

**RICHLAND COUNTY COUNCIL  
ADMINISTRATION AND FINANCE COMMITTEE**

Kit Smith, Chair    Mike Montgomery    Paul Livingston    Joseph McEachern    Valerie Hutchinson  
District 5            District 8            District 4            District 7            District 9

*May 23, 2006  
6:00 PM*

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

**Call to Order**

**Approval of Minutes** – April 25, 2006: Regular Session Meeting [Pages 3 – 5]

**Adoption of Agenda**

**I. Items for Action**

- A. Ordinance Restructuring the Public Works Department**  
[Pages 6 – 12]
- B. Purchase of County Crime Bond (St. Paul Travelers/Willis of Greenville)**  
[Pages 13 – 14]
- C. Liability Claims Administrator (Hewitt Coleman)**  
[Pages 15 – 16]
- D. Approval of Workers' Compensation Claims Administrator and Excess Insurer  
(The South Carolina Counties Workers' Compensation Trust)**  
[Pages 17 – 18]
- E. Purchase of Property Insurance (St. Paul Travelers)**  
[Pages 19 – 20]
- F. Detention Center Contracts:**
  - 1. Food Service Management Contract (Aramark Correctional Service)**  
[Pages 21 – 22]

2. **Maintenance Contract for the Bluff Road Facility Housing and Energy Plant (W.B. Guimarin & Company, Inc.)**  
[Pages 23 – 24]

3. **Bluff Road Fire & Security System Maintenance Contract (Honeywell, Inc.)**  
[Pages 25 – 26]

4. **Detention Officer Uniforms Contract Renewal (Wright-Johnson)**  
[Pages 27 – 28]

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**G. Resolution Designating June 2006 as Homeownership Month**  
[Pages 29 – 31]

**H. Olympia Bond**  
[Pages 32 – 34]

**I. Coroner's Request: Approval of Mass Fatalities Management Program Grant**  
[Pages 35 – 36]

**II. Items for Discussion / Information**

There are no items for discussion/information.

**III. Items Pending Analysis**

**A. Business Service Center Ordinance**

**B. Retirement Service Requirements**

**Adjournment**

Staffed by: Joe Cronin

## MINUTES OF



**RICHLAND COUNTY COUNCIL  
ADMINISTRATION AND FINANCE COMMITTEE  
TUESDAY, APRIL 25, 2006  
6:00 P.M.**

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

=====

### MEMBERS PRESENT

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

**ALSO PRESENT:** Anthony Mizzell, Bernice G. Scott, Joyce Dickerson, Damon Jeter, Greg Pearce, Milton Pope, Michelle Cannon-Finch, Tony McDonald, Joe Cronin, Roxanne Matthews, Larry Smith, Amelia Linder, Stephany Snowden, Kendall Johnson, Rodolfo Callwood, Janet Claggett, Chief Harrell, Monique Walters, Michelle Onley

### CALL TO ORDER

The meeting started at approximately 6:00 p.m.

### APPROVAL OF MINUTES

**March 28, 2005 (Regular Session)** – Mr. Montgomery moved, seconded by Mr. McEachern to approve the minutes as submitted. The vote in favor was unanimous.

### ADOPTION OF AGENDA

Mr. Montgomery moved, seconded by Mr. McEachern, to approve the agenda as submitted. The vote in favor was unanimous.

### PRESENTATION

**Capital Needs at the Richland County Judicial Center: Honorable Jean Toal, Chief Justice of the Supreme Court of South Carolina and Mr. Frank Knowlton, President of Richland County Bar** – Mr. Frank Knowlton, Richland County Bar

President, and Chief Justice Jean Toal made a brief presentation regarding the needs of the Richland County Judicial Center and having Holder Properties do a needs analysis.

The resolution in regard to the Richland County Judicial Center was added as an action item by unanimous consent.

#### **ITEMS FOR ACTION**

**Resolution to Identify and Eliminate Issues with the Richland County Judicial Center Building** – Mr. Montgomery moved, seconded by Mr. McEachern, to forward this item to Council with a recommendation for approval. A discussion took place.

Mr. Livingston made a substitute motion to forward this item to Council without a recommendation. The motion died for lack of a second.

The vote in favor on the main motion was unanimous.

**Ordinance Restructuring the Public Works Department** – Mr. McEachern moved, seconded by Mr. Livingston, to defer this item to the May committee meeting. The vote in favor was unanimous.

**Sale of County Property at 401 Powell Road** —Mr. Montgomery moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval. A discussion took place. The vote in favor was unanimous.

