

**RICHLAND COUNTY**  
**RULES & APPOINTMENTS**  
**COMMITTEE AGENDA**



**Tuesday, NOVEMBER 09, 2021**

**4:00 PM**

**COUNCIL CHAMBERS**

**The Honorable Bill Malinowski, Chair**

**County Council District 1**

**The Honorable Gretchen Barron**

**County Council District 7**

**The Honorable Jesica Mackey**

**County Council District 9**

# RICHLAND COUNTY COUNCIL 2021



Bill Malinowski  
District 1  
2018-2022



Derrek Pugh  
District 2  
2020-2024



Yvonne McBride  
District 3  
2020-2024



Paul Livingston  
District 4  
2018-2022



Allison Terracio  
District 5  
2018-2022



Joe Walker III  
District 6  
2018-2022



Gretchen Barron  
District 7  
2020-2024



Overture Walker  
District 8  
2020-2024



Jessica Mackey  
District 9  
2020-2024



Cheryl English  
District 10  
2020-2024



Chakisse Newton  
District 11  
2018-2022





Richland County Rules & Appointments Committee

November 09, 2021 - 4:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29201

1. **CALL TO ORDER** The Honorable Bill Malinowski
  
2. **APPROVAL OF MINUTES** The Honorable Bill Malinowski
  - a. October 19, 2021 [PAGES 7-12]
  
3. **ADOPTION OF AGENDA** The Honorable Bill Malinowski
  
4. **ITEMS FOR ACTION**
  - a. All County Council contracts and agreements adopted by a majority vote of full Council will require a majority vote of full Council to amend and/or change [NOTE: This motion should be taken up as soon as possible, and not be addressed with the overall Council Rules update.] [LIVINGSTON - July 13, 2021] [PAGE 13]
  
  - b. Boards, Committees and Commissions Recruitment [PAGES 14-26]
    1. Direct the Rules Committee to determine which Richland County Boards, Committees and Commissions should have as a qualification that the person applying must reside in the unincorporated area of Richland County only. There are some of these positions where other municipalities appoint individuals and if a person applying for one of those positions resides in that municipality then they should make application through them [MALINOWSKI – October 6, 2020]
  
    2. Based on the fact the Planning Commission makes decisions that affect unincorporated Richland County only, members assigned must reside in unincorporated Richland County [MALINOWSKI - September 21, 2021]

**5. ADJOURNMENT**

The Honorable Bill Malinowski



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  
Rules & Appointments  
October 19, 2021 – 4:00 PM  
Zoom Meeting  
2020 Hampton Street, Columbia, SC 29201

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair, Gretchen Barron and Jesica Mackey

OTHERS PRESENT: Tamar Black, Michelle Onley and Elizabeth McLean

1. **CALL TO ORDER** – Mr. Malinowski called the meeting to order at approximately 4:01 PM.
2. **APPROVAL OF MINUTES**
  - a. October 5, 2021 – Ms. Barron moved, seconded by Ms. Mackey, to approve the minutes as distributed.  
  
In Favor: Malinowski, Barron and Mackey  
  
The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Ms. Mackey moved, seconded Ms. Barron, to adopt the agenda as published.  
  
In Favor: Malinowski, Barron and Mackey  
  
The vote in favor was unanimous
4. **NOTIFICATION OF VACANCIES** –
  - a. **1. Accommodations Tax - Seven (7) Vacancies (TWO applicants must have a background in the lodging industry. THREE applicants must have a background in the hospitality industry. ONE (1) applicant must have a cultural background and ONE (1) applicant will fill an At-large seat)**
  - 2. Airport Commission - One (1) Vacancy ( The applicant must reside within one mile of the airport: Rosewood, Shandon or Hollywood-Rose Wales Garden neighborhoods)**
  - 3. Board of Assessment Appeals - One (1) Vacancy**
  - 4. Board of Zoning Appeals - Two (2) Vacancies**
  - 5. Building Codes Board of Appeals - Six (6) Vacancies (ONE applicant must be from the**

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**Architecture Industry, ONE from the Gas Industry, ONE from the Building Industry, ONE from the Contracting Industry & TWO from Fire Industry as alternates)**

**6. Business Service Center – Two (2) Vacancies (ONE applicant must be from the Business Industry and ONE applicant must be CPAs)**

**7. Central Midlands Council of Governments – One (1) Vacancy**

**8. Community Relations Council – One (1) Vacancy**

**9. Employee Grievance Committee – One (1) Vacancy (MUST be a Richland County employee; 1 seat is an alternate)**

**10. Hospitality Tax – Three (3) Vacancies (ONE applicant must be from the Restaurant Industry)**

**11. Internal Audit Committee – Two (2) Vacancies (applicant with CPA preferred)**

**12. Music Festival – One (1) Vacancy**

**13. Planning Commission – Three (3) Vacancies**

**14. Richland Memorial Hospital Board of Trustees – Two (2) Vacancies**

**15. Township Auditorium – Two (2) Vacancies**

**16. Transportation Penny Advisory Committee (TPAC) –Five (5) Vacancies**

Ms. Mackey moved, seconded by Ms. Barron, to approve the notification of vacancies.

Ms. Mackey inquired when the advertisement would be released,

Ms. Onley responded the notice should be published by the end of the week.

Ms. Mackey inquired, if the notice would be included in the paper, as well as on the website, so people could apply online.

Ms. Onley responded the website would be updated, and the notice would also be included in the Richland Weekly Review.

Ms. Barron noted the Richland Memorial Hospital Board had requested certain criteria. She wanted to ensure their request was included in the advertisement.

Ms. Onley responded she would include the requested criteria.

Mr. Malinowski noted, when a board makes a request, the language should be added in the advertisement.

In Favor: Malinowski, Barron and Mackey

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The vote in favor was unanimous.

5. **ITEMS FOR ACTION**

- a. **All County Council Contracts and agreements adopted by a majority vote to full Council will require a majority vote of full Council to amend and/or change [NOTE: This motion should be taken up as soon as possible, and note be addressed with the overall Council Rules update.] [LIVINGSTON – July 13, 2021]** – Mr. Malinowski noted Ms. McLean provided the following recommendation: “ On any matter to be addressed by council, a motion to temporarily suspend any rule requiring a majority vote (whether stated explicitly or implicitly), shall require unanimous consent of those members present (i.e. use of a plurality vote for approval shall require unanimous consent of council).” He noted he disagreed with that statement because they do everything else with either a majority or a two-thirds vote, with the exception of a resolution, which requires unanimous consent. He does not understand why they need unanimous consent to temporarily suspend a rule that normally requires a majority vote.

Ms. Mackey stated, at the previous meeting, they requested examples from Ms. McLean. She noted she did not see how this would apply or the intent.

Ms. McLean stated, instead of providing examples, she changed the language to include the blurb about plurality, which is what the motion was about. Basically, you can pass a motion with less than a majority, which is a plurality.

Mr. Malinowski stated, if you need a plurality vote, you will need unanimous consent to get the plurality, which seems like they would be doing two things.

Ms. McLean responded they would need to do double work because the maker of the motion wants Council to go to some trouble to be able to use a plurality vote as a way to make people aware there is a possibility a motion is going to pass with four votes.

