

RICHLAND COUNTY COUNCIL ADMINISTRATION AND FINANCE COMMITTEE

Kit Smith, Chair
District 5

Mike Montgomery
District 8

Paul Livingston
District 4

Joseph McEachern
District 7

Valerie Hutchinson
District 9

*October 24, 2006
6:00 PM*

**Richland County Council Chambers
County Administration Building
2020 Hampton Street**

Call to Order

Approval of Minutes – September 26, 2006: Regular Session Meeting [Pages 3 – 5]

Adoption of Agenda

I. Presentations

A. Lexington/Richland Alcohol and Drug Abuse Council (LRADAC)

Ms. Deborah Francis, President & C.O.O.

B. Historic Columbia Foundation

Ms. Robin Waites, Executive Director

II. Items for Action

A. Coroner: Request to Change Part-Time Clerk I Position to Full-Time Secretary (Deferred during September 26, 2006 A&F meeting)

[Pages 6 – 7]

B. Election Commission: Budget Amendment for Voting System Hardware and Software Maintenance (\$25,396.00)

[Pages 8 – 11]

C. Lease Agreement and Budget Amendment for the Opening of a New Library Facility in Ballentine

[Pages 12 – 18]

D. Resolution Identifying the Cultural Council of Richland and Lexington Counties as the Designated Arts Organization for Richland County

[Pages 19 – 24]

E. Potential Bond Items

*This is a time sensitive issue that was received after the agenda deadline. This item has been added with the consent of the Chair of the Committee. Back up information will be provided prior to the Committee meeting.

II. Items for Discussion / Information

A. Regional Air Quality Committee Update

Mr. Milton Pope, County Administrator (Interim)

B. Ordinance to Restructure the Public Works Department

Mr. Tony McDonald, Assistant County Administrator

C. Overview of Demographic Compensation Data

Mr. Dwight Hanna, Human Resources Director

III. Items Pending Analysis

There are no items pending analysis.

Adjournment

Staffed by: Joe Cronin

MINUTES OF



RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
TUESDAY, SEPTEMBER 26, 2006
6:00 PM

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.

MEMBERS PRESENT

Chair: Kit Smith
Member: Paul Livingston
Member: Joseph McEachern
Member: Valerie Hutchinson
Member: Mike Montgomery

ALSO PRESENT: Joyce Dickerson, Bernice G. Scott, Damon Jeter, Michielle Cannon-Finch, Milton Pope, Tony McDonald, Roxanne Matthews, Joe Cronin, Larry Smith, Amelia Linder, Stephany Snowden, Kendall Johnson, Teresa Smith, Anna Almeida, Michael Criss, Geo Price, Jennie Sherry-Linder, Daniel Driggers, Rodolfo Callwood, Andy Metts, Chief Harrell, Monique Walters, Michelle Onley

CALL TO ORDER

The meeting started at approximately 6:01 p.m.

APPROVAL OF MINUTES

July 25, 2006 (Regular Session) – Mr. Montgomery moved, seconded by Ms. Hutchinson, to approve the minutes as submitted. The vote in favor was unanimous.

ADOPTION OF AGENDA

Ms. Smith stated that several items needed to be added after the deadline because of time sensitivity and are duly noted on the agenda. These items were added to the agenda with the consent of the chair, as prescribed under Council rules.

Ms. Hutchinson moved, seconded by Mr. Livingston, to approve the agenda as amended. The vote in favor was unanimous.

ITEMS FOR ACTION

Coroner: Request to Change Part-Time Clerk I Position to Full-Time Secretary Position – Mr. Livingston moved, seconded by Ms. Smith, to forward this item to Council with a recommendation for approval. A discussion took place.

Mr. Montgomery made a substitute motion to hold this item in committee and ask staff to provide the following additional information: an analysis of the Coroner’s case load for the last three years, dispensation of the part-time position, as well as, the potential future budget impact and invite the Coroner to be present at the next committee meeting, seconded by Ms. Hutchinson. The vote in favor was unanimous.

Design/Build for State Farmers’ Market Project – Mr. Livingston moved, seconded by Mr. Montgomery, to forward this item to Council with a recommendation for approval. A discussion took place. The vote in favor was unanimous.

Sheriff Budget Amendments:

1. **Homeland Security Coordinator FTE (\$28,250)** – Mr. Montgomery moved, seconded by Mr. Livingston, to forward this item to Council with a recommendation for approval. A discussion took place. The vote in favor was unanimous.
2. **School Resource Officer FTE (\$42,566)** – Ms. Hutchinson moved, seconded by Mr. Montgomery, to forward this item to Council with a recommendation for approval. A discussion took place. The vote in favor was unanimous.