**Extension of Contract with PavTel Communication Inmate Telephone Systems** – Ms. Hutchinson moved, seconded by Mr. Livingston, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

**Legal Department Budget Amendment** – Mr. Livingston moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval and to incorporate administration's recommendations. A discussion took place.

Mr. Montgomery requested an analysis of pending legal matters, summary of charges to date against the budget expenditures and a summary of what our expected future charges are.

The vote in favor was unanimous.

**Sheriff's Request: Budget Amendment to Appropriate SRO Funds** – Mr. McEachern moved to forward this item to Council with a recommendation that Council lift it from the table and give the ordinance Second Reading approval. The vote in favor was unanimous.

**Contract to Hire Wilbur Smith Associates as Project Manager for the Richland County Wholesale Portion of the South Carolina State Farmers' Market Project** – Mr. Montgomery moved, seconded by Mr. McEachern, to forward this item to Council with a recommendation for approval with a provision that the project, not the County, bear the expense. A discussion took place. The vote in favor was unanimous.

**Ordinance Authorizing the Sale and Issuance of \$5,200,000.00 Hospitality Tax Special Obligation Bond Anticipation Note** – Mr. McDonald briefed the committee regarding this item. A discussion took place.

Mr. Montgomery moved, seconded by Mr. McEachern, to forward this item to Council without a recommendation and for staff to provide additional requested information before Third Reading. The vote in favor was unanimous.

**Criteria for the Distribution of Undesignated Hospitality Tax Funds** – Mr. Livingston moved, seconded by Mr. Montgomery, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

#### ITEMS FOR DISCUSSION/INFORMATION

**Hiring of Economic Development Official for Richland County** – A discussion took place.

Mr. McEachern moved, seconded by Ms. Hutchinson, to refer this item to the Economic Development Committee. The vote in favor was unanimous.

#### ITEMS PENDING ANALYSIS

**Funding for Redevelopment of the Olympia Neighborhood** – This item is still being analyzed.

**Business Service Center Ordinance** – This item is still being analyzed.

**ADJOURNMENT** – The meeting adjourned at approximately 6:54.

Submitted by,

Kit Smith, Chair

The minutes were transcribed by Michelle M. Onley

## Richland County Council Request of Action

**Subject:** Ordinance Restructuring the Public Works Department

### **A. Purpose**

The County Council is requested to approve an ordinance that will restructure the Department of Public Works by reducing the number of divisions from seven to three, and by creating the position of Assistant Director.

### **B. Background / Discussion**

Currently the Department of Public Works includes the following seven major divisions, with each division operating somewhat independently: Administration, Engineering, Central Garage, Facilities & Grounds, Roads & Drainage, Solid Waste & Recycling, and Stormwater Management (see attached organization chart). Although this arrangement has worked well during the past several years, it gives the Director a very broad span of control by having to manage seven divisions, and it fails to establish a natural second-in-command.

The Public Works Department is one of the County's top four departments in terms of size of budget and number of employees, with a combined budget of more than \$27 million and more than 150 employees. The operations of the Department become even more complex when considering the fact that the various existing divisions are funded from various sources, i.e. the Solid Waste Division operates as an enterprise fund and is funded by a combination of fees and tax millage, the Roads & Drainage Division is funded solely by the Road Maintenance Fee, the Stormwater Management Division is funded by a separate tax millage, and the remainder of the divisions are funded under the County's General Fund.

The proposed restructuring is intended to group the existing seven independent divisions into three general categories, with similar divisions being grouped together (see attached organization chart). The first category will group together the internal support services, i.e., Administration, Facilities & Grounds, and Fleet Management. These functions will be overseen by the Assistant Public Works Director. The Assistant Director will also be in charge of the entire Department in the absence of the Director. This is the only new position being requested under the restructuring plan, and will be created by the reclassification of an existing position (Public Works Analyst) that is funded but vacant.

The second category will include Roads & Drainage and Stormwater Management, and will be headed by the County Engineer. These two divisions and the County Engineer have closely related functions and need to work closely together as their duties often overlap; therefore, it is natural to group the three together.

The third and final category will include Solid Waste and Recycling, and will be structured in much the same way as it exists today.



**Administration**

Reviewed by: Tony McDonald

Date: 4/14/06

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation: It is recommended that the Council approve alternative 1, which will authorize the restructuring of the Department as outlined in the summary above.