Mr. Malinowski inquired if this motion was approved by Council if it would have to be added to Council Rules.

Ms. McLean responded in the affirmative.

Ms. Barron stated, if they are going to change the way they normally do business, they should probably take a couple of steps. She noted she agreed with the idea, but she did not know if she agreed with the motion and the intent.

Mr. Malinowski stated he believes they would have more non-unanimous votes on motions that came forward, and they would never get a plurality vote. He stated maybe plurality votes should not be allowed.

Ms. McLean stated that makes more sense than having to vote on it every time, but that was not the motion.

Mr. Malinowski inquired if there were other elected bodies that used plurality votes.

Ms. McLean responded it is not common or favored, but is allowed per Robert’s Rules.

Mr. Malinowski stated, if they do not have specific Council Rule, they would follow Robert's Rules, and the plurality vote that birthed this motion was correct.

Ms. McLean responded in the affirmative.

Ms. Mackey noted she could see pros and cons to the motion. She wished the maker of the motion could speak to his intent.

Mr. Malinowski noted this item is on the Council agenda. The committee could vote it up or down, or keep it in committee for further discussion, with input from the maker of the motion.

Ms. Barron moved, seconded by Ms. Mackey, to keep this item in committee to allow the maker of the motion to provide additional information and input.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

**b. Board, Committee and Commission Recruitment**

- 1. I Direct the Rules Committee to determine which Richland County Boards, Committees and Commissions should have as a qualification that they person applying must reside in the unincorporated area of Richland County only. There are some of these positions where other municipalities appoint individuals and if a person applying for one of those positions resides in that municipality then they should make application through them [MALINOWSKI - October 6, 2020]** – Ms. Mackey stated she looked at the ordinances that were tied to the committees, and the ordinance as they are currently written do not coincide with this motion. She noted, with the Planning Commission, the ordinance states they could accept applicants that live in other municipalities and Council could consider that when making appointments. She did not see why they want to rule out people that live in the County, and pay County taxes, if they are qualified.

Mr. Malinowski inquired if the “y” and “n” on the chart meant the other municipalities had their own committees or they were allowed to apply for Richland County committees.

Ms. Onley responded the other municipalities have their own committees.

Mr. Malinowski stated the County provides Accommodations Tax to the City of Columbia, and other municipalities; however, they do not provide any funding to unincorporated Richland County. He inquired why a committee member, which does not reside in the unincorporated area, should have a say on what is collected, and how the funds are distributed.

Ms. Mackey stated she understood why Mr. Malinowski would not want everyone on the planning and accommodations committees to be from a certain municipality. She noted that was a part of their job when making appointments. She does not think it is right to completely exclude someone who is a County resident and pays County taxes. Someone could live in the City and work and/or shop in unincorporated Richland County; therefore, it would be unfair to exclude them.

Mr. Malinowski noted they chose to live in the City and pay additional taxes. He did think it was

fair to allow them to have a say over individuals who do not reside where they do. He inquired why Councilmembers have to reside in the district they represent.

Ms. Mackey stated the argument was true in reverse. Those that run for a City of Columbia seat also live in Richland County.

Mr. Malinowski responded not when it comes to Planning Commission or Accommodations Tax committees.

Ms. Mackey noted Mr. Malinowski was correct, but they are talking about committees as a whole.

Mr. Malinowski stated his motion was not for every board, commission or committee, but only for specific ones that affect what happens in the unincorporated area.

Ms. Mackey stated she would like to see which committees Mr. Malinowski is referring to. She noted when she read the initial motion she took it as they want to do that for all committees.

Ms. Barron stated she lives in Blythewood and her business is in Forest Acres. As a business owner, she was able to give input and impact in Forest Acres because of her business is located there. She voiced her concerns about the committee having too much power to determine residency.

Mr. Malinowski noted the motion will still have to be voted on by Council.

Ms. Barron stated, before it goes to Council, it had to go through this committee as a recommendation. If Council approves it, the committee would have the power to impact the boards and commission on a whole new level. She wanted to know how many would be affected. She does not want to isolate qualified people with this decision.

Ms. Newton stated there may be boards or commissions where they could say they prefer residents in unincorporated Richland County, but leave the option open for the most qualified candidate.

Ms. Mackey moved, seconded by Ms. Barron, to keep Items (b)(1) and (b)(2) in committee until they receive additional information.

Ms. Mackey stated until a rule, and change to the ordinances, those applicants that were not interviewed need to be included in the next round of interviews.

Mr. Malinowski stated he did not know anyone that was turned away, with the exception of the Transportation Penny Advisory Committee.

Ms. Newton stated there were others who were denied an interview.

Ms. Mackey noted she had several in her district.

Ms. Newton stated they may want to determine a timeframe.

Ms. Mackey stated they should start with applicants from December 2020.

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Mr. Malinowski noted, when potential rule changes were previously discussed, interviews were not held because of the ongoing discussions.

Ms. Mackey stated she felt if someone submitted an application they should get an interview. Until the committee votes on the rule, those applicants could be grandfathered in until their term expires.

In Favor: Malinowski, Barron and Mackey

The vote in favor was unanimous.

Ms. Mackey noted there appeared to be some committees in the ordinances they are not advertising for. There may be historical information she was not aware of, but the ordinance did not reflect it. In addition, the committees are required to report attendance quarterly, and she would like that to be implemented because she believes it would be good to know if the people appointed are actually showing up to the meetings.

Mr. Malinowski inquired if that information could be shared so the committee could review it and discuss.

2. **Based on the fact the Planning Commission makes decisions that affect unincorporated Richland County only, members assigned must reside in unincorporated Richland County [MALINOWSKI - September 21, 2021]**

6. **ADJOURNMENT** – The meeting adjourned at approximately 4:31 PM.

## Richland County Council Request for Action

**Subject:**

All County Council contracts and agreements adopted by a majority vote of full Council will require a majority vote of full Council to amend and/or change [NOTE: This motion should be taken up as soon as possible, and not be addressed with the overall Council Rules update.] [LIVINGSTON – July 13, 2021]

**Notes:**

On any matter to be addressed by council, a motion to temporarily suspend any rule requiring a majority vote (whether stated explicitly or implicitly), shall require unanimous consent of those members present (i.e. use of a plurality vote for approval shall require unanimous consent of council).

# Richland County Council Request for Action

**Subject:**

1. Direct the Rules Committee to determine which Richland County Boards, Committees and Commissions should have as a qualification that the person applying must reside in the unincorporated area of Richland County only. There are some of these positions where other municipalities appoint individuals and if a person applying for one of those positions resides in that municipality then they should make application through them [MALINOWSKI – October 6, 2020]
2. Based on the fact the Planning Commission makes decisions that affect unincorporated Richland County only, members assigned must reside in unincorporated Richland County [MALINOWSKI - September 21, 2021]

**Notes:** It is the policy of Richland County that where the County and any municipality each have appointing authority for any board, commission, or committee, Richland County will only appoint citizens residing in unincorporated Richland County. A citizen applying for such board, commission, or committee will be asked to apply with the municipality in which they reside.