Ordinance Authorizing the Sale and Issuance of up to \$4 million General Obligation Bonds for the Purchase of Sheriff Vehicles – Mr. Montgomery moved, seconded by Mr. Livingston, to forward this item to Council with a recommendation for approval. A discussion took place. The vote in favor was unanimous.

Budget Amendment: Transportation Consultant (Carter Goble Lee, \$56,400) – Mr. Livingston moved, seconded by Mr. Montgomery to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Approval of MOU with the Renaissance Foundation for Funding of the Bethel Cultural Arts Center – Mr. Livingston moved, seconded by Mr. McEachern, to forward this item to the October 17th Council meeting without a recommendation. A discussion took place. The vote in favor was unanimous.

Emergency Services Grant Approvals – Mr. Livingston moved, seconded by Mr. Montgomery, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Ordinance Authorizing the Sale and Issuance of up to \$7,000,000 Hospitality Tax Special Obligation Bond Anticipation Note for the Purchase of Recreation Property – Mr. Montgomery moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Broad River Regional Wastewater Treatment Rate Adjustment – Mr. Montgomery moved, seconded Ms. Hutchinson, to forward to Council a recommendation for approval of Option B. A discussion took place. The vote was in favor.

ITEMS FOR DISCUSSION/INFORMATION

Amendments to Special Property Tax Assessment for Rehabilitated Historic Properties (Bailey Bill) – Mr. Pope stated that staff drafted a letter to the City regarding amendments to the Bailey Bill. What has been request is that the City and the County jointly do an assessment and come back with formal recommendations.

Green Committee – Mr. Cronin stated that the City of Columbia is moving forward with a Green Committee that is comprised of citizens and experts from the University of South Carolina, the academic community and government experts from DHEC. The Committee will look at different environmental issues, but primarily air quality. Ms. Smith asked that staff bring back recommendations regarding this item.

ITEMS PENDING ANALYSIS

Business License Ordinance – This item is still being analyzed.

Ordinance Restructuring the Public Works Department – This item is still being analyzed.

ADJOURNMENT – The meeting adjourned at approximately 6:43.

Submitted by,

Kit Smith, Chair

The minutes were transcribed by Michelle M. Onley

Richland County Council Request of Action

Subject: Approval of New Position for Coroner's Office

A. Purpose:

Council is requested to approve a new Secretary position in the Coroner's Office.

B. Background/Discussion:

The Coroner's Office has an increasing case load every year. The amount of paperwork is astronomical. There are presently two full time administrative assistants in the Coroner's Office who handle the paperwork caseload. Also at the present time there is a part time Clerk I who is responsible for answering the phone lines and performing miscellaneous clerical duties as needed. The full time administrative assistants are overwhelmed when the part time employee leaves for the day and they have to be responsible for the numerous phone calls that flood our office as well as their administrative duties. I would therefore request that the part time Clerk position be changed to a full time Secretary position.

C. Financial Impact:

There will be no additional financial impact on the county for the approval of this new position. Funds are available in the present departmental budget (2400) to cover the costs of this new position.

D. Alternatives:

1. Approve the request to change the part time Clerk I position to a full time Secretary position in the Coroner's Office.
2. Do not approve.

Approval of this request will allow the Coroner's Office to serve the citizens of Richland County in a more efficient and expedient manner.

If this request is not approved, the citizens of Richland County will have to be patient and bear with the present employees who are working beyond their limits at the present time.

E. Recommendation

It is recommended that Council approve the Coroner's request to make the present part time Clerk I position a full time Secretary position.

Recommended by: Coroner Gary Watts **Department:** Coroner **Date:** 8/3/06

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 8/30/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Council Discretion. Based on ROA approval would not require additional funds this year but would mandate an increase in the FY-08 budget. It is unclear if the conversion will eliminate the requirement for the associated part time dollars or if this will be a new funded position but still require the same part time funds in future years therefore the dollar impact is unable to be determined.

Legal

Reviewed by: Amelia R. Linder

Date: 8/30/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Both alternatives appear to be legally sufficient; therefore, this request is at the discretion of County Council.

Administration

Reviewed by: J. Milton Pope

Date: 9-22-06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend approval for the remainder of FY 06/07 and evaluate the funding proposal for FY 07/08.

