

RICHLAND COUNTY

DEVELOPMENT & SERVICES COMMITTEE AGENDA



TUESDAY, MARCH 28, 2017

5 P.M.

COUNCIL CHAMBERS

The Honorable Seth Rose, Chair

County Council District 5

The Honorable Yvonne McBride

County Council District 3

The Honorable Gwen Kennedy

County Council District 7

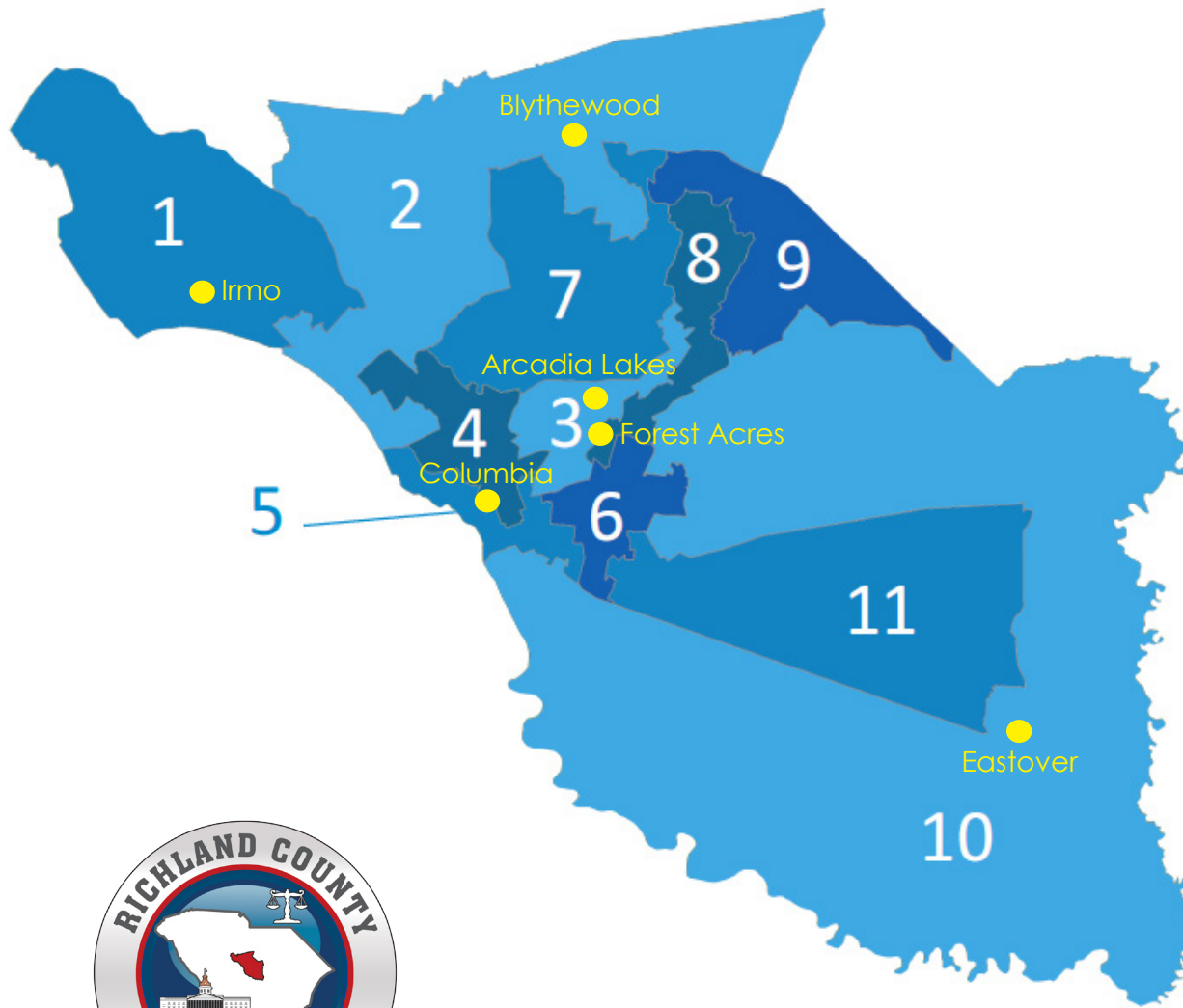
The Honorable Chip Jackson

County Council District 9

The Honorable Dalhi Myers

County Council District 10

RICHLAND COUNTY COUNCIL 2017-2018



VICE CHAIR
Bill Malinowski
District 1



CHAIR
Joyce Dickerson
District 2



Yvonne McBride
District 3



Paul Livingston
District 4



Seth Rose
District 5



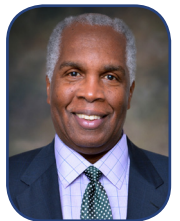
Greg Pearce
District 6



Gwendolyn Kennedy
District 7



Jim Manning
District 8



Calvin "Chip" Jackson
District 9



Dalhi Myers
District 10



Norman Jackson
District 11



Richland County Development & Services Committee

March 28, 2017 – 5:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29201

1. **CALL TO ORDER** The Honorable Seth Rose, Chair,
Development & Services Committee

2. **APPROVAL OF MINUTES** The Honorable Seth Rose
 - a. Development & Services Committee Meeting: February 28, 2017 [PAGES 4 - 7]

3. **ADOPTION OF AGENDA** The Honorable Seth Rose

4. **ITEMS FOR ACTION** The Honorable Seth Rose
 - a. Public Works: Award of the contract for the Three Creeks Debris Removal Project [PAGES 8 - 15]

 - b. Public Works: Award of the Columbia High / Sandel Elementary Sidewalk Project [PAGES 16 - 23]

 - c. Animal Care: Community Cat Diversion Program [PAGES 24 - 43]

 - d. Policy for Monitoring and Distributing County funds to Non-County Entities [PAGES 44 - 62]

 - e. Request from the Property Owner of 102 Cyrus Weston Road to Deed the Property Back [PAGES 63 - 86]

 - f. Council Motion: Richland County lost millions of dollars by not collecting taxes on (SOB) for the past five years. I move that the Legal Department along with Administration explore recovering the funds from Sexual Oriented Businesses directly or from the former Assistant County Administrator who defied Council's directive and ordering staff not to pursue collection or fines [PAGES 87 - 90]

5. **ADJOURN**

Note: Pursuant to Council Rules, Council will record non-electronic roll call voting for all votes that are not unanimous for second and third reading or one time votes; and which are not merely procedural in nature.



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

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA



DEVELOPMENT & SERVICES COMMITTEE

February 28, 2017
5:00 PM
County Council Chambers

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

CALL TO ORDER

Ms. Dixon called the meeting to order at approximately 5:00 PM

ELECTION OF CHAIR

Ms. Myers moved, seconded by Ms. McBride, to nominate Mr. Rose for Chair. The vote in favor was unanimous.

Mr. Rose was elected by acclamation.

APPROVAL OF MINUTES

Regular Session: December 20, 2016 – Mr. C. Jackson moved, seconded by Ms. McBride, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

Ms. Myers moved, seconded by Mr. C. Jackson, to adopt the agenda as published. The vote in favor was unanimous.

ITEMS FOR ACTION

Policy for Monitoring and Distributing County funds to Non-County Entities – Mr. Seals stated there is a memo and draft policy outlining staff's position on this matter included in the committee agenda packet.

Mr. C. Jackson requested background information on this item.

Mr. Seals stated the request was to review the annual allocation and distribution of County funds due to some consternation in the community as to whether the distribution process had been corrupted. The process in place was informal and could have led to inconsistency.

The recommendation is to standardize the application and request for funding. Each applicant must also possess a current business license.

Council Members Present

Calvin "Chip" Jackson
District Nine

Yvonne McBride
District Three

Seth Rose
District Five

Gwendolyn Davis-Kennedy
District Seven

Dalhi Myers
District Ten

Others Present:

Kevin Bronson
Brandon Madden
Michelle Onley
Kimberly Williams-Roberts
Shahid Khan
Nancy Stone-Collum
Quinton Epps
Jamelle Ellis
Daniel Driggers
Larry Smith
Gerald Seals

Mr. C. Jackson inquired what would be the next step if someone that received funding in the past and is no longer eligible under the new policy.

Mr. Seals stated the applicant would be allowed to re-submit prior to the deadline.

Mr. C. Jackson inquired about the terms of the Hospitality Tax Committee.

Mr. Seals stated that could be addressed at a subsequent workshop.

Mr. C. Jackson stated he does not want to do anything that would impede or encumber anyone from continuing to do good work in the community. Therefore, he would like to see the process as lax as possible.

Mr. Malinowski brought to staff's attention contradictory language in the requirements: ([1] Up to 75% of the allocated funding will be provided upfront. [2] All expenditures or planned expenditures must be made with businesses that have a valid Richland County Business License.)

Ms. Myers suggested using a portion of the funding to incubate the organizations/programs that may not be able to qualify and to receive all of their funding upfront.

Mr. C. Jackson moved, seconded by Ms. Kennedy, to defer this item to the March 28th committee meeting.

Mr. Seals requested Council members to contact him with proposed changes prior to the committee meeting.

The vote in favor was unanimous.

Designing a "Cultural and Historic Room" in the Decker Center – Mr. Seals stated one of the suggestions of staff is to have a hall of fame room where memorabilia can be displayed.

Ms. Kennedy inquired as to why Judge Jones name did not follow the Central Court move.

Mr. Seals stated Council named the building located on Huger Street after Judge Jones and not the function (i.e. Central Court). Therefore, it will require Council action to transfer the name to the Decker Center.

Mr. Rose inquired if the recommended room would be in public view.

Mr. Seals stated the room is not in a publicly accessible area of the building.

Mr. Rose stated he would like to see a publicly accessible area dedicated in Judge Jones honor. He suggested an oil painting and plaque be displayed in this area.

Mr. C. Jackson moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to create an area in a prominent place in the front of the facility ("Wall of Fame") that would display a portrait and narrative of Judge Jones. In addition, to identify a space in one of front court conference rooms to be utilized as an appropriate location to retain memorabilia that would represent the history of the judicial system in the community to allow school children to learn about Judge Jones, as well as, other prominent heroes who have served.

Mr. Seals stated the Decker Center Dedication is scheduled for March 24th.

Development & Services Committee
Tuesday, February 28, 2017
Page Three

Mr. Livingston suggested naming one of the courtrooms after Judge Jones and to display the bust of Judge Jones in the conference room.

Ms. McBride stated criteria needed to be set regarding the portrait.

Ms. Myers made a friendly amendment to simultaneously develop the criteria for honoring persons.

Mr. Rose made a friendly amendment to name the conference room after Judge Jones.

Ms. Kennedy requested Council members sit on the committee to insure Council's actions are carried out.

Ms. Dickerson is to re-establish the Decker Center Ad Hoc Committee.

Judge Jones' daughter spoke on behalf of her family regarding the committee's proposal.

Mr. Rose requested staff work with Judge Jones' family on the portrait and narrative.

The vote in favor was unanimous.

Funding the 2017 South Carolina Guard Air & Ground Expo – Mr. Madden stated this item was referred to the D&S Committee at the February 21st Council meeting. The request is for \$200,000 for the McEntire Joint National Guard Base for their upcoming expo.

Mr. Rose inquired if Council had provided funding for this event in the past and if other entities will be contributing.

Maj. Ryan Madrid, SC ANG, stated he does not believe Richland County has provided funding in the past. Additional funding has not been received to date, but other entities have been requested to contribute.

Mr. C. Jackson inquired if a budget has been submitted outlining how the funding will be utilized.

Maj. Madrid stated a budget has not been provided.

Mr. Malinowski requested a detailed budget prior to First Reading of this item and an explanation on how the statistics listed in the agenda packet were derived. In addition, he Malinowski requested a list of the entities McEntire requested funding from and that all vendors for the event have current Richland County business licenses and submit their hospitality tax to the County following the event.

Ms. Myers stated the 4-day air show is the largest on the East Coast is expected to attract over 150,000 guests, there will be a free day for students from all 46 counties to attend to participate in a STEM program, and hotel rooms have already been booked on Garners Ferry Road, Two Notch Road, etc. to support the show.

Mr. Livingston inquired as to when McEntire became aware of this event.

Maj. Madrid stated approximately a year ago.

Mr. Rose moved, seconded by Ms. Myers, to forward this item to Council without a recommendation. The vote in favor was unanimous.

Award of the contract for the Three Creeks Debris Removal Project – The meeting adjourned prior to this item being taken up.

Award of the Columbia High/Sandel Elementary Sidewalk Project – The meeting adjourned prior to this item being taken up.

Council Motion: Recovery of Funds from Sexually Oriented Businesses – The meeting adjourned prior to this item being taken up.

ADJOURNMENT

The meeting adjourned at approximately 5:58 PM.

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

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4a Meeting Date: 3/28/2017

To: The Honorable Seth Rose, Chair , Development and Services Committee

From: Ismail Ozbek, Director of Public Works

Department: Public Works Department

Item Subject Title: Award of the contract for the Three Creeks Debris Removal Project

Action Taken by Committee previously: The Committee adjourned prior to considering this item at its February 28, 2017 meeting.

Options:

1. Proceed with recommending Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.
2. Do not proceed with recommending Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

Motion Requested Today: Recommend that Council award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: The funding will come from two sources, the County's Roads & Drainage Budget and a reimbursement grant from the National Resources Conservation Services (NRCS). The impact to the Public Works operational budget is \$72,590.

Capital Budget: N/A.

Funding Amount/Source: It is anticipated that approximately \$43,845.00 will be covered as a reimbursement from the National Resources Conservation Services (NRCS) and the remaining \$72,590.00 will come from the Roads & Drainage Budget.

Requested by: Public Works Department

Staff Representative: Ismail Ozbek, Director of Public Works

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action (Council can view the full NRCS grant application upon request)

2/3/17
Date Submitted

Brandon Madden
Approved by the County Administrator

2
Council District

Richland County Council Request of Action

Subject: Department of Public Works – Three Creeks Debris Removal Project

A. Purpose

County Council is requested to award the contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00. It is anticipated that approximately \$43,845.00 will be covered as a reimbursement from the National Resources Conservation Services (NRCS) and the remaining \$72,590.00 will come from the Roads & Drainage Budget.

B. Background / Discussion

On October 2, 2015 the state of South Carolina experienced a 1,000 storm event, and Richland County was one of the main counties that received the most damage from the storm. This event caused a significant amount of debris to wash down into several creeks. This debris partially blocks the flow of stormwater through the creeks, and this impairment in turn creates the potential for flooding of the nearby properties during future rain events.

After the flood event, the County was approached by the NRCS to see if there was an interest in applying for grant money under the SC NRCS Emergency Watershed Protection (EWP) Program to assist with recovery efforts. The NRCS grant is used specifically to address hazards caused by natural disasters that pose an imminent threat to life and/or property. By using this funding to restore the impaired watersheds to a stable hydrologic function, the County will be able to decrease the risk of property flooding and damage in the future.

The County identified several locations, by both citizen requests and staff observations, which have noticeable impairments due to the October flood. These locations were provided to NRCS, who visited the sites to determine if they were eligible under the program guidelines. Three locations were deemed eligible and are along portions of Gills Creek, Toms Creek, and Hope Creek. The County applied for and has been approved for partial funding from the NRCS to clean the debris from these three locations.

C. Legislative / Chronological History

- The County was approached by NRCS in October 2015
- NRCS visited locations of possible project locations in January and February 2016
- NRCS determined that three locations were eligible and provided cost estimates in February 2016
- County acquired permissions from fifteen (15) properties from March through July 2016
- The project was advertised August 2016
- The bid opening was held August 23rd, 2016
- The County finalized the application, financial, and legal documents and provided them to the NRCS October 2016
- L-J, Inc. was the lowest responsive, responsible bidder, at a total of \$105,850.00. Adding a 10% contingency to this amount brings the total to \$116,435.00.

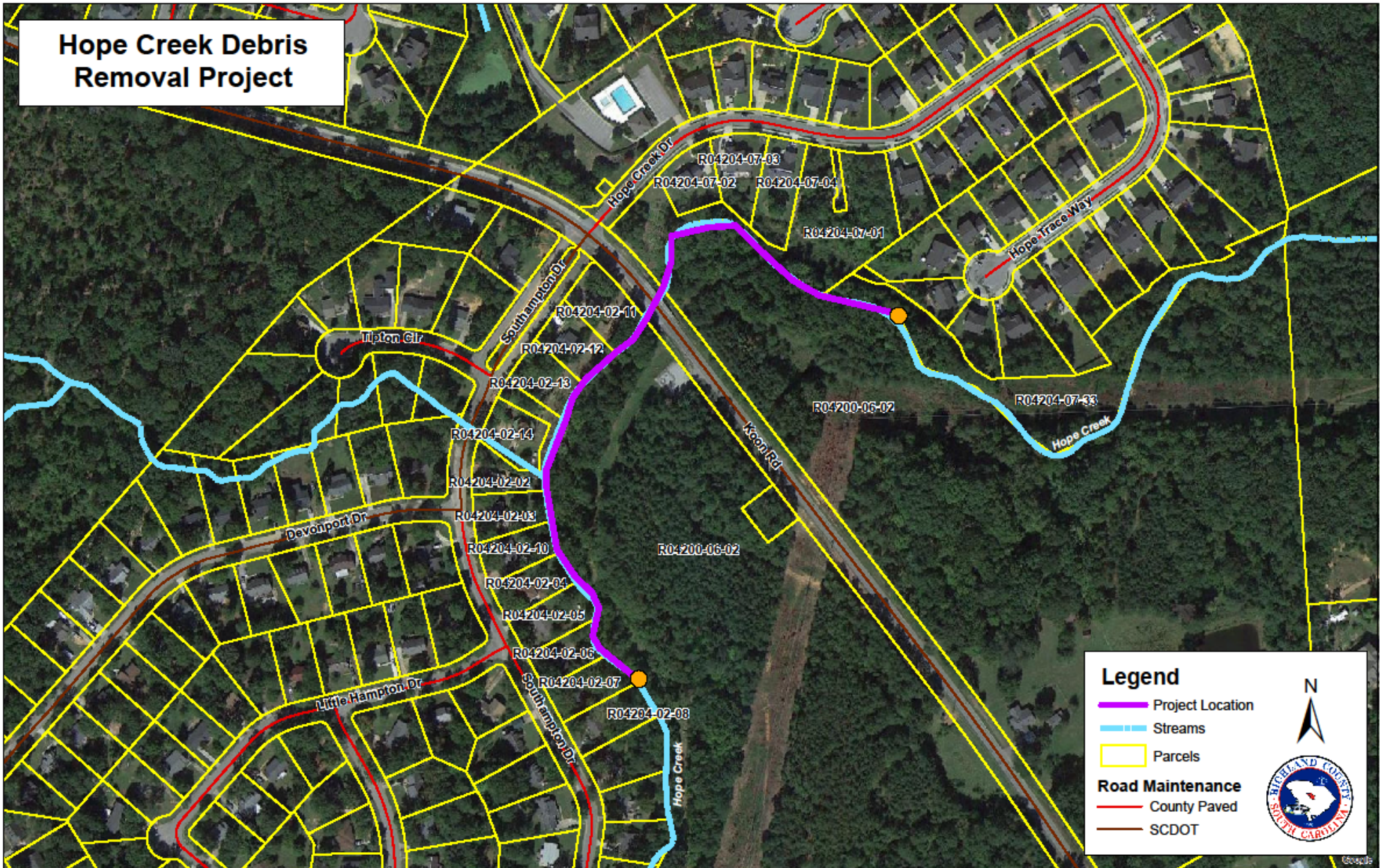
D. Alternatives

1. Award the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.
2. Do not award the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

