicant to stop the noise. Also, the appropriate law enforcement agency may order musical entertainment to cease because it may incite a crowd to become unruly and risks injury.

Tents & Signage

Will Tents Be Used for the Event?

Yes:

No:

Sizes of Tents: _____

Types of Tents: _____

Pavement Holes / Marring: Drilling into pavement (parking lots, streets, sidewalks, curbs, etc.) is strictly prohibited. All signage and anchoring must be accomplished with weights such as sandbags, concrete or water filled barrels and adhere to the relevant County zoning requirements.

Will Any Signs or Banners Be Hung?

Yes:

No:

Size of Banners: _____

Location of Banners: _____

Fastening or attaching any rope, signs, banner, flyer or other object to any tree, shrub, or park feature on any Richland County property is strictly prohibited.

Vendors

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services. Richland County welcomes and promotes (via Hospitality Tax funding) festivals, fairs, shows, and other special events held within the community. Event organizers and vendors are, however, subject to the requirements of the jurisdiction in which the event occurs. Please contact the appropriate jurisdiction for more information regarding their requirements.

Richland County's requirements for special events located within the unincorporated areas of the County (i.e., events occurring outside of any city limits) are described below.

All organizers and vendors of special events occurring within Richland County are subject to inspection during the special event for compliance. Please be certain to have documentation of compliance available onsite each day of the special event.

- **Special Events Authorization:**

The organizer must obtain authorization for the event from the appropriate departments. This may include the Richland County Sheriff's Department and the Richland County Fire Marshal's Office. For more information, please contact the Richland County Planning Department at 803-576-2158. (The Planning Department????)

- **Business Permit:**

Organizers and vendors of events occurring no more than once a year and lasting no more than ten consecutive calendar days may obtain a Business Permit in lieu of a Business License. The Permit charge is based on gross income, and the rate is \$10 on the first \$2,000 and \$1.20 on every \$1,000 thereafter.

Organizers of these annual, ten-day or less duration special events may choose, but are not required, to pay for and obtain this Business Permit on behalf of all its vendors at a rate of \$10 per vendor or on the

previous year's income generated by the event based upon the rate above, whichever is greater. Contact information for Business Service Center.

- **Business License:**

Organizers and vendors not already having a Richland County business license are required to obtain a Richland County business license only if planning or participating in more than one special event per year, or if planning or participating in one annual event lasting more than ten consecutive calendar days. Contact information for Business Service Center.

- **Hospitality Taxes:** All organizations selling prepared or modified foods or beverages are required to collect and remit Hospitality Taxes.

- Taxes must be remitted to the County by the 20th of the month following the event.
- A copy of the Special Event Reporting Form with Part 1 (where is this?) completed must be returned before the event to the County's Business Service Center by e-mail or mail. Provide contact information.

- **Peddler's License:**

Vendors participating in more than one special event per year in various locations around unincorporated Richland County are required to obtain a Richland County Peddler's License. Provide contact information for Business Service Center.

Does This Event Include Vendors?

Yes:

No:

If Yes, Please attach all relevant Permit and/or Licenses from the County's Business Service Center with this application.

If the event will have food vendors, please check the following that apply:

Catered:

Prepared Outdoors:

Served:

Sold:

An applicant having any food service must contact the South Carolina Department of Health and Environmental Control at 803-898-3432 for approval of any food preparation or service. Applicant must show a plan for clean-up and grease removal.

Does the event include food concession and / or cooking areas?

Yes:

No:

If yes, please list each vendor and specify cooking method (Gas, Electric, Charcoal, Other)

Vendor: _____

Cooking Method: _____

Food Item: _____

Vendor: _____

Cooking Method: _____

Food Item: _____

Vendor: _____

Cooking Method: _____

Food Item: _____

Vendor: _____

Cooking Method: _____

Food Item: _____

Fire Code requires a fire extinguisher at each cooking location. Food and beverages shall not be sold at an event unless approved and licensed, if necessary, by the South Carolina Department of Health and Environmental Control.

Event organizers are responsible for arranging health inspections for their events. Applicant must show a plan for clean-up and grease removal.

Does the event include mechanical rides, spacewalk, or other attractions?

Yes:

No:

If Yes, With What Company? _____

List Details, If Any

The applicant agrees that any structures, which are to be placed on the public right of way, shall not be situated or constructed so as to present any physical threat to pedestrians traversing the public way in the vicinity of said structures or to create a traffic hazard.

List all commercial vendors who will be present during the event (serving, selling, sampling, or displaying).

Portable Restrooms & Sinks

You are required to provide portable restroom facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public during your event.

Richland County may determine the total number of required restroom facilities on a case-by-case basis.

Do you plan to provide portable restroom facilities at your event?

Yes:

No:

If No, Please Explain: _____

Number of ADA Accessible Portable Toilets: _____

Total Number of Portable Toilets: _____

Portable Sinks are required at portable toilet locations if the event has 4 or more food vendors. Sink to portable toilet ratio must be 1:10.

Restroom Company: _____

Number of Portable Sinks: _____

Company Phone: _____

Cell Phone: _____

First Aid & Crisis Management

Please indicate what arrangements you will make for providing First Aid staffing and equipment during your event.

Name of Emergency Medical Service Provider: _____

Phone of Emergency Medical Service Provider: _____

Site Location: _____

Crisis Management Plan

Each event must develop a communication and crisis management plan. This plan must be submitted to the Special Event Bureau before the Special Event Permit is issued.

Name of Responsible Person To Be Notified: _____

Phone Number: _____

Method by which emergency services will be notified in the event of an emergency:

Method event staff and volunteers will use to communicate with each other:

Hazardous Materials

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks?

Yes:

No:

If Yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will There Be Any Portable Heaters?

Yes:

No:

Will There Be Any Deep Fat Fryers?

Yes:

No:

Will there be any fireworks, lasers, torches, candles or pyrotechnics?

Yes:

No:

If yes, an application must be submitted to the Columbia Fire Department for a City and State Fireworks Permit at least 30 days prior to the event.

Electrical Plan

Will Generators or Electrical Service Be Used?

Yes:

No:

Service required beyond that which is generally available must be provided and arranged for by the applicant. Restrictions may apply to specific sites. Please specify locations and amperage of any additional electrical wiring that will need to be installed. Generators cannot be refueled within the event site during event operating hours.

Site Plan

The plan should include the following information (if applicable):

Alcoholic Beverage Vendors (A)

Assembly Areas (A)

Beverage Vendors (BV)

Bleachers (BL)

Fire Extinguishers (EX)

First Aid and/or EMS (FA)

Food Vendors (FV)

Garbage Receptacles (G)

Generator / Electricity (E)

Hand Washing Sinks (HWS)

Number of Barricades (B)

Portable Toilets (T)

Public Recycling Receptacle (PR)

Retail Merchant (RM)

Security (P)

Sign or Banners (S)

Stages or Amplified Sound (SO)

Tents (include tent sizes) (X)

Trailers, Vehicles, Storage Facilities (ST)

Vendor Recycling Receptacle (VR)

Fire hydrants or sidewalk curb breaks that are used for ADA accessibility may not be blocked during any time.

Provide a Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area.

The area requested must be reasonably suited relative to the accessibility, size and nature of the proposed special event. The event must accommodate the special needs of disabled persons whose rights are protected under the Americans with Disabilities Act and who choose to participate in the event.

Please attach a sketch of your site plan with this application.

Route & Traffic Plan

What Kind of Route Is This?

Bike Race:

Bike Tour:

Other:

Parade:

Road Race (Run):

Walk:

If Other, Please Specify: _____

Start Location (if applicable) : _____

Finish Location: _____

Will This Event Need to Close a Road?

Yes:

No:

If Yes, please fill in the following information:

Street Span: _____

Dates & Times

Start Date and Time: _____

End Date and Time: _____

Please attach all relevant street closure requests from the City of Columbia and/or Richland County with this application.

Alcohol & Smoking

Will Alcohol Be Served?

Yes:

No:

If yes, SC ABC permit required. Please submit a copy of the ABC License. A temporary SC ABC permit may be obtained.

What Type of Alcohol Will Be Served?

Canned Beer (served in a plastic cup):

Draft Beer:

Wine:

Who Will Be Serving the Alcohol? : _____

Times for Alcohol to Be Served

Start Time: _____

End Time: _____

All alcohol sales must end 15 minutes prior to your event ending time.

Locations within event site where alcohol will be served:

Event Signage

At a beverage serving location, the following information must be displayed:

Type of Sign	Sign Example
Must be 21	
Alcohol Policy	
Wristbands	
No Alcohol Beyond This Point*	

*Must be displayed at an event site entrance / exit

Smoking

No Smoking signs must be present throughout the event site.

Enforcement of the no smoking policy:

Permittee must post 11 x 17 signs in a clear and conspicuous manner at all entry points to and within the event site informing attendees that smoking is prohibited. Permittee must include in the event marketing materials that the event is a nonsmoking event. In addition, permittee and event management staff must inform event attendees seen smoking that smoking is prohibited within the event site. Enforcement of the no smoking policy at events will be done by the Police on site after permittee has given the attendee a warning.

Neighborhood Notification

Special Events that impact residents or businesses require that neighborhoods be notified by letter 30 days prior to Special Event. A reminder to individual businesses and to Neighborhood Presidents with a copy to the is

required 15-days prior to the Special Event. Notices must reflect the date, time, locations, types of activities taking place during the Special Event, and Special Event coordinator contact information.

Insurance Requirements

Applicants having road closures, alcohol permits, food service, amusement rides, physical activities and entertainment stages are all required to provide liability insurance coverage and liability insurance for all its vendor or provide certification they are separately insured.

Applicants contracting with amusement ride companies are required to provide the County with a certificate of insurance, naming the applicant and the County as additional insured on general liability.

Where required, the applicant or, if applicable, the organization / sponsor holding the event shall maintain insurance in the amount of \$1 million per occurrence to cover the entire duration of the event.

The applicant shall submit a certificate of insurance verifying the following minimum coverage(s) and specifically identifying Richland County as an additional insured.

Has liability insurance listing the County as additional insured been secured?

Yes:

No:

Richland County does not sell insurance. This type of insurance policy can, however, be acquired from most private insurance carriers.

Your permit will not be issued if the insurance certificate has not been received prior to the event.

Please not that any approved special event must adhere to all rules and guidelines associated with the event's location.

Hold Harmless Clause

By signing the below, the applicant, its officers, employees, agents, directors, successors, and assigns hereby agree to indemnify, defend and hold harmless Richland County, its officials, directors, employees and agents, from and against any and all claims, demands, damages of any kind, attorneys' fees, costs, actions, cause of action, or suit in law or equity of whatsoever kind or nature whether heretofore or hereafter accruing against Richland County, its officials, directors, employees and agents, as a result of the Applicants' use of the Property pursuant to the Special Permit Application or the exercise by Applicant of any and all rights and privileges granted to the Applicant by the aforementioned Special Permit Application.

Applicant's Signature: _____

Date: _____

Okay – I didn't go through this entire permit application, but you need to to make sure that it's okay. I found a few references to Charleston.

ATTACHMENT C

“RICHLAND COUNTY PUBLIC BUILDING USE POLICY”

Richland County is cognizant of the numerous requests for the use of County public facilities. As a public government entity, Richland County is dedicated to the principals of fairness and non-discrimination for the public use of its facilities.