Richland County Council Request of Action

Subject: Election Commission Budget Amendment for Voting System Hardware and Software Maintenance

A. Purpose

County Council is requested to approve a budget amendment to the Richland County Election Commission budget in the amount of \$25,396.00 for the purpose of providing hardware and software maintenance on the new voting machines beginning January of 2007. The initial procurement provided a warranty through December 31, 2006.

B. Background / Discussion

In early 2005, County Council joined all other counties in South Carolina in adopting the uniform statewide voting system. As a part of this agreement, Richland County agreed to be responsible for the post warranty hardware and software maintenance of the equipment beginning January 1, 2007. Explanations of the support fees were presented to Council for their information in their deliberations prior to accepting the \$3.5 million dollar voting system.

Funds were requested in the Election Commission's FY 06-07 budget to cover this expense beginning January 2007, but were not approved by Council.

If Richland County chooses not to cover the system under a maintenance agreement, we will not receive new releases of the software nor will the State Election Commission be able to create election definitions (databases) and provide voting system support for the county. At that time, Richland County will have a system that is not certified for use during any election held in the county. Once there is a lapse in maintenance coverage, it will be very costly for the county to re-establish coverage.

C. Financial Impact

The \$25,396.00 is for January-June of 2007.

Beginning with the 07-08 budget years, the request will be for \$50,791.00 each fiscal year through June 30, 2011. A new warranty agreement will be negotiated at that time.

D. Alternatives

1. Approve the request to provide funds to cover the software and hardware maintenance costs.
2. Do not approve the request.

E. Recommendation

It is recommended that Council approve the request to fund \$25,396.00 to provide hardware and software maintenance costs for the new voting system from January 1, 2007 to June 31, 2007.

Recommended by:
P. Michael Cinnamon

Department:
Elections

Date:
October 10, 2006

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 10/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Approval would require the identification of a funding source. Use of fund balance would require a budget amendment.

Legal

Reviewed by: Amelia Linder

Date: 10/19/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Both alternatives appear to be legally sufficient; therefore, this request is at the discretion of County Council. In addition, I concur with the above-written comments by Finance.

Administration

Reviewed by: J. Milton Pope

Date: 10-19-06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Administration recommends approval of this budget amendment request. Administration did not recommend approval of this item in the budget process to Council because the state did not clarify that this was a "requirement". The County will not have an ability to receive Election upgrades if we do not enter into the contract.

The Election Commission

COMMISSIONERS
ALLEN DOWDY, CHAIRMAN
M. ELIZABETH CRUM, VICE-CHAIR
ADELL T. ADAMS
ELAINE D. DUBOSE
TAMMI GIBSON



P. MICHAEL CINNAMON
DIRECTOR OF ELECTIONS

Richland County, South Carolina

September 13, 2006

MEMORANDUM

received
9-14-06 10:46 am

TO: Milton Pope, County Administrator

FROM: Mike Cinnamon, Director of Elections *MCC*

SUBJECT: Hardware and software maintenance cost

Attached is a copy of a letter from Marci Andino, Executive Director of the S.C. State Election Commission, detailing the reasons Richland County must contract for hardware and software maintenance on the new voting machines beginning January of 2007.

Richland County's costs for the six-month period of FY 06-07 will be \$25,396. Beginning with FY 07-08 and each fiscal year through FY 10-11 the county's maintenance costs will be \$50,791 per year.

Let me know if you need additional information. Meanwhile we await your decision on how to proceed with this.

State of South Carolina



Election Commission

PHONE: (803) 734-9600
FAX: (803) 734-9366
www.state.sc.us/secs

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Administrative Services
GARY BEMM
Director
Public Information and
Training
CHRIS WOODSIDE
Public Information Officer

September 8, 2006

P. Michael Cinnamon, Director
Richland Co. Election Commission
Post Office Box 192
Columbia, SC 29202

Dear Mr. Cinnamon:

The State of South Carolina has invested over \$36M in voting technology in order to replace older voting systems in every county of the State. The initial procurement of the voting system included voting machines, software, hardware, training, project management and a warranty through December 31, 2006.

Prior to delivery of the voting system, each county agreed to assume post warranty maintenance beginning on January 1, 2007. Hardware and software maintenance costs were provided to you in late 2004 so you could begin planning for this expenditure.

In order to protect the State's investment, it is imperative that each county contract with ES&S to provide hardware and software maintenance. If your county chooses not to cover the system under a maintenance agreement, you will not receive new releases of the software nor will the State Election Commission be able to create election definitions (databases) and provide voting system support for your county. At that time, you will have a system that is not certified for use during any election held in the State.