## ARTICLE VI. ELECTED AND SPECIAL OFFICERS

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**Cross reference(s)**--Administrative offices and officers, § 2-75 et seq.

## ARTICLE VII. BOARDS, COMMISSIONS AND COMMITTEES

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**Cross reference(s)**--County employee grievance committee, § 2-478; airport commission, § 3-21 et seq.; building codes board of appeals, § 6-75 et seq.; election commission, § 9-13 et seq.; board of health, § 14-11 et seq.; county public library board of trustees, § 15-1 et seq.; historic preservation commission, § 20-11; board of assessment control, § 23-33 et seq.; board of assessment appeals, § 23-48 et seq.

**State law reference(s)**--Authority to establish boards, commissions, etc., S.C. Code 1976, § 4-9-30(6); planning commissions, S.C. Code 1976, § 6-29-310 et seq.; Riverbanks Parks Commissions, S.C. Code 1976, § 51-13-10; county hospitals, S.C. Code 1976, § 44-7-610 et seq.

### **Sec. 2-326. In general.**

All provisions of this article shall apply to the boards, commissions, and committees enumerated in this article, as well as to all other boards, committees and commissions appointed and/or created by Richland County Council. Except as otherwise provided by law or by the council, such boards and commissions shall elect a chairman and a vice- chairman and shall prescribe their own rules of procedure. Such boards and commissions may establish such bylaws, rules and regulations, not inconsistent with ordinances of the council or applicable state law, as they deem appropriate and necessary for the conduct of their affairs. Copies thereof shall be filed with the clerk.

(Ord. No. 015-11HR, § I, 3-1-11)

### **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)

### **Sec. 2-328. Removal from service.**

In the event that any appointee to a board, committee, or commission misses five out of twelve meetings of the board, committee, or commission to which he has been appointed, he shall automatically lose his membership, and his seat shall be declared vacant. The chairman of the board, committee or commission shall notify the chairman of county council, in writing, upon any of its members accumulating five absences out of twelve meetings. The county council may, in its discretion, waive enforcement of this provision in the case of illness, death of a family member, court appearance, or other similar circumstances, beyond the control of the appointee. In addition, the members of such boards and commissions may be removed for cause by majority vote of the council. The provisions of this section shall be applicable to the boards, committees, and commission enumerated in this article, as well as to any other board, committee or commission appointed by the Richland County Council.

(Ord. No. 015-11HR, § I, 3-1-11)

### **Sec. 2-329. Concurrent service on multiple boards, etc., prohibited.**

Notwithstanding any other provision of this chapter, no one shall be permitted to serve on more than one board, committee, or commission at any one time; provided, however, that in the event a person was serving, on February 2, 1977, on more than one board, committee, or commission, he shall be allowed to continue to serve until the expiration of his term on one or more boards, committees, or commissions brings him into compliance with this section. After that time, he shall not be allowed to serve on more than one board, committee, or commission at the same time.

(Code 1976, § 2-7002; Ord. No. 015-11HR, § I, 3-1-11)

### **Sec. 2-330. Quarterly attendance records.**

The chairperson of each board, commission or committee shall provide the county council with an attendance record. Such attendance record shall be provided quarterly, with the first quarter beginning in January of each year.

(Ord. No. 1569-86, § 2, 12-30-86; Ord. No. 015-11HR, § I, 3-1-11)

### **Sec. 2-331. Determination of credit for attendance at meeting(s).**

In order to receive credit for attendance at a meeting, a member must be present during at least 50 percent of said meeting.  
(Ord. No. 1569-86, § 3, 12-30-86; Ord. No. 015-11HR, § I, 3-1-11)

**Sec. 2-332. Boards, commissions and committees created.**

The following boards, commissions and committees are hereby established and recognized:

(a) *The Board of Trustees of the Columbia Township Auditorium.*

- (1) The board shall consist of seven (7) members residing in the county, appointed by the council for a term of five (5) years.
- (2) The board shall perform all duties provided by law.

(b) *The Richland County Planning Commission.*

(1) The commission shall consist of not less than five (5) or more than nine (9) members, appointed by the council for a term of four (4) years. Any person who is appointed to the commission after September 1, 2006 must reside in Richland County. In appointing members to the commission, council shall give due consideration as to whether applicants live in an incorporated or unincorporated area of the County.

- (2) The commission shall perform all duties provided by law.

(c) *The Richland-Lexington Riverbanks Parks Commission.*

- (1) Two (2) members of the commission shall be appointed by the council, for a term of six (6) years.
- (2) The commission shall perform all duties provided by law.

(d) *The Board of Trustees of the Richland Memorial Hospital.*

(1) The board shall consist of 14 members and the chief and vice chief of staff shall serve ex officio. Each member of the board shall be appointed by the county council for a term of four years, or until his or her successor is appointed. Provided, however, the terms of all current board members shall expire on December 31st of the last year of their current term. Thereafter, each term of office shall begin on January 1st of the first year, and expire on December 31st of the fourth year.

- (2) The board shall perform all duties provided by law.

(e) *The Economic Development Commission.* The commission shall consist of twelve (12) members, of which three (3) shall be appointed by the council for a term of three (3) years. Other appointive bodies include Lexington County, Fairfield County, Chamber of Commerce and city council with each nomination to be confirmed by all appointive bodies. Meetings at call.

(f) *East Richland Public Service District.* The public service district shall consist of five (5) members appointed by the governor upon the recommendation of the county council for five (5) year terms. Members shall be electors or residents of the district, and at least one member shall be a resident of each incorporated municipality within the districts. Meetings at call.

(g) *Richland County Youth Commission.*

(1) *Creation.* There is hereby created the Richland County Youth Commission, which shall be appointed by majority vote of the county council and shall function in an advisory capacity. The commission shall be comprised of concerned citizens from diverse backgrounds who are committed to improving the quality of life for young people in Richland County. This advisory commission shall be an advocate for the youth of this county.

(2) *Membership.* The youth commission shall consist of thirteen (13) members, all of whom shall be residents of the county; at least one (1) member to be appointed from the clergy; at least one (1) member to be a representative of the South Carolina Department of Youth Services, upon recommendation of the commissioner; at least one (1) member from the Richland County Sheriff's Department, upon recommendation by the Richland County Sheriff; at least one (1) member who is a resident of Richland County School District One; at least one (1) member who is a resident of Richland County School District Two; two (2) members attending high school (grades 9-12) in Richland County; and the remaining six (6) members at large.

(3) *Terms.* The term of office of each commissioner shall be for a period of four (4) years, or until his successor is appointed and qualified; however, the initial appointment shall be made in staggered terms. The six candidates receiving the most votes shall be appointed for four (4) years, and the five (5) remaining candidates shall be appointed for two (2) years.

(4) *Structure.* The commission shall develop and adopt its own bylaws, subject to final approval by the county council. The commission shall elect annually a chairman, vice-chairman, secretary, and treasurer.

(5) *Meetings.* The commission shall meet at such times and places as provided in its bylaws but shall hold at least one (1) meeting each month. All meetings shall be conducted pursuant to, and in compliance with, the South Carolina Freedom Act.