While it is the policy of Richland County to permit, allow and make available to the public certain of its public facilities, there is a need for coordination of such requests. Any group of citizens, organizations or other gatherings may request the use of specific county facilities, to wit:

- The Decker Center “Community Room”
- The Decker Center “parking lot” (available from 5:00 p.m. to 8:30 a.m. Monday thru Friday, and from 6:00 a.m. to 11:00 p.m. on Saturday and/or Sunday)
- Pinewood Lake Park facilities

In order to make a request for the use of one of the above facilities, the following procedure shall be followed:

1. Contact the Richland County Administration Office and make a written request for the specific time, date and place to be used.
2. If shelter rental at Pinewood Lake is desired, a written request should be made to the Pinewood Lake Park Foundation, which can be contacted at:

Pinewood Lake Park Foundation
1511 Old Garners Ferry Road
Columbia, SC 29209
(803) 262-6667

3. Complete a “Use of Public Facility” form and a “Vendor Information” form, if applicable. These can be obtained under “Forms” at richlandonline.com or by calling the County Administrator’s Office, 576-2050 between 9:00 AM and 5:00 PM, Monday through Friday, excluding holidays. Applications should be sent to County Administrator, Attn: Executive Administrative Assistant, PO Box 192, Columbia, SC 29202. However, if a shelter rental at Pinewood Lake is desired, please send the application to the Pinewood Lake Park Foundation.
4. Return the completed form with payment of \$300.00* for the facility usage fee, of which \$250 is refundable if there is no damage and if no extraordinary clean-up is required of

county personnel. Provided, however, the entire usage fee will be refunded to local neighborhood councils or to neighborhood organizations that are registered with the South Carolina Secretary of State's office, if there is no damage and if no extraordinary clean-up is required of county personnel. Additional charges may be assessed depending on the use required and the amount of utilities consumed. Notification of the availability of the facility requested will be confirmed by the Administrator's office, in writing or by phone, or the Pinewood Lake Park Foundation.

*Rental fees for Pinewood Lake Park may differ from the usage fees discussed here, and should be confirmed through the Pinewood Lake Park Foundation.

5. It shall be the responsibility of the event organizer to coordinate the event with appropriate County staff or Foundation staff in a manner allowing sufficient time so as to not impede normal County operations. No less than three (3) business days for the Decker Center "Community Room" or Pinewood Lake shelter use, and no less than three (3) full weeks for outside vendors and/or events.
6. All requests for use of public facilities will be handled on a "first come" basis, and will be subject to the availability of the facility requested. Normal business functions and use of County Facilities shall not be interrupted.
7. If the expected use of the facility shall require administrative personnel to be present after normal business hours, or if, in the opinion of the administration, security will be required, additional charges will be assessed. Charges will be based upon the actual out-of-pocket expenses incurred by the County for the use of personnel and for the cost of utilities.

FACILITY AND PARK RULES

1. Absolutely no weapons are allowed on County premises or in any public facility unless required by an authorized Law Enforcement Officer.
2. Absolutely no alcoholic beverages or illegal drugs are allowed on or in any public facility that is located on County property.
3. Absolutely no use of tobacco products is allowed on or in any public facility that is located on County property, except in designated areas.
4. All domestic animals must be kept under restraint or confinement. Any domestic animal not so restrained will be deemed unlawfully running at large.
5. No person shall willfully harm, harass, trap, confine, catch, feed or possess any wildlife within the park. Note: This does not include persons who have specific authority from Richland County Government to remove dangerous animals from the park.
6. Fishing in accordance with the State of South Carolina laws and regulations shall be permitted within the park.
7. Absolutely no activity involving unsafe use or providing a security concern will be permitted. Examples of such prohibited uses are fireworks, athletic events, and carnival-type rides.
8. No person shall operate a motor vehicle, including car, truck, motorcycle, minibike, snowmobile, four-wheel drive or other recreational vehicle within any park space unless the area is specifically designated and posted to permit the operation of such vehicle in that area. County and emergency vehicles on official business are exceptions from this Rule.
9. Posting of signs, advertisements and flyers or placement of brochures in any area of a County property is prohibited without written permission from Richland County Government.
10. It shall be unlawful to swim, dive, ice skate, walk on ice, or use any floatation device not designed for fishing at any County Park.
11. Do not rearrange furniture or furnishings in the facility. If chairs or tables are temporarily relocated, these items must be replaced to their original location before you leave.
12. You and your organization will be jointly responsible for clean-up, including proper disposal of unused or unwanted items (no littering). You may lose a portion of your deposit if the County has to clean up after you.

13. It shall be unlawful to deposit or dispose of trash, garbage, rubbish, litter, grass cuttings, tree trimmings, debris, or other objects from private premises onto County property.
14. You, your organization, and all other users will be jointly responsible for the cost of damages to the facility that is a direct or indirect result of the use of the facility by you and/or your organization.
15. You and/or your organization will be responsible for all costs related to County Support Services personnel required to support any event occurring outside normal operating hours of 8:30 a.m. to 5:00 p.m., Monday through Friday, excluding holidays, or for any costs incurred due to utilizing a County service supplier in the event County personnel are not available during normal work hours or for any County personnel called in outside normal operating hours to make repairs on the facility or the facility's operating infrastructure, such as HVAC, electrical, and plumbing. The County's personnel's primary function must be the support of normal County operations. These costs will be calculated and invoiced from thirty (30) to sixty (60) days of the event.
16. You and/or your organization will be responsible for the payment of the facility usage fee prior to use of the facility. If your event will include vendors, you must provide proof of all business information, including licensing, health and certificate dates and corresponding grades issued. All food vendors must have a current health certification from DHEC. All vendors must be on-site and set up in a manner that meets all required regulatory agency requirements. All events shall be subject to inspection and enforcement action, such as closure of the event or fines as determined appropriate by County or State personnel, including regulatory agencies.
17. You and/or your organization will be responsible for arranging for security and the payment of security costs and related administrative costs, and for the amount of utilities consumed.
18. You and/or your organization will be responsible for signing an Indemnification and Hold Harmless agreement. All officers of your organization must sign this agreement as to officers and personally. The County must be added as an additional insured to the organization's general liability insurance or to a liability policy for the event. The user must also provide certification of insurance for worker's compensation and vehicle liability. The executed Indemnification and Hold Harmless agreement and certifications satisfactory to the County must be delivered to the County at least three (3) business days prior to the event date for community room use and three (3) full weeks prior to any outside event request. The requirement for general liability, vehicle liability insurance and workers' compensation insurance may be waived for non-commercial entities, e.g. neighborhood associations. In addition, a list of other users of the facility and the activities they will perform must be delivered to the County at least three (3) business days prior to the event date.

19. In the event of a problem encountered with the facility or an emergency, the following numbers are to be called:

911 - for all emergencies

(803) 576-2050 - Richland County Administration (8:30 a.m. to 5:00 p.m., Mon. thru Fri.)

(803) 575-2450 – Support Services Department, Division of Facilities (7:30 a.m. to 4:00 p.m., Mon. thru Fri.)

(803) 355-9322 – Pager, Facilities and Grounds (available 24/7)

(803) 518-6478 – General Manager of Facilities and Grounds (available 24/7)

(803) 518-5377 – Assistant General Manager of Facilities and Grounds (available 24/7)

Richland County Council Request of Action

Subject:

Authorizing the expansion of the boundaries of the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to include certain additional real property located in Richland County; the execution and delivery of a First Amendment to that certain Credit Agreement between Richland County and CD/Park7 Columbia SC High Rise Owner LLC to include such additional property as part of the project site described therein; and other related matters

First Reading: October 20, 2015

Second Reading: November 3, 2015 {Tentative}

Third Reading: November 17, 2015 {Tentative}

Public Hearing: November 17, 2015

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. [_____]

AUTHORIZING THE EXPANSION OF THE BOUNDARIES OF THE I-77 CORRIDOR REGIONAL INDUSTRIAL PARK JOINTLY DEVELOPED WITH FAIRFIELD COUNTY TO INCLUDE CERTAIN ADDITIONAL REAL PROPERTY LOCATED IN RICHLAND COUNTY; THE EXECUTION AND DELIVERY OF A FIRST AMENDMENT TO THAT CERTAIN CREDIT AGREEMENT BETWEEN RICHLAND COUNTY AND CD/PARK7 COLUMBIA SC HIGH RISE OWNER LLC TO INCLUDE SUCH ADDITIONAL PROPERTY AS PART OF THE PROJECT SITE DESCRIBED THEREIN; AND OTHER RELATED MATTERS.

WHEREAS, Richland County, South Carolina (the “County”), acting by and through its County Council (“County Council”), is authorized and empowered under and pursuant to the provisions of Article VIII, Section 13(D) of the South Carolina Constitution and the provisions of Title 4, Chapter 1 of the Code of Laws of South Carolina, 1976, as amended (collectively, “Act”), to (i) jointly develop a multi-county industrial park with a county having coterminous borders with the County; and (ii) in the County’s discretion, include within the boundaries of the multi-county industrial park the property of qualifying companies, which inclusion under the terms of the Act makes such property exempt from *ad valorem* property taxes, and changes the character of the annual receipts from such property to fees-in-lieu of *ad valorem* property taxes (“Fee Payments”) in an amount equivalent to the *ad valorem* taxes that would have been due and payable but for the location of the property in such multi-county industrial parks;

WHEREAS, the County is further authorized by the Act, to grant a credit (“Credit”) to a company located in a multi-county industrial park against the company’s Fee Payments as a reimbursement for qualifying expenditures made by the company for the cost of designing, acquiring, constructing, improving or expanding (i) infrastructure serving the company’s project or the County and (ii) improved and unimproved real estate used in the operation of a commercial enterprise in order to enhance the economic development of the County;

WHEREAS, pursuant to the authority provided in the Act, the County and Fairfield County, South Carolina have previously established a multi-county industrial park (“Park”) and entered into the “Master Agreement Governing the I-77 Corridor Regional Industrial Park,” dated April 15, 2003 which governs the operation of the Park (as amended from time to time, “Park Agreement”);

WHEREAS, in order to induce an investment by CD/Park7 Columbia SC High Rise Owner LLC, a limited liability company organized and existing under the laws of the State of Delaware (the “Company”), of at least \$40,000,000 through the Company’s establishment of a student housing facility on a site (the “Site”) in the County (collectively, the “Facility”), and pursuant to the Act and the County’s Ordinance No. 005-14HR, the County authorized (i) an expansion of Park boundaries to include the Site and the execution and delivery of an amendment to the Park Agreement in accordance therewith and (ii) a Credit against the

Company's Fee Payments on the Facility and the execution and delivery of that certain Credit Agreement dated as of March 14, 2014 between the County and the Company in accordance therewith (the "Credit Agreement"); and

WHEREAS, the Site is more particularly described on Exhibit A to the Credit Agreement; and

WHEREAS, at the Company's request, the County desires to approve (i) an amendment to Exhibit A to the Credit Agreement so as to include certain additional property as part of the Site, as set forth in greater detail in the First Amendment to Credit Agreement between the County and the Company (the "First Amendment"), the form of which First Amendment is attached as Schedule 1 hereto, which additional property is more particularly described and identified as Parcel 4 in the First Amendment (the "Additional Property"), and (ii) an expansion of the boundaries of the Park and an amendment to the Park Agreement to reflect such addition; and

WHEREAS, it appears that the First Amendment now before this meeting is in appropriate form and is an appropriate instruments to be executed and delivered by the County for the purposes intended.

NOW THEREFORE, THE COUNTY COUNCIL OF RICHLAND COUNTY, SOUTH CAROLINA, ORDAINS:

Section 1. Expansion of Park Boundaries; Inclusion of Additional Property. There is hereby authorized an expansion of the Park boundaries to include the Additional Property and an amendment to the Park Agreement to reflect such expansion. The County Council Chair, or the Vice Chair in the event the Chair is absent, the County Administrator and the Clerk to the County Council are hereby authorized to execute such documents and take such further actions as may be necessary to complete the expansion of the Park boundaries. Pursuant to the terms of the Park Agreement and the Act, the expansion shall be complete on the adoption of (i) a companion ordinance by the Fairfield County Council and (ii) a resolution by the City of Columbia City Council consenting to the inclusion of the of the Additional Property in the Park.

Section 2. Approval of Amendment of Credit Agreement to Include Additional Property; Authorization to Execute First Amendment. There is hereby authorized an amendment to Exhibit A to the Credit Agreement so as to include the Additional Property as part of the Site. The form and terms of such amendment as set forth in the First Amendment that is before this meeting are approved and all of the First Amendment's terms and conditions are incorporated in this Ordinance by reference as if the First Amendment was set out in this Ordinance in its entirety. The County Council Chair, or the Vice-Chair in the event the Chair is absent, is authorized and directed to execute the First Amendment, in the name of and on behalf of the County, subject to any revisions as may be approved by the Chair or the County Administrator following receipt of advice from counsel to the County and do not materially affect the obligation and rights of the County under the First Amendment, and the Clerk to County Council is authorized and directed to attest the First Amendment.