Once there is a lapse in maintenance coverage, it will be very costly for a county to re-establish coverage. If you have not already done so, I urge you to make arrangements to continue maintenance coverage immediately.

Sincerely,

Marc Andino

mba

Richland County Council Request of Action

Subject: Lease Agreement and Budget Amendment for the Opening a New Library Facility in Ballentine

A. Purpose

County Council is requested to approve a lease agreement with Mr. Tom Blanchette for a new Ballentine library facility, located at 1321 Dutch Fork Road in Immo.

County Council is also requested to approve additional funding to Richland County Public Library of \$110,450 for operating costs for the remaining six months of the fiscal year.

B. Background / Discussion

At the request of the County Administrator in March 2005, RCPL formalized the 10-year capital needs plan that was presented to Council during its January 2006 retreat. The Ballentine facility is the first of three projects that make up the first phase of the 10 year plan.

It's been more than 20 years since the first effort to upgrade the county's poor library facilities, which started with the 1983 bond issue to build the Eastover and Northeast Regional Branches. In 1989, the bond referendum and bond issue enabled the construction of the Main Library and seven branches as well as the refurbishment of two existing branches built in 1985. Those facilities opened between 1993 and 1995.

Now 17 years later, library usage has increased 197 percent. Units of service jumped from 4.4 million in 1989 to 13 million in 2005. RCPL is one of the most heavily used libraries in the Southeast, with 1.8 million visitors and circulation of 3.1 million last year.

As outlined in the initial phase of the 10 year capital needs plan, the library proposes establishing a RCPL facility in Ballentine to replace and enhance services currently provided only by the Bookmobile. The facility will create a gathering point and serve as the heart of this growing community.

The storefront location is envisioned as a "high tech" center with a décor that appeals to all ages—especially the younger generations who are less inclined to go to a library—while providing a connection to all the resources that RCPL offers. To maximize the limited space, library computers will be supplemented with wireless Internet access to allow use of personal computers. A core collection of best sellers in a variety of formats as well as children's books will be expanded by daily deliveries from other locations.

To best manage operating costs, of which personnel is always the highest factor, a new technology will utilize video conferencing to connect a Ballentine user to a professional librarian in Information Services at the Main Library. Initial plans allow the Ballentine location to be open 44 hours per week.

This new concept for establishing a library connection for a high-growth or underserved area will be observed as a potential model for use in other suburban and rural communities, possibly throughout the country.

RCPL has obtained a \$65,000 federal grant to cover costs associated with technology. A matching grant of \$65,000 has been committed for upfitting and furnishing the facility. These grants must be expended before June 30, 2007.

Library staff members are also working with other potential partners both locally and nationally to enhance the facility and make it a model for library services in other suburban areas.

C. Financial Impact

	Impact on FY 07	Impact on FY 08
Operating Costs	\$110,450	\$128,375

Utilizing technology for the Ballentine library facility will maximize resources and create a savings of \$190,000 in comparison to opening and operating a traditional library location.

A detailed budget is attached. These numbers are contingent upon securing a mutually agreeable lease with owner of the desired building.

D. Alternatives

1. Approve the request to lease the building located at 1321 Dutch Fork Road in Irmo and provide additional funding as stated in section c, which will allow RCPL to establish more regular library services in this underserved area of the county.
2. Have a building constructed at a quoted monthly lease of \$30 per square foot. This delay will result in forfeiture of \$130,000 grant funds.
3. Cease Bookmobile service to the Ballentine area due to its age and prohibitive replacement costs.

E. Recommendation

It is recommended that Council approve the request to lease the building located at 1321 Dutch Fork Road and provide additional funding as requested. By leasing this ideal location in the heart of the growing Ballentine Community, RCPL will be able to increase library services as requested by area residents.

Leasing this property for five years at a total cost of \$165,000 is the most cost effective way to introduce more permanent library services for a growing area of the county that is currently only served by a bookmobile.

Recommended by: C. David Warren 

Department: RCPL

Date: October 16, 2006

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 10/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: No recommendation. Approval would require a budget amendment and the identification of a funding source.

Legal

Reviewed by: Amelia R. Linder

Date: 10/19/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: All of the alternatives appear to be legally sufficient; therefore, this request is at the discretion of County Council. However, approval would require a budget amendment and the identification of a funding source. In addition, it should be noted that the proposed lease agreement has not yet been received or reviewed by the Legal Department.

Administration

Reviewed by: Tony McDonald

Date: 10/20/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend approval of the lease and require the Library to absorb the operating costs for the remainder of the current fiscal year to avoid having to adopt a budget amendment in mid-year. The full year's operating costs for FY 08 can be included in the budget as the budget is being developed next Spring.