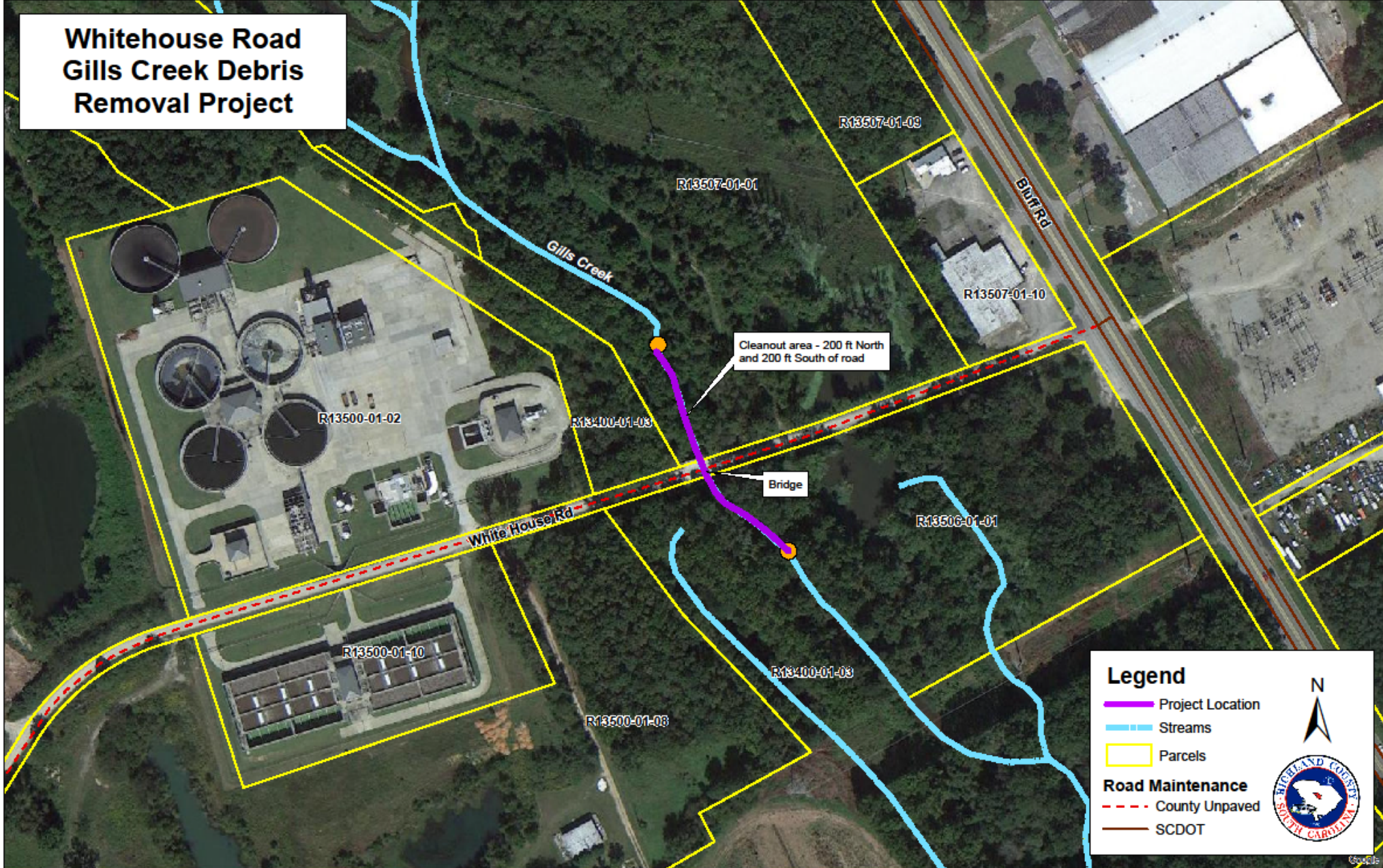
E. Final Recommendation

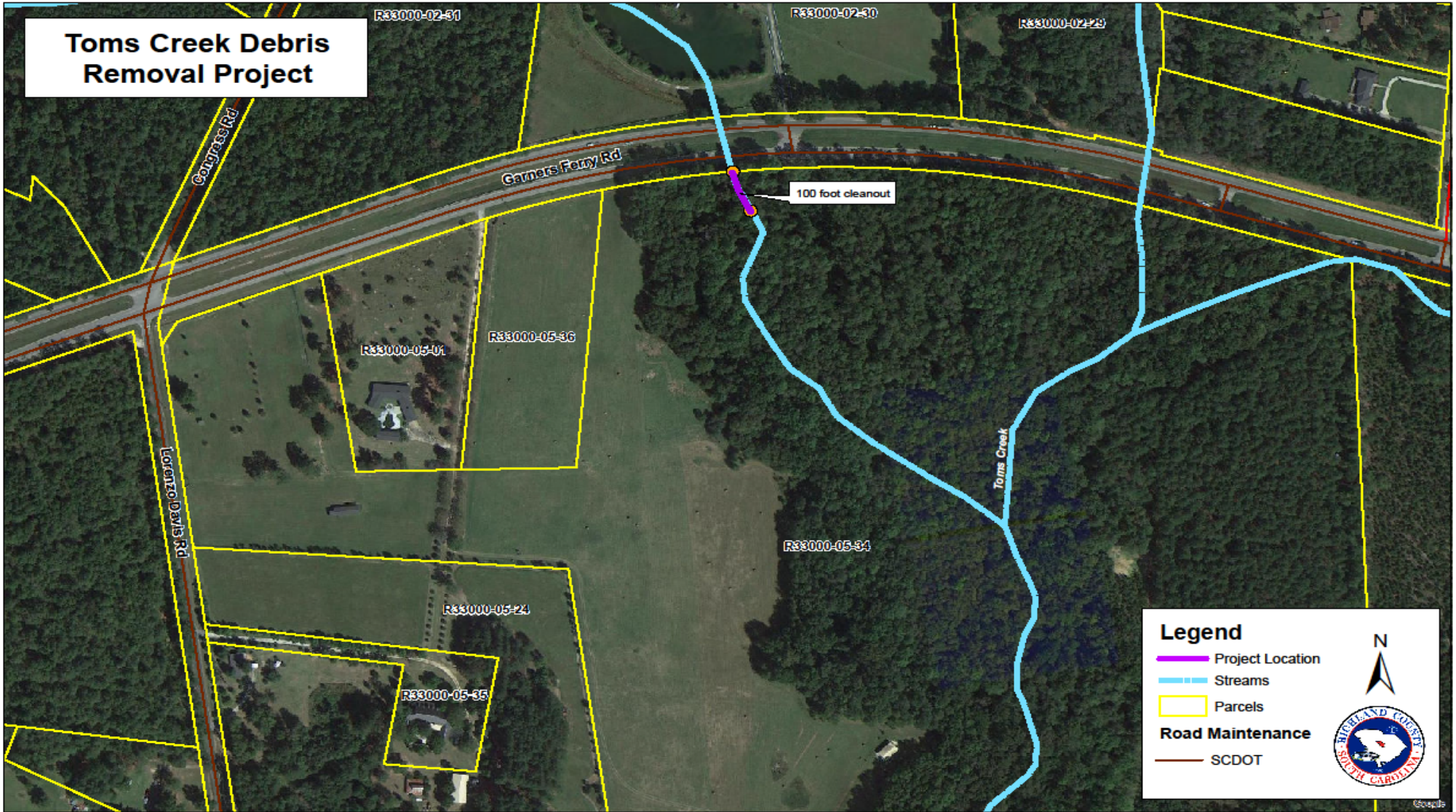
It is recommended that Council proceed with awarding the construction contract for the Three Creeks Debris Removal Project to L-J, Inc. in the amount of \$116,435.00.

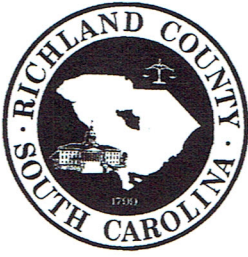
Hope Creek Debris Removal Project



Whitehouse Road Gills Creek Debris Removal Project








Department of Public Works Memorandum



February 22, 2017

To: Procurement Department

From: Stephen S. Staley, PE, County Engineer 

RE: Three Creeks Debris Removal – RC-PWE-101-1617

The Three Creeks Debris Removal was bid on August 23rd, 2016 at 2:00 P.M. At that time, the sealed bids were opened and read along publically. There were two bidders for this project. They are as follows:

L-J, Inc.	\$105,850.00
Richardson Construction	\$338,000.00

After reviewing and certifying the correct bid amounts, the Lowest, Responsible, Responsive bidder is L-J, Inc. in the amount of \$105,850.00.

Richland County Public Works recommends awarding the project to L-J, Inc. with a 10% contingency to it bringing the final total to \$116,435.00.

It is anticipated that \$43,845.00 of this project will be covered as a reimbursement from the National Resources Conservation Services (NRCS) because this project is in response to the October 2015. The additional funding will come from the Roads & Drainage.

A Request Of Action has been prepared for submittal to Council to obtain their approval of the award of this project.

CC: Ismail Ozbek, P.E., Director of Public Works
Allison Steele, Interim Assist County Engineer/Stormwater Engineer
Carlton Hayden, General Manager, Roads & Drainage Division

THREE CREEKS DEBRIS REMOVAL

BID TABULATION

8/23/2016

<u>ITEM</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>Richardson Construction</u>		<u>L-J Inc.</u>	
			<u>UNIT COST</u>	<u>TOTAL</u>	<u>UNIT COST</u>	<u>TOTAL</u>
Hope Creek - Koon Rd.						
Mobilization	LS	1	134,000.00	134,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	30	1,000.00	30,000.00	490.00	14,700.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
Gills Creek - Whitehouse Rd.						
Mobilization	LS	1	48,000.00	48,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	40	1,000.00	40,000.00	490.00	19,600.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
Toms Creek - Garners Ferry Rd.						
Mobilization	LS	1	20,000.00	20,000.00	4,150.00	4,150.00
Traffic Control	LS	1	10,000.00	10,000.00	12,500.00	12,500.00
Debris Removal & Disposal	TN	30	1,000.00	30,000.00	490.00	14,700.00
Permanent Vegetation	AC	0.2	10,000.00	2,000.00	11,500.00	2,300.00
TOTAL				\$338,000.00		\$105,850.00

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4b Meeting Date: 3/28/2017

To: The Honorable Seth Rose, Chair , Development and Services Committee

From: Ismail Ozbek, Director of Public Works

Department: Public Work's Department

Item Subject Title: Approve the award of the Columbia High / Sandel Elementary Sidewalk Project

Action Taken by Committee previously: The Committee adjourned prior to considering this item at its February 28, 2017 meeting.

- Options:**
1. Proceed with recommending Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.
 2. Do not proceed with recommending Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

Motion Requested Today: Recommend that Council approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: If approved, this action will appropriate \$127,350.10 from the Roads & Drainage Budget to fund this project.

Capital Budget: N/A.

Funding Amount/Source: The funding will come from two sources as the County received a 60% / 40% matching-funds grant from the SC Department of Transportation (SCDOT) to support this project. SCDOT will fund \$145,000 of the project, and the remaining \$127,350.10 will come from the Roads & Drainage Budget.

Requested by: Public Works Department

Staff Representative: Ismail Ozbek, Director of Public Works

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action

2/3/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

2
Council District

Richland County Council Request of Action

Subject: Department of Public Works: Columbia High/Sandel Elementary Sidewalk Project

A. Purpose

County Council is requested to approve the award of the Columbia High/Sandel Elementary Sidewalk Project to Armstrong Contractors, LLC in the amount of \$272,350.10. The funding will come from two sources because this was a 60% / 40% matching-funds grant received from SC Department of Transportation. SCDOT will fund \$145,000 of the project, and the remaining \$127,350.10 will come from the Roads & Drainage Budget.

B. Background / Discussion

The SCDOT Transportation Alternatives Program is one that provides funding for projects that propose to update, repair, or improve facilities for pedestrians and bicycles. This funding is in the form of a grant where SCDOT will match 60% of the project up to a limit of \$145,000.

In 2013, Public Works applied for the grant to install new sidewalk in the vicinities of Columbia High School and Sandel Elementary School. This project includes installing new sidewalk and ADA curb ramps where there currently are not any and replacing existing ramps that are not in compliance. It also includes installing new crosswalk markings where there are not any and remarking existing ones that are old and faded. To be ADA compliant, sidewalks and intersection curb ramps leading down to crosswalks must have the correct slope, cross-slope, and width and contain detectable warnings.

C. Legislative / Chronological History

- May 2013 – Public Works applied for the grant
- September 2013 - Public Works was awarded the grant for this project
- November 2013 – Public Works applied to be the LPA (Local Public Agency) so that the project could be managed in-house
- December 2013 – Public Works was approved as the LPA
- August 2014 – The agreement between SCDOT and Richland County was executed
- August 2014 – The funding for this project was not rolled over at the start of this fiscal year.
- July 2015 – Funding was approved for this fiscal year.
- March 2016 – Design and associated grant paperwork was finalized and submitted to SCDOT
- June 2016 – Encroachment permit was received from SCDOT
- October 2016 – The County received authorization from SCDOT to advertise the project
- November 2016 – Bid Opening was held (See attached bid tabulation). Armstrong Contractors, LLC was the lowest responsive, responsible bidder with a bid of \$247,591.00. Adding a 10% contingency to that brings the total to \$272,350.10.

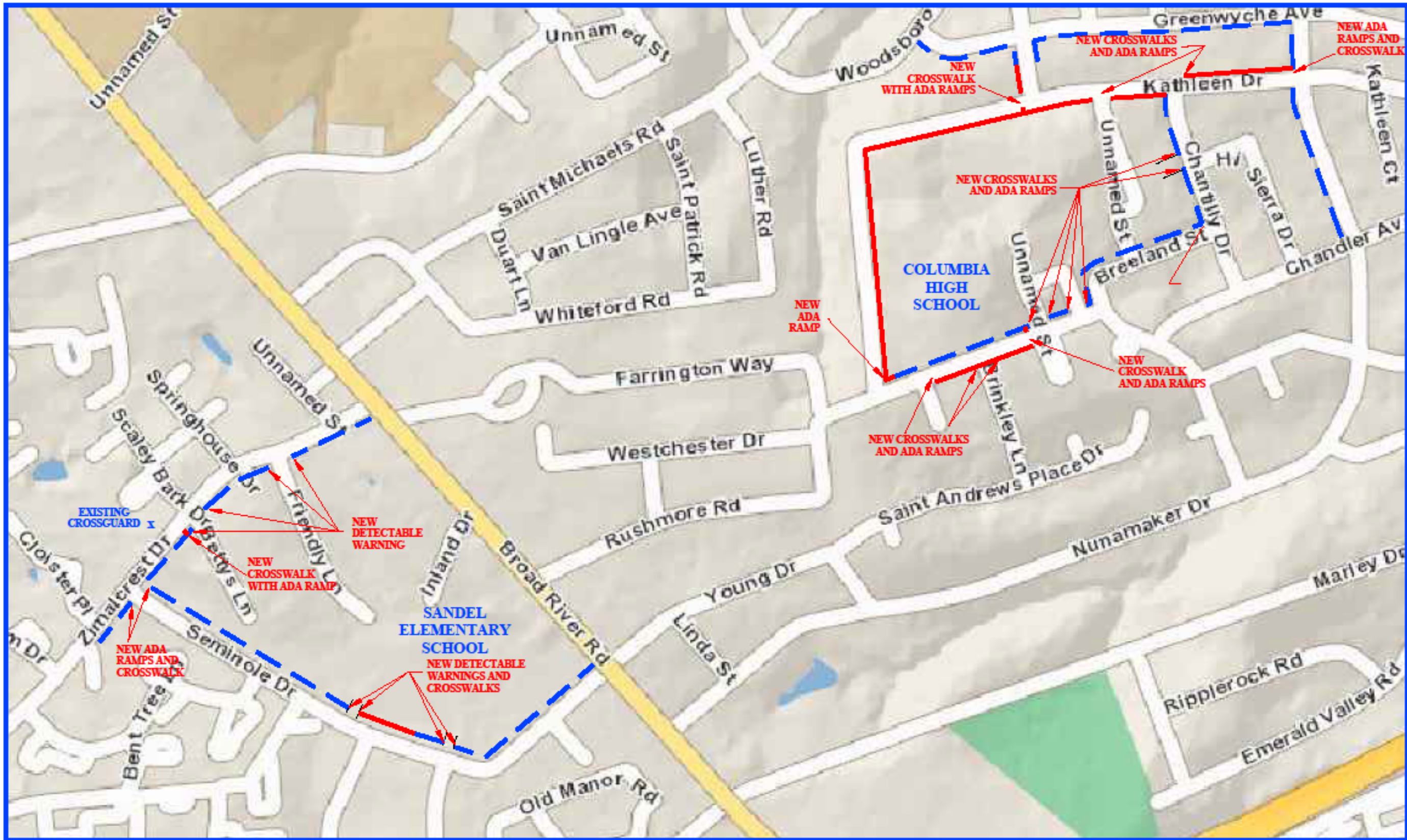
- January 2017 – The County received approval from SCDOT to award the project to Armstrong Contractors, LLC

D. Alternatives

1. Approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.
2. Do not approve the request to award the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.

E. Final Recommendation

1. It is recommended that Council proceed with awarding the Columbia High/Sandel Elementary Sidewalk Project in the amount of \$272,350.10 to Armstrong Contractors, LLC.



Columbia High School and Sandel Elementary School Sidewalk Project
 Scale: 1" = 500'

- PROPOSED SIDEWALK
- - - EXISTING SIDEWALK



South Carolina
Department of Transportation

September 24, 2013

Mr. David Hoops
Director of Public Works
Richland County
400 Powell Road
Columbia, South Carolina 29203

**RE: Award Notification for the Columbia High and Sandel Elementary Schools
Sidewalk Transportation Alternatives Project Proposal**

Dear Mr. Hoops:

The South Carolina Department of Transportation (SCDOT) is pleased to inform Richland County that the application for the Columbia High and Sandel Elementary Schools Sidewalk project was approved by SCDOT's Commission on July 9, 2013. As requested, \$145,000 in federal transportation enhancement funds will be made available for the project after the development and complete execution of a participation agreement (contract) between SCDOT and Richland County. Please note any expenses for work incurred by the County prior to the execution of the participation agreement and the receipt of a formal notice to proceed will not be eligible for reimbursement. Work includes any activities associated with the project including, but not limited to, the advertising and hiring of design consultants or construction services.

In order for the development of the project to move forward in an expeditious manner, please contact our Local Public Agency Administrator, Ms. Michael Peterson at your earliest convenience regarding the administration and management services for advancing this project. Ms. Peterson can be reached at (803) 737-1953. Additional information and procedures can be found on the Department's website <http://www.scdot.org/doing/lpa.shtml>.

If you should need additional information or have further questions, please contact me at (803) 737-1952.

Sincerely,

Cathy P. Rice
TAP Coordinator
Local Program Administration

cc: Reginald Simmons, COATS Enhancement Coordinator
Herb Cooper, Local Program Administrator
Randall Young, Midlands Regional Production Engineer
Michael M. Peterson, Local Public Agency Administrator

File: LPAO/CPR





August 5, 2014

Mr. Ismail Ozbek, P.E.
Interim Director / County Engineer
Department of Public Works
Richland County
400 Powell Road
Columbia, South Carolina 29203

Re: Participation Agreement and Notice to Proceed
LPA-14-14 Columbia High/Sandel Elementary Pedestrian Improvement Project
Project ID PD 27054

Dear Mr. Ozbek:

Pleased find enclosed one fully executed original participation agreement between the South Carolina Department of Transportation (SCDOT) and Richland County (County) for the above referenced project.

This letter shall serve as the County's **NOTICE TO PROCEED** for the project. The County shall comply with the terms and conditions of the enclosed participation agreement. The County must also follow the Procedures for Local Public Agency Project Administration, available on the SCDOT website at <http://www.scdot.org/doing/localPublicAdmin.aspx>. Also, please continue to coordinate closely with Julie Barker who can be reached at (803) 737-1365.

I look forward to working with Richland County on this project. Should you have any questions please do not hesitate to contact me at (803) 737-4492.

Sincerely,

Sid Bacchus
Local Public Agency Administration Engineer

SCB:seaj
Enclosures

cc: Reginald Simmons, COATS Enhancement Coordinator
ec: Ron Patton, Chief Engineer for Location and Design





January 9, 2017

Mr. Ismail Ozbek, P.E.
Interim Director / County Engineer
Richland County Government
400 Powell Road
Columbia, South Carolina 29203

Re: Construction Award Concurrence Approval
Columbia High/Sandel Elementary Project (LPA-14-14) / File No.: P027054

Dear Mr. Ozbek:

The South Carolina Department of Transportation (SCDOT) has completed the review of materials provided with the LPA Construction Award Concurrence Request Form. After reviewing the bid proposals and supporting documentation for the project, SCDOT concurs with the award of the construction contract for the above referenced project to the lowest responsive bidder, Armstrong Contractors, in the amount of \$247,591.00, as stated in the bid documents submitted to SCDOT.

Richland County Government is hereby approved to proceed with the award of the construction contract for the referenced project. Please provide the following documentation to this office, when available:

- The completed LPA Construction Contract Information Form, with documentation, found under "Program Development Forms" at the SCDOT website <http://www.scdot.org/doing/localPublicAdmin.aspx>.
- A copy of the executed Construction Contract.

As the project advances, there are additional requirements that the County must address. These requirements are described in the Checklist for Local Public Agency (LPA) Projects and the Procedures for Local Public Agency Project Administration, which can be found on the aforementioned SCDOT website. Please coordinate with Paul Miller, SCDOT Richland County Resident Engineer. Mr. Miller can be reached at (803) 786 0717.

Additionally, as a reminder, please provide the name of the firm providing the Construction, Engineering, & Inspection (CE&I) services. It is mandatory that the inspectors performing these services are SCDOT certified.



Post Office Box 161
Columbia, South Carolina 29202-0161

Phone: (803) 757-8314
TTY: (803) 757-8670

AN EQUAL OPPORTUNITY
AFFIRMATIVE ACTION EMPLOYER

Bid Tabulation

RICHLAND COUNTY
PROCUREMENT DEPT

IPA 14-14 COLUMBIA HIGH/SANDEL ELEMENTARY SIDEWALK PROJECT
2016 NOV 17 PM 2:00

RICHLAND COUNTY, SC

RC-PWH-14K-1617

November 17th, 2016 @ 2:00 PM

Contractor	Req. Documents	Bid Amount	Rank
<i>ACS Specialty</i>		<i>320,445.80</i>	
<i>Armstrong Contractors</i>		<i>247,591.00</i>	
<i>Christy Coffey</i>	<i>11-17-16</i>	<i>200,500.00</i>	

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4c Meeting Date: March 28, 2017

To: The Honorable Seth Rose, Chair, Development and Services Committee

From: Sandra Haynes, Director, County Animal Care

Department: Animal Care

Item Subject Title: Animal Care: Community Cat Diversion Program

Action Taken by Committee previously: None.