Section 3. Further Assurances. The County Administrator (and his designated appointees) is authorized and directed, in the name of and on behalf of the County, to take whatever further actions and execute whatever further documents as the County Administrator (and his designated appointees) deems to be reasonably necessary and prudent to effect the intent of this Ordinance.

Section 4. Savings Clause. The provisions of this Ordinance are separable. If any part of this Ordinance is, for any reason, unenforceable then the validity of the remainder of this Ordinance is unaffected.

Section 5. General Repealer. Any prior ordinance, resolution or order, the terms of which are in conflict with this Ordinance, is, only to the extent of that conflict, repealed.

This Ordinance is effective after its third reading and public hearing.

RICHLAND COUNTY, SOUTH CAROLINA

Chairman, Richland County Council

(SEAL)
ATTEST:

Clerk to Richland County Council

First Reading: October 20, 2015
Second Reading: November 3, 2015
Public Hearing: _____, 2015
Third Reading: _____, 2015

SCHEDULE 1

FORM OF FIRST AMENDMENT

(See attached.)

**FIRST AMENDMENT TO
CREDIT AGREEMENT**

by and between

RICHLAND COUNTY, SOUTH CAROLINA

and

CD/PARK7 COLUMBIA SC HIGH RISE OWNER LLC

Dated as of _____, 2015

This Amendment pertains to that certain Credit Agreement dated as of March 18, 2014 between Richland County, South Carolina and CD/Park7 Columbia SC High Rise Owner LLC.

FIRST AMENDMENT TO CREDIT AGREEMENT

THIS FIRST AMENDMENT TO CREDIT AGREEMENT (the “First Amendment”), dated as of _____, 2015, by and between **RICHLAND COUNTY, SOUTH CAROLINA** (the “County”), a body politic and corporate and a political subdivision of the State of South Carolina, and **CD/PARK7 COLUMBIA SC HIGH RISE OWNER LLC**, a limited liability company organized and existing under the laws of the State of Delaware (the “Company”).

WITNESSETH:

WHEREAS, the County, acting by and through its County Council (“County Council”), is authorized and empowered under and pursuant to the provisions of Article VIII, Section 13(D) of the South Carolina Constitution and the provisions of Title 4, Chapter 1 of the Code of Laws of South Carolina, 1976, as amended (collectively, “Act”), to (i) jointly develop a multi-county industrial park with a county having coterminous borders with the County; and (ii) in the County’s discretion, include within the boundaries of the multi-county industrial park the property of qualifying companies, which inclusion under the terms of the Act makes such property exempt from *ad valorem* property taxes, and changes the character of the annual receipts from such property to fees-in-lieu of *ad valorem* property taxes (“Fee Payments”) in an amount equivalent to the *ad valorem* taxes that would have been due and payable but for the location of the property in such multi-county industrial parks;

WHEREAS, the County is further authorized by the Act, to grant a credit (“Credit”) to a company located in a multi-county industrial park against the company’s Fee Payments as a reimbursement for qualifying expenditures made by the company for the cost of designing, acquiring, constructing, improving or expanding (i) infrastructure serving the company’s project or the County and (ii) improved and unimproved real estate used in the operation of a commercial enterprise in order to enhance the economic development of the County;

WHEREAS, pursuant to the authority provided in the Act, the County and Fairfield County, South Carolina have previously established a multi-county industrial park (“Park”) and entered into the “Master Agreement Governing the I-77 Corridor Regional Industrial Park,” dated April 15, 2003 which governs the operation of the Park (as amended from time to time, “Park Agreement”);

WHEREAS, in order to induce an investment by the Company of at least \$40,000,000 through the Company’s establishment of a student housing facility on a site (the “Site”) in the County (the “Facility”), and pursuant to the Act and the County’s Ordinance No. 005-14HR, the County authorized (i) an expansion of Park boundaries to include the Site and the execution and delivery of an amendment to the Park Agreement in accordance therewith and (ii) a Credit against the Company’s Fee Payments on the Facility and the execution and delivery of that certain Credit Agreement dated as of March 14, 2014 between the County and the Company in accordance therewith (the “Credit Agreement”); and

WHEREAS, the Site is more particularly described on Exhibit A to the Credit Agreement; and

WHEREAS, at the Company's request, the County has approved an amendment to Exhibit A to the Credit Agreement so as to include additional property as part of the Site, as set forth in greater detail in this Amendment; and

WHEREAS, pursuant to the County's Ordinance No. ___ enacted on _____, 2015, the County approved the foregoing actions to be taken, and authorized the execution and delivery of this Amendment.

NOW, THEREFORE, in consideration of the foregoing recitals which are incorporated herein by reference and other lawful consideration, and respective representations and agreements hereinafter contained, the receipt and sufficiency of which are hereby acknowledged, the County and the Company agree as follows:

Section 1. Definitions. Defined terms utilized herein and not otherwise defined herein shall have the meanings ascribed to them in the Credit Agreement.

Section 2. Amendment of Credit Agreement. Exhibit A of the Credit Agreement is hereby deleted in its entirety and the following is substituted therefor:

EXHIBIT A
DESCRIPTION OF SITE

Parcel 1

All that certain piece, parcel, or tract of land, together with the improvements thereon, situate, lying and being on the Western side of Assembly Street between Senate and Pendleton Streets in the City of Columbia, County of Richland, State of South Carolina, being shown and designated as 1011 Assembly Street and 1013 Pendleton Street on a plat prepared for Bessie Bernstein and Jane Gibbes Edens by William Wingfield, Registered Surveyor, dated October 25, 1957, revised January 3, 1958 and later revised February 24, 1959, and having the following metes and bounds: commencing at a point on said Assembly Street Two Hundred Nine and 75/100 (209.75') feet North of the Northeast corner of Pendleton Street and Assembly Street and running along said Assembly Street South 18 degrees 50 minutes East for a distance of One Hundred Forty (140') feet; thence turning and running South 70 degrees 59 minutes West for a distance of Two Hundred Eight and 25/100 (208.25') feet; and being bounded on the South along said line by property now of Leventis; thence turning and running South 19 degrees no minutes East for distance of Sixty-nine and 75/100 (69.75') feet; thence turning and running along Pendleton Street South 71 degrees seven (7) minutes West for a distance of One Hundred Twelve and 64/100 (112.64') feet; thence turning and running North 18 degrees 52 minutes West for a distance of Twenty-nine (29') feet, and being bounded on the West along said line by property of Rivkin; thence turning and running South 71 degrees 7 minutes West for a distance of Ninety-six (96') feet to Park Street and being bounded on the South along said line by property of Rivkin; thence turning and running North 18 degrees 52 minutes West for a distance of One Hundred Seventy-nine and Eight-tenths (179.8') feet along said Park Street; thence turning and running North 70 degrees 56 minutes East for a distance of Four Hundred Sixteen and Nine-tenths (416.9') feet to the point of commencement, be all measurements a little more or

less and being bounded on the North along said line by property of Bookman, Caughman and Sebastian, all of which is shown on said plat.

TMS # 08916-09-08

Property Address 1011 Assembly Street, Columbia, SC 29201

Parcel 2

All that certain piece, parcel or lot of land, with the improvements thereon, situate, lying and being the northeastern corner of the intersection of Park (formerly Gates) and Pendleton Streets in the City of Columbia, County of Richland, State of South Carolina, measuring 96 feet on its northern and southern sides and 29 feet on its eastern and western sides, and bounded on the north and on the east by property formerly of Mimnaugh and others, now owned by Edens, Bernstein, et al; on the south by Pendleton Street; and on the west by Park Street (formerly Gates).

TMS# 08916-09-09

Property Address: 1000 Park Street, Columbia, SC 29201

Parcel 3

All that certain piece, parcel or lot of land, with the improvements thereon, situate, lying and being on the east side of the 1000 block of Park Street (formerly Gates) in the City of Columbia, County of Richland, State of South Carolina, commencing at a point on the east side of said 1000 block of Park Street where said lot adjoining the property on the south thereof owned by Edens, Bernstein, et. al. and running back therefrom in an easterly direction for a distance of one hundred (100') feet along said property, thence turning and running in a northerly direction for distance of twenty-seven (27') feet along property formerly of Logan, thence turning and running in a westerly direction for a distance of sixty (60') feet, thence turning and running in in a southerly direction for a distance of eight (8') feet five (5") inches, thence turning and running in a westerly direction for a distance of forty (40') feet to a point along said eastern side of Park Street, thence running along said eastern side of Park Street in a southerly direction for distance of eighteen (18') feet seven (7") inches to the point of commencement.

TMS# 08916-09-10

Property Address: 1016 Park Street, Columbia, SC 29201

Parcel 4

All that certain piece, parcel or lot of land, together with improvements thereon, situate, lying and being at the northwestern corner of the intersections of Assembly and Pendleton Streets, in the City of Columbia, County of Richland, State of South Carolina, said lot fronting on Assembly Street 69.9 feet and running back therefrom in parallel lines 83 feet, more or less, to a fence now dividing this lot from land of Zelick Lifchez and Bernard Lifchez, said premises being generally designated as No. 1003 Assembly Street, bounded on the north by lot now or formerly of M. E. Hearne, on the east by Assembly Street, on the south by Pendleton Street, and on the west by land of Lifchez, this being the same property conveyed to the grantor herein by J. D. Mathias and V. B. Hook by deed dated May 7, 1952, and recorded in Deed Book 92 at page 261 in this office of the Clerk of the Court for Richland County; ALSO

All that certain piece, parcel or lot of land, together with improvements thereon, situate, lying and being on the northern side of Pendleton Street, between Assembly and Gates Streets, being designated as Nos. 1017, 1019, 1021 and 1023 Pendleton Street, in the City of Columbia, County of Richland, State of South Carolina, said lot measuring on its northern and southern sides one hundred twenty-eight feet and three inches (128'3"), more or less, and on its eastern and western sides sixty-nine feet and nine inches (69'9"), more or less, and being bounded as follows, to-wit; on the north by property now or formerly of the heirs of Nathan Lifchez; on the east by property of J. D. Mathias and V. B. Hook; on the south by Pendleton Street, whereon it fronts, and on the west by property now or formerly of J. L. Mimnaugh; being a part of the property conveyed to Nathan Lifchez by Realty Company of Columbia by deed dated March 13, 1913 and recorded in the office of the Clerk of Court for Richland County in Deed Book "RH" at page 26, the said Nathan Lifchez having devised same to Bernard Lifchez and Zelick I. Lifchez by his Last Will and Testament, as will more fully appear by reference being had to Box 248, Package 8625, in the office of the Judge of Probate for Richland County, as grandchildren of Nathan Lifchez, deceased, the said Zelick I. Lifchez having been re-referred to in said Will as "Selig" Lifchez; and being the premises heretofore conveyed to the grantor herein by Bernard Lifchez and Zelick I. Lifchez by deed dated August 31, 1952, and recorded in Deed Book 98 at page 298 in the office of the Clerk of Court for Richland County.

TMS# _____
Property Address: _____, Columbia, SC 29201

Section 3. Remaining Terms and Provisions. Except as expressly amended hereby, the terms and provisions of the Credit Agreement shall remain unchanged and in full force and effect.

Section 4. Entire Understanding. The Credit Agreement, as amended by this First Amendment, expresses the entire understanding and all agreements of the parties hereto pertaining to the matters set forth herein and therein.

Section 5. Severability. In the event that any clause or provision of this First Amendment shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not affect any of the remaining provisions hereof.

Section 6. Multiple Counterparts. This First Amendment may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute but one and the same instrument.

[Execution page to follow]

IN WITNESS THEREOF, the parties hereto, each after due authorization, have executed this First Amendment to Credit Agreement to be effective as of the date first written above.