Proposed Ballentine Facility

Summary

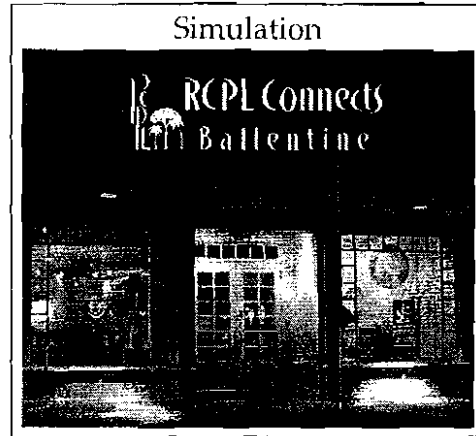
As outlined in the initial phase of the 10 year capital needs plan, the library is moving forward to establish a RCPL facility in Ballentine to replace and enhance services currently provided only by the Bookmobile. This storefront location is envisioned as a "high tech" center with a décor that appeals to all ages—especially the younger generations who are less inclined to go to a library—while providing a connection to all the resources that RCPL offers. To maximize the limited space, library computers will be supplemented with wireless Internet access to allow use of personal computers. A core collection of best sellers in a variety of formats as well as children's books will be expanded by daily deliveries from other locations.

To best manage operating costs, of which personnel is always the highest factor, a new technology will utilize video conferencing to connect a Ballentine user to a professional librarian in Information Services at the Main Library. Initial plans allow the Ballentine location to be open 44 hours per week, an additional 27.75 hours more than what is currently provided by the Bookmobile.

This new concept for establishing a library connection for a high-growth or underserved area will be observed as a potential model for use in other suburban and rural communities, possibly throughout the country.

Special Funding

RCPL has obtained a \$65,000 federal grant to cover costs associated with technology. A matching grant of \$65,000 to be used for upfitting and furnishing the facility has been committed.



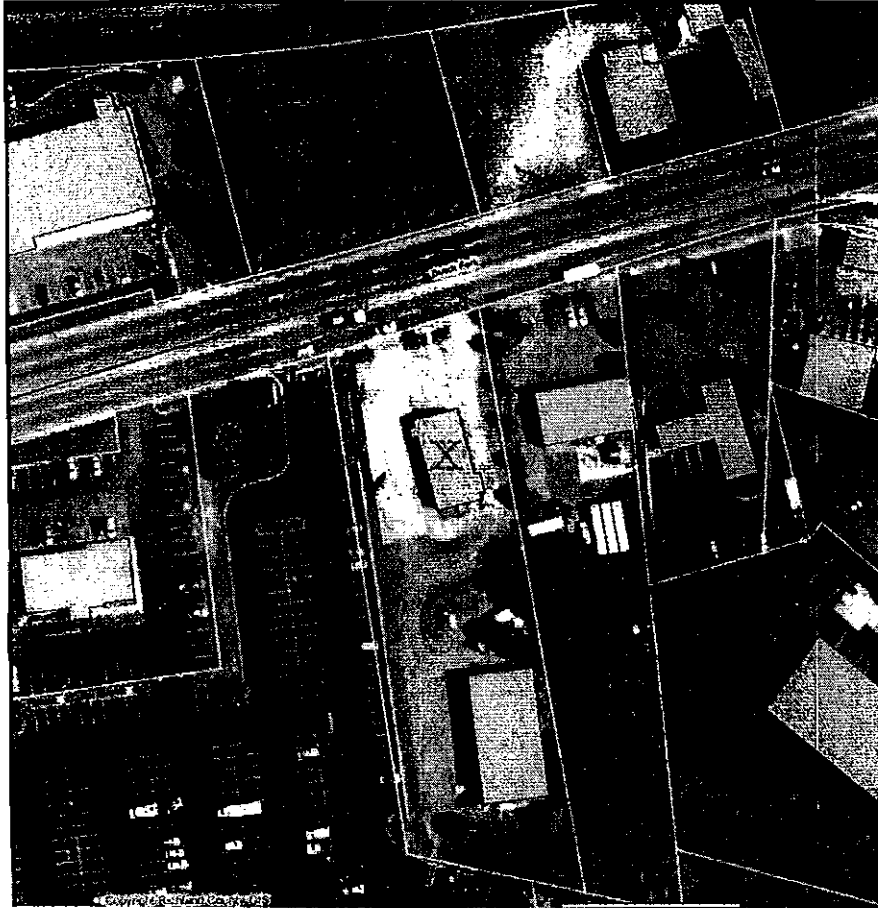
Protecting and Preserving the Environment