Options:

1. Review the recommendations and requested ordinance changes and approve.
2. Review the recommendations and requested ordinance changes and do not approve.
3. Review the recommendations and requested ordinance changes and approve with agreed upon changes by Council.

Motion Requested Today: Recommend that Council approve the request to amend the ordinance and implement the No-Kill community recommendations.

Staff Recommendation: Recommend that Council approve the request to amend the ordinance and implement the No-Kill community recommendations.

Impact of Action: Operating Budget: None.

Capital Budget: None.

Funding Amount/Source: None identified at this time.

Requested by: Sandra Haynes, Director, County Animal Care

Staff Representative: Sandra Haynes, Director, County Animal Care

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action

3/14/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

All
Council District

Richland County Council Request of Action

Subject: Animal Care: Community Cat Diversion Program

A. Purpose

County Council is requested to review recommendations for policy and ordinance changes and make a decision on whether to approve any of them.

B. Background / Discussion

Reducing the number of animals euthanized in our community depends on the collaboration of Richland County, not-for-profit organizations, and individuals who support the effort with their time, expertise and financial gifts. Each plays a significant role in establishing a no-kill community.

Understanding the role of the County, County Council is being asked to consider a few key recommendations which aim to promote the transformation of Richland County to a no-kill community. As a proactive measure, it would be beneficial to strongly consider these recommendations as a feasible solution for the issue that the community currently faces with its euthanasia rates. The specific proactive measures that are currently being considered are those that address owner surrendered animals and the disposition of feral cats.

When considering the euthanasia rates in the County, one of the directly related contributors that we could more effectively control are owner surrendered animals. If owners are tasked by the County to acknowledge accountability for the pets, there is then a higher expectation to genuinely exhaust all other measures before surrendering them to the shelter. This would potentially result in a reduction in euthanasia of healthy pets. By altering the County's policy on the intake of owner surrendered animals we are able to proactively foster this accountability.

Additionally, the number of feral cats that enter the shelter disproportionately contribute to its euthanasia rates. The most obvious reason for this is the aggressive rate at which these cats reproduce. This reproduction rate has proven to be much greater than the rate at which they are being euthanized. This has resulted in an increased euthanasia effort while the feral cat population still continues to grow. As another proactive measure, an adoption of a policy that would address the active reproduction of feral cats while also reducing the number that are euthanized, could ultimately serve to be a common ground for proponents of a no-kill community and those that are indifferent to the concept.

In an effort to take charge in the transition of the County to a no-kill community, below are the recommendations that we are requesting to go forward with.

Recommendation that requires a policy change only:

1. The County would no longer provide service for owners requesting to have their healthy pets picked up. Citizens would schedule non-emergency owner surrenders with the City of Columbia Animal Shelter. However, the County would continue to pick up sick and injured owner surrenders by request.

Recommendation that requires an ordinance change:

1. Amend the County ordinance to include a Community Cat Diversion Program ordinance.

Independent of the no-kill community recommendations, staff is also requesting Council to approve general amendments to the ordinance. These amendments are being requested to provide for clearer guidelines for Animal Care Officers and citizens alike. Additionally, amendments are being requested to ensure that the County is better able to act in the best interest of public safety. All requested ordinance amendments are attached for your convenience.

C. Legislative / Chronological History

This is a staff initiated request so there is no legislative history.

D. Alternatives

1. Review the recommendations and requested ordinance changes and approve.
2. Review the recommendations and requested ordinance changes and do not approve.
3. Review the recommendations and requested ordinance changes and approve with agreed upon changes by Council.

E. Final Recommendation

It is recommended that Council approve the request to amend the ordinance and implement the aforementioned recommendations. Some of the requested ordinance amendments are being submitted in an effort to provide clearer guidelines for Animal Care Officers as it relates to enforcement. There have been issues of ambiguity in the past that have raised questions of applicability in court and these amendments seek to alleviate these questions.

The County should implement the recommendations because it is our intent to proactively work toward the goal of becoming a no-kill community.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ____-16HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 5, ANIMALS AND FOWL.

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

SECTION I. The Richland County Code of Ordinances; Chapter 5, Animals and Fowl, is hereby amended by the deletion of the language contained therein and the substitution of the following language:

CHAPTER 5: ANIMALS AND FOWL

Sec. 5-1. Definitions.

Whenever used in this chapter, unless a contrary intention is clearly evidenced, the following terms shall be interpreted as herein defined.

Abandon shall mean to desert, forsake, or intend to give up absolutely an animal without securing another owner.

Abuse shall mean the act of any person who deprives any animal of necessary sustenance or shelter, or inflicts unnecessary pain or suffering upon any animal, or causes these things to be done.

Animal shall mean, in addition to dog and cat, any organism of the kingdom of Animalia, other than a human being.

Animal Care Officer shall mean any person employed by the county to enforce the animal care program.

Animal Care Facility shall mean any premises designated by the county for the purpose of impounding, care, adoption, or euthanasia of ~~dogs and cats~~ animals held under authority of this chapter.

At large shall mean an ~~pet~~ animal running off the premises of the owner or keeper and not under the physical control of the owner or keeper by means of a leash or other similar restraining device, or an animal on its owner's premises but not under restraint. A dog properly within the enclosed boundaries of a dog park shall not be considered at large. For the purposes of this definition, a dog park shall mean an enclosed area, owned and/or operated by the county, any municipality, or private entity, designed, intended, and used for domestic dogs to play and exercise off-leash in a controlled environment under the supervision of their owners.

Community Cat, also call “free roaming cat”, shall mean a domestic cat that lives outdoors full-time, has little or no human contact, is not well socialized to humans, and has no known owner. Pets, house cats which are outside periodically, and stray cats (lost or abandoned house pets) are specifically excluded from this definition.

Dangerous or vicious animal shall mean:

(1) Any animal, which the owner knows or reasonably should know, has the propensity, tendency or disposition to attack, to cause injury to, or to otherwise endanger the safety of human beings or domestic animals; or

(2) Any animal which attacks a human being or domestic animal one or more times without provocation, whether or not such attack occurs on the premises of the animal’s owner; or

(3) Any animal, which is not under restraint, and which commits unprovoked acts and those acts cause a person to reasonably believe that the animal will attack and cause bodily injury to a human being or domestic animal; or

(4) An animal owned, kept or harbored primarily, or in part, for the purpose of animal fighting or an animal which has been trained for animal fighting.

Domestic shall mean any animal which shares the genetic makeup and/or physical appearance of its ancestors which were historically domesticated for human companionship and service.

Non-domestic shall mean any animal which shares the genetic makeup and/or physical appearance of its ancestors which were not historically domesticated for human companionship and service.

Nuisance shall mean an animal that disturbs the rights of, threatens the safety of, or damages a member of the general public, or interferes with the ordinary use and enjoyment of their property or public property.

Owner shall mean any person who:

- (1) Has a property right in an animal;
- (2) Keeps or harbors an animal or who has it in his or her care or acts as its custodian; or
- (3) Permits an animal to remain on or about any premises occupied by him or her.

Pet shall mean a domestic dog (canis familiaris) and/or a domestic cat (felis catus domesticus).

Shelter shall mean any structure appropriately sized for the pet to stand or lie in a normal manner. The structure must have a roof, three sides, appropriate sized opening for the entry and exit and a floor so as to protect the pet from the elements of weather.

Under restraint shall mean an pet animal that is on the premisess of its owner or keeper by means of a leash, fence or other similar restraining device, or is on the premises of its owner or keeper and

accompanied by the owner/keeper, or an pet animal that is off the premises of its owner or keeper but is accompanied by its owner or keeper and is under the physical control of such owner or keeper by means of a leash or other similar restraining device.

Wild or feral animal shall mean any animal which is not naturally tame or gentle, and which is of a wild nature or disposition, and which is capable of killing, inflicting serious injury upon, or causing disease among, human beings or domestic animals and having known tendencies as a species to do so.

Sec. 5-2. Differential county and commercial pet breeder licenses; license fees; rabies vaccination tags.

(a) It shall be unlawful for the owner of any pet to fail to ~~provide~~ obtain for any pet over four (4) months of age, ~~with~~ a current county pet license tag. The owner of any pet over four (4) months of age must also have a current rabies vaccination tag showing that such pet has been vaccinated by a licensed veterinarian. No license will be issued unless proof of inoculation is shown. Any pet owner who moves into the county for the purpose of establishing residency shall have thirty (30) days in which to obtain the license.

(b) ~~The county license fee for fertile pets shall be twenty dollars (\$20.00) per year. The annual license fees for fertile and sterilized pets shall be established and approved by the county council. The county license fee for sterilized pets shall be four dollars (\$4.00) per year.~~ Licenses will expire one (1) year after the date of issue, and owners will have until the end of the month of original issue to renew the licenses.

(c) The Animal Care Department shall annually provide a sufficient number of durable tags suitable for pets, numbered from one (1) upwards, on which shall be stamped the year and the words "pet license." Such tags must be worn by all pets in the county at all times. ~~Any pet owner who has their animal tattooed may register the tattoo number with the Animal Care Department in addition to obtaining a tag.~~

(d) It shall be unlawful for a commercial pet breeder to fail to obtain a county commercial pet breeder license. The requirements for such a license are as follows:

(1) Individuals engaged or intending to engage in breeding as a business, occupation, or profession must obtain a commercial pet breeder license from the Animal Care Department. Additionally, such breeders must obtain a separate business license through the County's Business Service Center.

(2) ~~First-time a~~ Applicants must have all pets that have reached the age of four (4) months, currently licensed with a ~~C~~ county pet license, before applying for the commercial pet breeder license.

(3) The Animal Care Department, through its Animal Care Officers, shall conduct an inspection of the property for the license requested by the applicant to determine whether the applicant qualifies to hold a license pursuant to this section.

(4) During an inspection, an Animal Care Officer will be looking for the following:

a) The enclosure where the pets are being kept should be constructed in such a manner that any pets housed there will be adequately and comfortably kept in any season of the year~~;~~

b) The location of all pet enclosures should be in such a position so that ~~it~~ they can be easily cleaned and sanitized. Any kennels or yards that are connected or are used to confine the pets must be kept clean and free from accumulations of feces, filth, mud and debris~~;~~

c) Every pet on the premises should have constant access to a clean and fresh water supply. All pets must also have an adequate amount of appropriate food to maintain each pet's normal condition of health~~;~~

d) The premises must be set up in such a manner as to not allow pets to stray beyond ~~its~~ their enclosed confines. The setup must also prevent the public and stray animals from obtaining entrance into or gaining contact with any pets on the premises~~;~~

e) Every pet that has reached the age of four (4) months on the premises must have a valid pet license on file with Richland County.

(5) A license will not be issued to an applicant that has pled no contest, or has been found to have violated any federal, state, or local laws or regulations pertaining to animal cruelty within five (5) years of the date of application.

(6) License ~~registration~~ application should be made prior to any litter being delivered. Failure to timely ~~register~~ apply under this ordinance may result in additional penalties.

(7) A commercial pet breeder license is not transferrable to another person or location.

~~(8) The inspection fee for a county commercial pet breeder license shall be one hundred (\$100.00) dollars annually. The annual inspection fee for a county commercial pet breeder license shall be established and approved by county council.~~ The license shall expire one (1) year after the date of issue.

(9) Any violations found under the provisions of this Chapter shall be grounds for the suspension of the commercial pet breeder license, if deemed necessary by the Animal Care Department. Re-instatement of such license shall be determined on a case by case basis. ~~—i.~~ The commercial pet breeder license of any licensee whose license has been suspended shall remain inactive and all breeding shall cease until the license has been reinstated or a new license is issued.

(10) In addition to the inspection fee for the commercial pet breeder license, a pet breeder is required to adhere to the licensing requirements of the county pet license as set forth in subsections

(a) and (b) of this section; so that there is a requirement of one (1) commercial pet breeder license per breeder in addition to one (1) county pet license per pet that has reached a minimum age of four (4) months and is still in ~~their~~ the commercial pet breeder's custody.

Sec. 5-3. Exemptions from differential licensing fees.

(a) The following classifications of owners of pets shall be exempt from paying the higher license fee for fertile pets. These exempt persons shall be required to purchase a license for their pet ~~but and~~ will pay ~~only a fee of four dollars (\$4.00) for each license~~ the same license fee as required for sterilized pets and ~~will not be required to have the pet spayed/neutered~~:

(1) Any owner of a pet who can furnish a statement from a licensed veterinarian that the pet, due to health reasons, could not withstand spay/neuter surgery;

(2) Any owner of one or more purebred pets who can furnish proof of participation in a nationally recognized conformation or performance events within the past twelve months; ~~;~~

(3) Any owner of a dog that is currently being used for hunting purposes and has properly been registered with a nationally recognized organization which sanctions hunting tests and/or field trials. Such registration must be accompanied by proper documentation that will be required to receive this exemption. The Animal Care Director shall make the final decision on whether the documentation is sufficient to meet the requirements of this section.

(b) Any owner of a dog which is trained to be an assistance/service dog for its owner shall be required to obtain an annual license but shall not be required to pay any license fee.

(c) The county Animal Care Department shall maintain the name and address of each party to whom a license and tag have been issued under the provisions of this section chapter and shall keep the same on file in the offices of the department for the purpose of identification.

~~Sec. 5-4. Dangerous or vicious animals.~~

~~—(a) No person owning or harboring or having the care or the custody of a dangerous animal may permit the animal to go unconfined on his premises. A dangerous animal is unconfined as the term is used in this section if the animal is not securely confined indoors or confined in a securely enclosed and locked pen or "run" area upon the person's premises. The pen or run area also must have either: 1) sides six (6) feet high, or 2) a secure top. If the pen or structure has no bottom secured to the sides, the sides must be imbedded into the ground at a depth of no less than one (1) foot. However, the provisions of this section shall not apply to any animal that is owned by a licensed security company and is on patrol in a confined area.~~

~~(b) For the purposes of this section a dangerous or vicious animal shall be defined to be any one of the following:~~

~~—(1) Any animal with a propensity, tendency or disposition to attack, to cause injury to, or to otherwise endanger the safety of human beings or other domestic animals; or~~

~~—(2) Any animal which attacks a human being or other domestic animal one or more times without provocation whether or not such attack occurs on the premises of the animal's owner; or~~

~~—(3) An animal owned or harbored primarily or in part for the purpose of animal fighting or an animal trained for animal fighting.~~

~~(c) Any animal that has been determined to be a dangerous or vicious animal may be impounded by the Animal Care Department. Such animals shall not be euthanized unless the owner has surrendered the animal to the animal care facility and has completed and signed a surrender form or until a hearing is held before an appropriate magistrate and the magistrate has determined that the animal should be euthanized. However, if the magistrate has determined that the owner may redeem the animal, the Animal Care Department shall release the animal upon receipt of all redemption fees as described in Section 5-14, below. If the owner does not pay the redemption fees within five (5) days of the magistrate's order, the animal shall become the property of the Animal Care Department and may be euthanized.~~

Sec. 5-4. Community Cat Diversion Program

(a) Purpose. It is the intent of this section to create a Community Cat Diversion Program (“Program”) within Richland County in order to reduce cat overpopulation in an effective and humane way by using the Trap, Neuter, and Return (TNR) method.

(b) Scope. This section shall apply only to healthy free roaming and Community Cats. Well socialized, friendly, or abandoned house pets do not qualify for the Program as they depend on humans for survival. The Superintendent of Animal Services, or his/her designee, shall make the decision as to whether a cat qualifies for the Program.

(c) Procedures.

(1) Any Community Cat either trapped or seized by an animal care officer or turned into the animal care facility by a citizen shall be:

- i. Assessed by a veterinarian to determine the condition of health;
- ii. Spayed or neutered, as needed;
- iii. Vaccinated for rabies, feline viral rhinotracheitis, calicivirus, and panleukopenia;
and;
- iv. Ear-tipped for identification.

(2) All cats entering the animal care facility shall be immediately assessed for Program qualification; those unqualified shall be processed in accordance with this chapter.

(3) Any Community Cat entering the Program shall be returned on the third day after spay/neutering or as soon as practicable thereafter to the area where it was trapped or seized. Any

Community Cat which meets all the requirements in section (c)(1), above, that is trapped, seized, or brought to the animal care facility may be immediately returned to the same community.

(4) The county shall have no liability for cats in the Program.

(5) Community Cats are exempt from licensing and related fees.

Sec. 5-5. Running at large – restraint.

(a) All **domestic** animals must be kept under restraint or confinement. Any **domestic** animal not so restrained or confined will be deemed unlawfully running at large in the unincorporated area of the county. Provided, however, this subsection shall not apply to domestic cats that have been spayed or neutered or those cats in the Community Cat Diversion Program.

(b) Dogs that are participating in hunting events, obedience trials, conformation shows, tracking tests, herding trials, lure courses and other events similar in nature shall not be considered "at large."

(c) In the interest of public safety, if an Animal Care Officer witnesses an animal not under restraint, the officer may exercise the authority to pursue the animal(s) onto private property and/or into an enclosed fenced yard. This authority may only be exercised if it has been determined by the officer that the animal is clearly able to enter and exit from the premises unrestrained and presents an immediate threat of bodily harm to public safety such as, but not limited to: aggressively charging, attempting to bite, or displaying obvious unprovoked acts of aggression. Such pursuit shall end at such time as the animal is no longer at large and/or is under restraint. If an immediate threat to public safety is absent, then a search warrant must be executed in order to enter an enclosed fenced yard.

Sec. 5-6. Removal of excrement.

The owner of every **pet animal** shall be responsible for the removal of any excretions deposited by his or her **pet animal** on public walks and ways, recreation areas, or private property other than that of the owner.

Sec. 5-7. Injured or diseased pets animals.

Anyone striking a **pet domestic animal** with a motor vehicle or bicycle shall notify the county Animal Care Department who will then take action necessary to make proper disposition of the **pet animal**. Any **domestic animal pet** received by the animal care facility in critical condition from wounds, injuries, or disease may receive sustaining treatment by a licensed veterinarian until such time as the owner of the **animal pet** is contacted. Every effort possible shall be made to contact the owner or veterinarian of the **animal pet** via information obtained from its tag or microchip. Any such **animal pet** in critical condition, as described in this section, may be humanely destroyed if the owner or veterinarian **of the animal** cannot be contacted within two (2) hours. If the **pet animal** is in severe pain it may be destroyed immediately with agreement from a licensed veterinarian.

Sec. 5-8. Nuisance animals.

~~(a) The actions of an animal constitute a nuisance when an animal disturbs the rights of, threatens the safety of, or damages a member of the general public, or interferes with the ordinary use and enjoyment of their property.~~

(ba) It shall be unlawful for any person to own, keep, possess, or maintain an animal in such a manner so as to constitute a **public** nuisance. By way of example, and not of limitation, the following acts or actions by an owner or possessor of any animal are hereby declared to be a **public** nuisance and are, therefore, unlawful:

(1) Failure to exercise sufficient restraint necessary to control an animal as required by Section 5-5~~;~~

(2) Allowing or permitting an animal to damage the property of anyone other than its owner, including, but not limited to, turning over garbage containers or damaging gardens, flowers, or vegetables~~;~~

(3) Failure to maintain a dangerous animal in a manner other than that which is described as lawful in Section 5-416(c)~~;~~

(4) Maintaining animals in an environment of unsanitary conditions which results in offensive odors or is dangerous to the animal or to the public health, welfare or safety~~;~~

(5) Maintaining his or her property in a manner that is offensive, annoying, or dangerous to the public health, safety, or welfare of the community because of the number, type, variety, density, or location of the animals on the property~~;~~

(6) Allowing or permitting an animal to bark, whine, or howl in an excessive, unwarranted, and continuous or untimely fashion, or make other noise in such a manner so as to result in a serious annoyance or interference with the reasonable use and enjoyment of neighboring premises~~;~~

(7) Maintaining an animal that is diseased and dangerous to the public health~~;~~

(8) Maintaining an animal that habitually or repeatedly chases, snaps at, attacks, or barks at pedestrians, bicycles, or vehicles.

(eb) An animal that has been determined to be a **habitual** nuisance by the Animal Care Department may be impounded and may not be returned to the owner until said owner can produce evidence to demonstrate that the situation creating the nuisance has been abated.

(dc) Every female animal in heat shall be kept confined in a building or secure enclosure in such a manner as will not create a nuisance by attracting other animals.

Sec. 5-9. Animal care, generally.

(a) It shall be unlawful for an owner to fail to provide his or her animal(s) with sufficient good and wholesome food and water, proper shelter and protection from the weather, veterinary care when needed to prevent suffering, and humane care and treatment.

(b) It shall be unlawful for a person to beat, cruelly treat, torment, overload, overwork, or otherwise abuse an animal, or cause, instigate, or permit any dogfight or other combat between animals or between animals and humans.

(c) It shall be unlawful for a person to dye or color artificially any animal or fowl, including but not limited to rabbits, baby chickens, and ducklings, or to bring any dyed or colored animal or fowl into the ~~C~~county.

(d) It shall be unlawful for any owner to abandon an animal in the unincorporated area of the county.