RICHLAND COUNTY, SOUTH CAROLINA

By: _____
Chairman, Richland County Council

[SEAL]

ATTEST:

By: _____
Clerk to Richland County Council

CD/PARK7 COLUMBIA SC HIGH RISE OWNER LLC

By: _____
Name: _____
Title: _____

Richland County Council Request of Action

Subject:

Creation of Three New CASA Caseworker Positions

October 27, 2015 - The Committee recommended that Council refer this item to the County's FY 17 budgetary process.

Richland County Council Request of Action

Subject: Creation of Three New CASA Caseworker Positions

A. Purpose

Council is requested to consider Councilmembers Jeter, Rose, Dixon and Pearce's motion regarding the creation of three new CASA caseworker positions.

B. Background / Discussion

At the October 12, 2015 Council meeting, Councilmembers Jeter, Rose, Dixon and Pearce made the following motion:

“Move Council and Staff to create three new CASA caseworker positions.”

RCCASA (Richland County Court Appointed Special Advocates), by statute, is required to serve 100% of the children whose cases come before the Richland County Family Court for child maltreatment issues. Over the past 12 months, RCCASA has experienced a tremendous increase in caseloads that are projected to escalate. In calendar year 2015, the program has already served more children during the 10 months than in any previous calendar year.

National CASA accreditation standards are 30:1 for CASA Case Coordinators. CASA has 8 full-time CASA Case Coordinators and 2 part-time coordinators, which is the equivalent of 9 full-time coordinators. At present, CASA has a total of 407 cases serving 847 children. To comply with accreditation, 13.56 CASA Case Coordinators are necessary.

Another consideration for additional staff is that there is legislation being submitted that would require all DSS Treatment cases to come before the court, and if enacted, CASA caseloads will double.

Without this resource, RCCASA is at risk of jeopardizing National CASA Accreditation as well as staff turn-over due to the high caseloads of very traumatic, stressful case management requirements.

C. Legislative / Chronological History

Motion made by Councilmembers Jeter, Rose, Dixon and Pearce at the October 15, 2015 Council meeting.

D. Financial Impact

Three (3) additional CASA Case Coordinators will cost an estimated \$155,206.22.

\$139,529 includes salary, FICA and Retirement benefits.

\$15,677.22 is the estimated expenses for WC, Life, Dental, and Health insurance.

E. Alternatives

1. Consider Councilmembers Jeter, Rose, Dixon and Pearce's motion and provide direction to staff.
2. Consider Councilmembers Jeter, Rose, Dixon and Pearce's motion, and do not proceed accordingly.

F. Recommendation

Motion recommended by Councilmembers Jeter, Rose, Dixon and Pearce

Recommended by: Councilmembers Jeter, Rose, Dixon and Pearce
Department: Richland County Council

Date: October 12, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers

Date: 10/19/15

Recommend Council approval

✓ Recommend Council denial

Comments regarding recommendation:

The request is a funding decision that is at Council’s discretion however approval would require the identification of a recurring funding source for \$155k.

The recommendation for denial is based on request being outside of the normal budget cycle and not on the merits of the request therefore I would recommend that the request be forwarded to the FY17 budget process for consideration. During the FY16 budget process, the department requested two positions but none were included in the County Administrator’s recommended budget nor approved by Council.

Human Resources

Reviewed by: Dwight Hanna

Date: 10/21/15

Recommend Council approval

Recommend Council denial

Council Discretion

Comments regarding recommendation: This item was recommended by Council Members. The Human Resources Department does not have the \$155 funding source. The Human Resources Department was not involved in the analysis of the needs and/or preparation of the ROA.

Therefore, Human Resources can’t provide any additional knowledgeable insight on the request or the points raised by the Finance Director.

CASA

Reviewed by: Paige Green

Date: 10/19/2015

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Elizabeth McLean

Date: 10/21/15

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Warren Harley

Date: 10/22/15

Recommend Council approval

✓ Recommend Council denial

Comments regarding recommendation: Administration recognizes the importance of CASA and the services provided. However, because this item is an out of cycle request Administration would recommend moving this request to the FY17 Budget. Administration would also point out that council did fund new positions for CASA in the FY15 budget as recognition of the need to address the growing caseloads.

PERSONNEL
 Department Name
 FAS Key:

Court Appointed Special Advocates
 1100181200

Overtime and Part-time

Priority #	Description	Object#	Justification	Requested Amount	FICA	Total
	Overtime	511200			\$0	\$0
	Part-time	511300			\$0	\$0
TOTAL - Overtime and Part-time				\$0	\$0	\$0

New Positions

Note: Request associated operating costs on the operating worksheet and capital on the capital worksheet.

Priority #	Title of New Position	Pay Grade	Justification (Include any revenue offsets)	Number of this position requested	Require police retirement?	Salary (per position)	FICA	Reg. Retirement	Police Retirement	Personnel Total	Operating Total	Capital Total	Total		
1	CASA Case Coordinator	HI	Motion by CC	3		\$48,232	\$9,004	\$12,829	\$0	\$139,529	\$0	\$0	\$139,529		
2							\$0	\$0	\$0	\$0	\$0	\$0	\$0		
3							\$0	\$0	\$0	\$0	\$0	\$0	\$0		
4							\$0	\$0	\$0	\$0	\$0	\$0	\$0		
5							\$0	\$0	\$0	\$0	\$0	\$0	\$0		
TOTAL - New Positions												\$0	\$139,529	\$0	\$139,529

+ 15,677.22
\$ 155,206.22

Estimated Additional employee cost

Workmans Comp	41.5
Life Insurance	2.75
Health Insurance	150
Dental	6.74
Total	200.99
26 Pay Periods	5,225.74
3 positions	15,677.22

Child Statistics Report

10/19/2015 to 10/19/2015

Total number of children served (in program) for above date range **847**
 Total number of groups (families) served for above date range **407**
 Total number of children served by program without volunteer at end of period **14**
(children with no volunteer at end of period based on Date Assigned and Date Removed on volunteer assignments screen)
 Total number of children whose cases were closed for above date range
 Total number of Cases with closed children in the date range

Age		
Age	#	Percentage
Birth to 5	291	34.36%
6 to 11	275	32.47%
12 to 17	266	31.40%
18 and Over	15	1.77%

Ethnicity		
Ethnicity	#	Percentage
African American	595	70.25%
Asian American	4	0.47%
Bi-Racial	59	6.85%
Caucasian	135	15.94%
Hispanic/Latino	52	6.14%
Native American	3	0.35%

Most Recent Placement		
Placement	#	Percentage
Child Specific Foster Home	2	1.24%
Emergency Shelter	5	3.11%
Group Home	7	4.35%
Hospital	1	0.62%
Non Relative Adoption	1	0.62%
Non Relative Foster Care	52	32.30%
Other	7	4.35%
Own Home	48	29.81%
Relative Placement	22	13.66%
Therapeutic Foster Home	7	4.35%
Third Party Custody	1	0.62%
Unknown	8	4.97%
Total Placed	161	

Children Closed Time Frames		
Length of Time	#	Percentage
<i>Total Closed</i>		

Gender		
Gender	#	Percentage
Female	412	48.64%
Male	434	51.24%
Unknown	1	0.12%

Reasons for Program Closure		
Reason	#	Percentage

Total Number

Volunteer Type Assignments		
Match Type	#	% of Active
Volunteer	833	98.35%
Staff	478	56.43%

Average number of children assigned to each volunteer at same time. 3.2

Average number of groups (families) assigned to each volunteer at same time. 1.55

Richland County Council Request of Action

Subject:

An Ordinance Amending the Fiscal Year 2015-2016 Hospitality Tax Fund Annual Budget to appropriate \$75,000 of Hospitality Fund Balance to provide funding for Famously Hot New Year [FIRST READING]

October 27, 2015 - The Committee recommended that Council give first reading approval to the budget amendment in the amount of \$75,000 to fund the Famously Hot New Year. The funding will come from the Hospitality Tax fund balance.

Richland County Council Request of Action

Subject: Motion to fund the Famously Hot New Year an Additional \$89,000

A. Purpose

Council is requested to consider Council member Dixon's motion to fund the Famously Hot New Year an additional \$89,000.

B. Background / Discussion

At the October 12, 2015 Council meeting, Ms. Dixon made the following motion:

“Request an additional \$89,000 for Famously Hot New Year”

In FY15, the County funded the Community Relations Council in the amount of \$100,000 on behalf of the Famously Hot New Year. Of that amount, \$7,000 was funded through the Accommodations Tax. The remaining \$93,000 was funded through the Hospitality Tax.

This fiscal year (FY 16), the Famously Hot New Year / Gamecock Alumni Broadcasters, Ltd. submitted a Hospitality Tax grant application and an Accommodations Tax grant application. These applications are attached.

The Hospitality Tax Advisory Committee recommended a funding level of \$4,000. The Accommodations Tax Advisory Committee recommended a funding level of \$7,000. The total amount of funding recommended for the Famously Hot New Year was \$11,000, which was approved by Council during the FY16 budgetary process.

It is at this time that Staff is requesting direction regarding this motion.

C. Legislative / Chronological History

Motion made by Ms. Dixon at the October 12, 2015 Council meeting.

D. Financial Impact

The financial impact to the County will be \$89,000. If approved by Council, additional funding sources may need to be identified as the FY16 Hospitality Tax budget only has \$10,000 remaining.

E. Alternatives

1. Consider the motion and fund the Famously Hot New Year an additional \$89,000, for a total of \$100,000.

2. Consider the motion and do not fund the Famously Hot New Year an additional \$89,000.

F. Recommendation

Motion recommended by Ms. Dixon

Recommended by: Julie Ann Dixon

Department: Richland County Council

Date: October 12, 2015

G. Reviews

(Please replace the appropriate box with a ✓ and then support your recommendation in the Comments section before routing on. Thank you!)

Please be specific in your recommendation. While “Council Discretion” may be appropriate at times, it is recommended that Staff provide Council with a professional recommendation of approval or denial, and justification for that recommendation, as often as possible.

Finance

Reviewed by: Daniel Driggers Date: 10/19/15
 Recommend Council approval Recommend Council denial
Comments regarding recommendation:

The request is a funding decision that is at Council’s discretion. Approval would require the identification of a funding source. The FY16 Hospitality Tax budget has \$10k remaining in the undesignated account however Council has multiple funding requests to consider.

The recommendation of denial is based on the requesting being outside of the budget cycle and not the merits of the request.

Grants

Reviewed by: Brandon Madden Date: 10/20/15
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: This request is a funding decision at the discretion of Council.

Legal

Reviewed by: Elizabeth McLean Date: 10/22/15
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: Policy decision left to Council’s discretion.

Administration

Reviewed by: Roxanne Ancheta Date: October 22, 2015
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: While this is a policy decision of Council, please note that the FY 16 Hospitality Tax Budget only has \$10,000 remaining in the undesignated account. There is another Hospitality Tax funding request also at this month’s Committee Meeting. If Council makes the policy decision to fund this item from Hospitality Tax, decisions must be made regarding proposed projects (ie, Sports Complex in Lower Richland).



ACCOMMODATIONS TAX COUNTY PROMOTIONS APPLICATION
 Funding for FY16 (July 1, 2015 – June 30, 2016) *Due: March 2, 2015*

18

INCORPORATION DATE: 02/2004

FEDERAL ID #: 20-0998798

ORGANIZATION: Famously Hot New Year/Gamecock Alumni Broadcasters, Ltd.

MISSION STATEMENT:

Set on Columbia's Main Street with the South Carolina State Capitol as the backdrop, Famously Hot New Year is South Carolina's largest free New Year's Eve party. The celebration, encompassing a live outdoor concert by national headlining bands, a colossal midnight fireworks display unrivaled in the two Carolinas, a VIP party, family fun, regional food and drink, brings residents, business, and community and civic leaders from diverse backgrounds together to enhance the well-being of the community through a safe and harmonious celebration welcoming a new year.