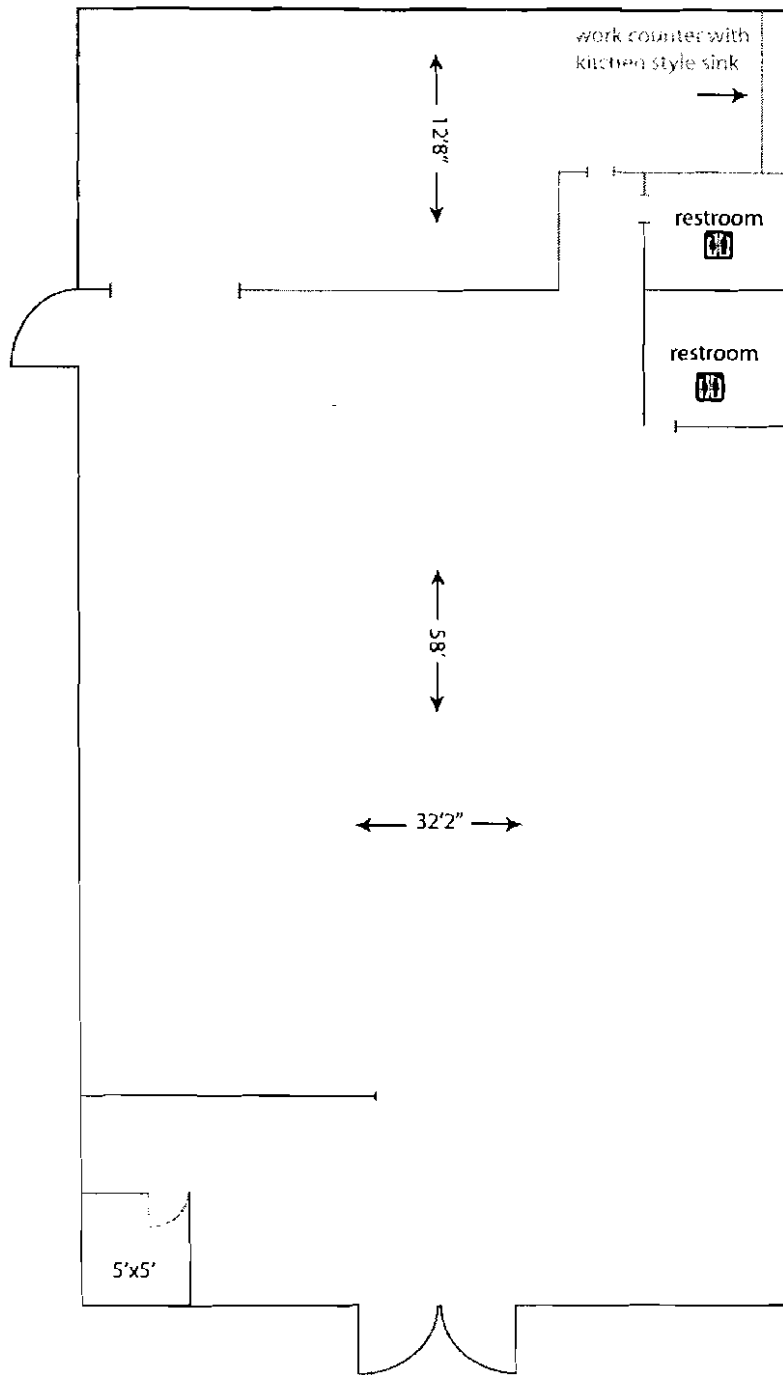


The Richland County Public Library will demonstrate its commitment to environmental responsibility in planning public library buildings to meet future needs. These facilities would provide space for instruction and public demonstrations on the renewable energy and sustainable living technologies and provide destinations for students to interact with and monitor the effectiveness of these technologies.

Proposed Site

Richland County Map Output Page





Not drawn exactly to scale.