Sec. 5-10. Sale of ~~pets~~ animals.

(a) No person shall sell, trade, barter, auction, lease, rent, give away, or display for commercial purpose, any live pet animal, on any roadside, public right-of-way, public property, commercial parking lot or sidewalk, or at any flea market, fair or carnival. Licensed pet shops, commercial kennels, municipal and/or county animal care facilities, and licensed pet rescue organizations are exempt from the requirements of this subsection (a).

(b) No person shall offer an pet animal as an inducement to purchase a product, commodity or service.

(c) No person shall sell, offer for sale or give away any pet under eight (8) weeks of age, except as surrender to a municipal and/or county animal care facility or to a licensed pet rescue organization.

~~(d) Licensed pet shops, commercial kennels, municipal and/or county animal care facilities, and licensed pet rescue organizations are exempt from the requirements of this section.~~

Sec. 5-11. Care of animals during transport.

During transportation, an animal must be provided adequate space and ventilation, and must not be confined in one area for more than ~~thirty-six~~ twenty-four (24) consecutive hours without being adequately exercised, rested, fed, and watered.

Sec. 5-12. Seizure and right of entry to protect abandoned, neglected, or cruelly treated animals.

(a) If the owner does not give permission, the Animal Care Officer may obtain a search warrant to enter any premises upon which it is suspected a violation of this chapter exists. Once upon the premises, the officer may examine such animal and may take immediate custody of the animal when, in his or her opinion, it requires removal from the premises for the immediate protection of

the animal or the public, and shall issue a uniform ordinance summons to the owner. If an Animal Care Officer witnesses an animal in distress and in need of immediate medical attention, the officer may exercise the authority to enter onto private property (yard only) and/or into an enclosed fenced yard to seize the animal. If the animal is not in need of immediate medical care, then a search warrant must be executed in order to enter onto private property (yard only) and/or into an enclosed fenced yard. The Animal Care Officer shall thereafter petition the appropriate magistrate for a hearing, which shall be a civil proceeding. The hearing shall be set not more than ten days from the date of the seizure of the animal to determine whether the owner, if known, is able to adequately provide for the animal and is a fit person to own the animal until final disposition of the uniform ordinance summons (criminal proceeding). The Animal Care Officer shall cause to be served upon the owner, if known and residing within the jurisdiction wherein the animal is found, written notice at least five (5) days prior to the hearing of the time and place of the hearing. If the owner is not known or cannot be found within the jurisdiction wherein the animal was found, the Animal Care Officer shall post a copy of the notice at the property where the animal was seized. The pet or animal shall remain in the custody and care of the Animal Care Department until such matter is heard conclusion of the civil hearing before the magistrate. During or after the final uniform ordinance summons proceeding, tThe magistrate shall make the final determination as to whether the animal is returned to the owner or whether title is transferred to the Animal Care Department whereby the animal may be put up for adoption or humanely destroyed. The court, in either proceeding, in determining whether the owner is able to adequately provide for the animal or is a fit person to own the animal, may take into consideration, among other things, the owner's past record of convictions under this chapter, or one similar thereto, and the owner's mental and physical condition.

If the magistrate, after conclusion of either the civil or criminal proceeding, orders the return of the animal to its owner, the animal care facility shall release the animal upon receipt from the owner of all redemption fees as described in Section 5-14, below. If the owner does not pay the redemption fees within five (5) days of the magistrate's order of final disposition of the animal after conclusion of the criminal proceeding, the animal shall become the property of the Animal Care Department, shall not be released to the owner, and may be placed for adoption or euthanized.

(b) Nothing in this section shall be construed to prohibit the euthanization of a critically injured or ill animal for humane purposes at any time after the initial seizure of the animal.

Sec. 5-13. Impounding; surrender.

(a) Any animal found within the unincorporated area of the county in violation of the provisions of this chapter may be caught and impounded by county authorities. If an animal cannot be caught in a safe, efficient manner, animal care personnel may tranquilize the animal by use of a tranquilizer gun. The Animal Care Department may, thereafter, make available for adoption or humanely destroy impounded animals which are not positively identifiable and not redeemed within five (5) days. Except as provided in subsection (f), below, Aanimals impounded at the animal care facility, which are deemed by the Superintendent of Animal Services, or his/her designee, in agreement with

a licensed veterinarian, to constitute a danger to other animals or persons at the facility, or which are infectious to other animals, in pain or near death, may be humanely destroyed immediately.

(b) When a person arrested is, at the time of the arrest, in charge of an animal, the county Animal Care Department may take charge of the animal and deposit the animal in a safe place of custody or impound the animal at its animal care facility.

(c) The county may transfer title of all animals held at its animal care facility after the legal detention period has expired and its owner has not claimed the animal.

(d) A positively identifiable animal is one which bears or wears a legible and traceable current permanent number, county license tag or rabies vaccination tag pursuant to Section 5-2; or traceable number, tattoo or microchip pursuant to S.C. Code § 47-3-510 (Supp.1999).

The owner of a positively identifiable impounded animal shall be notified at the owner's last known address by registered mail if attempts by telephone are not successful. The owner has fourteen (14) days from the date of mailing to ~~contact~~ redeem the animal from the animal care facility ~~for pick-up~~. Redemption costs will include the cost of mailing; plus any established costs, fines, fees or other charges. If the owner does not ~~make contact~~ redeem the animal within fourteen (14) days of the date of the mailing, the animal will be deemed abandoned and becomes the property of the animal care facility. For animals impounded at the animal care facility, the Superintendent of Animal Services, or his/her designee in agreement with a licensed veterinarian, shall either place the animal for adoption or have the animal humanely destroyed, pursuant to S. C. Code § 47-3-540 (Supp. 1999).

Notwithstanding the above and except as provided in subsection (f), below, positively identifiable animals impounded at the animal care facility, which are deemed by the Superintendent of Animal Services, or his/her designee, in agreement with a licensed veterinarian to constitute a danger to other animals or persons at the facility, or which are infectious to other animals, in pain or near death, may be humanely destroyed at any time.

(e) Any animal found "at large" may be impounded by the Animal Care Officer and may not be redeemed by its owner unless such redemption is authorized by the county Animal Care Department, with assurance from the owner that proper care and custody will be maintained.

(f) Any animal that has been determined by the Animal Care Department to be a dangerous or vicious animal, and is not properly confined as described in Section 5-16(c), below, or is otherwise in violation of this chapter, may be impounded by the Animal Care Department. Such animals shall not be euthanized unless the owner has surrendered the animal to the animal care facility and has completed and signed a surrender form or until a final uniform ordinance summons proceeding (criminal proceeding) is held before an appropriate magistrate and the magistrate has determined that the animal should be euthanized.

If the owner does not give permission, the Animal Care Officer may obtain a search warrant to enter any premises upon which it is suspected a violation of this chapter exists. Once upon the premises, the officer may examine such animal and may take immediate custody of the animal when, in his or her opinion, it requires removal from the premises for the immediate protection of the animal or the public, and shall issue a uniform ordinance summons to the owner. The Animal Care Officer shall thereafter petition the appropriate magistrate for a hearing, which shall be a civil proceeding. The hearing shall be set not more than ten (10) days from the date of the seizure of the animal to determine whether the owner, if known, is able to adequately provide for the animal, adequately confine the animal as defined in Section 5-16 (c), and is a fit person to own the animal until final disposition of the uniform ordinance summons (criminal proceeding). The Animal Care Officer shall cause to be served upon the owner, if known and residing within the jurisdiction wherein the animal is found, written notice at least five (5) days prior to the hearing of the time and place of the hearing. If the owner is not known or cannot be found within the jurisdiction wherein the animal was found, the Animal Care Officer shall post a copy of the notice at the property where the animal was seized. The pet or animal shall remain in the custody and care of the Animal Care Department until conclusion of the civil hearing before the magistrate. During or after the final uniform ordinance summons proceeding, the magistrate shall make the final determination as to whether the animal is returned to the owner or whether title is transferred to the Animal Care Department whereby the animal may be put up for adoption or humanely destroyed. The court, in either proceeding, in determining whether the owner is able to adequately provide for the animal, adequately confine the animal as defined in Section 5-16 (c), or is a fit person to own the animal, may take into consideration, among other things, the owner's past record of convictions under this chapter, or one similar thereto, and the owner's mental and physical condition.

If the magistrate, after conclusion of either the civil or criminal proceeding, orders the return of the animal to its owner, the animal care facility shall release the animal upon receipt from the owner of all redemption fees as described in Section 5-14, below. If the owner does not pay the redemption fees within five (5) days of the magistrate's order of final disposition of the animal after conclusion of the criminal proceeding, the animal shall become the property of the Animal Care Department, shall not be released to the owner, and may be placed for adoption or euthanized.

Nothing in this subsection (f) shall be construed to prohibit the euthanization of a critically injured or ill animal for humane purposes at any time after impoundment of the animal.

(fg) Any animal surrendered to the ~~Animal Care Department~~ or animal care facility may be adopted or euthanized at any time provided there is a completed and signed surrender form on file for the animal concerned.

(gh) It shall be unlawful for any person to furnish false information on the animal surrender form.

Sec. 5-14. Redemption.

(a) The owner or keeper of any pet animal that has been impounded under the provisions of this chapter, and which has not been ~~found~~ determined by the Animal Care Department to be dangerous or vicious, shall have the right to redeem such pet at any time within the legal detention period outlined in Section 5-13 upon payment of ~~a fee as follows: all fees established and required by the Animal Care Facility. No pet will be released without proof of inoculation and without an implanted microchip.~~

~~(1) For a pet that has been properly inoculated, licenced, microchipped, and neutered or spayed, the fee shall be \$10.00.~~

~~(2b) For other pets the fee shall be \$10.00 plus the appropriate license fee, the charge for rabies inoculation, the cost of microchipping the pet, and the cost of spaying or neutering the pet. No fertile pet shall be redeemed or adopted unless one of the criteria exceptions under the exceptions provisions in subSections 5-3(a)(1)–(3) has been met. No pet will be released without proof of inoculation and without an implanted microchip. The requirements that a pet must be of spay~~ing~~ or neuter~~ing~~ before being redeemed shall not be waived under pursuant to the exceptions in subSections 5-3 (a)(1)–(3) when if the animal has been impounded a second time more than once for any violations of this chapter. In such instances, the pet shall be spayed or neutered by the animal care facility and the costs of such shall be added to all other required redemption fees.~~

~~(b) In addition to the redemption fee, an impound fee of \$20.00 and a board fee of \$6.00 per day per pet shall be paid by the owner or keeper when a pet is redeemed.~~

~~(c)~~ The fees set out in this section shall be doubled for any pet impounded twice or more within the same 12-month period.

Sec. 5-15. Adoption.

(a) Any animal impounded under the provisions of this chapter may, at the end of the legal detention period, be adopted provided the new owner will agree to comply with the provisions contained herein.

(b) Any pet surrendered to the Animal Care Department or animal care facility may be adopted at any time provided there is a completed and signed surrender form on file for the animal concerned.

(c) Those individuals adopting puppies or kittens too young to be neutered or spayed or receive rabies inoculations will pay the cost of these procedures at the time of adoption and be given an appointment for a later time to have these procedures accomplished. In the event the animal is deceased prior to the appointment date, the applicable portion of the adoption fee will be returned.

Sec. 5-16. Prohibited; exceptions.

(a) Except as provided in subsection 5-16 (d), it shall be unlawful for any person to sell, own, keep, harbor, or act as custodian of a:

~~(1)~~ ~~a~~1. Nondomestic member of the family felidae;

~~B~~2. Wolf-dog hybrid containing any percentage of wolf;

~~e~~3. Badger, wolverine, weasel, skunk and mink;

~~d~~4. Raccoon;

~~e~~5. Bear;

~~f~~6. Nonhuman primate to include ape, monkey, baboon, macaque, lemur; marmoset, tamarin and other species of the order primates;

~~g~~. Marmoset, tamarin and other species of the order primates;

~~h~~7. Bat;

~~i~~8. Alligator, crocodile and caiman;

~~j~~9. Scorpion;

~~k~~10. Constricting snake of the following species: reticulated python, python reticulatus; Burmese/Indian rock python, python molurus; rock python, python sebae, and anaconda, eunectes murinus;

~~l~~11. Venomous reptile; ~~or~~

12. Any snake or other animal where the animal's behavior, size, temperament, breed, or capacity for inflicting serious injury is or may be detrimental to the safety and welfare of citizens in the immediate surrounding area;

~~m~~13. Any Lizard over two feet which ~~are~~ is a members of the family varanidae;

14. Any non-domesticated member of the order Carnivora;

15. Any wild or feral animal; or

16. Any animal of mixed domestication and feral lineage.

~~(b) It shall be unlawful for any person to own, keep, harbor, act as custodian of, expose to public view or contact, exhibit either gratuitously or for a fee, any wild or feral animals identified in this subsection, or any animal of mixed domestication and feral lineage within the unincorporated areas of the county on public or private property, except as provided in subsection 5-16(d). It shall be lawful for any person to own, keep, harbor, act as custodian of any snake not listed in subsection 5-16(a); provided, however, it shall be unlawful to expose such snake to public view or contact, or exhibit either gratuitously or for a fee, within the unincorporated areas of the county on public or private property, except as provided in subsection 5-16(d).~~

~~(1) Any Richland County resident, who prior to the effective date of this ordinance, had pre-existing ownership or possession of any animal prohibited under this section shall have 180 days to comply. This 180-day period shall begin concurrent with the effective date of this ordinance.~~

~~(c) Wild or feral animal means:~~

~~—(1) Any animal which is not naturally tame or gentle, and which is of a wild nature or disposition, and which is capable of killing, inflicting serious injury upon, or causing disease among, human beings or domestic animals and having known tendencies as a species to do so;~~

~~—(2) Any non-domesticated member of the order Carnivora;~~

~~—(3) The following animals which shall be deemed to be wild or feral animals per se:~~

~~—a. All nondomestic members of the family felidae;~~

~~—b. Wolves, wolf-dog hybrids containing any percentage of wolf, coyotes and foxes;~~

~~—c. Badgers, wolverines, weasels, skunks and mink;~~

~~—d. Raccoons;~~

~~—e. Bears;~~

~~—f. Nonhuman primates to include apes, monkeys, baboons, macaques, lemurs, marmosets, tamarins and other species of the order primates;~~

~~—g. Bats;~~

~~—h. Alligators, crocodiles and caimans;~~

~~—i. Scorpion;~~

~~—j. Any snakes or venomous reptile; or~~

~~—k. Lizards over two feet which are members of the family varanidae;~~

(c) It shall be unlawful for a person owning or harboring or having the care or the custody of a dangerous or vicious animal to permit the animal to go unconfined. A dangerous or vicious animal is unconfined as the term is used in this section if the animal is not securely confined indoors or confined in a securely enclosed and locked pen or "run" area upon the person's premises. The pen or run area also must have either: 1) sides six (6) feet high, or 2) a secure top. If the pen or structure has no bottom secured to the sides, the sides must be imbedded into the ground at a depth of no less than one (1) foot. However, the provisions of this subsection shall not apply to any animal that is owned by a licensed security company and is on patrol in a confined area.

(d) The prohibitions contained in subsections (a), ~~(b)~~ and ~~(e)~~ above, shall not apply ~~to the keeping of wild or feral animals~~ in the following circumstances:

(1) The keeping of ~~wild or feral~~ such animals in a public zoo, bona fide education or medical institution, humane society, or museum where they are kept as live specimens for the public to view, or for the purpose of instruction, research or study;

(2) The keeping of ~~wild or feral~~ such animals for exhibition to the public by a bona fide traveling circus, carnival, exhibit or show, properly licensed and permitted by state and local law;

(3) The keeping of ~~wild or feral~~ such animals in a bona fide, licensed veterinary hospital for treatment;

(4) The keeping of ~~wild or feral~~ such animals by a wildlife rescue organization with appropriate permits from any state or local regulatory body.

Sec. 5-17. Interference with animal care officers.

It shall be unlawful for any person to interfere with, hinder, or molest an Animal Care Officer in the performance of his or her duty or seek to release any pet animal in ~~his/her~~ the custody of an Animal Care Officer without ~~his/her~~ such officer's consent.

Sec. 5-18. Complainant's identification to remain confidential.

The identity, or information tending to reveal the identity, of any individual who in good faith makes a complaint or otherwise discloses information, which alleges a violation of this chapter, shall remain confidential ~~to the agency receiving the report~~ unless the complainant authorizes the release of his or her identity.

Sec. 5-19. Penalties.

(a) Any person who violates the provisions of this ~~C~~chapter shall be deemed guilty of a misdemeanor and, upon conviction, shall be subject to a fine not exceeding five hundred dollars (\$500.00) or imprisonment not exceeding thirty (30) days, or both. Each day's continuing violation shall constitute a separate and distinct offense.

(b) The owner or person having charge or custody of an animal cruelly used who is convicted of any violation of this chapter forfeits ownership, charge, or custody of the animal and at the discretion of the court, the person who is charged with or convicted of a violation of this chapter must be ordered to pay costs incurred to care for the animal and related expenses.

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

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

SECTION IV. Effective Date. This ordinance shall be effective from and after _____, 2017.

RICHLAND COUNTY COUNCIL

BY: _____
Joyce Dickerson, Chair

ATTEST THIS THE _____ DAY

OF _____, 2017.

Michelle Onley
Deputy Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

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

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

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4d Meeting Date: 3/28/2017

To: The Honorable Seth Rose, Chair, Development and Services Committee

From: Administrator's Office

Department: Administration

Item Subject Title: Policy for Monitoring and Distributing County funds to Non-County Entities.

Action Taken by Committee previously: The Committee deferred this item at its February 28, 2017 meeting. Staff updated the draft policy to remove contradictory language concerning the business license requirements, which has been redlined.

- Options:**
1. Proceed with recommending Council approve the policy for monitoring and distributing county funds to non-county entities as presented.
 2. Do not proceed with recommending Council approve the policy for monitoring and distributing county funds to non-county entities.

Motion Requested Today: Recommend that Council approve the policy as presented.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: N/A.

Capital Budget: N/A.

Funding Amount/Source: Policy decision of Council with no associated financial impact.

Requested by: Administrator's Office

Staff Representative: Gerald Seals, County Administrator

Outside Representative: None.

List of Attachments:

1. Council Memorandum 2 - 6

2/15/17

Date Submitted

Brandon Madden

Approved by the County Administrator's Office

N/A

Council District



**RICHLAND COUNTY
GOVERNMENT**
Office of the County Administrator

COUNCIL MEMORANDUM 2 - 6

To: Council Members
From: Gerald Seals, County Administrator
Date: February 15, 2017
Subject: Policy for Monitoring and Distribution of County Funds to Non-County Entities

During its December 6, 2016 Council meeting, County Council, by motion, directed the County Administrator to:

- Review and propose a policy concerning the annual allocation and distribution of County funds to non-County entities for the consideration of County Council.
- Create a more detailed reporting method to assure complete transparency in how individuals/groups receiving Richland County funds spend them.

The framework for the recommended policy was outlined in Council Memorandum 1 – 2, which transmitted the results of the internal audit report of the County’s hospitality tax program and is attached to this memorandum as Appendix A.

Appendix B transmits the recommended policy for monitoring and distributing County funds to non-County entities. Your attention is directed to the following features of the recommended policy:

- All non-County entities awarded County funds through its promotional and community services-based funding initiatives, including the Hospitality Tax, Accommodations Tax and Discretionary grant programs are required to comply with the following requirements prior to receiving any funding:
 - Submit a completed grant application or a funding narrative outlining the purpose and intent of the project or program detailing the use of the Council awarded funding to support the funded project or program.
 - Submit a signed grant agreement
 - Provide proof of non-profit status
 - Submit a copy of current Richland County Business License. - If it is determined that a Richland County Business License is not needed, a copy of the completed Business License Assessment Survey form is required.

- In order to receive allocated funding, non-County entities must submit the following documents:
 - A payment request form
 - The payment request form must include invoices and proof(s) of payment to reimburse costs incurred.
 - Up to 75% of the allocated funding will be provided upfront. The remaining 25% or the balance of the allocated will be provided once a Mid-Year report is submitted, reviewed and approved by the Grants Manager.
 - Organizations that are requesting the allocated funding upfront must include price quotes for the planned expenditures.
 - All invoices, quotes and proofs of payment must equate to the amount being requested and approved upon review of the Grants Manager.
 - All expenditures or planned expenditures must be made with businesses that have a valid Richland County Business License.
- Noncompliant organizations are subject to a review process overseen by the Richland County Grants Manager and the Office of Administration to determine if the organization has reached a level of noncompliance
- There are two levels (Level 1 and Level 2) of noncompliance, each with a progressive level of corrective action
- All organizations that reach Level 2 noncompliance are reported to Richland County Administration and County Council.
- At the end of each fiscal year, the Grants Manager will conduct an internal audit to allow staff to test the efficiency of its internal controls for administering County Council allocated funds in accordance with the established guidelines and requirements. The results of the audit, along with any recommended improvements to this policy, will be shared with Council for its consideration.

It is suggested that vetting of the details of the recommended policy proceed through the County's committee system.