ORG. MANAGER: Steve Varholy

TITLE: President

PHONE: (803) 404-5535

EMAIL: steve@indiepubradio.org

PROJECT MANAGER: Barbara Rackes

TITLE: Project Manager

PHONE: (803) 212-7118

EMAIL: admin@famouslyhotnewyear.com

ORGANIZATION STREET ADDRESS: 1338 Main Street, Suite 202, Columbia, South Carolina 29201

ORGANIZATION MAILING ADDRESS: Same

TOTAL AMOUNT REQUESTED: \$7,000

TOTAL PROJECT COST: \$491,000

PROJECT START DATE: 07/01/2015

PROJECT END DATE: 01/02/2016

PROJECTED FULL ATTENDANCE: 28,000

PROJECTED NUMBER OF TOURISTS: 12,600

PROJECTED TOTAL MEALS CONSUMED: 12,000

PROJECTED TOTAL OVERNIGHTS: 3,500

DESCRIPTION OF HOW YOUR ORGANIZATION DETERMINED THE NUMBERS ABOVE (also indicate the numbers of room nights and meals estimated in unincorporated Richland County):

Surveys of registered guests were used for FHNY2015 to learn which guests planned to stay in hotels and for how many nights. Figures gained from surveys were applied to overall attendance numbers of similar guests from out-of-town zip codes derived from zip code tallies at entry gates. The same equation was applied for both hotel and dining with hotel lodging based on double-occupancy and dining on single serving. Of the approximately 17,000 people from the Midlands at FHNY2015, about 7,000 or 42% of Midlands' guests were from unincorporated Richland County. Hotels were surveyed before and after the event to gain occupancy rates for 12/31/2012, 12/31/2013 and 12/31/2014. While participation was lower than desired, overall occupancy rates increased.

Of the slightly greater than 40% of guests coming from outside the Midlands, approximately 39% indicated that they were staying in hotels for one or more nights. Based on an estimated 3,500 room nights, 39% would represent 1,365 guests staying in hotels within the unincorporated Richland County area.

See sampling of the hotel occupancy rates we were able to obtain for FHNY2015 below.

City of Columbia	12/31/2014	12/31/2013	12/31/2012
Columbia Marriott Downtown	91%	73%	58%
Springhill Suites by Marriott Vista	63%	99%	66%
Hampton Inn Downtown Historic District	98%	97%	
Clarion Hotel Downtown (construction)	17%	55%	42%
Sheraton Columbia	89%	51%	24%
Inn at USC	73%	62%	55%
Embassy Suites	43%	38%	24%
Homewood Suites Greystone	57%	33%	40%
Hilton Columbia Center	76%	84%	
Richland County			
Hilton Garden Inn Columbia Northeast	29%	23%	
Residence Inn Columbia Northeast	53%	44%	
Courtyard by Marriott Columbia Northeast	40%	38%	

PROGRAM LOCATIONS: Please list the **street** address of all program locations that will be funded through H-Tax grant funds. Please indicate if program or project will be held on County property.

In front of the SC State House, Main/Gervais Streets, Columbia.

DOES YOUR PROJECT REQUIRE PERMITS XX YES ___ No LIST THOSE REQUIRED

- City of Columbia ordinance
- City of Columbia parade permit
- City of Columbia combined event business license
- State of South Carolina event permit (grounds)
- LLR fireworks permit
- City of Columbia Fire Department permit
- SC Department of Revenue temporary liquor license
- SC Department of Revenue temporary beer and wine permit(s)
- SC Department of Revenue license to Operate Place of Amusement
- SC Department of Revenue Admissions Tax Exemption

PROJECT DESCRIPTION (You may attach one (1) additional sheet):

FHNY2016 will be the fifth annual celebration of New Year's in the Midlands of South Carolina. Over the course of the first four years, FHNY has become a signature event for both the Midlands and the State of South Carolina and is fast becoming a go-to event in the Southeast. FHNY 2015 attracted 28,000 guests and after-event surveys indicate that people were excited and planned to return. FHNY audience goal for 2016 is again 28,000 with a goal of 45% of those guests visiting from outside Richland County.* For FHNY2015, an estimated that 7,000 guests attended from unincorporated Richland County, or 25.08% of the total population of guests.

The celebration will include:

- Safe and secure downtown location as base for the *Southeast's Largest Free New Year's Celebration*.
- Crescent Lounge VIP venue with upscale food, spirits, entertainment.
- The largest-ever New Year's Eve fireworks display in the Carolinas.

The co-chairs of FHNY2015, Melanie Murphy and Sam Johnson, have assembled a list of recommendations for the coming year including addition of a "drop" (ball, or otherwise) and further reconfiguration of the VIP Crescent Lounge. Recycling will increase in focus following collection of 780 pounds of recyclable material in the most recent year. FHNY2016 will also expand its relationship with The Comet to provide transportation from areas outside the Main Street to facilitate further participation by regional hotels as well as safe park-and-ride locations for regional residents. December 31, 2015 is a Thursday which lends itself to suggestion of longer stays in the Midlands, connecting guests with attractions in unincorporated Richland County to expand the overall picture of opportunities in the Midlands. It also intends to partner

with youth attractions to engage whole families specifically in FHNY-related activities.

With attractions becoming a focus for multi-day stays, FHNY will look forward to learning about and connecting with recreational, historic, and other attractions in unincorporated Richland County and believe FHNY2016 will have the expertise to bring added attention to all opportunities in the Midlands. FHNY seeks to increase activity in Midlands's hotels during an otherwise off-season with a multi-day package of FHNY-centered activities.

Famously Hot New Year 2016 will feature a national headliner coupled with an expanded selection of regional and local talent, allowing draw on both a big name while spotlighting up-and-coming talent.

The celebration uses print and distributed marketing materials within the Midlands and will use billboards, online advertising, strategic media buys, enhanced public relations and in-kind distribution support to attract attendees to the celebration. Based on FHNY2015 tracking documentation (see attached), FHNY plans to modify use of marketing funds to target market key regions and audiences.

BENEFIT TO TOURISM (How does it promote and highlight **unincorporated** Richland County's historic and cultural venues, recreational facilities and events, and the uniqueness and flavor of the local community.)

FHNY2016 will seek to attract people to the Midlands of South Carolina from outside Richland County and the State of South Carolina to a) lodge and dine and b) become acquainted with the arts, culture, and attractions offered. Working with venue partners (Riverbanks Zoo, EdVenture, State Museum and others), FHNY will engage visitors in new, interesting parts of the Midlands, **including those in unincorporated Richland County**. Offer parks and recreational facilities opportunities to feature available facilities and activities on website and social media in a manner that connects event guests to their locations in times and seasons other than New Year's Eve. The national, regional, and local media coverage of FHNY has also helped and will continue to help position the Midlands of South Carolina in a new and more positive light, attracting the interest of more tourists and media.

BENEFIT TO COMMUNITY AND RICHLAND COUNTY:

In keeping with FHNY's mission of bringing all people of all backgrounds together in ways that promote harmony, mutual respect, and civility, the Famously Hot New Year's Celebration allows thousands of diverse people to come together in a safe and exciting environment. FHNY management believes the past four years' events have brought together portions of the community that might not otherwise connect in a manner that demonstrates the potential of bridging divides. It's also, of course, a great way to attend a safe and very fun party with great entertainment on a night that might otherwise be a source of less-managed revelry.

MANAGEMENT CAPABILITY TO MAKE THIS PROJECT SUCCESSFUL:

FHNY will engage a professional project manager to organize and coordinate the efforts of multiple veteran vendors. This organizational structure will include coordination through a well-organized vendor committee and oversight by an advisory board of key stakeholders including funding partners. This event has suffered growing pains reasonable to a project of its nature, but has become stable over the life of its existence. All materials are organized and all facets of the project are documented for future organizers and vendors to learn and maintain continuity.

OUTLINE PROJECT MARKETING PLAN (Include how you plan to reach tourists and work with local restaurants. Also include tracking mechanism used to determine tourist attendance):

FHNY2016 will use many of the tools that were previously effective, expanding the use of those that have reached the greatest audiences in the most economical ways. For 12/31/2014, FHNY expanded the use of social media to include **active participation by sponsors**, allowing all parties to gain a much broader audience. The campaigns that collaborated with sponsor interests were particularly successful this past year and helped expand relationships based on mutual interest.

FHNY plans include using similar methods with the addition of further engaging restaurants, hotels, merchants, and attractions, building the overall visibility of the Midlands while connecting each of entities with more new prospective customers. To make maximum use of social media reach, FHNY will hire the best group of consultants and use promoted posts and tweets.

FHNY will also make extensive use of radio both locally and regionally. In 2015, FHNY was able to more than quadruple its

cash investment in radio with sponsorship matches.

Outside Richland County, FHNY2015 plans to place both digital and vinyl billboards in the Greenville/Spartanburg, Orangeburg, Florence/Darlington, Charlotte, Charleston, Aiken/Augusta markets. FHNY has already established a partnership with the CVB which will leverage funding 1.5 to 1 in the Charlotte/Rock Hill Aiken/Augusta and Charleston areas.

FHNY again plans to use contests to increase audience and measure the response via social media, email, and website, conversion (message leading to action). While the value of print is diminishing, FHNY plans to place both articles and small ads in regional daily news media as well.

Each marketing consultant begins the project with the end in mind, offering in advance an outline of how they will measure the success of these efforts. These vary among mediums with social media being highly measurable and radio/TV/print measurable only to the extent of the total audience figures they can offer. FHNY intends to keep refining the relationship between audience reached with online surveys and exit polls to learn which mediums deliver the greatest result for its investment.

REQUIRED ATTACHMENTS: Attachments MUST be submitted along with proposal.

- Budget and budget narrative (See budget form below)
- 501 c 3 determination letter from IRS confirming nonprofit status
- Confirmation of current registration as a charity with the SC Secretary of State
- List of organization's current Board Members/Directors
- Organization's most recent 990 tax form

Director's Signature _____ Date: 3/2/15

Board Chairman's Signature _____ Date: 3/2/15

ACCOMMODATIONS TAX GRANT BUDGET FORM

List the expenses for your project below. Add expense categories in the blank lines below, if needed and consult the guidelines for eligible expenditures.

Expense Category	County A-Tax Request	Other Sources	Total
Advertising/Marketing/Promotion	7,000	101,000	108,000
Municipal Services/Security		25,000	25,000
Entertainment/Speakers/Guest		120,000	120,000
Event Rentals		50,000	50,000
Supplies		23,000	23,000
Consultants/Contractors		165,000	165,000
Total	7,000	484,000	491,000

Note 1. "Salaries" for marketing/advertising are included under consultants/contractors.

List the income sources for your program or project below. Include the amount requested in this application.

Income Source	Amount	Pending/Received
FY16 Richland County H-Tax Request	93,000	Application submitted
FY16 Richland County A-Tax Request	7,000	Application submitted
FY16 City of Columbia H-Tax Request	130,000	Application will be submitted
Private sponsorship	205,000	Pending
Revenue from sale of tickets, food and merchandise	65,000	Future
	\$500,000	

Provide a detailed narrative of expenses in the H-Tax Grant Request expense column. Add (1) additional sheet, if needed.

Advertising/Marketing/Promotion – Intended use of digital and paper boards particularly in regional markets. Subject to recommendations of marketing consultants, expand use of online advertising and alternative news media in Charleston and Charlotte.

Entertainment – portion of cost of headliner and supporting acts

Event Rentals – portion of cost of stage & lighting.

Consultants/Contractors – FHNY employs no direct staff and uses contractual partners for all services. The portion requested from Richland County represents services of marketing consultants.



HOSPITALITY TAX COUNTY PROMOTIONS APPLICATION
Funding for FY16 (July 1, 2015 – June 30, 2016) Due: March 2, 2015

INCORPORATION DATE: 04/2004

FEDERAL ID #: 20-0998798

ORGANIZATION: Famously Hot New Year/ Gamecock Alumni Broadcasters, Ltd.