FY07 - FIRST PHASE OF 10 YEAR CAPITAL PLAN - ESTIMATES

COST OF START UP (ONE TIME COSTS)	One Time Start Up	Six Month	Fiscal Year
	Costs	Operating Cost	Operating Cost
BUILDING - GRANT AVAILABLE			
Outfitting of space - one time	\$ 65,000		
TECHNOLOGY - GRANT AVAILABLE			
Computers	17,800		
Wiring	5,900		
Equipment	41,300		
TOTAL TECHNOLOGY	65,000		
SIGNAGE			
Signs for new buildings	5,000		
MATERIALS - BRANCH SPECIFIC (OPENING DAY COLLECTION)			
Adult	17,000		
Juvenile	10,000		
Media	10,000		
Serials	1,500		
TOTAL MATERIALS:	38,500		
TOTAL COST OF START UP	173,500		
FUNDS RECEIVED			
LSTA one time grant for Technology	65,000		
Matching grant for building uplit	65,000		
TOTAL FUNDS RECEIVED	130,000		
TOTAL NEEDED FOR START UP (NOW)	\$ 43,500 ^A		
ANNUAL OPERATING COSTS			
		Jan '07 - June '07	July '07 - June '08
OPERATING COSTS			
Salaries/FICA/Retirement/Insurance	\$	65,200	\$ 130,400
Adult Materials		4,000	8,000
Juvenile Materials		2,000	4,000
Library supplies		175	325
Maintenance supplies		250	500
Lease (2,300 sf - \$14.35/sf)		19,250	33,000
Insurance		350	700
Utilities (elec/water/sewer)		2,750	5,500
Repairs & Maintenance - bldg/equip/pest control		3,500	7,000
Telephone		800	1,600
TOTAL ANNUAL OPERATING COSTS:		98,275	191,025
COSTS ALREADY BUDGETED FOR BOOKMOBILE			
Staff salaries		(20,700)	(41,400)
Materials		(3,250)	(6,500)
Gas/Repairs/Insurance		(4,500)	(9,000)
Library Materials from Baker & Taylor		(2,875)	(5,750)
TOTAL COSTS ALREADY IN BUDGET		(31,325)	(62,650)
TOTAL INCREASE NEEDED IN BUDGET		\$ 66,950 ^B	\$ 128,375 ^C
TOTAL ADDITIONAL REQUEST FOR FY 2007 (A + B)	\$	110,450	
TOTAL ADDITIONAL REQUEST FOR FY 2008 (C)	\$	128,375	

Richland County Council Request of Action

Subject: Resolution Identifying the Cultural Council of Richland and Lexington Counties as the Designated Arts Agency for Richland County

A. Purpose:

Council is requested to approve a resolution identifying the Cultural Council of Richland and Lexington Counties as the designated arts agency for Richland County.

B. Background/Discussion:

On July 26, 2006, Richland County received a letter from Mr. Andrew Witt, Executive Director of the Cultural Council of Richland and Lexington Counties (see attached.) The letter informed the county that the Cultural Council had an opportunity to pursue funds from a sub-granting program administered by the National Endowment for the Arts (NEA).

The NEA provides funds on a competitive basis to local arts agencies, provided they are “designated” to act on behalf of a city or county. These funds may then be “sub-granted” to other arts organizations within the community. Due to the limited amount of support available to arts groups in Richland County (limited primarily to allocations from the county’s Hospitality and Accommodations Tax programs) NEA grants would be a tremendous benefit to local arts organizations that may otherwise be overlooked.

The Cultural Council is not currently “designated” to act on behalf of the county. Because Council was on recess during the month of August, and the NEA’s application deadline was August 14, 2006, the Interim County Administrator drafted a letter to the NEA in support of the Cultural Council’s application for funding (also attached.)

Council is now asked to pass a resolution officially designating the Cultural Council as the arts agency for Richland County. This will allow the Cultural Council to continue to pursue federal funds in support of local arts and cultural events.

C. Financial Impact:

Approving this resolution will result in no direct financial impact to the county’s budget. This resolution will permit the Cultural Council to solicit federal funds on the county’s behalf to support arts and cultural events in and around Richland County.

D. Alternatives:

1. Approve the resolution

3. Do not approve the resolution.

E. Recommendation

It is recommended that Council approve the resolution designating the Cultural Council as the designated arts agency for Richland County. This designation will allow the Cultural Council to pursue federal funds on the county's behalf.

Recommended by: Staff **Department:** Administration **Date:** 10/10/06

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 10/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: No financial impact therefore no recommendation.

Legal

Reviewed by: Amelia R. Linder

Date: 10/19/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Both alternatives appear to be legally sufficient; there, this request is at the discretion of County Council.