In the Spirit of Excellence,

Gerald Seals

Appendix A - Council Memorandum 1 – 2



RICHLAND COUNTY
GOVERNMENT
Office of the County Administrator

COUNCIL MEMORANDUM 1 – 2

To: County Council
From: County Administrator Gerald Seals
Date: January 12, 2017
Subject: Internal Audit of the Hospitality Tax Program

January 18, 2017 – This Council Memorandum has been amended pursuant to a letter I recently received from the South East Rural Community Outreach (SERCO) Organization regarding the Historic Harriet Barber House. This historic property is listed in the National Register for historic properties. The County has provided “seed” funding through the Hospitality Tax program to SERCO to promote historical assets and events in the Lower Richland community of the County, including the Historic Harriet Barber House, Kensington Mansion and Congaree National Park.

This memorandum transmits the results of the December 30, 2016 internal audit of the hospitality tax program and shares my corrective recommendations. The audit report is attached for your review.

The audit does not find that the program itself is wrongheaded or fraught by corruption. My review of the report reveals three takeaways:

Takeaway #1: The program is responsive and adaptive

The program facilitates or closes funding gaps that have resulted in successes in local organizations such as the Columbia Museum of Art, EdVenture, Township Auditorium and Historic Columbia.

Takeaway #2: The program is misunderstood at best

The program uses a funding system that is based on contemporaneous processing on three levels.

- Level 1 – Addresses funding gaps experienced by County Promotional Entities.
- Level 2 – Grants funding via the Hospitality Tax Advisory Committee.
- Level 3 – Provides “seed” funding through advocacy based initiatives.

Takeaway #3: The need for a more developed system of internal controls

The seed funding provides financial support for initiatives upfront. A central principal of “seed” funding is incubation. How long the need for incubation is largely unknown upfront. However, it upfront and during incubation where the Level 3 initiatives are most vulnerable, potentially misunderstood and subject to doubt about their viability.

This is also the time where enablement should come via staff’s facilitation at two points:

1. Upfront – staff should provide assistance in the submission of a funding application and identify measures by which the initiatives can be judged in the future.
2. Reporting – staff should perform routine audits relative to the initiatives.

Direction has already been given to staff so that these two facilitative actions can be added to the compliance efforts.

It is noteworthy that the incubation of initiatives provided “seed” funding for such efforts now beloved by the community.

- The Columbia Museum of Art has developed into an organization that received the 2016 National Medal for Museum and Library Service, the nation’s highest honor given to museums and libraries for service to their communities.
- South East Rural Community Outreach (SERCO) is an organization that received “seed” funding to promote historical assets in the Lower Richland community of the County. The South Carolina African American Heritage Commission awarded SERCO its Preserving Our Places in History Award for organizations in 2011.
- Other examples of past funding initiatives that are successes include EdVenture, and the Township Auditorium

In light of the aforementioned need for this program, no operational changes to the program are recommended. The checks and balances of the program are provided by Council as the allocation of funding is not done by one Councilmember. Instead, a majority vote of approval is needed to set fiscal policy and enable funding initiatives. Staff will work to improve the programmatic internal controls and assume a more proactive approach in handling the incubation process. These internal enhancements are needed to prompt increased compliance and will be installed prior to the beginning of Biennium Budget I.

In the Spirit of Excellence,



Gerald Seals

Appendix B - Recommended policy for monitoring and distributing County funds to non-County entities

**Richland County Government
Policies and Procedures Manual**

Title: Monitoring and Distribution of County Funds to Non-County Entities
Department: Policy Number: AD-XXX
Effective Date: Month X, 2017

I. Purpose

To establish a standardized set of internal controls for monitoring the distribution of County funds to non-County entities through the County's current promotional and community services-based funding initiatives, including the Hospitality Tax, Accommodations Tax and Discretionary grant programs. The purpose of the protocols outlined in this document is to:

- A. Ensure proper oversight of all funds appropriated by the County to non-County entities.
- B. Minimize the County's risk of non-compliance by non-County entities with the County's requirements.
- C. Ensure proper administration and accounting of all grant funds.
- D. Provide effective and excellent stewardship of taxpayers' money

II. Definitions

- A. Accommodations Tax Grants – grants that provide financial support to non-profit organizations and groups that fund tourism and tourism-related projects and events.
- B. Accommodations Tax Advisory Committee – A committee of seven members who are appointed by a majority vote of County Council that reviews Accommodations Tax grant applications and makes funding recommendations to County Council. The majority of the members must be from the hospitality industry and at least two members must be from the lodging industry and one member must represent cultural organizations.
- C. Hospitality Tax Grants – grants that provide financial support to organizations and projects whose primary mission is to attract tourists by promoting dining and overnight accommodations in unincorporated areas of Richland County.
- D. Hospitality Tax Advisory Committee - A Committee of five members who are appointed by a majority vote of County Council that reviews Hospitality Tax grant applications and makes funding recommendations to County Council. At least two committee members must be representative of the restaurant industry.

- E.** Discretionary Grants – grants that provide financial support to nonprofit or charitable organizations providing services to the citizens of Richland County.
- F.** Discretionary Grants – A committee of seven members that reviews Discretionary Grant applications and makes funding recommendations to County Council. The committee members are made up of Richland County Government employees and two members of County Council.
- G.** Grant Application – Application submitted by an organization for consideration of funding by the County.
- H.** Grant Agreement – Agreement between the County and the grantee outlining the conditions of accepting County funds.
- I.** Grant Manager – County staffer responsible for monitoring the funding provided to non-County entities.
- J.** Level 1 Funding – Funding provided to non-County entities to address funding gaps experienced by County Promotional entities and Community Service based organizations.
- K.** Level 2 Funding – Grants funding to organizations via the Hospitality Tax Advisory Committee, Accommodations Tax Advisory Committee and / or the Discretionary Grant Committee.
- L.** Level 3 Funding - Provides “seed” funding to organizations through Council advocacy based initiatives.
- M.** “Seed” Funding – Funding provided to developing organizations to facilitate the success of their projects or programs.
- N.** Grantee – Any non-County entity that was allocated funding by County Council.
- O.** Fund Recovery – The process utilized by County staff to recover funds provided to a non-County entity that were not utilized properly.
- P.** Non-compliant - A grantee that is being reviewed by the Grants Manager for one of the following actions:
 - 1. Provisions of the grant guidelines and signed grant award agreement are not met;
 - 2. Required Mid-Year and Final Reports are not provided by their due date;
 - 3. Grant funds are not spent in accordance with the guidelines and/ or procedures identified in the Accommodations Tax, Hospitality

Tax and / or Discretionary Grant and/or have no back up invoices;

4. Grant funds are spent on items not eligible for grant funding;
5. Reporting requirements are not met;
6. Grant-required tasks/activities are not conducted according to the established requirements or as outlined in grant application; and / or
7. Other identified delinquencies exist

Q. Noncompliance – A status given to a grantee after a review of their funding expenditures resulted in being noncompliant with the County’s grant requirements.

III. Policy Statements

A. It is recognized that the funding is awarded to non-County entities by Council through a funding system that is based on contemporaneous processing on three funding levels:

1. Level 1 – Addresses funding gaps
2. Level 2 – Grants funding via grant review Committees
3. Level 3 – Provides “seed” funding for advocacy based initiatives
 - a. Staff expectations: Organizations funding on level 3 are fledgling and staff will provide incubation assistance in the form of formal grant training workshops, expenditure tracking best practices and capacity building assistance.

Organizations funding through any of the aforementioned levels are subject to the policy stipulations herein.

B. It is the policy of Richland County Government that all funding awarded to the entities shall be used in accordance with all applicable Federal and State Laws and Richland County Ordinances.

C. Instances of malfeasance and / or misuse of funding provided by Council to non-County entities will be reported to County Council for its consideration.

IV. Distribution Procedure

A. Non-County Entity Requirements:

All non-County entities awarded County funds through its promotional and community services-based funding initiatives, including the

Hospitality Tax, Accommodations Tax and Discretionary grant programs are required to comply with the following requirements prior to receiving any funding:

1. Submit a completed grant application or a funding narrative outlining the purpose and intent of the project or program detailing the use of the Council awarded funding to support the funded project or program.
2. Submit a signed grant agreement
3. Provide proof of non-profit status or fall into one of the following categories:
 - a) Organizations exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code and whose primary goal is to attract additional visitors through tourism promotion. The letter of exemption from the Internal Revenue Service must accompany your proposal/application.
 - b) Destination Marketing Organizations, which are recognized non-profit organizations charged with the responsibility of marketing tourism for their specific municipalities, counties or regions, such as Chambers of Commerce, Convention and Visitors Bureaus and Regional Tourism Commissions.
4. Submit a copy of current Richland County Business License. - If it is determined that a Richland County Business License is not needed, a copy of the completed Business License Assessment Survey form is required. (Exhibit 2)

B. Eligibility of Non-County Entities

In order to be eligible for receiving County funds, non-County entities must meet all of the following requirements:

1. Applicant organizations must have been in existence for at least one (1) year prior to requesting funds.
2. Applicants must provide proof of their non-profit status or fall into one of the following categories:
 - a) Organizations exempt from federal income tax under Section 501(C)(3) of the Internal Revenue Code and whose primary goal is to attract additional visitors through tourism promotion. The letter of exemption from the Internal Revenue Service must accompany your proposal.
 - b) Destination Marketing Organizations, which are recognized non-profit organizations charged with the responsibility of marketing tourism for their specific municipalities, counties

or regions, such as Chambers of Commerce, Convention and Visitors Bureaus and Regional Tourism Commissions.

3. Religious organizations may receive funding; however, Richland County may not sponsor nor provide financial support to a religious organization in a manner which would actively involve it in a religious activity (i.e. public funds must not be used for a religious purpose). Thus, any funds provided must be solely utilized for secular purposes and the principal or primary goal of the sponsored activity must not be to advance religion.
4. Grantee organizations may not re-grant County funds to other organizations. All funds must be spent on direct program expenditures by the organization that is granted the allocation.
5. Beginning in FY18, all organizations that use a fiscal agent to administer grant funded projects through the Hospitality Tax grant program can only do so for one fiscal year, after which they must have a 501 (c) (3) tax exempt status to receive future Hospitality Tax grant funds from the County.
6. No grant application will be accepted from any applicant who has not successfully completed the terms of all previous grant agreements regardless of when the previous grant was awarded.
7. If based upon reasonable evidence, an applicant has presented false or misleading information on any aspect of an application, the board shall censure the applicant and declare the applicant ineligible for future grants from the County for a fixed period of at least two fiscal years.

C. Request for Payment:

In order to receive allocated funding, non-County entities must submit the following documents:

1. A payment request form (Exhibit 1- Example of Hospitality Tax Grant Payment Request Form)
2. The payment request form must include invoices and proof(s) of payment to reimburse costs incurred.
3. Up to 75% of the allocated funding will be provided upfront. The remaining 25% or the balance of the allocated will be provided once a Mid-Year report is submitted, reviewed and approved by the Grants Manager.
4. Organizations that are requesting the allocated funding upfront must include price quotes for the planned expenditures.

5. All invoices, quotes and proofs of payment must equate to the amount being requested and approved upon review of the Grants Manager.

~~6. All expenditures or planned expenditures must be made with businesses that have a valid Richland County Business License.~~

V. Reporting and Monitoring

A. Mid-Year Report: All organizations that have received grant funding from the County must submit a complete Mid-Year report by January 31.

B. End-Year Report: All organizations that have received grant funding from the County must submit a complete End-Year report by July 31.

VI. Noncompliance Protocols

Once identified as noncompliant, the grantee is subject to a review process overseen by the Richland County Grants Manager and the Office of Administration to determine if the organization has reached a level of noncompliance. The noncompliance process provides assistance to the grantee to re-establish a status of compliance. However, if a grantee's actions do not re-establish a status of compliance, Richland County may initiate the grant funds recovery process. The grant funds recovery process typically involves actions by Richland County designed to recover funds awarded through the grant agreement. A grantee remains in noncompliant status until all delinquencies are resolved.

A. Noncompliance Levels: There are two levels of noncompliance, each with a progressive level of corrective action. At any level in the noncompliance process, grantees that correct their deficiencies by complying with the established standards may return to a status of compliance. If at any time a grantee receives a noncompliance notification from Richland County, but the grantee has already submitted a required report, a required deliverable or has corrected the stated deficiency, the grantee should immediately contact the Richland County Grants Manager to discuss the noncompliance situation.

1. Level 1: Grantee organization receives a letter from the Grants Manager outlining the noncompliance issue and the steps the organization needs to take in order to clear up the issue. The grantee organization has 10 business days from the date of the letter to respond. If the instances of noncompliance are corrected, the grantee's record is cleared and the grant is removed from a status of non-compliance. Any pending grant payments for the noncompliant grantee will be suspended until the issue is resolved. Failure to respond or correct the noncompliant issue within 10 days moves the grantee into Level 2 noncompliance.

a) Instances when grant funds are not used in accordance with grant guidelines and are to be restored or refunded to

Richland County, an invoice will be sent to the grantee requesting funds be returned upon receipt of the invoice.

2. Level 2: Grantee receives a letter informing the grantee that the 10-day window in Level 1 of noncompliance has passed and that the issue has not been resolved. The grantee has 30 days to resolve the issue. All County grant funds for this organization are suspended until the noncompliance issue is resolved. If, following this notice, the grantee submits the required deliverable, or submits documentation of the completion of the previously unresolved grant requirement, Richland County grant staff will review it for sufficiency. If program staff finds the deliverable sufficient, the grant status returns to compliance.

- a) All organizations that reach Level 2 noncompliance are reported to Richland County Administration and County Council.
- b) If fund recovery is unsuccessful in either Level 1 or Level 2, the County will follow all available legal steps for debt recovery.

VII. Annual Internal Audit:

At the end of each fiscal year, the Grants Manager will conduct an internal audit to allow staff to test the efficiency of its internal controls for administering County Council allocated funds in accordance with the established guidelines and requirements. The results of the audit, along with any recommended improvements to this policy, will be shared with Council for its consideration.

County Administrator

Date

Date adopted by Richland County Council: _____

Exhibit 1



Hospitality Tax Grant Payment Request Form

Organization: _____

Contact: _____

Address: _____

Phone: _____ Email: _____

Amount Requested*: \$ _____

Pick-Up Check _____
(2020 Hampton Street, 4th Floor, Finance)

Mail Check _____

*Grant allocations under \$25,000 may request payment in full. All grants \$25,000 and over must request payments in quarterly installments. Funds are available for drawdown on the 1st day of the quarter. Early drawdown requests are not permitted.

Check one:

- ___ Full allocation for grants under \$25,000
- ___ 1st Quarter (July, August, September)
- ___ 2nd Quarter (October, November, December)
- ___ 3rd Quarter (January, February, March)
- ___ 4th Quarter (April, May, June)

REQUIRED ATTACHMENTS (your payment will not be processed until the following documents are received)

___ **1. List of Grant Expenses** - Please attach an **itemized list** of expenditures. The total should match the total amount of funds you are requesting. The list should include vendor name, amount and expense category (Entertainment, Marketing or Security).

___ **2. A current balance sheet**, which is defined as a financial "picture" of a company at a given date in time that lists a nonprofit's assets, liabilities, and the difference between the two, which is the nonprofit's equity, or net worth. It can also be defined as an itemized statement which lists the total assets and the total liabilities of a given business to portray its net worth at a given moment of time.

For organizations who received a FY16 HTax Grant, Richland County must have a completed **final report** form for your 2015-2016 projects/programs on file prior to releasing FY17 funds.

ORGANIZATION SIGNATURE:

Provide signature of the Authorizing Official within organization, verifying accuracy of above statements and attachments.

Name

Title

Signature

Date

For questions, please call Natasha Dozier, Grants Manager at 803.576.2069.
Richland County Administration PO Box 192 Columbia, SC 29202 Fax 803.576.2137 Email doziern@rcgov.us

Exhibit 2



Richland County Business Service Center

2020 Hampton Street, Suite 1050
P.O. Box 192
Columbia, SC 29202

Phone: (803) 576-2287
Fax: (803) 576-2289
bsc@rcgov.us
<http://www.rcgov.us/bsc>

Business License Assessment Survey

- This form is intended to help the County better understand where and how your business operates, to assess whether or not a Richland County business license is needed. If a license is needed, our office will work collaboratively with you to facilitate compliance.
- If you already have a County license, please provide the number: _____. If your business does not currently have a license, please be aware a license may or may not be needed.
- Please complete and return this form to the Business Service Center. (Faxes not accepted.)

Business Information

1. Corporate Business Name: _____
2. Doing Business As (if different): _____
3. Local Business Phone: _____ Open Date: _____
4. Business activity: _____ 2012 NAICS Code: * _____
*See <http://www.census.gov/naics/> for assistance)
5. Description of your business (at least 10 words) _____

Physical Location Information

6. Business Location (Street, City, State, Zip): _____
7. If the physical address is not in the unincorporated areas of the County, how often does your business go into – or expect to go into – the non-city areas of Richland County:
Approximately: _____ times a (circle one) week month year
8. Name of best person to contact re: license requirements: _____
9. Title: _____ Work Phone: _____
10. Cell Phone: _____ E-mail: _____
11. Area where business has been and/or will be conducted by the business: (check all that apply)
 - Arcadia Lakes
 - Blythewood
 - Columbia
 - Cayce
 - Forest Acres
 - Eastover
 - Irmo
 - non-city limits in Richland County
 - outside Richland County entirely

Owner/Principal Information

12. Owner/Principal(s) Name (*no* corporate names): _____

13. Mailing Address: _____

14. Work Phone: _____ Cell Phone: _____

15. E-mail: _____

Applicant Certification

Upon penalty of perjury, I hereby certify and attest to the following:

- (1) All information provided here is true and correct to the best of my knowledge.
- (2) If this location of this business or location of the *conduct* of this business *changes or expands* at any time in the future, I will notify the Business Service Center and obtain a new Business License Assessment Survey.
- (3) I understand that, if my business is located in or conducts business in the unincorporated areas of Richland County, **I am responsible for complying with all County business requirements**, found at <http://www.richlandonline.com/Government/Ordinances.aspx>. I also understand the consequences for failing to comply with these requirements.
- (4) I understand that the Business License Determination shown below is valid until either (1) the information contained on this form changes or (2) March 15, the date on which all business licenses must be renewed, whichever comes first.

Signature of Applicant: _____ Printed Name: _____

Title: _____ Date: _____

Business Service Center Staff Only

Business License Determination

Tax district of physical location*: _____ (if located within Richland County)

Based on the information provided above, certified by the applicant as accurate, this business:

DOES NOT need a Richland County business license at this time

DOES need a Richland County business license at this time

Business License #: _____ Year: _____

Status of County Business License: Pending (P) Paid (P) Issued (I)

All County business licenses expire on December 31st of each year.

The License Determination above is valid until: (1) the information on this form changes, or (2) March 15, the date by which all licenses must be renewed, whichever comes first.

Signature of BSC Staff: _____ Printed Name: _____

Title: _____ Date: _____

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4e Meeting Date: 3/28/2017

To: The Honorable Seth Rose, Chair , Development and Services Committee

From: Larry Smith, County Attorney

Department: County Attorney's Office

Item Subject Title: Request from the Property Owner of 102 Cyrus Weston Road to Deed the Property Back

Action Taken by Committee previously: None. This item is appearing before the Committee for the first time.

- Options:**
1. Approve recommending that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts. Approval will require an ordinance amendment.
 2. Do not approve recommending that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts.

Motion Requested Today: Recommend that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts and give first reading approval to the related ordinance amendment.

Staff Recommendation: Approve motion request.

Impact of Action: Operating Budget: None.

Capital Budget: The dirt road paving ordinance estimates \$800,000 per mile to pave. This would have correlated to approximately \$28,000 to pave this road. Thus, this amount would not be expended. Removing this road will not have a negative impact to the allocation of dirt road paving in Council District 11 or on the program.

Funding Amount/Source: None.

Requested by: County Attorney's Office

Staff Representative: Larry Smith, County Attorney
Rob Perry, County Transportation Director

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action
2. Ordinance Amendment

3/14/17
Date Submitted

Brandon Madden
Approved by the County Administrator

11
Council District

Richland County Council Request of Action

Subject: Request from the Property Owner of 102 Cyrus Weston Road to Deed the Property Back

A. Purpose

County Council is requested to deed back 102 Cyrus Weston Road to the property owner, Sallie Roberts.

B. Background / Discussion

The Transportation Department was scheduled to pave Cyrus Weston Road as part of its Dirt Road Paving Program. This pave design was completed by the County's contractor, and subsequently contacted the two property owners of this road and acquired the right of way to complete the paving project. The right of way was deeded as gratis on September 21, 2016. However, one of the property owners, Sallie Roberts, has formally requested that the county deed the right of way back to her via the attached letter from her legal counsel.

Implications to paving Cyrus Weston Road

This property is necessary to pave this road whether it is through an easement or full acquisition. Deeding the property back to the Ms. Roberts will render this project incapable, and move this road from contention to be paved.

Implications to Dirt Road Paving Program

The dirt road paving ordinance directs paving to be pro-rated throughout Council districts. For example, a Council District with 10% of the County 230 miles of maintained dirt roads gets 10% of the \$45 million in available dirt road paving funds dedicated to their District.

Removing this road will not have a negative impact to the allocation of dirt road paving in Council District 11 or on the program.