MISSION STATEMENT:

Set on Columbia's Main Street with the South Carolina State Capitol as the backdrop, Famously Hot New Year is South Carolina's largest free New Year's Eve party. The celebration, encompassing a live outdoor concert by national headlining bands, a colossal midnight fireworks display unrivaled in the two Carolinas, a VIP party, family fun, regional food and drink, brings residents, business, and community and civic leaders from diverse backgrounds together to enhance the well-being of the community through a safe and harmonious celebration welcoming a new year.

ORG. MANAGER: Steve Varholy

TITLE: President

PHONE: (803) 404-5535

EMAIL: steve@indiepubradio.org

PROJECT MANAGER: Barbara Rackes

TITLE: Project Manager

PHONE: (803) 212-7118

EMAIL: admin@famouslyhotnewyear.com

ORGANIZATION STREET ADDRESS: 1338 Main Street, Suite 202, Columbia, South Carolina 29201

ORGANIZATION MAILING ADDRESS: 1338 Main Street, Suite 202, Columbia, South Carolina 29201

TOTAL AMOUNT REQUESTED: \$93,000

TOTAL PROJECT COST: \$500,000

PROJECT START DATE: 07/01/2015

PROJECT END DATE: 01/02/2016

PROJECTED FULL ATTENDANCE: 28,000

PROJECTED NUMBER OF TOURISTS: 12,600

PROJECTED TOTAL MEALS CONSUMED: 12,000

PROJECTED TOTAL OVERNIGHTS: 3,500

DESCRIPTION OF HOW YOUR ORGANIZATION DETERMINED THE NUMBERS ABOVE (also indicate the numbers of meals and room stays estimated in unincorporated Richland County):

Surveys of registered guests were used for FHNY2015 to learn which guests planned to stay in hotels and for how many nights. Figures gained from surveys were applied to overall attendance numbers of similar guests from out-of-town zip codes derived from zip code tallies at entry gates. The same equation was applied for both hotel and dining with hotel lodging based on double-occupancy and dining on single serving. Of the approximately 17,000 people from the Midlands at FHNY2015, about 7,000 or 42% of Midlands' guests, were from unincorporated Richland County. Hotels were surveyed before and after the event to gain occupancy rates for 12/31/2012, 12/31/2013 and 12/31/2014. While participation was lower than desired, overall occupancy rates increased. A small sampling:

City of Columbia	12/31/2014	12/31/2013	12/31/2012
Columbia Marriott Downtown	91%	73%	58%
Springhill Suites by Marriott Vista	63%	99%	66%
Hampton Inn Downtown Historic District	98%	97%	
Clarion Hotel Downtown (construction)	17%	55%	42%
Sheraton Columbia	89%	51%	24%
Inn at USC	73%	62%	55%
Embassy Suites	43%	38%	24%
Homewood Suites Greystone	57%	33%	40%
Hilton Columbia Center	76%	84%	
Richland County			
Hilton Garden Inn Columbia Northeast	29%	23%	
Residence Inn Columbia Northeast	53%	44%	
Courtyard by Marriott Columbia Northeast	40%	38%	

PROGRAM LOCATIONS: Please list the **street** address of all program locations that will be funded through H-Tax grant funds. Please indicate if program or project will be held on County property.

In front of the SC State House, Main/Gervais Streets, Columbia.

PROJECT DESCRIPTION (You may attach one (1) additional sheet):

FHNY2016 will be the fifth annual celebration of New Year's in the Midlands of South Carolina. Over the course of the first four years, FHNY has become a signature event for both the Midlands and the State of South Carolina and is fast becoming a go-to event in the Southeast. FHNY 2015 attracted 28,000 guests and after-event surveys indicate that people were excited and planned to return. FHNY audience goal for 2016 is again 28,000 with a goal of 45% of those guests visiting from outside Richland County.* For FHNY2015, an estimated that 7,000 guests attended from unincorporated Richland County, or 25.08% of the total population of guests.

The celebration will include:

- Safe and secure downtown location as base for the *Southeast's Largest Free New Year's Celebration*.
- Crescent Lounge VIP venue with upscale food, spirits, entertainment.
- The largest-ever New Year's Eve fireworks display in the Carolinas.

The co-chairs of FHNY2015, Melanie Murphy and Sam Johnson, have assembled a list of recommendations for the coming year including addition of a "drop" (ball, or otherwise) and further reconfiguration of the VIP Crescent Lounge. Recycling will increase in focus following collection of 780 pounds of recyclable material in the most recent year. FHNY2016 will also expand its relationship with The Comet to provide transportation from areas outside the Main Street to facilitate further participation by regional hotels as well as safe park-and-ride locations for regional residents. December 31, 2015 is a Thursday which lends itself to suggestion of longer stays in the Midlands, connecting guests with attractions in unincorporated Richland County to expand the overall picture of opportunities in the Midlands. It also intends to partner with youth attractions to engage whole families specifically in FHNY-related activities.

With attractions becoming a focus for multi-day stays, FHNY will look forward to learning about and connecting with recreational, historic, and other attractions in unincorporated Richland County and believe FHNY2016 will have the expertise to bring added attention to all opportunities in the Midlands. FHNY seeks to increase activity in Midlands's hotels during an otherwise off-season with a multi-day package of FHNY-centered activities.

Famously Hot New Year 2016 will feature a national headliner coupled with an expanded selection of regional and local talent, allowing draw on both a big name while spotlighting up-and-coming talent.

The celebration uses print and distributed marketing materials within the Midlands and will use billboards, online advertising, strategic media buys, enhanced public relations and in-kind distribution support to attract attendees to the

celebration. Based on FHNY2015 tracking documentation (see attached), FHNY plans to modify use of marketing funds to target market key regions and audiences.

ECONOMIC IMPACT/COST BENEFIT: Provide project income and expenses for the last two years for the project you are requesting H-Tax funds as well as the projections for FY16. This section must be completed even if you did not apply for County H-Tax funds in the past.

These figures should be for the full project/event budget, not just the grant portion.	FY 14 7/1/13 – 6/30/14	FY 15 7/1/14 – 6/30/15	Projected FY 16 7/1/15 – 6/30/16**
Total Income (sponsors, grants, ticket/food sales, etc.)	466,305	506,303	500,000
Total Expenses (rentals, marketing, supplies, contracts, etc.)	473,079	498,608	491,000
Net Proceeds (Income – Expenses)	(6,868.08)	7695	9,000

**FHNY intends to incorporate in-kind contributions and expenses in its financial records for future years. Estimated in-kind income for FHNY2015 (12/31/2014) was approximately \$66,000 as were expenses. In-kind is not included in projections.

HOW WILL YOUR ORGANIZATION USE INCOME, IF ANY, GENERATED BY THIS PROGRAM/EVENT?

Revenues not used for event expenses or in carry forward for early FHNY2017 expenses will be donated to non-profit(s) that match its mission.

BENEFIT TO TOURISM (How does it promote and highlight **unincorporated** Richland County’s historic and cultural venues, recreational facilities and events, and the uniqueness and flavor of the local community.)

FHNY2016 will seek to attract people to the Midlands of South Carolina from outside Richland County and the State of South Carolina to a) lodge and dine and b) become acquainted with the arts, culture, and attractions offered. Working with venue partners (Riverbanks Zoo, EdVenture, State Museum and others), FHNY will engage visitors in new, interesting parts of the Midlands, **including those in unincorporated Richland County**. Offer parks and recreational facilities opportunities to feature available facilities and activities on website and social media in a manner that connects event guests to their locations in times and seasons other than New Year’s Eve. The national, regional, and local media coverage of FHNY has also helped and will continue to help position the Midlands of South Carolina in a new and more positive light, attracting the interest of more tourists and media.

BENEFIT TO COMMUNITY IN WHICH PROJECT WILL BE HELD:

In keeping with FHNY’s mission of bringing all people of all backgrounds together in ways that promote harmony, mutual respect, and civility, the Famously Hot New Year’s Celebration allows thousands of diverse people to come together in a safe and exciting environment. FHNY management believes the past four years’ events have brought together portions of the community that might not otherwise connect in a manner that demonstrates the potential of bridging divides. It’s also, of course, a great way to attend a safe and very fun party with great entertainment on a night that might otherwise be a source of less-managed revelry.

PROVIDE EVIDENCE OF SUCCESS FOR SIMILAR PROGRAMS/EVENTS AND MANAGEMENT CAPABILITY TO MAKE THIS PROJECT SUCCESSFUL:

FHNY will engage a professional project manager to organize and coordinate the efforts of multiple veteran vendors. This organizational structure will include coordination through a well-organized vendor committee and oversight by an advisory board of key stakeholders including funding partners. This event has suffered growing pains reasonable to a project of its nature, but has become stable over the life of its existence. All materials are organized and all facets of the project are documented for future organizers and vendors to learn and maintain continuity.

OUTLINE PROJECT MARKETING PLAN (Include how you plan to reach tourists and work with local restaurants. Also include tracking mechanism used to determine tourist attendance):

FHNY2016 will use many of the tools that were previously effective, expanding the use of those that have reached the greatest audiences in the most economical ways. For 12/31/2014, FHNY expanded the use of social media to include **active participation by sponsors**, allowing all parties to gain a much broader audience. The campaigns that collaborated with sponsor interests were particularly successful this past year and helped expand relationships based on mutual interest. FHNY plans include using similar methods with the addition of further engaging restaurants, hotels, merchants, and attractions, building the overall visibility of the Midlands while connecting each of entities with more new prospective customers. To make maximum use of social media reach, FHNY will hire the best group of consultants and use promoted posts and tweets.

FHNY will also make extensive use of radio both locally and regionally. In 2015, FHNY was able to more than quadruple its cash investment in radio with sponsorship matches.

Outside Richland County, FHNY2015 plans to place both digital and vinyl billboards in the Greenville/Spartanburg, Orangeburg, Florence/Darlington, Charlotte, Charleston, Aiken/Augusta markets. FHNY has already established a partner relationship with the CVB which will leverage funding 1.5 to 1 in the Charlotte/Rock Hill Aiken/Augusta and Charleston areas.

FHNY again plans to use contests to increase audience and measure the response via social media, email, and website, conversion (message leading to action). While the value of print is diminishing, FHNY plans to place both articles and small ads in regional daily news media as well.

REQUIRED ATTACHMENTS: Attachments MUST be submitted along with proposal.

- Budget and budget narrative (See budget form below)
- Letter from IRS confirming 501 c 3 nonprofit status
- Proof of current registration as a charity with the SC Secretary of State
- List of organization's current Board Members/Directors
- Most recent 990 tax form. If you file a 990 post-card please also attach a financial report showing financial status
- One (1) additional page for project description (**Optional**)
- One (1) additional page for budget narrative/justification (**Optional**)

STATEMENT OF ASSURANCES

Upon grant application acceptance and funding award, applicant agrees that financial records, support documents, statistical records and all other records pertinent to Hospitality Tax funding shall be retained for a period of three years. All procurement transactions, regardless of whether negotiated or advertised and without regard to dollar value, shall be conducted in a matter so as to provide maximum open free competition. The funding recipient shall establish safeguards to prohibit employees from using their positions for a purpose that has the appearance of being motivated by a desire for private gain for themselves and others. All expenditures must have adequate documentation. All accounting records and supporting documentation shall be available for inspection by Richland County upon request. No person, on the basis of race, color, or national origin, should be excluded from participation in, be denied the benefit of or be otherwise subjected to discrimination under the program or activity funding in whole or in part by Hospitality Tax funds. Employment made by or resulting from Hospitality Tax funding shall not discriminate against any employee or applicant on the basis of handicap, age, race, color, religion, sex, or national origin. None of the funds, materials, property, or services provided directly or indirectly under Hospitality Tax funding shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office. The applicant hereby certifies that the information submitted as part of this application is accurate and reliable. Any change and/or variation must be reported immediately, otherwise, funding may be withheld.

Providing signature of the Executive Director and Board Chair of the organization verifies accuracy of the information provided in this application and attachments as well as agreeing to the assurances written above.