(6) *Duties and responsibilities.*

- a. Identify youth-related problems or potential problems. In this regard, the commission shall:
  1. Become well informed on the problems facing youth in the community;
  2. Coordinate with other local groups/agencies who serve youth, such as private, nonprofit agencies or government groups;

3. Hold public forums, conduct community surveys, contact local law enforcement personnel, and meeting with community leaders;
  4. Actively seek youth involvement and input.
- b. Implement a program to increase the awareness of the general population and elect officials of the needs and problems facing youth and their families. In this regard, the commission shall:
1. Support the efforts of other organizations in publicizing youth Issues and problems; and
  2. Become advocates for improvement of services and programs for youth.
  3. Research successful model youth programs and make recommendations to county council for consideration and implementation in the county.
  4. Seek and administer federal, state and private funding for commission operations and for projects proposed by the commission pursuant to the powers enumerated herein.

(h) *Richland County Conservation Commission.*

(1) *Creation.* There is hereby created a commission to be known as the Richland County Conservation Commission, which shall have the structure, organization, composition, purposes, powers, duties, and functions established hereinbelow.

(2) *Structure, organization, and composition of commission.*

a. The Richland County Conservation Commission shall consist of 11 members. Each member of Richland County Council shall appoint one person to represent their respective Council district, and the term of the member of the Commission shall be coterminous with the term of the appointing Council member. Provided, however, that if a vacancy shall occur on Council, the member of the Commission appointed by the vacating Council member shall complete his/her term.

b. Officers of the Commission shall consist of a Chairman, Vice Chairman, Secretary-Treasurer, and such other officers as may be elected by a majority vote of the Commission. The officers of the Commission shall be elected by the Commission each year for terms of office that shall commence on January 1 of the following year. Officers shall serve terms of one (1) year and shall continue in office until their successors are elected and qualify.

c. The members of the Commission, including officers, shall serve without pay but may be reimbursed for travel and other incidental expenses incurred in connection with the Commission's responsibilities; however, such reimbursement shall be subject to compliance with ordinances, policies and procedures established by the Richland County Council governing the reimbursement of expenses for county boards, agencies and commissions.

(3) *Parliamentary procedure; minutes.* The Commission shall adopt by-laws and rules of procedure, which are not inconsistent with Roberts Rules of Order, the laws of the State of South Carolina, and the Richland County Code of Ordinances. The Commission shall maintain records and minutes of its proceedings and meetings.

(4) *Meetings; attendance.* The Commission shall meet at least quarterly. The chairman or a majority of the members of the Commission may call a special meeting of the Commission at any time. A member of the Commission who shall be absent for 50% or more of the meetings of the Commission during any 24-month period shall be deemed to have forfeited their membership and shall be removed without further action by the Commission or the County Council.

(5) *Ex-officio members.* The Commission may, by majority vote of the members, elect ex-officio members of the commission for terms of one (1) year. Ex-officio members of the commission may participate in discussions of policy or other matters of importance to the Commission but shall not be permitted to vote on any other matter coming before the commission. Ex-officio members of the Commission shall not be counted in determining the existence of a quorum at any meeting of the commission.

(6) *Purposes and objectives.* The purposes and objectives of the Richland County Conservation Commission shall be as follows:

- a. To promote the conservation of natural resources;
- b. To promote the development and preservation of historical resources;
- c. To promote passive, outdoor, nature-based recreation;
- d. To promote tourism, emphasizing the natural, cultural, and historical resources of Richland County;
- e. To promote efforts to improve the appearance of Richland County;
- f. To educate the public as to the benefits of conservation;
- g. To foster civic pride in the beauty and nobler assets of the county;
- h. To, in all ways possible, assure a functionally efficient and visually attractive county in the future;
- i. To support policies that protect the general appearance of all buildings, structures, landscaping and open areas of the county; and
- j. To undertake such studies, plans, activities, and projects as may, from time to time, be assigned to the Commission by the County Council.

(7) *Plan for protection; list of significant resources.*

a. The Commission shall prepare and submit annually to the County Council a plan for the protection of significant resources in the county. Such plan shall include a list of significant natural, cultural, or historical resources in the county, which are recommended to the County Council for acquisition, lease, or development. A financing strategy shall accompany each recommendation, with emphasis being placed upon minimizing the utilization of public monies and maximizing the utilization of other sources, such as grants, public donations, etc.

b. The plan may provide various recommendations and approaches for the protection of natural, cultural, or historical properties or resources, including:

1. Purchase of resources for public ownership or other protective ownership;
2. Purchase of resources for resale;
3. Acquisition of conservation easements to protect resources;
4. The development of, access to, or restoration of properties or resources;
5. Acceptance by donation or bargain sale of properties or resources;
6. The negotiation of leases or conservation easements;
7. The maintenance, preservation, protection, identification or development of natural, cultural or historical properties or resources;
8. Other plans, methods, or approaches for the identification, acquisition, purchase, lease, preservation, protection or development of natural, cultural or historical properties or resources.

c. Provided, however, that the power of eminent domain shall not be exercised by the Council nor the commission for the acquisition of any property recommended for protection by the commission. Any purchase, lease, acceptance, acquisition, protection, development, or maintenance of land, as referenced in subsection b.(1-8) above, shall only be received from a willing property owner who voluntarily consents to such participation.

d. The Richland County Council may adopt the list of significant resources submitted by the commission, in whole or in part, and may add to or delete additional properties and significant resources to the list of significant resources submitted by the commission. The list shall be reviewed and, if necessary, amended not less than annually by the commission. No assets or revenues allocated or appropriated to the Richland County Conservation Commission Fund shall be used to acquire, purchase, lease, protect, preserve, identify, or develop property not included on the list of significant resources approved by the County Council. Provided, however, property owners may notify the commission, in writing, that they do not want the commission to consider their property for preservation and/or protection. The commission shall maintain a file of such written notifications, and those properties shall not be considered for inclusion on the list of significant resources that is submitted to the County Council.

e. The plan for the protection or preservation of significant resources in the county may include plans and recommendations for the protection of the following resources:

1. Open space and significant scenic views;
2. Prime agricultural land;
3. Recreation land for hunting, fishing, water access, and trails;
4. Wildlife habitat;
5. Sensitive ecological land;
6. Historic buildings, sites, or landscapes;
7. Other properties or resources determined by the County Council to be significant for natural, cultural, or historical preservation.

f. In the process of developing the plan, the commission shall have the authority to coordinate activities of volunteers, organizations, business and corporate entities and government agencies for the identification, conservation, preservation and development of natural, cultural and historical resources in the county; encourage such planning activities and development as may be necessary or advisable to promote, identify, acquire, lease, conserve, maintain and develop natural, cultural and historical resources in the county; and, in conjunction with cultural and other agencies, entities or individuals, identify, acquire, lease, maintain, preserve and develop natural, cultural and historical resources in the county.