Cost implications

The dirt road paving ordinance estimates \$800,000 per mile to pave. This would have correlated to approximately \$28,000 to pave this road.

Attached to this request of action for review is the following:

- Dirt Road Paving List: This project is in District 11, last page, Cyrus Weston Road, ranked #4.

- Cyrus Weston Rd-Sheets from ROW plans: From the ROW plans and paving list you will see the County maintained section is 183', and it's connected to St. Matthew Church Road (SCDOT secondary road 1307).

- Correspondence and deed back on ROW acquired

- Draft ordinance to complete this request

C. Legislative / Chronological History

- September 21, 2016 – County obtained the right of way for the property located at 102 Cyrus Weston Road
- February 14, 2017 – Letter from Sallie Roberts’s legal counsel requesting that the County deed back the property located at 102 Cyrus Weston Road

D. Alternatives

1. Approve recommending that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts.
2. Do not approve recommending that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts.

E. Final Recommendation

It is recommended that that Council deed the property located at 102 Cyrus Weston Road back to the property owner, Sallie Roberts. If this recommendation is approved, staff will send a letter to the other property owner as notification the project will not be moving forward.

DISTRICT 1

Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)			51	Muddy Ford Rd	4,287.93	Under Construction Contract		
1	Amenity Ct	246.50	52	Pink Dailey Rd	1,238.02	2014 - Package C		
2	Amick Dr	161.41	53	Back Acres Rd	3,729.05		Tiger Paw Ln	930.41
3	Riddle Landing Rd	334.77	54	River Bottom Rd	1,894.98		Cedar Grove Ln	1,571.79
4	Cabin Cove Rd	251.48	55	Will Richardson Rd	1,298.91	Paving Refused by Property Owner		
5	Summer Haven Dr	910.12	56	Uldeen Sites Rd	2,025.90		Alley Rd	1,243.24
6	Pebble Shore Rd	824.90	57	Sease Road	680.08		Jim Eleazer Rd	353.93
7	Manus Rd	370.95	58	Old Farm Ln	1,729.24		George Addy Rd	4,356.23
8	Anna Sites Rd	426.07	59	Mount Olivet Church Rd	4,216.42		River Oaks Rd	3,509.75
9	George Lowman Rd	483.02	60	Lowman Rd	2,113.79		Hermes Rd	247.07
10	Miller Rd	244.08	61	Bob Dorn Rd	4,290.98			
11	Haven Cir	1,349.01	62	Pasa Fino Dr	1,824.46			
12	Bailey Slice Rd	754.86	63	Holly Bickley Rd	4,031.26			
13	Mrs Mack's Rd	1,159.31	64	Wes Bickley Rd	2,585.17			
14	Julian Addy Cir	573.82	65	Guise Rd	2,981.83			
15	Eastview Dr	861.47	66	Calvin Koon Rd	1,964.94			
16	Ken Webber Rd	1,772.79	67	Owens Lowman Rd	2,436.72			
17	Sid Eargle Rd	1,519.89	68	Annie Adkins Rd	3,718.07			
18	Hrinda Way	608.80	69	Lynn McCartha Rd	2,902.90			
19	Broad Bluff Ct	611.10	70	Eichelberger Rd	1,244.26			
20	Howard Coogler Rd	2,818.48	71	Geiger Rd	2,081.76			
21	Ollie Dailey Rd	974.77	72	Hopewell Cemetery Rd	1,298.88			
22	Henry Clark Rd	1,554.03	73	George Eargle Rd	3,897.25			
23	Willard Bouknight Rd	1,043.23	74	Jack Stoudemayer Rd	6,112.95			
24	Wilbur Bickley Rd	749.08	75	Quattlebaum Rd	1,377.49			
25	Buddy Eargle Rd	1,701.50	76	Rocky Ridge Rd	2,769.84			
26	Jim Addy Rd	573.35	77	Holladay Rd	2,363.81			
27	Ralph Counts Dr	769.84	78	Bookie Richardson Rd	3,039.35			
28	Peachtree Dr	393.50	79	Rocky Meadows Rd	2,550.37			
29	Timmons Rd	1,380.30	80	Jabo Corley Rd	2,050.36			
30	Walter McCartha Rd	800.60	81	Wateree Creek Rd	1,589.06			
31	Thelma Hicks Rd	631.13	82	Johnny Sites Rd	1,632.69			
32	Shady Grove Church Rd	423.03	83	Harry Derrick Rd	2,776.22			
33	Lum Rd	1,730.34	84	Oscar Amick Rd	1,914.54			
34	Broad Bluff Pt	653.61	85	Sites Bottom Rd	1,442.67			
35	Stone House Rd	4,059.57	86	Sam Bradshaw Rd	4,509.28			
36	George Chapman Rd	455.98	87	Hub Eargle Rd	1,713.24			
37	Tall Oaks Dr	919.03	88	Edward Amick Rd	2,576.48			
38	Strawberry Ridge Ln	930.67	89	Pat Ellisor Rd	3,596.05			
39	Wayne McCaw Rd	2,620.55	90	Carrie Shealy Rd	4,742.27			
40	Bakersland Road	2,023.45	91	Mike Eleazer Rd	2,891.79			
41	Miller Eleazer Rd	786.31	92	Alcorns Rd	1,932.39			
42	Miles Bowman Rd	2,637.57	93	Olin Sites Rd	3,950.14			
43	Jessie Derrick Rd	2,112.72	94	Freshly Shoals Rd	2,285.63			
44	Silas Corley Rd	1,089.21	95	Dr Pinner Rd	1,291.04			
45	Huggins Ave	825.63	96	Derrick Pond Rd	1,641.50			
46	Jessie Stoudemayer Rd	1,389.59	97	Creek Rd	1,835.98			
47	Sid Bickley Rd	1,738.64	98	Joe Meetze Rd	4,478.81			
Unfunded			99	Burdell Fuller Rd	2,556.37			
48	Jacquelyn Powers Cir	1,163.81	100	John Eleazer Rd	6,411.95			
49	Stanley Fort Rd	297.38	101	Burley Meetze Rd	704.46			
50	Peppers Rd	899.94	102	McLeod Rd	2,831.00			
			103	Fulmer Bottom Rd	4,472.20			

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave, per ordinance Section 21-20

DISTRICT 2

Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)			50	Lever Rd	4,366.04	Under Construction Contract		
1	Elton Walker Rd	2,354.44	51	Hendrix Knoll Rd	1,820.83	2014 - Package C		
2	Minger Rd	702.46	52	Willie Peake Cir	1,459.96		Cliff Anderson Rd	269.01
3	Walters Trl	759.33	53	McDonald Ln	1,131.13		Zachary Lane	494.16
4	Della Mae Ct	1,416.15	54	Camp Agape Rd	1,139.67		Annie Entzminger Ct	700.14
5	Jasper Lykes Ln	648.87	55	Persimmon Fork Rd	6,478.53		Winterwood Court	1,297.43
6	Allen Kelly Ct	749.99	56	Will Frick Rd	2,062.25			
7	La Brew Dr S	1,057.51	57	Hornsby Rd	2,086.96	South Paving Extension		
8	Paul Rd	612.42	58	Bell Gatson Rd	835.12		Larkin Ct	916.58
9	Entzminger Rd	949.27	59	Cook Rd	1,689.17			
10	Earheart Road	489.88	60	Dan Entzminger Rd	1,315.44			
11	Lorick Rd	339.07	61	Forbes Rd	1,324.03			
12	Edward View Rd	2,760.19	62	Taylor Chapel Rd	7,435.86			
13	Wages Rd	1,244.55	63	Claude Bundrick Rd	8,393.79			
14	London Ave	356.96	64	Dipsy Do Rd	1,400.71			
15	Net Dean Rd	2,170.03	65	Lambert Ln	2,844.14			
16	Twin Ponds Rd	1,999.44	66	Chester Rd	2,856.30			
17	Emma Rd	1,305.52	67	Cool Stream Rd	957.85			
18	Brazil Hill Rd	1,708.43	68	EJW Rd	5,270.17			
19	Lacaya Rd	1,533.18	69	Hinnant Rd	3,360.63			
20	Kelly Cir	1,367.13	70	Pickett Hill Rd	1,459.31			
21	Suber Rd	592.51	71	Gunter Cir	4,034.15			
22	Bettys Ln	599.04	72	Abell Rd	2,119.42			
23	Shadow Mist Ln	2,048.12	73	Old Gunter Rd	1,595.29			
24	Russ Brown Rd	5,751.39	74	Cedar Hill Rd	2,714.55			
25	N Hask Jacobs Rd	1,908.67	75	Hiram Allen Rd	3,882.28			
26	George Robertson Rd	1,558.19	76	Scott Ridge Ln	1,133.86			
27	Breazio Rd	678.01	77	Salleys Ln	2,848.39			
28	Hobart Rd	457.01	78	Frank Dale Rd	2,286.30			
29	Maggie Hipp Rd	465.05	79	Old Winnsboro Rd	1,147.16			
30	Carrison St	939.24	80	Boatwright Rd	4,848.31			
31	Johnny Lorick Rd	1,182.59	81	Nipper Creek Rd	1,218.92			
32	Wilcox Rd	1,424.56	82	N Washington Rd	3,086.30			
33	Wilson Cir	2,497.71	83	Faunas Rd	3,160.62			
34	Graddick Rd	1,770.58	84	Corley Rd	3,164.58			
35	Wil Stel Trl	507.23	85	Abell Rd	634.56			
36	Daffodil Ln	1,290.04	86	Hyman Ln	2,094.35			
37	ME Cunningham Rd	549.99	87	Clamp Rd	12,482.05			
38	Bruton Rd	4,411.68	88	Lilton Rd	3,301.74			
39	Roy Corbett Rd	1,106.40	89	Carrie Hollins Rd	1,659.99			
Unfunded			90	Cool Stream Rd	866.43			
40	Hardy Entzminger Rd	2,227.24	91	Tobacco Barn Rd	2,748.07			
41	Jordan Rd	836.99	92	Entzminger Path	964.32			
42	Macs Pond Road	866.29	93	Dobson Rd	1,972.38			
43	Rufus Miles Rd	4,354.12	94	Moore Rd	2,483.96			
44	Willie McCants Rd	875.08	95	Boyle Hill Rd	1,903.66			
45	Tidwell Rd	1,805.12	96	Will Douglass Rd	2,490.90			
46	Marion Trapp Rd	1,513.81	97	Hinnant Bottom Rd	3,079.88			
47	Heyward Brockington Ct	617.19	98	Locklier Rd	11,748.62			
48	Marie Cir	1,275.02	99	Romeo Johnson Rd	1,103.50			
49	Trapp Ln	339.96						

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 3

Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)		
1	Fairwold St	107.49
2	Hall St	171.22
3	Faust St	563.62
4	Cadia Dr	648.71
Unfunded		
5	Bluebird Dr	1,134.94
6	N Chelsea Rd	2,749.27
7	Collins Dr	1,146.68
Paving Refused by Property Owner		
	Hanson Ave	598.02

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 4

Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)		
1	W Miriam Ave	217.95
2	Crest St	167.28
Unfunded		
3	Frost Mill Road	3,215.16
Under Construction Contract		
South Paving Extension		
	Lavender St	374.64

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 5

Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)		
1	Youngs Chapel Church Rd	338.26
2	Normandy Rd	212.32
3	Youngs Chapel Church Rd	214.63
4	Redbud Dr	283.29
Unfunded		
5	Hampshire Drive	378.39
6	Jefferson Allen Dr	1,386.44
7	Brevard St	1,603.42

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 6

NO DIRT ROADS IN DISTRICT 6

DISTRICT 7

Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)			Unfunded			Under Construction Contract		
1	Carrie Anderson Rd	339.69	33	Wooten Rd	2,017.74	2014 - Package B		
2	Roosevelt Rd	442.64	34	J C Trapp Rd	2,056.75		Tammy Dr	463.90
3	Dawning Ln	790.50	35	Whispering Pines Rd	892.16		Prestley Dr	1,274.28
4	Hattie Rd	423.72	36	New Free Hope Church Rd	639.54		Harold St	1,378.20
5	S Hask Jacobs Rd	877.22	37	Dozier Ln	1,332.34		Peafowl Drive	854.57
6	Jeter St	356.05	38	Cherry Blossom Ln	1,388.08		Ted St	886.13
7	Larger St	1,933.86	39	Boomer Rd	1,418.02		William Duffie Rd	2,537.67
8	Jilda Dr	505.50	40	Pioneer Rd	713.86		India St	1,307.86
9	Goff Rd	673.37	41	Nature Road	2,157.53		Ethels Ave	1,056.99
10	Lincoln Rd	686.20	42	Crawford Rd	756.89		Pilgrim Rd	2,500.22
11	Rockerfella Ln	1,455.91	43	Donald St	781.93		Townsend St	192.20
12	Summer Crest Rd	310.66	44	Lib Lucas Rd	1,176.50	2014 - Package D		
13	New Hope Dr	1,131.82	45	Red Hill Rd	2,099.54		Boylston Rd	1,811.74
14	Valarie Rd	1,516.88	46	Darby St	432.95	South Paving Contract Extension		
15	Ashbury St	1,578.05	47	Blythebrook Rd	1,313.99		Allen St	492.54
16	Sassafras Rd	1,241.02	48	Eastover St	877.95		Eastover St	361.03
17	High Valley Trl	4,770.21	49	Albert Allen Rd	1,761.15	Paving Refused by Property Owner		
18	Barbara Dr	976.01	50	Eisenhower Dr	448.50		Dorichlee Ln	1,338.77
19	Wessinger Ln	1,575.77	51	Bowling Ave	471.99			
20	Wild Goose Rd	789.40	52	Old Fairfield Rd	1,955.84			
21	Mount Pilgrim Church Rd	797.45	53	Lever Acres Rd	2,486.75			
22	Bisbane Rd	603.93	54	Skyview Dr	998.08			
23	Davis Smith Rd	1,415.70	55	Brockington Acres Road	1,029.07			
24	Snow Rd	1,037.60	56	Pindo Palm Ln	1,038.24			
25	Sara Matthews Rd	2,087.09	57	N Ellison Rd	2,343.74			
26	Sam Dubard Rd	1,490.72	58	Whispering Pines Rd	1,964.14			
27	Governor Pond Rd	2,012.86	59	Green Cedar Drive	1,395.22			
28	Swygert Ln	966.40	60	Pond Valley Rd	2,252.16			
29	Jilda Dr	509.02	61	Mount Valley Rd	9,048.44			
30	Lonesome Pine Trl	763.55	62	Olga Rd	1,508.17			
31	Keithwood Ln	1,801.50	63	Zacks Playhouse Rd	858.65			
32	Slab Pile Rd	773.26	64	Corley Ford Rd	877.04			
			65	Killian Baptist Cemetery Rd	1,200.36			
			66	Alta Vista Rd	4,987.41			
			67	Hilltop Dr	1,734.90			
			68	Old Oak Drive	283.48			

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 8

Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)		
1	Kneece Rd	2,022.26
2	Barney Ln	1,043.44
Unfunded		
3	Tat Rd	2,259.83
4	Bombing Range Pt	843.68
5	Cleaton Rd	754.55
6	Bush Rd	1,825.48

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 9

Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)		
1	Jouster St	624.86
2	Westchester Ave	1,123.23
3	Nassau Dr	702.51
4	Archer Ave	2,005.15
5	Laura Ln	1,090.55
6	Tuck Ct	1,225.71
7	Bow String Rd	1,837.15
8	Vallenga Rd	1,833.16
9	Adams Pond Rd	1,822.52
10	Sandy St	1,097.40
11	Melton Rd	1,888.54
12	Nature Trl	2,169.65
Unfunded		
14	Spears Creek Church Lane	928.91
15	Line Rd	1,647.46
16	Turnipseed Rd	2,361.46
17	Bowman Ave	2,477.39
18	Earline Rd	1,629.06
19	Sand Farm Trl	3,765.55
20	County Line Trl	4,235.65
21	Bud Keef Rd	4,564.48
22	Paupers Ln	656.66
Under Construction Contract		
2014 - Package C		
	Polk St	760.47
	Cheek St	761.23
	Sarah St	758.61
	Griggs St	761.44
	Clayton St	761.03
2014 - Package D		
	Dunes Pt	542.90
	Overlook Dr	4,198.68
South Paving Extension		
	Pierce Rd	769.31
Removed By County		
	Casa Loma St	377.03

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 10

Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)
	Projected Funding (2015 - 2018)										
1	Tucker Town Ct	298.95	52	Flatrock Arch	656.31	103	Otis Richardson Rd	1,282.31	155	Sam Harris Rd	1,917.28
2	Mary St	272.25	54	Rosa Dowdy Ln	659.98	104	Whistle Top Rd	5,589.06	156	Westvaco Rd	8,837.39
3	Medlins Dr	659.91	55	Hampton Williams Rd	2,921.78	105	Timbleside Rd	3,443.06	157	Appleton Ln	4,673.63
4	Jackson Rd	475.10	56	Pearlott Ln	1,405.32	106	Ladson Loop	1,307.12	158	James Watson Rd	7,777.78
5	Ehrlich St	586.14	57	S Roy Rd	939.81	107	Old Ferry Rd	2,301.01	159	Wild Plum Trl	2,629.09
6	Smith Myers Rd	1,527.43	58	Yelton Ln	945.01	108	Z C Clarkson Rd	8,448.29	160	Touchberry Rd	6,530.89
7	Dry Branch Way	4,123.96	59	Brown Rd	950.00	109	Dave White Rd	2,392.44	161	Pine Thicket Rd	13,763.65
8	Wood Cone Trl	1,574.08	60	Neal Furgess Ln	714.36	110	Roger Meyers Rd	957.41	162	Rainey Webber Rd	3,563.93
9	Robert James Rd	932.82	61	William Janie Sims Cir	2,151.35	111	Misty Meadow Rd	2,394.86	163	Stackleather Rd	808.30
10	Sandhill Estates Rd	1,540.76	62	Claytor Rd	1,218.51	112	Flemming Creek Rd	1,928.81	164	Blakeley Rd	512.91
11	S Scott Rd	2,879.75	63	NE Shady Grove Rd	2,932.89	113	Tillinghast Rd	4,071.92	165	Rosa Lee Dr	443.89
12	Mickens Road	408.49	64	Edmonds Farm Rd	2,726.35	114	South Bluff Lane	1,586.01	166	Willowby St	589.85
13	Bluff Oaks Rd	438.54	65	Harriet Dr	503.54	115	Pringlewood Rd	5,290.67	167	Two Rivers Rd	1,975.36
14	Hastings Aly	551.34	66	Goodside Rd	1,260.10	116	Branning Dr	1,066.61	168	John Goodwin Lane	1,455.17
15	Calvin Mays Rd	1,721.96	67	Tally Adams Rd	2,332.50	117	Alice Johnson Rd	2,140.86	169	Caldwell James Rd	7,288.95
16	Pine Thicket Cir	540.20	68	Adams Scott Rd	3,490.47	118	Lettie Ln	1,169.74	170	Estes Swamp Rd	2,124.70
17	Henry Thomas Rd	684.43	69	Haithcock Rd	2,168.78	119	Andrews Rd	1,216.49	Under Design Contract		
18	Goffman Rd	3,981.51	70	Lateesha Rd	2,184.80	120	Old Isaac Rd	6,428.09	CDBG		
19	Lyles Maple St	976.29	71	House Cir	1,644.51	121	Pat Garrick Rd	1,291.37		Simons Weston Rd	695.79
20	House Rd	977.42	72	Amick Ln	278.66	122	BB James Rd	1,954.71		Pleasant Grove Ln	698.16
21	Barberville Loop	1,492.93		Pineboro Lane	1,679.68	123	Tupelo Farms Rd	1,960.59		Sumpter Rd	700.38
22	Taylor Arch Rd	918.84		Unfunded		124	McKinley Scott Ln	1,960.84		P R Webber Rd	1,164.88
23	Old Creek Rd	1,105.78	73	Lassiter Jacobs Rd	4,046.70	125	Tucker Rd	6,810.22	Under Construction Contract		
24	S Perkins Rd	1,592.58	74	S Crosshill Cir	2,025.25	126	Kittys Ln	1,393.63	South Paving Extension		
25	Goodwin Way	1,597.84	75	Sara Neal Rd	1,166.11	127	Baychester Rd	3,562.54		Kirk Rd	256.86
26	Coley Rd	1,620.60	76	Chappell Creek Ln	2,121.17	128	Hick Hill Rd	1,446.24	Removed By County		
27	Robert McKenzie Rd	2,610.21	77	Dowdy Place Ln	917.13	129	Harold C Hill Rd	6,114.10		Sumter Valley Rd	1,962.75
28	Smithcreek Rd	1,308.71	78	Percival Woods Rd	1,546.21	130	S Cutters	768.93			
29	Nathan Ridge Ln	1,809.41	79	C Flemming Rd	940.04	131	Adams Hayne Rd	3,137.11			
30	Old Palmetto Cir	1,986.37	80	Martin Rd	1,260.36	132	Simet Rd	1,576.41			
31	Ravenbrook Rd	832.34	81	Garrick Rd	3,839.96	133	Bateshill Rd	818.00			
32	Anderson Street	694.40	82	Heape Rd	4,308.64	134	Wolfe Rd	1,697.88			
33	Jackson Park Rd	1,399.34	83	Sims Creek Rd	2,378.39	135	Mendenhall Rd	3,513.52			
34	Lillie Rosa Cir	889.83	84	Lykesland Trl	8,503.24	136	Goodson Rd	906.59			
35	Spring Creek Rd	3,082.48	85	Stroy Rd	2,074.55	137	Selph Rd	3,774.84			
36	Frasier St	939.38	86	David Goodwin Rd	1,383.68	138	Sam Grant Rd	2,897.78			
37	Doretha Ln	1,127.67	87	Harry Green Rd	1,041.20	139	Gatehill Rd	3,884.91			
38	Sulton Johnson Rd	2,459.09	88	Harbort Rd	2,145.17	140	Horse Pen Branch Ln	1,009.94			
39	Gene Dr	570.90	89	Anderson Portee Rd	1,437.67	141	Spring Hope Rd	2,020.85			
40	Willow Wind Rd	3,239.69	90	Drayton Flemming Rd	2,901.82	142	Meeting House Rd	4,104.04			
41	Country Place Ln	1,152.95	91	S Goodwin Cir	4,036.13	143	Godspeed Rd	4,625.95			
42	Kingsman Rd	976.78	92	Elise Grant Rd	1,892.36	144	Screaming Eagle Rd Ex	33,800.60			
43	H L Clarkson Rd	2,390.97	93	Railbrook Rd	2,662.73	145	White House Rd	10,863.76			
44	Friend Way Rd	1,850.85	94	Garners Ferry Way	4,946.07	146	Rabon Croft Rd	1,218.95			
45	Prioleau Rd	2,935.45	95	Andrews Rd	1,531.40	147	Terrapin Woods Rd	2,457.17			
46	Wilson McCoy Rd	1,888.69	96	Millies Rd	3,462.12	148	Addison Rd	1,271.24			
47	George Washington La	840.23	97	Andrews Rd	2,699.47	149	Hercules Smith Rd	5,393.16			
48	Sumpter Loop	1,681.79	98	Willie Kelly Rd	1,182.34	150	Vero Rd	2,777.25			
49	Ravenbrook Rd	1,684.38	99	George Wilson Cir	1,182.80	151	Scott Point Ln	1,596.98			
50	South Dr	1,697.60	100	McGee Rd	1,213.41	152	N Line Rd	5,082.20			
51	Poe St	1,084.62	101	Pathway Rd	827.41	153	Garden Stuart Rd	7,010.14			
			102	Gillwood Rd	3,319.77	154	Sandy Wood Rd	3,783.12			