STATE OF SOUTH CAROLINA  
COUNTY COUNCIL FOR RICHLAND COUNTY  
ORDINANCE NO. \_\_\_-06HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION; ARTICLE V, COUNTY DEPARTMENTS; BY AMENDING DIVISION 2. PUBLIC WORKS, SECTIONS 2-194; AND BY DELETING SECTION 2-196 IN ITS ENTIRETY; SO AS TO CLARIFY THE RESPONSIBILITIES OF THE PUBLIC WORKS DEPARTMENT.

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

SECTION I. The Richland County Code of Ordinances, Chapter 2, Administration; Article V, County Departments; Division 2. Public Works; Section 2-194; Responsibilities/powers/duties; is hereby amended to read as follows:

**Sec. 2-194. Responsibilities; powers; duties.**

(a) The director of public works shall be responsible for the custody, security and maintenance of public works and physical properties of the County and shall be responsible to and under the supervision of the county administrator in the performance of his/her duties.

(b) The public works department shall be responsible for the following:

- (1) The coordination of all department-level administrative support, including personnel management, safety, training, standardization, finance, budget, payroll, material management, procurement, and geographic information services (GIS).
- (2) The provision of engineering services in support of County operations and infrastructure development, including the management and coordination of capital improvement projects.
- (3) The management, maintenance, and improvement of all County real property, including facilities and grounds; the management of facility related capital improvement projects; and the coordination of utilities usage on behalf of the County.
- (4) The maintenance and improvement of the County road network and drainage infrastructure.
- (5) The provision of residential collection of municipal solid waste (MSW) and recyclable materials within the unincorporated County; the provision of limited construction & demolition (C&D) landfill services; the management

of the Solid Waste stream within the County; and the promotion of cost-effective recycling.

(6) The provision of fleet management and maintenance services; and the management of fueling sites to support the County vehicle and equipment fleet.

(7) The provision of stormwater management services in support of positive public drainage and “receiving water” quality.

SECTION II. The Richland County Code of Ordinances, Chapter 2, Administration; Article V, County Departments; Division 2. Public Works; Section 2-196; Departmental Divisions; is hereby deleted in its entirety and shall hereafter read as follows:

**Sec. 2-196. Reserved.**

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

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

SECTION V. Effective Date. This ordinance shall be effective from and after \_\_\_\_\_, 2006.

RICHLAND COUNTY COUNCIL

BY: \_\_\_\_\_  
Anthony G. Mizzell, Chair

ATTEST THIS THE \_\_\_\_ DAY  
OF \_\_\_\_\_, 2006

\_\_\_\_\_  
Michielle R. Cannon-Finch  
Clerk of Council

RICHLAND COUNTY ATTORNEY’S OFFICE

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

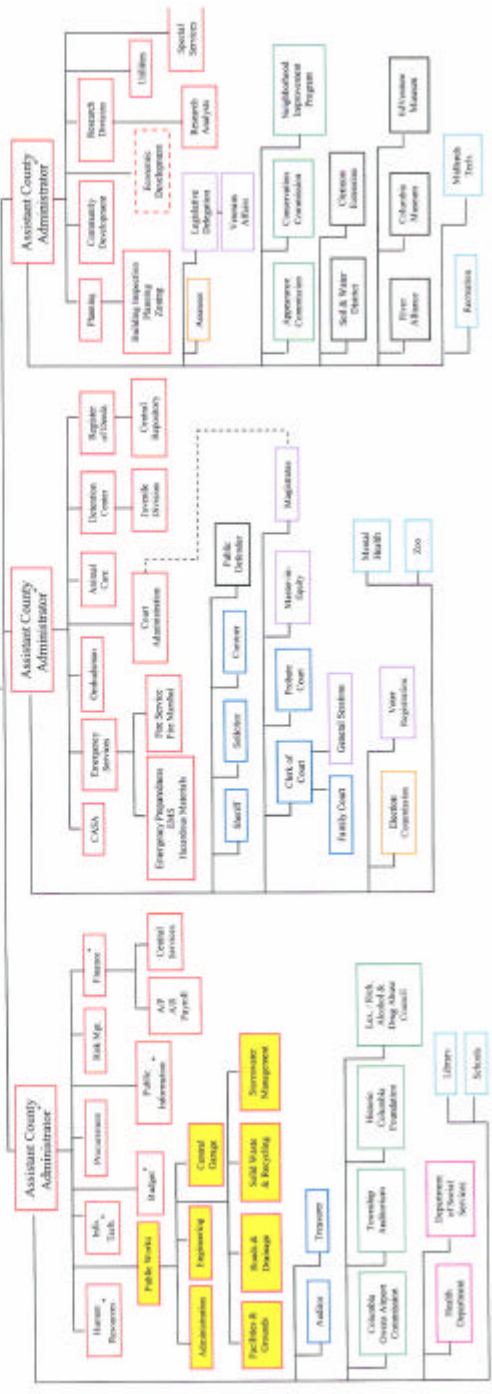
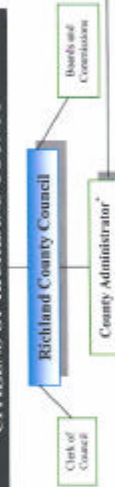
**Organizational Chart**  
 Legend (all receive County funding)