(8) *Conservation easements.*

a. Any landowner desiring to obtain an endorsement by the Richland County Council for the granting of a conservation easement to a qualified organization, exclusively for conservation purposes, shall submit an application to the Commission, along with the appropriate user fee as described in subparagraph d. below.

b. Upon review of the application, the Commission shall prepare a report for Council concerning the features and characteristics of the subject property and the conservation easement. The report to Council shall:

1. Identify the conservation values of the parcel that justify the interest by Richland County. Conservation values are characteristics of property, which because of their ecological, historic, scenic, or open space value, are essential to the continued integrity of Richland County; and

2. Indicate that the conservation easement protects in perpetuity all aspects of the parcel with conservation value; and
  3. Indicate that any developments proposed by the owner on non- conservation aspects of the parcel would not disturb the conservation values of the parcel; and
  4. Indicate that the Donee organization to hold the easement has sufficient credibility and resources to adequately monitor and enforce the easement and has been approved by the Commission.
- c. Upon receipt of this report, County Council shall make a finding that such easement furthers a “significant public benefit”. No conservation easement shall be accepted or endorsed unless the easement fulfills a “significant public benefit”, defined as:
1. Recreation or education of the public (this requires that the public have free access to the land); or
  2. Protection of an important watercourse or natural habitat of fish, wildlife, or plants; or
  3. Preservation of historically important land or structures; or
  4. Preservation of open space for the scenic enjoyment of the public or pursuant to a clearly delineated governmental conservation policy; provided that such preservation will yield a significant public benefit, such as:
    - (i) Furthering a county or municipal green space plan, of which the donor’s conservation easement will be an integral part; or
    - (ii) The easement will protect open space, the view of which can be and is enjoyed by the public from vantage points on adjacent or nearby property (e.g. from a road or adjoining public land), and that the protection of this viewshed will yield a significant public benefit.
- d. In order to offset the costs incurred by the Commission and Council in evaluating the application for endorsement and in making the actual endorsement, each applicant shall pay a required user fee to the County. Such user fee shall be an amount equal to 2% of the appraised value of the property being donated for conservation purposes, as reflected in the records of the Richland County Tax Assessor, or five hundred (\$500.00) dollars, whichever is greater.

(9) *Richland County Conservation Commission Fund.*

a. The Richland County Conservation Commission Fund is hereby established as a separate and segregated fund for the purpose of funding projects and activities of the Richland County Conservation Commission approved by the Richland County Council. Such fund shall consist of all funds appropriated by the Richland County Council, all gifts of land, cash or other assets made to the county for the purposes and objectives stated herein, and all other grants or other public or private revenues or gifts, with interest thereon, for such purposes.

b. The Richland County Council may make annual appropriations to the fund, and all funds appropriated shall be used solely and exclusively for the purposes stated herein. Unexpended or unused assets and funds shall be maintained in the Richland County Conservation Commission Fund and used solely for the identification, acquisition, lease, protection, maintenance and development of natural, cultural and historical property and resources identified on the list of significant resources developed by the Richland County Conservation Commission. Fund balances not expended during any fiscal year shall be carried forward for the identification, acquisition, lease, protection, preservation or development of resources listed on the commission’s list of significant resources.

c. All property or interests in property to be used by or for the Richland County Conservation Commission Fund shall be transferred to the county by the persons or entities owning title thereto, and all real property used, acquired or leased for commission purposes shall be owned, purchased, leased, held, conveyed, or disposed of in the name of the county by the Richland County Council. All such property or interests in property shall be listed on a fixed asset ledger, which shall be maintained. Such ledger shall show the value of property or interests in property acquired, leased, held, owned, preserved, protected, maintained, or developed, in whole or in part, from funds allocated from the Richland County Conservation Commission Fund.

(i) *Reserved.*

(j) *Richland County Hospitality Tax Advisory Committee.*

(1) *Creation.* There is hereby created a Richland County Hospitality Tax Advisory Committee.

(2) *Membership.* The Richland County Hospitality Tax Advisory Committee shall consist of five (5) members who shall be appointed by majority vote of the Council. All members must be interested citizens residing in the County, and at least two members must be representative of the restaurant industry.

(3) *Responsibilities.* The Richland County Hospitality Tax Advisory Committee shall review applications of those entities who are seeking funding from the County Promotions portion of hospitality tax funds. The Committee will then make recommendations to County Council for the allocation and distribution of such funds.

(4) *Terms of Members; Election of Chairperson; Meetings.*

(a) The Committee members shall serve a term of two years or until his or her successor is appointed.

(b) The Committee shall elect a chairperson.

(c) The Committee shall meet at such times and places as determined by the Chairperson, but shall hold at least one meeting each calendar year. The County Administrator shall assign staff to assist the Committee in making its recommendations to County Council. All meetings of the Committee shall be conducted in compliance with the South Carolina Freedom of Information Act.

(k) *Richland County Transportation Study Commission.*

(1) *Creation.* There is hereby created a Richland County Transportation Study Commission.

(2) *Membership.* The Richland County Transportation Study Commission shall consist of thirty-nine (39) members who shall be appointed as follows: 11 members, 1 from each member of County Council; 7 members, 1 from each member of Columbia City Council; 4 members, of which 1 shall be appointed by Lexington County Council, 1 shall be appointed by West Columbia City Council, 1 shall be appointed by Cayce City Council, and 1 shall be appointed by the Springdale Town Council; and 17 members, as recommended by the Richland County Rules and Appointments and approved by a majority vote of Richland County Council. No elected officials shall be appointed to this Commission.

(3) *Terms of Members; Sub-Committees; Election of Chairperson; Meetings.*

(a) A Commission member shall serve a term of two (2) years or until his or her successor is appointed.

(b) The Commission shall consist of four (4) sub-committees, and an at large membership, as follows:

1. An Executive sub-committee, which shall be composed of seven (7) members; and
2. A Greenways and Bike Paths sub-committee, which shall be composed of seven (7) members; and
3. A Roads sub-committee, which shall be composed of ten (10) members; and
4. A Transit sub-committee, which shall be composed of fourteen (14) members.

5. In addition, sixteen (16) members shall be appointed as at-large members; provided that fifteen (15) of the at-large members shall also be appointed to one of the sub-committees referenced above.

(c) The Commission's chairperson, co-chairperson, and those members to serve on the Executive sub-committee of the Commission, shall be appointed by a majority vote of Richland County Council.

(d) Each sub-committee shall elect a chairperson by a majority vote of its respective membership.

(e) The Commission shall meet at such times and places as determined by the Chairperson, but shall hold at least one meeting each calendar month. All meetings of the Commission shall be conducted in compliance with the South Carolina Freedom of Information Act.

(4) *Responsibilities.* The Richland County Transportation Study Commission shall study the long-range transportation needs of Richland County, including the current bus system and other modes of public transit. The Commission shall also assess the highway and road improvements that are needed to alleviate congestion that will allow people and goods to move through the County efficiently. This study shall include incentives for development throughout the County that is conducive to public transit, and shall include projects to alleviate congestion, including, but not limited to, Lower Richland Connector and Clemson Road. In addition, the Commission shall develop a plan to make Richland County more pedestrian and bicycle friendly. The Transportation Study Commission shall submit an interim report to Richland County Council in May 2007 and in November 2007. A final report shall be submitted to Richland County Council in May 2008. Copies of these reports shall be submitted to all local governments within the service area. Any consulting services that may be needed to assist the Commission with their responsibilities shall be managed by the Richland County Procurement Department (for example, RFPs). The Executive Committee of the Commission shall review the applications and make a recommendation to Richland County Council before a contract is awarded.