- Roads may be packaged for construction in a manner that is most advantageous to Richland County..
- Roads will be removed if:
 - easement is denied
 - 25% of property owners deny consent to pave per ordinance Section 21-20

DISTRICT 11

Rank	Road Name	Length (Ft)	Rank	Road Name	Length (Ft)
Projected Funding (2015 - 2018)			46	Lake Dogwood Cir N	3,603.25
1	Willa Dr	469.81	47	Watermelon Hill Ln	5,997.99
2	SE Sedgewood Rd	455.79	48	Old Leesburg Rd	5,337.19
3	Grant Rd	1,129.04	49	Dominion Hills Trl	2,440.29
4	Cyrus Weston Rd	183.94	50	Lake Dogwood Cir S	1,043.04
5	Brawley Rd	371.68	51	Revere Rd	1,131.39
6	Pringle Rd	427.82	52	Swinton Dr	607.34
7	Deloach Dr	335.95	53	Century Oaks Ln	3,754.11
8	Meadow Ln	1,043.28	54	Oak Hill Ln	2,090.32
9	Merrylane Rd	465.33	55	Oak Hill Rd	4,167.82
10	Kepper Drive	3,263.21	56	Fauline Rd	1,946.69
11	Lakeview Rd	2,092.21	57	Gus Ln	995.95
12	Saddlemount Dr	452.89	58	Rick-Shaw Rd	2,005.32
13	McDowell Ln	1,547.01	59	Essie Bell Rd	2,231.68
14	Rosa Wilson Rd	940.24	60	Harmon Garcia Rd	1,177.29
15	Rocky Rd	948.53	61	Deepwood Ln	2,631.91
16	Archie Rd	895.27	62	N Bellewood Ln	1,481.67
17	Billie Jacobs Rd	537.50	63	Benson Rd	4,067.04
18	Goff Field Ln	3,089.10	64	Hawkinshurst Ln	3,346.20
19	Eastwind Rd	971.71	Under Construction Contract		
20	Goff Pond Rd	1,228.17	2014 - Package C		
21	Lake Dogwood Cir S	823.66		Christy Creek Ct	775.52
22	Cornell Adams Run	2,529.69	South Paving Extension		
23	Pineview Rd	1,276.40		Summer Wind Dr	1,183.43
24	Barkley Rd	1,291.32		Wilson Farm Rd	979.81
25	Saddlemont Ln	650.95	Paving Refused by Property Owner		
26	Wider Rd	666.67		Hillside Cir	2,849.76
27	Dogwood Shores Ln	2,241.65		Cherry Ln	597.81
Unfunded					
28	Pond Arch Rd	1,122.44			
29	Wattsland Rd	2,577.94			
30	Old Leesburg Rd E	3,650.92			
31	Blue Johnson Ct	1,305.74			
32	Joiner Rd	840.15			
33	Old Leesburg Rd	5,672.30			
34	John Ammons Rd	2,851.52			
35	Harmon Way	2,300.77			
36	Kirkbrook Dr	1,658.02			
37	Scotch Pine Rd	1,013.39			
38	Circle Dr	2,109.79			
39	Old Leesburg Rd	5,637.54			
40	Butler Rd	707.92			
41	Pond Dr	768.32			
42	Crosscreek Ln	1,649.35			
43	Doctor Dr	2,530.02			
44	Sherlock Ln	1,723.74			
45	October Dr	1,347.47			

1. Roads may be packaged for construction in a manner that is most advantageous to Richland County..
2. Roads will be removed if:
 - a) easement is denied
 - b) 25% of property owners deny consent to pave per ordinance Section 21-20

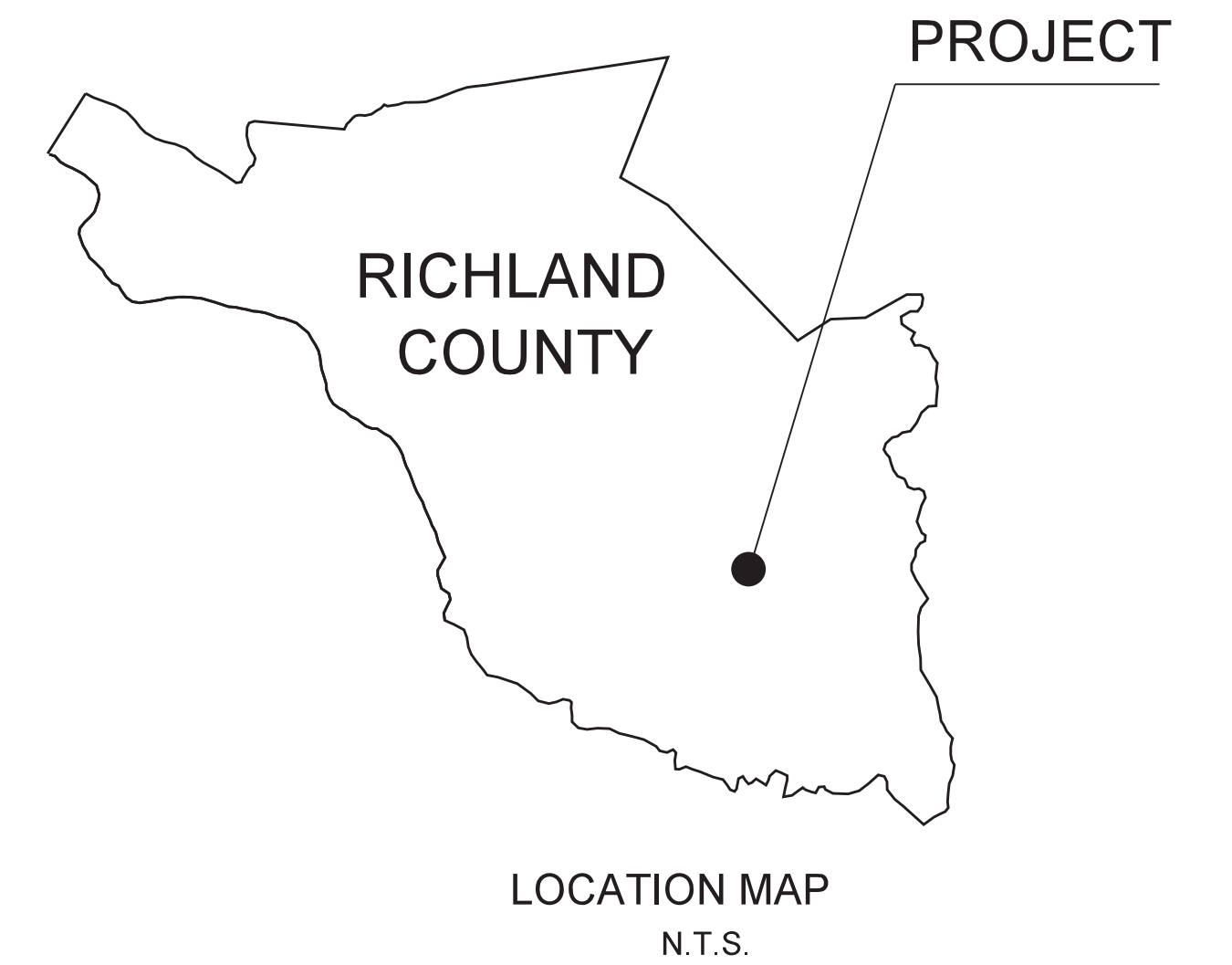
INDEX OF SHEETS

SHEET NO.	DESCRIPTION	SHEET SUBTOTALS
I	TITLE SHEET	OMITTED
IA	ROW TITLE SHEET	I
2	SUMMARY OF ESTIMATED QUANTITIES	I
2A	MOVING ITEMS	I
3	TYPICAL SECTIONS	I
4	RIGHT-OF-WAY DATA	I
4A	PROPERTY STRIP MAP	I
5	GENERAL CONSTRUCTION NOTES	I
5A	REFERENCE DATA	I
6	PLAN AND PROFILE	I
ECl	EROSION CONTROL PLAN SHEET	I
XI	CROSS SECTIONS	I
TOTAL SHEETS		II



RIGHT-OF-WAY PLANS FOR RICHLAND COUNTY TRANSPORTATION PENNY PROGRAM DIRT ROAD PAVING CYRUS WESTON ROAD FROM: SAINT MATTHEW CHURCH RD TO: END

RIGHT OF WAY PLANS		SHEET NO.	TOTAL SHEETS
		IA	II



NPDES PERMIT INFORMATION	
Disturbed Area =	0.19 Acre(s)
Permitted Area =	0.23 Acre(s)
Approximate Location of Roadway is	
Latitude	33° 54' 44.2" N
Longitude	80° 45' 42.9" W



CYRUS WESTON, DIRT ROAD PAVING
STA. 10+00 TO STA. 12+05.98

Design Reference for these plans is the:
Richland County
"Low Volume Traffic Design Manual", 2013

RAILROAD INVOLVEMENT?
YES NO

3 DAYS BEFORE DIGGING IN
SOUTH CAROLINA
CALL 811
SOUTH CAROLINA 811 (SC811)
WWW.SC811.COM
ALL UTILITIES MAY NOT BE A MEMBER OF SC811

PERMIT INFORMATION		
SWPPP	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
SCDOT ENCROACHMENT PERMIT	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO

NET LENGTH OF ROADWAY	0.034	MILES
NET LENGTH OF BRIDGES	0.000	MILES
NET LENGTH OF PROJECT	0.034	MILES
LENGTH OF EXCEPTIONS	0.000	MILES
GROSS LENGTH OF PROJECT	0.034	MILES

EQUALITIES IN STATIONING
NONE

NOTE: EXCEPT AS MAY OTHERWISE BE SPECIFIED ON THE PLANS OR IN THE SPECIAL PROVISIONS, ALL MATERIALS AND WORKMANSHIP ON THIS PROJECT SHALL CONFORM TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION (2007 EDITION) AND THE STANDARD DRAWINGS FOR ROAD CONSTRUCTION IN EFFECT AT THE TIME OF LETTING.

For Right Of Way Acquisition:

M. Edwards 9/1/16
Consultant Engineer of Record Date

Tony Edwards 9-5-16
Preconstruction Engineer Date

ENGINEER OF RECORD

DENNIS CORPORATION
PROFESSIONAL ENGINEER
NO. 3103
CERTIFICATE OF AUTHORITY

MATTHEW T. HINES
PROFESSIONAL ENGINEER
NO. 32702

CONSTRUCTION _____ DATE _____

REV. NO.	BY	DATE	DESCRIPTION OF REVISION
DWG.	DJH	5/25/2016	FILE
CKD.	MH	8/23/2016	FILE

DENNIS CORPORATION
1800 Huger Street • Columbia • South Carolina 29201

RIGHT-OF-WAY TITLE SHEET

SCALE: 1" = N.T.S. SHEET IA

10/02/16 AM FILE: \\CAD\Plans\1_Cover_CW.dgn 8/24/2016

LEGEND

CONTROL POINT		SILT FENCE	
EDGE DIRT ROAD		EXISTING FENCE	
EDGE OF PAVEMENT		EXISTING TREE	
EXISTING PROPERTY LINE		TREE LINE	
EXISTING RIGHT OF WAY		EXISTING SIGN	
PROPOSED RIGHT-OF-WAY LINE		UTILITY POLE	
EASEMENT LINE		GUY WIRE	
CONSTRUCTION LIMITS		LIGHT POLE	
NPDES PERMITTED AREA		TELECABLE PEDESTAL	
EXISTING PIPE		OVERHEAD POWER	
NEW PIPE		GAS LINE	
GUTTER FLOW LINE		WATER LINE	
DITCH FLOW LINE		WATER METER	
CATCH BASIN		SANITARY SEWER MANHOLE	
DROP INLET		SANITARY SEWER LINE	
JUNCTION BOX			

SEE SCDOT STANDARD DRAWINGS
100-105-00 AND 100-110-00 FOR ADDITIONAL SYMBOLS

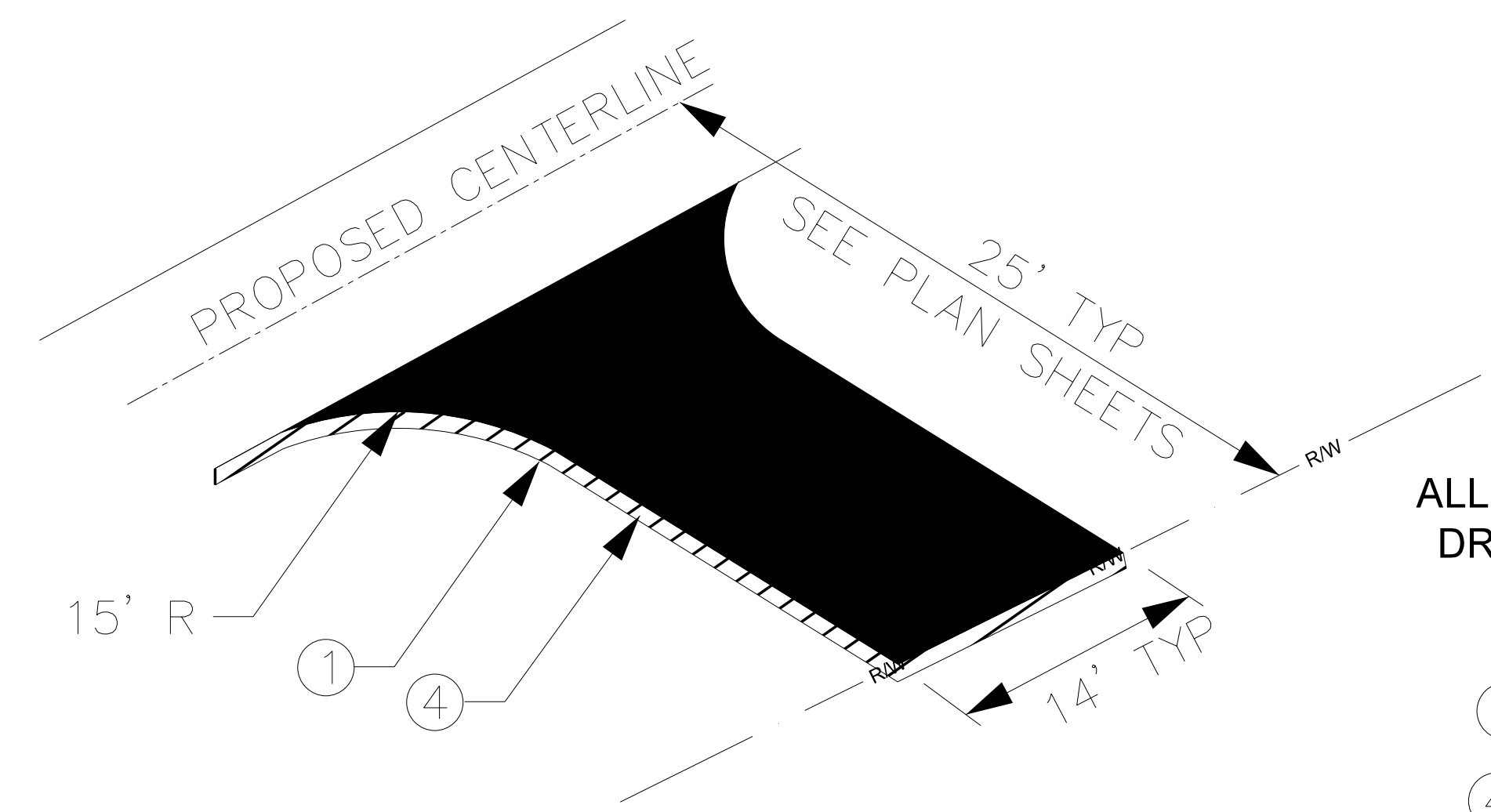
TYPICAL SECTION

N.T.S.

- ① 220 PSY HMA SURFACE COURSE TYPE C (+2")
- ② 6" CEMENT STABILIZED EARTH BASE (3.5% - 20.5 lb/sy - PORTLAND CEMENT)

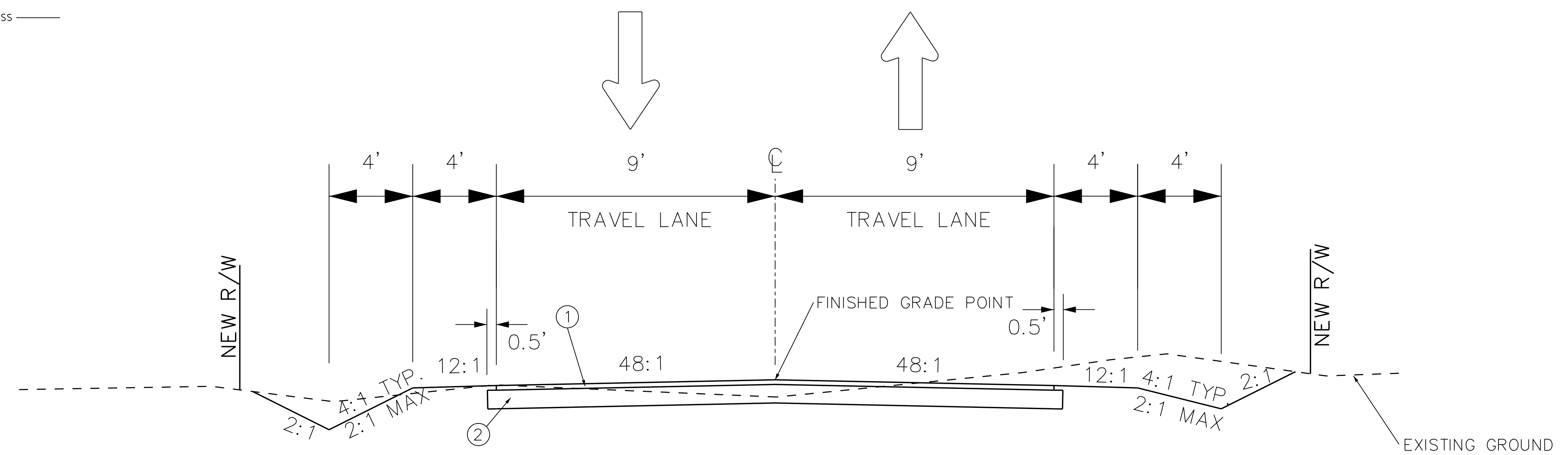
DRIVEWAY TYPICAL

N.T.S.



ALL DRIVEWAY RADII WILL BE 15' MINIMUM AND ALL DRIVEWAY WIDTHS WILL BE 14' MINIMUM UNLESS OTHERWISE NOTED ON PLANS.