Administration

Reviewed by: J. Milton Pope

Date: 10-19-06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend approval

STATE OF SOUTH CAROLINA)
)
COUNTY OF RICHLAND)

A RESOLUTION

A RESOLUTION PROCLAIMING THE CULTURAL COUNCIL OF RICHLAND AND LEXINGTON COUNTIES AS THE DESIGNATED ARTS AGENCY FOR RICHLAND COUNTY

WHEREAS, The Cultural Council of Richland and Lexington Counties is the centralized resource for the arts community; and

WHEREAS, The Cultural Council provides leadership, funding and business expertise to artists and arts organizations and offers a single source of arts-related information to patrons and media; and

WHEREAS, The Cultural Council contributes to economic development and quality of life on the Riverbanks Region by promoting the arts as the foundation of the knowledge-based economy; and

WHEREAS, The Cultural Council has an opportunity to assist community arts organizations through a grant program from the National Endowment for the Arts (NEA) that enables "subgranting" by the local Arts Agency that is "designated" to act on behalf of the county.

NOW, THEREFORE, BE IT PROCLAIMED that the Cultural Council of Richland and Lexington Counties is hereby designated as the arts agency for Richland County.

SIGNED AND SEALED this ___ day of _____, 2006, having been duly adopted by the Richland County Council on the ___ day of October, 2006.

Anthony Mizzell, Chair
Richland County Council

ATTEST this ___ day of
_____, 2006

Michielle R. Cannon-Finch
Clerk of Council

July 26, 2006
Milton Pope, Interim County Administrator
Richland County
BY Email

Dear Milton:

The Cultural Council has an opportunity to assist community arts organizations through a grant program from the National Endowment For The Arts (NEA). This program requires no additional funding from the County.

The NEA has a grant program for "subgranting" by Local Arts Agencies provided they are "designated" to act on behalf of a city or county. The actual text of the requirement is at the end of this letter.

With the County (and City) shifting much of its arts support to A-tax and H-tax funds which require "tourism or visitor promotion," many smaller neighborhood or ethnically diverse arts groups are unable to meet the "tourism" requirement and therefore are unable to apply or are non-competitive in those categories. Over the past two years, the Cultural Council allocated City and County general fund support to grants for these types of organizations. With the recent guidelines that organizations eligible for and receiving A-tax or H-tax grants are ineligible for City Community Promotions and no General Fund support from the County for 06-07, there is now a "funding gap" for these smaller groups. The SC Arts Commission has a "Subgrant" program similar to the NEA program through the Cultural Council to support these types of grants for smaller organizations, artists, and arts education. SCAC has awarded \$9217 in subgrant funds for 06-07 but this barely meets the need. By way of comparison, Lexington County with fewer potential arts applicants awarded \$20,000 in general fund support to the Cultural County for grants in Lexington County.

With that as background, we respectfully request that the Richland County officially designate the Cultural Council to "operate on behalf of its local government." for the purposes of apply for, and hopefully receiving an NEA Grant.

As noted the Deadline is August 14 so I hope that if this requires Council approval versus administrative approval we can get that approval prior to the August 14 deadline or some letter stating that County approval would be forthcoming in the event a grant was awarded. This particular "Fast Track" grant is for \$10,000 for the period beginning June 1, 2007. If successful, and we believe it will be, the NEA has a similar program for up to \$150,000 with an application deadline of March 2007 and projects beginning January 2008. Therefore this "designation" has the potential to greatly benefit cultural and economic development in our community.

I want to reiterate this is not a request for County funding, only the designation to act on behalf of the County for this NEA Grant program.

Please do not hesitate to call if there are questions or you need additional information.

Thank you for your support.

Andrew Witt
Executive Director
Cultural Council of Richland and Lexington Counties
930 Richland Street
Columbia SC 29201
803-231-3131 (direct line)

Local Arts Agencies Panel
National Endowment For the Arts
Washington, DC 20506

Richland County, South Carolina has adopted arts funding guidelines which incorporate the Accommodations Tax (bed tax) and Hospitality Tax (prepared food tax) dollars to support local arts groups due to a very limited general fund (ad valorem tax) budget. However, the South Carolina Statutes for use of these funds require "tourism or visitor promotion" on all grants.

The County recognizes that by doing so, many smaller underserved and emerging arts organizations and programs are unable to qualify for these funds. The Richland County and the City of Columbia population demographics show 47% African American, 50% Caucasian, and 3% other.

For over 20 years the Cultural Council of Richland and Lexington County, through its United Arts Fund has provided unrestricted and program grants that are not tied to the accommodations and hospitality tax statutes to local arts groups.

Therefore, Richland County sees great benefit by designating the Cultural Council of Richland and Lexington County to operate on its behalf in applying for a National Endowment For The Arts Grant and implementing a subgrant program to benefit the arts organizations and artists in Richland County.

Yours truly,

J. Milton Pope
County Administrator