(l) *Richland County Business Service Center Appeals Board.*

(1) *Creation.* There is hereby created a Richland County Business Service Center Appeals Board.

(2) *Membership.* The Business Service Center Appeals Board shall consist of five members who shall be appointed by majority vote of the Council. The five-member board shall be comprised of no more than three and no less than two Certified Public Accountants, no more than two and no less than one member of the S.C. Bar Association, and no more than two and no less than one other business person, defined as a person who either owns their own business or has an executive role in a business. All members must be interested citizens residing in Richland County.

(3) *Responsibilities.* The Richland County Business Service Center Appeals Board shall serve as the appeals function expounded in the Richland County Code of Ordinances, Chapter 16, Article I. The Board will hear appeals resulting from any person aggrieved by a final assessment, charge backs from an audit, or a denial of a business license by the License Official. In that capacity and as a finder of fact, the Appeals Board shall have the following responsibilities:

- a. Adopting procedures relating to the execution of the Appeal's Board function;
- b. Receiving written appeals from businesses;
- c. Holding meetings to receive testimony by the business, the Business Service Center official, and any other official approved by the Appeals Board;
- d. Reviewing and analyzing the information presented in the testimonies provided;
- e. Making a factual conclusion as to the issue in question based upon the review and analysis; and
- f. Writing a formal determination regarding the decision made as to the issue in question.

(4) *Terms of Members; Election of Chairperson; Meetings.*

a. The term of office of the chairperson and each member of the Appeals Board shall be four (4) years. However, in making the initial appointments, two members shall be appointed for an initial term of four years, two members for an initial term of three years, and one member shall be appointed for an initial term of two years. Thereafter, their successors shall be appointed for terms of four years, or for the balance of any unexpired term. Members may be reappointed for a consecutive, second term, for four years. After this second term, a member may be reappointed for a third term, but only after two years has elapsed from the last day of the last term served. The County Council may terminate for just cause any Board members' terms of office.

b. The Committee shall elect a chairperson.

c. The Committee shall meet whenever an appeal is made, at such times and places as determined by the Chairperson.

(m) *Appointment of members of county athletic commission.*

(1) The county council, pursuant to the provisions of Act No. 48 of 1991, hereby assumes the appointive powers over the county athletic commission. There shall be five (5) members of the commission who shall be appointed as follows:

a. One member who resides in County Council District 1, 2, or 7;

b. One member who resides in County Council District 8 or 9;

c. One member who resides in County Council District 3 or 4;

d. One member who resides in County Council District 5 or 6;

e. One member who resides in County Council District 10 or 11.

(2) The members of the commission shall be appointed for four year terms and until their successors are appointed qualify.

(n) *Duties of local emergency planning committee.* The duties of the Richland County Local Emergency Planning Committee are hereby expanded to include the following:

(1) Ensure the full implementation of the Superfund Amendments and Re- authorization Act of 1986 (SARA), Title III be accomplished as quickly as possible.

(2) Make recommendations for hazardous materials code uniformity within Richland County and all municipalities within Richland County.

(3) Review environmental impact statements submitted by business handling environmentally sensitive materials.

(4) Develop facility inspection frequency recommendations based on inventory and release history.

(5) Make recommendations to insure the cooperation of all public safety and inspection agencies before, during, and after hazardous materials inspections.

(6) Make recommendations on planning and zoning ordinances for industries that produce, store, or transport hazardous materials. Develop recommendations for safe distances between residential areas and hazardous industries.

(7) Explore the possibility of adjacent jurisdictions adopting interlocal agreements, with mutual review of projects with regional impact.

(8) Develop recommendations for financial responsibility requirements for industries that manufacture, store, or transport hazardous materials.

(9) Develop a system of regulating local transportation of hazardous materials within the provisions of state and federal law.

(10) Develop a system to assist the facility planning process and require such a document be on file with the local emergency planning committee.

(11) Develop an outline for the permitting process of environmentally sensitive business.

(12) Conduct a study of crimes against the environment.

(13) Develop a cost recovery program to assist state and local government to recover cost expended in hazardous materials incidents.

(14) Explore shortfalls and gaps in hazardous waste regulations.

(o) *Disabilities and special needs board.*

(1) *Board.* There is hereby created the Richland/Lexington County Disabilities and Special Needs Board with powers, duties, responsibilities, and functions set forth herein.

(2) *Purpose.* It is the purpose of the Richland/ Lexington County Disabilities and Special Needs Board to develop, provide, coordinate, improve and operate community based programs serving persons with disabilities and special needs or other related disabilities with a view toward developing their respective mental, physical and social capacities to their fullest potential.

(3) *Membership.* The board shall be composed of fifteen (15) members, at least five (5) of whom shall be resident electors. The board shall be appointed by the governor of the State of South Carolina upon recommendation of the majority of the county legislative delegation. Persons with a demonstrated interest and background in disabilities and special needs and/or human services shall be recommended for appointment.

(4) *Terms.* The terms of the members shall be for four (4) years until their successors are appointed and qualify, except that of the first appointed: One (1) shall be appointed for one (1) year; two (2) for two (2) years; two (2) for three (3) years; and two (2) for four (4) years. Vacancies shall be filled for any unexpired terms in the same manner as original appointments. Any member may be removed by the appointing authority for neglect of duty, misconduct or malfeasance in office or for missing three (3) consecutive meetings after being given a written statement of reasons and an opportunity to be heard.

(5) *Meetings and requirements.* The board shall open all regular meetings to the general public. No fewer than four (4) meetings per year shall be held. Special meetings may be called, with reasonable notice given to other members.

(6) *Bylaws.* The board will establish its own bylaws. On an annual basis, it will elect a chairperson, a vice-chairperson, a secretary and a treasurer.

(7) *Insurance.* The board will maintain at all times, workers compensation insurance on its employees and a policy of liability insurance in the amount of one million dollars (\$1,000,000.00) covering all employees and board members. The premiums for this coverage shall be the responsibility of the board. Richland County shall be listed as an insured under the policy of liability insurance. The board shall furnish a copy of the current insurance policies to county council and will keep current copies of the policies on file at all times.