Board Chair

Executive Director

Date

Date

HOSPITALITY TAX GRANT BUDGET FORM

List the expenses for your project below. Add expense categories in the blank lines below, if needed.

Expense Category	County H-Tax Request	Other Sources	Total
Advertising/Marketing/Promotion/Billboards	33,000	75,000	108,000
Advertising/Marketing Related Salary (Note 2)			0.00
Municipal Services/Security		25,000	25,000
Entertainment/Speakers/Guest Artists	25,000	95,000	120,000
Event Rentals	20,000	30,000	50,000
Supplies		23,000	23,000
Consultants/Contractors	15,000	150,000	165,000
Total	93,000	398,000	491,000

Note 1. "Salaries" for marketing/advertising are included under consultants/contractors.

List the income sources for your program or project below. Include the amount requested in this application.

Income Source	Amount	Pending/Received
FY16 Richland County H-Tax Request	93,000	Application submitted
FY16 Richland County A-Tax Request	7,000	Application submitted
FY16 City of Columbia H-Tax Request	130,000	Application will be submitted
Private sponsorship	261,000	Pending
Revenue from sale of tickets, food and merchandise	65,000	Future
	\$500,000	

Provide a detailed narrative of expenses in the H-Tax Grant Request expense column. Add (1) additional sheet, if needed.

Advertising/Marketing/Promotion – Intended use of digital and paper boards particularly in regional markets. Subject to recommendations of marketing consultants, expand use of online advertising and alternative news media in Charleston and Charlotte.

Entertainment – portion of cost of headliner and supporting acts

Event Rentals – portion of cost of stage & lighting.

Consultants/Contractors – FHNY employs no direct staff and uses contractual partners for all services. The portion requested from Richland County represents services of marketing consultants.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. SR_HT_01

AN ORDINANCE AMENDING THE FISCAL YEAR 2015-2016 HOSPITALITY TAX FUND ANNUAL BUDGET TO APPROPRIATE \$75,000 OF HOSPITALITY FUND BALANCE TO PROVIDE FUNDING FOR FAMOUSLY HOT NEW YEAR.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. That the amount of Seventy Five Thousand Dollars (\$75,000.00) be appropriated to provide funding for Famously Hot New Year. Therefore, the Fiscal Year 2015-2016 Hospitality Tax Annual Budget is hereby amended as follows:

REVENUE

Revenue appropriated July 1, 2015 as amended:	\$ 8,115,244
Appropriation of Hospitality Tax Fund Balance:	\$ <u>75,000</u>
Total Hospitality Tax Fund Revenue as Amended:	\$ 8,190,244

EXPENDITURES

Expenditures appropriated July 1, 2015 as amended:	\$ 8,115,244
Palmetto Capital City Classic:	\$ <u>75,000</u>
Total Hospitality Tax Fund Expenditures as Amended:	\$ 8,190,244

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2015.

RICHLAND COUNTY COUNCIL

BY: _____
Torrey Rush, Chair

ATTEST THIS THE ____ DAY

OF _____, 2015

S. Monique McDaniels
Clerk of Council

RICHLANDCOUNTYATTORNEY'S OFFICE

Approved As To LEGAL Form Only.
No Opinion Rendered As To Content.

First Reading:
Second Reading:
Public Hearing:
Third Reading:

Richland County Council Request of Action

Subject:

Report of Economic Development Committee

- a. Ordinance to Amend the agreement for designation of the I-77 Corridor Regional Industrial Park dated April 15, 2003 by and between Fairfield and Richland Counties so as to enlarge the park (Seibels Services Group, Inc.) [FIRST READING]
- b. Authorizing the execution and delivery of a fee-in-lieu of tax agreement by and between Richland County and Project Oro, whereby Richland County will enter into a fee-in-lieu of tax arrangement with Project Oro, and providing for payment by Project Oro of certain fees-in-lieu of ad valorem taxes; providing for the allocation of fees-in-lieu of taxes payable under the agreement for the establishment of a multi-county industrial/business park; and other matters relating thereto [FIRST READING BY TITLE ONLY]

EXHIBIT A
AMENDMENT TO PARK AGREEMENT

STATE OF SOUTH CAROLINA) AMENDMENT TO AGREEMENT FOR
) DESIGNATION OF THE I-77 CORRIDOR
COUNTY OF RICHLAND) REGIONAL INDUSTRIAL PARK
COUNTY OF FAIRFIELD) DATED APRIL 14, 2003

THIS AMENDMENT ENTERED INTO AS OF THE ___ DAY OF _____, 2015 BETWEEN RICHLAND COUNTY, SOUTH CAROLINA AND FAIRFIELD COUNTY, SOUTH CAROLINA

By authority of Ordinance No. _____ enacted by the County Council of Richland County on _____, 2015 and Ordinance No. _____ enacted by the County Council of Fairfield County on _____, 2015, for value received, Richland County and Fairfield County hereby agree that: (i) the property described in Exhibit A attached hereto is hereby added to and shall be deemed to be a part of Phase II of the Agreement for Designation of the I-77 Corridor Regional Industrial Park between Richland County and Fairfield County dated as of April 14, 2003 (the "Park Agreement"), and (ii) the Park Agreement shall not be terminated with respect to the property described in Exhibit A for as long as Seibels Services Group, Inc. and/or its affiliates and their heirs, successor, and assigns are receiving enhanced jobs tax credits as a result of inclusion in the Park Agreement. All other terms and provisions of said Agreement shall remain in full force and effect.

WITNESS our hands and seals as of the day first above written.

**RICHLAND COUNTY,
SOUTH CAROLINA**

Signature: _____
Name: _____
Title: _____

ATTEST:

Signature: _____
Name: _____
Title: _____

**FAIRFIELD COUNTY,
SOUTH CAROLINA**

Signature: _____
Name: _____
Title: _____

ATTEST:

Signature: _____
Name: _____
Title: _____

The City of Columbia, South Carolina, pursuant to an Ordinance adopted on _____, 2015, hereby consents to the inclusion of the property described herein in the Park Agreement.

**CITY OF COLUMBIA
SOUTH CAROLINA**

Signature: _____
Name: _____
Title: _____

EXHIBIT A

**PROPERTY ADDED TO RICHLAND COUNTY PORTION OF
I-77 CORRIDOR REGIONAL INDUSTRIAL PARK (PHASE II)**

PARCEL A:

All that piece, parcel and lot of land, together with any improvements thereon, lying, being and situate in the City of Columbia, County of Richland, South Carolina, shown on a plat dated October 13, 2000, prepared by Steadman Associates, Inc. entitled "Property surveyed for South Carolina Insurance Company in Columbia, Richland County, SC" and recorded in Record Book 462 at Page 2858. Said property being more particularly described as follows:

Commencing at the intersection of the northern boundary of the right-of-way of Lady Street and the eastern boundary of the right-of-way of Bull Street. THE POINT OF BEGINNING, thence continuing along the eastern boundary of Bull Street N00°19'35"W for 278.55 feet to a ¾" pinch top, thence along property N/F of South Carolina Textile Manufacturers Association N89°46'45"E for 81.19 feet to an "X" in the concrete wall, thence along property N/F of Match Point, LLC N83°19'50"B for 68.74 feet to a nail and cap, thence continuing along property N/F of Match Point, LLC N00°25'00"W for 132.22 feet to a ½" rebar, thence along the southern boundary right of way of Washington Street N89°54'35"E for 117.83 feet to a ¾" pinch top, thence along property N/F of Louie L. Cason, Jr. the following metes and bounds S00°09'50"W for 118.67 feet to a point, thence N89°39'05"E for 4.0 feet to at ½" rebar, thence S00°09'30"W for 90.46 feet to a ½" rebar, thence N89°55'00"E for 44.07 feet to an "X" in the concrete wall, thence along property N/F of BJB Co. S00°33'15"W for 30.88 feet to a ¾" pinch top, thence along property N/F of OBS, LLC S89°41'10"W for 74.28 feet to a nail & cap, thence continuing along property N/F of OBS, LLC S00°19'00"E for 14.38 feet to a nail & cap, thence along property N/F of Lady Street Five, LLC following metes and bounds S89°37'25"W for 95.32 feet to a nail & cap, thence S00°19'55"E for 38.86 feet to a nail & cap, thence N89°25'40"E for 9.84 feet to a nail & cap, thence S00°53'45"E for 24.45 feet to a nail & cap, thence 18°35'15"W for 12.67 feet to a nail & cap, thence S53°27'05"E for 9.00 feet to a nail & cap, thence S00°25'10"E for 4.12 feet to a nail & cap, thence S00°S7'30"E for 78.31 feet to a nail & cap, thence along the boundary of the Lady Street right of way S89°40'05"W for 157.39 feet to a 2" open top, THE POINT OF BEGINNING. All measurements a little more or less.

PARCEL B:

All that piece, parcel and lot of land, together with any improvements thereon, lying, being and situate in the City of Columbia, County of Richland, South Carolina as shown on a plat dated October 13, 2000, prepared by Steadman Associates, Inc. entitled "Property surveyed for South Carolina Insurance Company in Columbia, Richland County, SC" and recorded in Record Book 462 at page 2861; said property being more particularly described as follows:

Commencing at ¾" pinch top located on the western bound of the right-of-way of Pickens Street approximately 93 feet north of Lady Street (Muller Alley), the POINT OF BEGINNING, thence continuing along the right-of-way boundary of Pickens Street N17°08'00"W for 149.21 feet to a

½” rebar, thence along property now or formerly of Richard G. Horton and Harriet M. Horton N72°54’50”E for 209.96 feet to a 5/8” rebar (replaced), thence along property now or formerly of Sisson & Dial A Partnership S16°22’15”E for 148.99 feet to a “X” in concrete, thence continuing along property now or formerly of Sisson & Dial S72°50’55”W for 207.98 feet to the POINT OF BEGINNING. All measurements a little more or less.

PACEL C:

All that piece, parcel and lot of land, together with any improvements thereon, lying, being and situate in the City of Columbia, County of Richland, South Carolina as shown on a plat dated October 13, 2000, prepared by Steadman Associates, Inc. entitled “Property surveyed for South Carolina Insurance Company in Columbia, Richland County, SC, and recorded in Record Book 462 at page 2860; said property being more particularly described as follows:

Commencing at P/K Nail along with western boundary of the right-of-way of Bull Street approximately 137 feet south of Lady Street, the POINT OF BEGINNING, thence along property now or formerly of C.W. Haynes & Co., Inc. and OBS, LLC N85°44’45”E for 187.57 feet to a ½” rebar, thence continuing along property now or formerly of OBS, LLC S04°25’20”E for 59.87 feet to a ½” rebar, thence along property now or formerly of Dunbar Funeral Home and Alston Wilkes Associates, Inc. S85°06’55”W for 187.32 feet to a ½” open top located on the western boundary of the right-of-way of Bull Street, thence continuing along Bull Street N04°39’05”W for 61.93 feet to the POINT OF BEGINNING. All measurements a little more or less.

PARCEL D:

All that piece, parcel and lot of land, together with any improvements thereon, lying, being and situate in the City of Columbia, County of Richland, South Carolina, shown on a plat dated October 13, 2000, prepared by Steadman Associates, Inc. entitled “Property surveyed for South Carolina Insurance Company in Columbia, Richland County, SC” and recorded in Record Book 462 at Page 2859. Said property being more particularly described as follows:

Commencing at a ¾” pinch top along the northern right-of-way of Washington Street approximately 120 feet west of Pickens Street, THE POINT OF BEGINNING, thence along the boundary of the Washington Street right-of-way S75°06’25”W for 74.61 feet to a nail & cap, thence along property N/F of Match Point, LLC N14°28’40”W for 153.81 feet to an “X” in concrete, thence along property N/F of South Carolina Federal Savings & Loan Association N75°23’55”E for 73.68 feet, thence along property N/F of 1529 Washington Street Associates S14°49’25”E for 153.43 feet to the POINT OF BEGINNING, all measurements a little more or less.