- ① 220 PSY HMA SURFACE COURSE TYPE C (+2")
- ④ GRADED AGGREGATE BASE COURSE (4" UNIFORM)



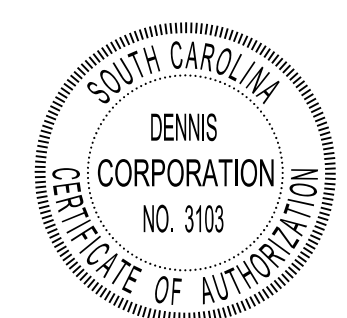
USE THIS CROSS SECTION ON CYRUS WESTON ROAD FROM STATION 10+00 TO 11+80.87

- NOTES:
1. PAVEMENT WIDTHS VARY, SEE PLANS
 2. SLOPES MAY VARY, SEE CROSS SECTIONS
 3. ALLOWING VARIABLE DITCH WHERE APPLICABLE
 4. VARIABLE SLOPES ON TIE-IN
 5. FOR CALCULATIONS, HMA THICKNESS(INCHES) @ 110 PSY/IN ASSUMED

DESIGN SPEED		
MPH	FROM	TO
20	10+00	11+80.87

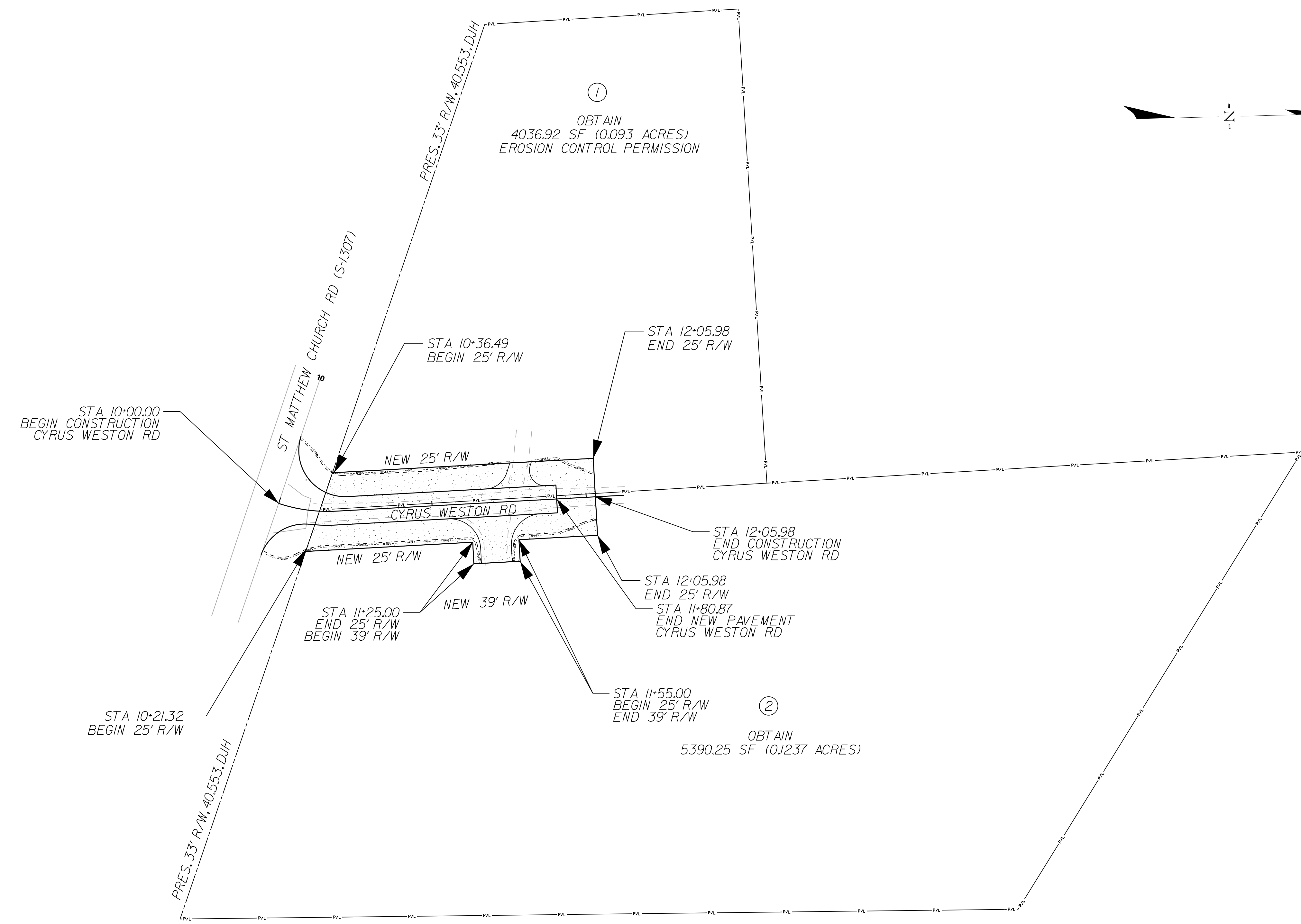
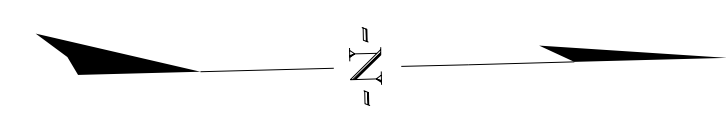
REV. NO.	BY	DATE	DESCRIPTION OF REVISION
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1			

DWG. DJH DATE 09/25/2016 FILE
CKD. MTH DATE 09/25/2016 3_Typical_CW.dgn



TYPICAL SECTIONS

FILE: F:\Richland County DRP\4-Engineering Services\Projects\Cyrus Weston_Ro\2-Design\CAD\Plans\3_Typical_CW.dgn 11/7/2016 1:57:23 PM



1:57:40 PM

11/7/2016

FILE: F:\Richland County DRP\4-Engineering Services\Projects\Cyrus Weston_Ro\2.Design\CAD\Plans\4A_Strip_blank.dgn



7			
6			
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1			
REV. NO.	BY	DATE	DESCRIPTION OF REVISION
DWG.	MGG	DATE 09/25/2016	FILE
CKD.	MTH	DATE 09/25/2016	4A_Strip_blank.dgn



PROPERTY STRIP MAP

SCALE: 1" = 40'

SHEET 4A

STANLEY LAW GROUP
Attorneys and Counselors at Law

1418 Park Street
Columbia, South Carolina 29201

H. RONALD STANLEY †
MARK B. STANLEY *
TRASHA NICOLE HICKMAN

February 14, 2017

† Certified Mediator
* Also Member of Florida Bar

Richland County Legal Dept.
Received by: Dale
DATE: 2/15/17
TIME: _____

Larry C. Smith, Esquire
Richland County Attorney
2020 Hampton Street, Suite 4018
Columbia, South Carolina 29204

RE: Our Client: Sallie Roberts
Property Address: 102 Cyrus Weston Road
Eastover, South Carolina
TMS #: R32800-01-25

Dear Larry:

Thank you for speaking with me recently regarding my client, Sallie Roberts, and the letter that I sent to you on January 23, 2017, regarding the property owned by Ms. Roberts at 102 Cyrus Weston Road, Eastover, South Carolina. In our telephone conversation, you inquired as to whether Ms. Roberts would be willing to give Richland County an easement across the front of her property if Richland County agreed to execute and deliver a deed to Ms. Roberts conveying the property that Ms. Roberts conveyed to the county in the deed that she unknowingly executed and delivered to Richland County on or about September 21, 2016. As I indicated to you during our telephone conversation, Ms. Roberts' daughter is an attorney in the State of Virginia and I advised you that I would speak with her daughter to see if Ms. Roberts would be willing to grant an easement to Richland County in exchange for a deed conveying her property back to her. I have been advised by Ms. Roberts' daughter that Ms. Roberts would not be willing to grant an easement to Richland County. She simply would like for Richland County to convey back to her the property that was conveyed in the deed that she executed on September 21, 2016. At this point, Ms. Roberts simply wants to undo the conveyance and take everything back to the way it was prior to September 21, 2016.

I hope that Richland County is willing to convey Ms. Roberts' property back to her so that we can avoid having to litigate this matter in court. I have taken the liberty of preparing a deed for execution by the county to re-convey Ms. Roberts' property to her. If the county is willing to re-convey the subject property, please have the enclosed deed properly executed and return the said deed to me as soon as possible and I will take

care to have the deed recorded in the Office of the Register of Deeds for Richland County and will provide a clocked copy of the recorded deed to you.

Thank you for our kind assistance and cooperation in this matter and I look forward to hearing from you soon.

Very truly yours,

A handwritten signature in blue ink, appearing to be 'H. Stanley', written in a cursive style.

H. Ronald Stanley

HRS/eja

cc: Ms. Sallie Roberts

TITLE NOT EXAMINED

Space above this line for recording information

STATE OF SOUTH CAROLINA)
) **TITLE TO REAL ESTATE**
COUNTY OF RICHLAND

KNOW ALL MEN BY THESE PRESENTS THAT, RICHLAND COUNTY, herein referred to as Grantor, for and in consideration of the sum of FIVE AND 00/100 (\$5.00) DOLLARS AND NO OTHER VALUABLE CONSIDERATION, to it paid by SALLIE BW ROBERTS, hereinafter referred to as Grantee, in the State aforesaid, the receipt of which is hereby acknowledged, has granted, bargained, sold and released, and by these presents do grant, bargain, sell and release unto the said Grantee, the following described property, to wit:

All that certain piece, parcel or lot of land containing 5753.02 SF/.0132 acres, more or less, and all improvements thereon, if any, previously owned by Sallie BW Roberts shown as the "Area of Acquisition" on Exhibit "A" attached hereto and made a part hereof.

Derivation: This being the same property conveyed to Richland County by deed of Sallie BW Roberts dated September 21, 2016 and recorded on September 21, 2016 in the Office of the Register of Deeds for Richland County in Record Book 2148 at Page 3503.

This conveyance is made subject to Easements, Restrictions, Covenants, and Conditions of record, including matters shown on recorded plats.

Grantee's Address: 102 Meadow Drive, South Boston, VA 24592

Richland County Tax Map No.: 32800-01-25

TOGETHER with all and singular, the rights, members, hereditaments and appurtenances to the said premises belonging or in anywise incident or appertaining.

TO HAVE AND TO HOLD all and singular the premises before mentioned unto the said Grantee, her heirs and assigns forever.

AND THE GRANTOR does hereby bind Grantor itself and its administrators, to warrant and forever defend all and singular the said premises unto the said Grantee, her heirs and assigns, against Grantor and Grantor's successors and assigns.

WITNESS its Hand and Seal this _____ day of _____, 2017.

Signed, Sealed and Delivered
in the Presence of:

RICHLAND COUNTY

By: _____

Its: _____

**STATE OF SOUTH CAROLINA
COUNTY OF RICHLAND**

Personally appeared before me the undersigned and made oath that s/he saw the within-named Grantor sign, seal and as its act and deed, deliver the within-written Deed for the uses and purposes therein mentioned, and that s/he with the other witness subscribed above witnessed the execution thereof.

SWORN to before me this

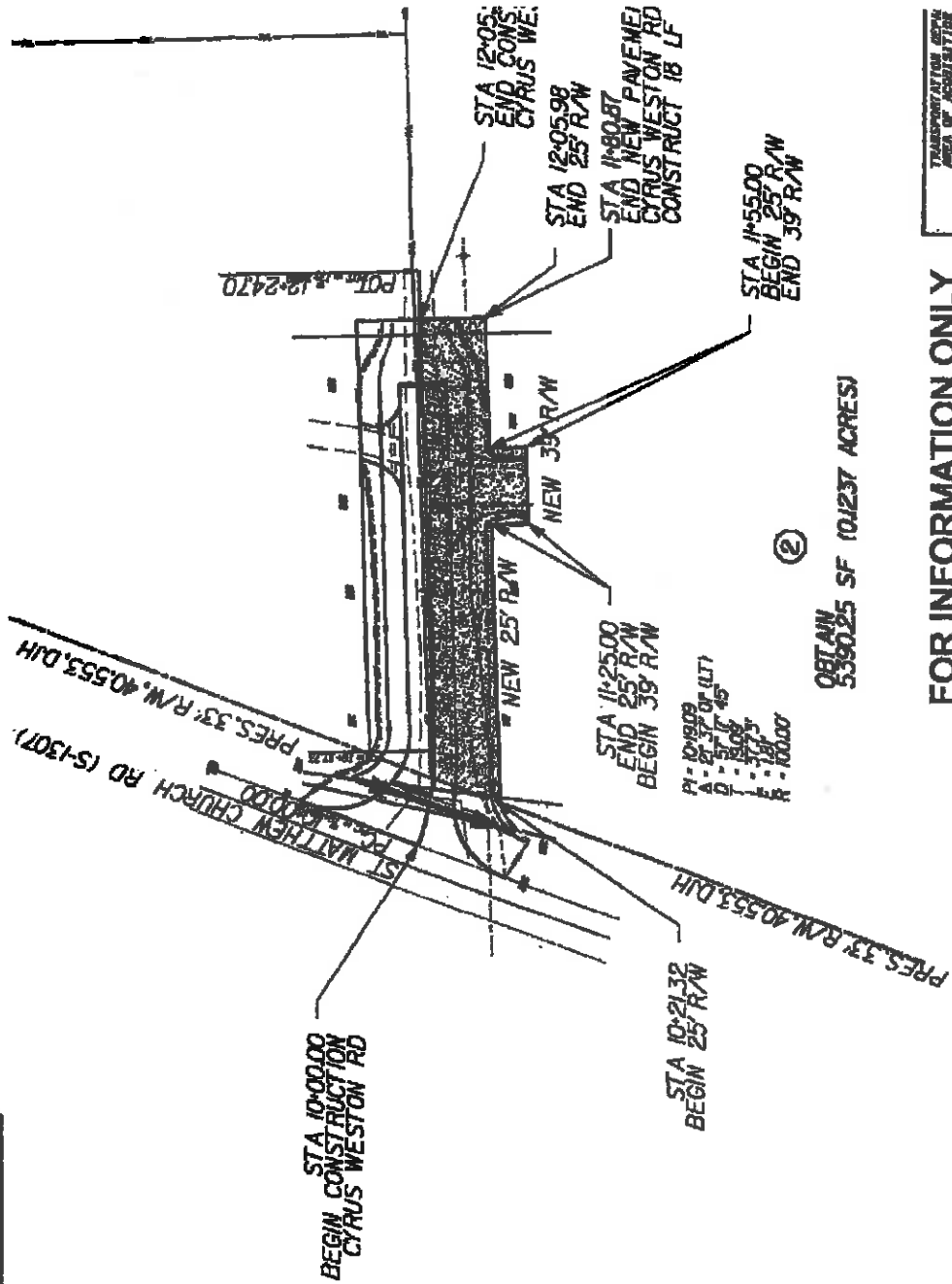
_____ day of _____, 2017

Notary Public for the State of South Carolina
My Commission Expires:

Richland County Attorney's Office

Approved as to LEGAL form of
Opinion Rendered As To

EXHIBIT "A"



TRANSFERRED FROM 2016
 2016 09 21 13:34:01:780
 SCALE 1"=50' (0.001)

FOR INFORMATION ONLY

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. _____-17HR

AN ORDINANCE AUTHORIZING A DEED TO SALLIE BW ROBERTS FOR
.0132± ACRES ON CYRUS WESTON ROAD, IN RICHLAND COUNTY,
WHICH IS A PORTION OF TMS# 32800-01-25.

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

SECTION I. The County of Richland and its employees and agents are hereby authorized to grant a deed for .0132± acres on Cyrus Weston Road to Sallie BW Roberts, which is a portion of TMS# 32800-01-25, as specifically described in the Title to Real Estate, which is attached hereto and incorporated herein.

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

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

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

RICHLAND COUNTY COUNCIL

By: _____
Joyce Dickerson, Chair

Attest this _____ day of
_____, 2017.

Michelle Onley
Assistant Clerk of Council

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

REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 4f Meeting Date: March 28, 2017

To: The Honorable Seth Rose, Chair, Development and Services Committee

From: Norman Jackson, Councilmember, District 11

Department: County Council

Item Subject Title: Council Motion: Richland County lost millions of dollars by not collecting taxes on (SOB) for the past five years. I move that the Legal Department along with Administration explore recovering the funds from Sexual Oriented Businesses directly or from the former Assistant County Administrator who defied Council's directive and ordering staff not to pursue collection or fines

Action Taken by Committee previously: None.

Options:

1. Consider the motion proceed accordingly.
2. Consider the motion and do not proceed.

Motion Requested Today: This is a Councilmember initiated request.

Staff Recommendation: Staff does not have a specific recommendation. Staff will proceed as directed by County Council relative to this item.

Impact of Action: Operating Budget: The impact of this action on the County operating budget is dependent upon Council's action relative to this item.

Capital Budget: None.

Funding Amount/Source: None identified at this time.

Requested by: Councilman Norman Jackson

Staff Representative: County Administrator Gerald Seals.

Outside Representative: None.

List of Attachments:

1. Detailed Request of Action

2/7/17
Date Submitted

Brandon Madden
Approved by the County Administrator's Office

All
Council District

Richland County Council Request of Action

Subject: Council Motion: Richland County lost millions of dollars by not collecting taxes on (SOB) for the past five years. I move that the Legal Department along with Administration explore recovering the funds from Sexual Oriented Businesses directly or from the former Assistant County Administrator who defied Council’s directive and ordering staff not to pursue collection or fines

A. Purpose

Council is requested to consider a Council motion from Councilmember N. Jackson regarding the not collecting taxes on Sexual Oriented Businesses (SOB) for the past five years and exploring the recovery the funds from businesses directly.

B. Background / Discussion

At the February 7, 2017 Council meeting, Councilmember N. Jackson brought forth the following motion:

“Richland County lost millions of dollars by not collecting taxes on (SOB) for the past five years. I move that the Legal Department along with Administration explore recovering the funds from Sexual Oriented Businesses directly or from the former Assistant County Administrator who defied Council’s directive and ordering staff not to pursue collection or fines [JACKSON]”

Council sent this item to the D&S Committee for consideration.

This matter was initially brought to the Council’s attention in November 2016, at which time staff developed an impact statement inclusive of the following subjects:

- Businesses Inspected by the Zoning Administrator
- Other Suspected Sexually Oriented Businesses
- Financial Impact
- Current Status of Inspected and Possible Sexually Oriented Businesses
- Next Steps

As it relates to this motion, the following excerpt from the November 2016 document is presented here.

Depending upon the type of business, there may be various fees and taxes associated with the business. These include business licenses, Hospitality Taxes (food), and Business Personal Property Taxes. Businesses subject to the Local Accommodation Tax (such as motels) have not been included here. The sum for each year for each tax of what was paid and not paid by these businesses is shown below.

Summary: Fees and Taxes Paid				
Year	Business License Tax	Hospitality Tax	Business Personal Property Tax	Total
2010	14,273.55	115,298.64	3,875.53	133,447.72
2011	77,513.20	84,956.28	4,826.41	167,295.89
2012	234.00	103,178.93	4,476.61	107,889.54
2013	1,101.45	64,603.75	2,574.19	68,279.39
2014	1,294.07	100.00	3,154.88	4,548.95

2015	1,289.48	369,385.79	3,660.22	374,335.49
2016	1,354.48	22,686.25		24,040.73
Total	97,060.23	760,209.64	22,567.84	879,837.71
Summary: <u>Delinquent Fees and Taxes</u>				
Year	Business License Tax	Hospitality Tax	Business Personal Property Tax	Total
2010	200.90	4,191.96	4,191.96	8,584.82
2011	5,062.89	4,201.73	1,762.13	11,026.74
2012	78,304.03	2,238.93	2,014.73	82,557.68
2013	46,946.49	450.00	2,152.57	49,549.06
2014	46,497.00	100.00	250.01	46,847.01
2015	41,321.83	1,632.65	203.10	43,157.58
2016	30,257.52	1,878.21		32,135.73
Total	248,590.66	14,693.47	10,574.49	273,858.63

- Business license, Hospitality Tax, and Local Accommodation Tax revenues, when missing, are estimated based on any revenues that are reported (for any of the three “revenue” taxes) and on revenues reported to the SC Department of Revenue.
- Delinquent business license fees do not include any under-reporting of revenue for business license purposes.
- Delinquent business license fees do not include the shortage of payments that were made using a rate for a non-sexually oriented business activity.
- Hospitality Taxes for 2016 are as of June 2016.
- Business Personal Property Taxes for 2016 are not due until January 2017. Therefore, no payments are considered delinquent until after that time.
- Payment for Business Personal Property Taxes, when missing, are estimated based on previous payments for this tax. If no payments were ever made, payments were estimated based on their business peers’ payments.

Other Considerations

Whether to collect these funds is a policy decision. The collection of these funds is the responsibility of the County’s Business Service Center. However, the decision of whether or not to collect back taxes and fees is a policy decision of Council. There is a statute of limitations, so the back taxes and fees can only be collected for the last three years.

C. Legislative / Chronological History

There is no legislative history relative to this motion.

D. Alternatives

1. Consider the motion and proceed accordingly.
2. Consider the motion and do not proceed.

E. Final Recommendation

This is a policy decision of Council. Note that the delinquent fees for the past ten years total \$273,828.63. Given the statute of limitations (3 years) and the fact that some of those businesses have closed, that total amount would not be collected if Council chose to move forward with the collection of funds.

Additionally, collecting those funds would require a timely process of writing repeated citations and prosecuting those tickets in court and may have legal consequences of which we are not aware.