(8) *Duties.* The board shall:

a. Be the administrative, planning, coordinating, evaluative, and review body of services to persons in the county who are mentally retarded or have other related disabilities; the board shall be funded in part or in whole by appropriations for the South Carolina Department of Disabilities and Special Needs.

b. Submit an annual plan and projected budget to the South Carolina Department of Disabilities and Special Needs for approval and consideration of funding.

c. Review and evaluate, on at least an annual basis, county mental retardation and related disability services provided pursuant to this ordinance and report its finding and recommendations to the South Carolina Department of Disabilities and Special Needs and county council.

d. Promote and accept local financial support for Richland County programs from funding sources such as businesses, individuals, industrial and private foundation, voluntary agencies, governmental and other lawful sources and promote public support from municipal and county sources.

e. Employ personnel and expend its budget for the direct delivery of services or contract with those services vendors necessary to carry out county mental retardation or related disability service programs, which shall meet those specifications prescribed by the South Carolina Department of Disabilities and Special Needs.

f. Plan, arrange, and implement working agreements and contract with other human service agencies, both public and private, and with educational and judicial agencies.

g. Provide the South Carolina Department of Disabilities and Special Needs and the county council with such records, reports, and access to its sponsored services as the South Carolina Department of Disabilities and Special Needs and the county council may require and submit its sponsored services and facilities to licensing requirements of the South Carolina Department of Disabilities and Special Needs of the licensing requirements of other state or local agencies having such legal authority.

h. Buy, sell, mortgage, pledge, encumber, lease, rent, and contract with respect to real and personal property, from funds payable out of any revenues of the county disabilities and special needs board, and shall not obligate the full faith, credit, and taxing power of the county.

i. Provide a public forum to which individuals or groups may present any concerns or appeal a dispute or disagreement with a provided agency or service.

(p) *Duties of the Midlands Commission on homelessness.*

(1) The Midlands Commission shall be appointed from the civic and business community and shall be composed of seven (7) persons, each of whose leadership has demonstrated an interest in the needs of the homeless population of central South Carolina. Three (3) of the members of the Commission shall be appointed by the Mayor and City Council of the City of Columbia and four (4) of the members of the Commission shall be appointed by the County Council of the County of Richland, State of South Carolina. One of the four members of the Commission appointed by the County of Richland shall be the designee of the Consortium For The Homeless serving central South Carolina. The members shall serve for terms of three (3) years and until their successors are appointed and qualified, except that the first appointments shall be as follows: three (3) for three (3) years; two (2) for two (2) years; and two (2) for one (1) year. No Commission member shall be eligible for appointment following service as a Commissioner for one (1) year following the expiration of any full term of service as a Commissioner.

(2) Immediately upon the appointment of the Commission, it shall organize by electing one of its number as Chair, a second as Vice Chair, and a third as Secretary. The officers of the Commission shall hold office for terms of one (1) year and until their successors shall be chosen and qualified. It shall be the duty of the Commission to see that a record of the appointees to the Commission shall be filed in the office of the Clerk of County Council for Richland County, and the office of the Clerk of the City Council of Columbia, so as to indicate the persons holding office as members of the Commission and the duration of their respective terms. No member of the Commission shall receive any compensation for his or her services as a member of the Commission. Membership on the Commission shall not be construed to be an office of honor or profit.

(3) *Duties.*

- a. To act as an advocate for the needs of the homeless population in central South Carolina;
- b. To identify resources necessary to address the needs of the homeless population of central South Carolina;
- c. To encourage coordination in the planning for and delivery of services to the homeless population in central South Carolina.
- d. To the greatest extent possible, work in conjunction with the Consortium for the homeless and other entities serving the needs of the homeless.

e. To conduct its affairs in a fiscal year beginning July 1 and ending June 30. As shortly after close of its fiscal year as may be practicable, an audit of its affairs shall be made. Copies of such audit, incorporated into an annual report of the Commission, shall be filed with the Clerk for the County Council of Richland County, State of South Carolina, and the Clerk for the City Council of Columbia, State of South Carolina.

(4) Reasonable administrative assistance to the Commission shall be provided for by the City of Columbia in conjunction and cooperation with the County of Richland.

(5) Any action required of the Commission may be taken at any meeting of the Commission, regular or special, and at any such meeting a majority of the members of the Commission shall constitute a quorum for the purpose of transacting the business of the Commission.

(q) *Internal Audit Committee.*

(1) *Creation.* There is hereby established an Internal Audit Committee which shall have the structure, organization, composition, purposes, powers, duties, and functions established below.

(2) *Membership; terms.* The Internal Audit Committee shall be comprised of five members of Council (the Council Chair, the A&F Committee Chair, the D&S Committee Chair, the Economic Development Committee Chair, and the Rules and Appointment Committee Chair), two citizens appointed by a majority vote of the Council at large, and an employee appointed by the County Administrator. The citizens' and the employee's terms shall be one year in length, with up to three term renewals permitted. The Council members' terms shall be for as long as they serve in the capacity of Council Chair or Committee Chair.

(3) *Duties and responsibilities.*

a. The Internal Audit Committee shall develop with the Internal Auditor, for recommendation to the full Council for approval by majority vote, an audit schedule (which shall include areas to be reviewed, their priority and the timelines for completion), audit progress, audit follow-up, and special needs; and shall work to assure maximum coordination between the work of the Internal Auditor and the needs of the chief executive officer, the legislative body, and any other contractually hired auditors, as necessary or appropriate.

b. The Internal Audit Committee shall review, for recommendation to Council for approval by majority vote, all areas of County operations for which County funds are levied, collected, expended, or otherwise used. This includes departments or offices reporting to the County Administrator, departments or offices headed by elected or appointed officials, millage agencies, legislatively appointed Commissions receiving County funding, nonprofit organizations receiving grant monies from County funds, and any other organization receiving any type of funding for any purpose from the County.

c. The Internal Audit Committee shall oversee the responsibilities of the Internal Auditor, as stated in the negotiated contract with the Internal Auditor.

d. The Internal Audit Committee shall present to the full Council a written report regarding each audit conducted by the Internal Auditor following the Internal Auditor's report to the Internal Audit Committee for each audit. Additionally, in conjunction with the budget process, the Internal Audit Committee shall annually present to the full Council a written summary report regarding the audits, progress, findings, and any other appropriate information relating to the internal audits conducted during the past fiscal year following the Internal Auditor's summary report to the Internal Audit Committee.

e. The Internal Audit Committee shall annually review the Internal Auditor and anyone else working in such a capacity for adherence to government auditing standards in conducting its work to ensure quality service and independence as defined by those standards. (These are the federal Government Accounting Office's "Yellow Book" standards). A subsequent report of the Committee's findings shall be presented to Council for their information.

(r) *Bond Review Committee.*

(1) *Creation.* There is hereby established a Richland County Bond Review Committee which shall have the structure, organization, composition, purposes, powers, duties, and functions established below.

(2) *Membership; terms.* The Bond Review Committee shall be comprised of five members, as follows: two shall be county employees designated by the County Administrator, two shall be Council members designated by the County Council Chair, and one shall be a bond counsel representative. A member shall serve a term of two (2) years or until his or her successor is appointed. In addition, the County Auditor and the County Treasurer shall serve on the Committee ex officio, with all the same rights, duties, and responsibilities as a Committee member.

(3) *Duties and responsibilities.*

a. The Bond Review Committee shall review and make recommendations to the County Council regarding the issuance of Debt Obligations and the management of outstanding debt in accordance with the County Debt Policy.

b. The Bond Review Committee shall consider all issues related to outstanding and proposed Debt Obligations; including, but not

limited to, all matters affecting or relating to the creditworthiness, security and repayment of the proposed Debt Obligations, such as procurement of services for debt sales and administration, structure, repayment terms and covenants of the proposed Debt Obligation.

c. The Bond Review Committee shall periodically review county debt policies and make recommendations where appropriate.

d. The Bond Review Committee shall review all capital projects proposed to be financed with debt for compliance with the Debt Policy, and will make recommendations to the County Administrator as to the appropriate structure of such debt. In formulating its recommendations, the Committee shall consider:

1. Legality and availability of revenue for the repayment of such debt;
2. Impact of such debt on the county's debt capacity;
3. Ongoing operational impact analysis to consider additional requirement after project completion on the county's operating budget;
4. Impact analysis of debt service requirements to the total county debt obligation over life of debt;
5. Review post-project analysis to evaluate actual benefit received in comparison to estimates;
6. Review compliance on all outstanding bond covenants and requirements of the bond resolutions; and
7. Other relevant factors.

e. The Bond Review Committee shall present findings and recommendations to Council during project discussions.