TAX MAP NUMBER: R11402-12-14



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Patrick E. Pinckney
Home Address: 1402 Brennen Rd., Columbia, SC 29206
Telephone: (home) (803) 960-2287 (work) (803) 754-8667
Office Address: 420 McNulty Ave., Blythewood, SC
Email Address: pat.pinckney@yahoo.com
Educational Background: Denmark Tech - 2 yr. degree
Professional Background: Barber

Male [checked] Female [] Age: 18-25 [] 26-50 [checked] Over 50 []

Name of Committee in which interested: Board of Zoning Appeals, Service Center Appeals
Reason for interest: To become more involved in my community and to begin my political interests

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: interact well with people, good listener, honest, hard worker, dedicated, work to find solutions

Presently serve on any County Committee, Board or Commission? no

Any other information you wish to give? have been a business owner
Recommended by Council Member(s): Mary Lynn Kinley - Fairfield County Council
Hours willing to commit each month: as many as possible within work schedule

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

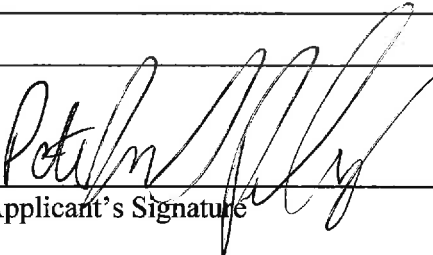
Yes No

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes No

If so, describe: _____


Applicant's Signature

7/8/15
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

2



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Catherine Schemel Cook
Home Address: 6806 Pine Tree Circle 29206 Arcadia Lakes
Telephone: (home) 782-6806 cell (work) 331-6104
Office Address: retired
Email Address: cathyscook@aol.com
Educational Background: BA Education - University of Maryland
Professional Background: marketing, Xerox, So. Bell, teacher Eastminster Pres Heathwood Hall
Male [] Female [x] Age: 18-25 [] 26-50 [] Over 50 [x]
Name of Committee in which interested: East Richland County Public Service Commission
Reason for interest: I welcome the opportunity to serve this community re. environmental concerns; maintaining excellent service at a reasonable cost.
Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:
I was a member of this commission 2002-2012, and past chair 2011-2012
Presently serve on any County Committee, Board or Commission? no
Any other information you wish to give? I am a member of the Gills Creek Watershed Association
Recommended by Council Member(s): Joyce Dickerson, Greg Pearce
Hours willing to commit each month: as needed

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No _____

If so, describe: _____

Catherine S. Cook
Applicant's Signature

Sept. 24, 2015
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Michael Lowman

Home Address: 5 Overcup Ct, Irmo, SC 29063

Telephone: (home) 803-600-6254 (work) 803-227-8414

Office Address: 441 Western Lane, Irmo, SC 29063

Email Address: mikelowman760@gmail.com

Educational Background: BS in Business @ University of South Carolina

Professional Background: Licensed Home Builder & Real Estate Agent

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Building Board of Adjustment & Appeals

Reason for interest: Have severed on Board and wish to continue serving

Your characteristics/qualifications, which would be an asset to Committee, Board or
Commission:

Have served and Chaired the Board

Presently serve on any County Committee, Board or Commission? Yes

Any other information you wish to give? _____

Recommended by Council Member(s): _____

Hours willing to commit each month: As Required

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No X _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes X _____ No _____

If so, describe: I am an employee of Mungo Homes.


Applicant's Signature

10/15/15
Date

**Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.**

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only		
Date Received: _____	Received by: _____	
Date Sent to Council: _____		
Status of Application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Greg Mackie

Home Address: 61 Olde Springs Rd

Telephone: (home) 600-6808 (work) 736-9300

Office Address: 8551 Old Percival Rd

Email Address: greg@Aeroplumbing.com

Educational Background: High School Graduate

Professional Background: Master Plumber Master Gas Fitter

Male

Female

Age: 18-25

26-50

Over 50

Name of Committee in which interested: Building Codes Board of Appeals

Reason for interest: Wish To Continue To Serve

Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

Strong understanding of code & how it
applies as well as interpretation.

Presently serve on any County Committee, Board or Commission? Yes - This Board

Any other information you wish to give? _____

Recommended by Council Member(s): _____

Hours willing to commit each month: what ever is necessary

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No _____

If so, describe: _____

Meg A Machie
 Applicant's Signature

9-21-15
 Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	



**APPLICATION FOR SERVICE ON RICHLAND COUNTY
COMMITTEE, BOARD OR COMMISSION**

Applicant must reside in Richland County.

Name: Jesse S. Burke, PE

Home Address: 216 South Maple Street, Columbia, SC 29205

Telephone: (home) 803-779-5544 (work) 803-733-9595

Office Address: 3112 Devine Street, Columbia, SC 29205

Email Address: jesse@BurkeEngr.com

Educational Background: 1988 - BS in Civil Engr; 1989 - Masters of Engineering

Professional Background: Over 25 years experience in design of buildings & other structures

Male Female Age: 18-25 26-50 Over 50

Name of Committee in which interested: Building Board of Adjustment and Appeal

Reason for interest: My knowledge of the Building Codes and building construction.

Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

Over 35 years experience in construction and design. Extensive knowledge of the
building codes (commercial & residential). Licensed Professional Engineer in 3 states.

Presently serve on any County Committee, Board or Commission? South Carolina Building Code Council's
Code Study Committee - currently serving
my third 3-year term.

Any other information you wish to give? State Chapter President of the Structural Engineer's Association of SC

Recommended by Council Member(s): _____

Hours willing to commit each month: Whatever is necessary. I realize it will vary month to month.

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.

Yes _____ No _____

STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes _____ No _____

If so, describe: _____


Applicant's Signature

18 September 2015
Date

Return to:
Clerk of Council, Post Office Box 192, Columbia, SC 29202.
For information, call 576-2060.

One form must be submitted for each Committee, Board or Commission on which you wish to serve.

Applications are current for one year.

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file

2

Council Liaison Motion

All Richland County Council members **appointed by the Council Chair** ~~shall be considered~~ as liaisons ~~(hereafter, "Council liaisons")~~ to any board, commission, committee, agency, entity or public body ~~(hereafter, "public bodies")~~ 1) created by an ordinance of Richland County, or 2) funded by Richland County, or 3) whose members are appointed by the governing body of Richland County ~~— Council liaisons~~ shall be permitted to attend all meetings of such public bodies, including any executive sessions held by such public bodies.

Ordinance providing for the appointment of Ex Officio members to the public whose membership is appointed by the governing body of Richland County

“The governing body of Richland County may appoint up to three (3) ex officio members to any board, commission, committee, entity or any other “public body” as defined in the South Carolina Freedom of Information Act whose members are appointed by the governing body of Richland County. Such ex officio members shall pursuant to Robert’s Rules of Order have all the privileges of board (or other public entity) membership, including the right to make motions and to vote and to participate in regular or special called meetings and executive sessions, but none of the obligations. Ex officio members have no obligation to participate and should not be counted in determining the number required for a quorum or whether a quorum is present at a meeting. When an ex officio member of any board, commission, committee, entity or any other public body ceases to hold the office that entitles him or her to such membership, his or her membership on the public body terminates automatically.”

[Washington]

SCAC Response:

July 14, 2015

County Council is authorized by the state code to enact rules of procedure. There are no statutes in the state code that I can find that prohibit the council from enacting specific rules for the appointment of members ex officio to county boards/commissions.

While I found nothing in the code to prohibit the council rule you discussed, I would address this issue with your county attorney.

John K. DeLoache
Staff Attorney
SC Association of Counties
PO Box 8207
Columbia, SC 29202
(803) 252-7255 toll free in SC 1-800-922-6081
Fax (803) 252-0379

Sec. 2-327. Terms of service.

(a) The members of such boards, commissions and committees shall not serve more than two (2) consecutive terms; provided, however, that upon service of two (2) consecutive terms a member may be eligible for reappointment after one day of non- service. Provided, however, that an individual serving in an executive position on a county board, commission, or committee shall be allowed to complete the term for that position when the individual's term on the board, commission expires prior to the expiration of the executive appointment. Further provided, regional boards, commissions and committees are exempt from the two (2) consecutive term limits requirement whenever the other jurisdiction(s) appointing said members do not limit the number of terms held by their appointee(s).

(b) Notwithstanding any other provision of this Article, any member serving on a board, commission or committee may continue to serve until such time as an advertisement has appeared in the local newspaper and a successor has been duly appointed; provided, however, the term of an elected member (who is serving on a board, commission or committee) ends when such member is no longer serving in the capacity of an elected member.

(Ord. No. 015-11HR, § I, 3-1-11)

STATE OF SOUTH CAROLINA)
)
COUNTY OF RICHLAND)

**A RESOLUTION OF THE
RICHLAND COUNTY COUNCIL**

A RESOLUTION TO APPOINT AND COMMISSION MANOLO IBARRA-PINEDA AS A CODE ENFORCEMENT OFFICER FOR THE PROPER SECURITY, GENERAL WELFARE, AND CONVENIENCE OF RICHLAND COUNTY.

WHEREAS, the Richland County Council, in the exercise of its general police power, is empowered to protect the health and safety of the residents of Richland County; and

WHEREAS, the Richland County Council is further authorized by Section 4-9-145 of the Code of Laws of South Carolina 1976, as amended, to appoint and commission as many code enforcement officers as may be necessary for the proper security, general welfare, and convenience of the County;

NOW, THEREFORE, BE IT RESOLVED THAT Manolo Ibarra-Pineda is hereby appointed and commissioned a Code Enforcement Officer of Richland County for the purpose of providing for the proper security, general welfare, and convenience of the County, replete with all the powers and duties conferred by law upon constables, in addition to such duties as may be imposed upon him by the governing body of this County, including the enforcement of the County’s animal care regulations, and the use of an ordinance summons, and with all the powers and duties conferred pursuant to the provisions of Section 4-9-145 of the Code of Laws of South Carolina 1976, as amended. Provided, however, Manolo Ibarra-Pineda shall not perform any custodial arrests in the exercise of his duties as a code enforcement officer. This appointment shall remain in effect only until such time as Manolo Ibarra-Pineda is no longer employed by Richland County to enforce the County’s animal care regulations.

ADOPTED THIS THE DAY OF , 2015.

Torrey Rush, Chair
Richland County Council

Attest: _____
Monique McDaniels
Clerk of Council

STATE OF SOUTH CAROLINA)
)
COUNTY OF RICHLAND)

**A RESOLUTION OF THE
RICHLAND COUNTY COUNCIL**

**A RESOLUTION TO APPOINT AND COMMISSION JESSE KATHLEEN CODY
AS A CODE ENFORCEMENT OFFICER FOR THE PROPER SECURITY,
GENERAL WELFARE, AND CONVENIENCE OF RICHLAND COUNTY.**

WHEREAS, the Richland County Council, in the exercise of its general police power, is empowered to protect the health and safety of the residents of Richland County; and

WHEREAS, the Richland County Council is further authorized by Section 4-9-145 of the Code of Laws of South Carolina 1976, as amended, to appoint and commission as many code enforcement officers as may be necessary for the proper security, general welfare, and convenience of the County;

NOW, THEREFORE, BE IT RESOLVED THAT Jesse Kathleen Cody is hereby appointed and commissioned a Code Enforcement Officer of Richland County for the purpose of providing for the proper security, general welfare, and convenience of the County, replete with all the powers and duties conferred by law upon constables, in addition to such duties as may be imposed upon her by the governing body of this County, including the enforcement of the County’s animal care regulations, and the use of an ordinance summons, and with all the powers and duties conferred pursuant to the provisions of Section 4-9-145 of the Code of Laws of South Carolina 1976, as amended. Provided, however, Jesse Kathleen Cody shall not perform any custodial arrests in the exercise of her duties as a code enforcement officer. This appointment shall remain in effect only until such time as Jesse Kathleen Cody is no longer employed by Richland County to enforce the County’s animal care regulations.

ADOPTED THIS THE DAY OF , 2015.

Torrey Rush, Chair
Richland County Council

Attest: _____
Monique McDaniels
Clerk of Council