(s) *Richland County Complete Streets Commission.*

(1) *Creation.* There is hereby created a Richland County Complete Streets Commission, hereinafter known as the Commission, or RCCSC.

(2) *Membership.* The Commission shall consist of nine (9) members, with one representative from each of the following general interest groups: one (1) representative from the South Carolina Department of Health and Environmental Control (DHEC); one (1) representative from the American Association of Retired People (AARP) regional office; one (1) representative from neighborhood advocacy interests; one (1) representative from the Central Carolina Realtors Association; one (1) representative from the Homebuilders Association of Greater Columbia; one (1) representative from cycling advocacy interests; one (1) representative from the Richland County municipalities; and one (1) representative from Americans with Disabilities Act (ADA) advocacy interests. In addition, the South Carolina Department of Transportation (SCDOT) District One Office Administrator or his/her designee shall serve on the Commission.

All members shall serve without compensation, and shall be appointed by the Richland County Council.

(3) *Terms of Members; Election of Chairperson; Meetings.*

a. Initially, three (3) members shall be appointed for a one year term; three (3) members for a two year term; and three (3) members for a three year term. Thereafter, all appointments shall be for a three year term. The initial appointments shall be as follows:

1. Three year terms for the ADA advocacy representative; Central Carolina Realtors Association representative; and the DHEC representative; and
2. Two year terms for the AARP representative; the municipal representative; and the cycling advocacy representative; and
3. One year term for the residential neighborhood advocacy representative; the District One SCDOT representative; and the Homebuilders Association of Greater Columbia representative.
4. After the initial appointments, each new appointment shall be for a three year term.
5. Appointments to a vacancy shall be for remainder of the representative's current term.

b. The Commission shall annually elect a chairperson and a vice-chairperson by a majority vote of its respective membership.

c. The Planning and Development Services Department shall provide administrative support to the Commission.

d. The Commission shall meet monthly during the second week of the month and shall not begin before 5:00 PM. The Chairman may call a special meeting at any time with a minimum seven (7) days notice to the members.

e. All meetings of the Commission shall be conducted in compliance with the South Carolina Freedom of Information Act.

(4) *Duties.* The Commission shall review and comment regarding proposals to implement the Richland County Complete Streets Program Goals and Objectives, adopted July 6, 2010, and as may be periodically amended thereafter. Said proposals may include, but are not limited to, regulations and/or procedures to:

- a. Improve cycling and pedestrian facilities and safety; and
- b. Complete a comprehensive sidewalk improvement program for County Council consideration by June 2012; and
- c. Create CMRTA Park-n-Ride facilities; and
- d. Preparation of a countywide ADA Transition Plan for County Council consideration by June 2014; and
- e. Develop measures in an attempt to reduce pedestrian and cycling accidents; and

f. Other duties as may be assigned by the County Council.

(5) *Procedures.* The Richland County Complete Streets Commission shall adopt Rules of Procedure by which meetings and activities of the Commission will be conducted no later than ninety (90) days after its first scheduled meeting. Such Rules shall not conflict with Robert's Rules of Order, the general and permanent statutes of the State of South Carolina, and Richland County ordinances.

(Code 1976, § 2-7001; Ord. No. 1533-86, § 1, 10-7-86; Ord. No. 1591-87, § 2, 3-3-87; Ord. No. 2060-90, §§ I--III, 12-18-90; Ord. No. 2141-91 HR, § 1, 10-15-91; Ord. No. 2153-91, § I, 11-5-91; Ord. No. 2159-91, § 1, 12-3-91; Ord. No. 2189-92, §§ I, II, 3-3-92; Ord. No. 2209-92, §§ II--VI, VII, 5-5-92; Ord. No. 2379, § I, 12-7-93; Ord. No. 086-94, §§ I--III, 12-6-94; Ord. No. 075-97HR, 9-10-98; Ord. No. 045-98HR, § I-- V, 11-17-98; Ord. No. 032-01HR, § II, 5-1-01; Ord. No. 035-01HR, § I, 5-1-01; Ord. No. 017-02HR, § I, 6-4-02; Ord. No. 053-03HR, § I, 9-16-03; Ord. No. 082-04HR, § I, 11-16-04; Ord. No. 001-05, § I, 1-4-05; Ord. No. 018-05HR, § I, 4-5-05; Ord. No. 014- 06HR, § I, 2-21-06; Ord. No. 077-06HR, § I, 7-18-06; Ord. No. 091-06HR, § 4, 10-3-06; Ord. No. 022-07HR, § I, 3-20-07; Ord. No. 050-07HR, § I, 5-15-07; Ord. No. 079-07HR, § I, 10-2-07; Ord. No. 029-08HR, § I, 6-3-08; Ord. No. 015-11HR, § I, 3-1-11; Ord. No. 017-11HR, § I, 3-15-11; Ord. No. 068-11HR, § I, 12-13-11; Ord. No. 034-13HR, §§ I, II, 7-2-13; Ord. No. 018-16HR, § I, 5-17-16)

**Secs. 2-333--2-339. Reserved.**

**MUNICIPALITY APPOINTMENT AUTHORITY**

<b>BOARDS, COMMISSIONS &amp; COMMITTEES</b>	<b>ARCADIA LAKES</b>	<b>BLYTHEWOOD</b>	<b>CITY OF COLUMBIA</b>	<b>EASTOVER</b>	<b>FOREST ACRES</b>	<b>IRMO</b>	<b>NOTES</b>
Accommodations Tax Advisory Committee	N	Y	Y	N	N	Y	
Animal Care Advisory Committee (County/City)	N	N	Y	N	N	N	
Board of Assessment Appeals	N	N	Y	N	N	N	
Board of Zoning Appeals	N	Y	Y	N	Y	Y	
Building Codes Board of Appeals	N	N	Y	N	N	N	
Central Midlands Regional Transit Authority Board	N	N	Y	Y	Y	Y	
Community Relations	N	N	Y	N	N	N	
Historic Columbia	N	N	Y	N	N	N	
Hospitality Tax Committee	N	N	Y	N	N	N	
Midlands Regional Convention Center Authority	N	N	Y	N	N	N	Board is currently suspended.
Music Festival Commission	N	N	Y	N	N	N	
Planning Commission	Y	Y	Y	N	Y	Y	
River Alliance Board	N	N	Y	N	N	N	
Riverbanks Park Commission	N	N	Y	N	N	N	
Transportation Penny Advisory Committee (TPAC)	Y	Y	Y	Y	Y	Y	