- Elected by citizens
- Appointed by County Administrator
- Appointed by the County Council
- Directed by a separate Board but a County department
- Directed by a separate Board and not a County department
- Appointed by the Legislature or Governor
- Function, but not a County department
- Local office of State agency
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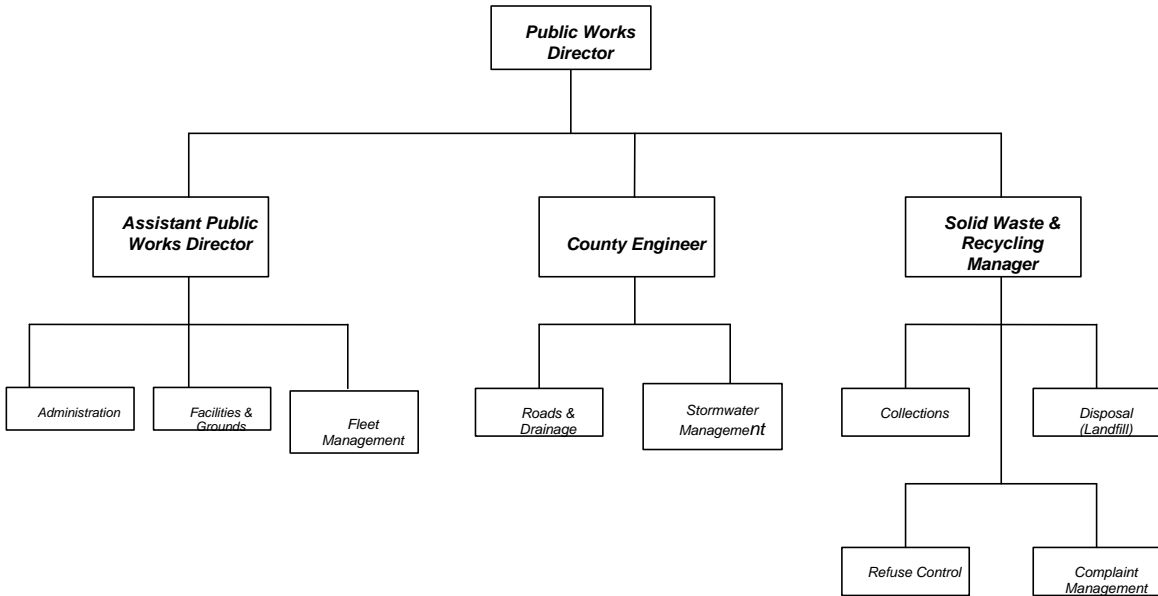
**CITIZENS OF RICHLAND COUNTY**

**County Administrator Liaisons**

- Internal Audit
- Piedmont Health Alliance



**Department of Public Works  
Reorganization  
February 2006**







## Richland County Council Request of Action

**Subject:** Liability Claims Administrator – Hewitt Coleman

**A. Purpose**

Council is requested to approve a liability claims administrator for 06-07.

**B. Background / Discussion**

The county requested proposals for a liability claims administrator for 06-07. Three companies submitted proposals. The proposal that is in the best interest of the county for administration of the self-funded program is from Hewitt Coleman of Greenville, South Carolina. It has been the county's liability claims administrator since 1997-98.

**C. Financial Impact**

Based on the number of claims in the last five years, the estimated cost is \$70,000. The present budget is \$67,954.

**D. Alternatives**

1. Approve the request for a liability claims administrator.
2. Do not approve the request for a liability claims administrator.

**E. Recommendation**

It is recommended Council approve the request for the liability claims administrator.

**Recommended by:** David Chambers **Department:** Risk Manager **Date:** May 5, 2006

**F. Reviews**

**Finance**

Reviewed by: Daniel Driggers

Date: 5/12/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Procurement**

Reviewed by: Rodolfo Callwood

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder

Date: 5/15/06

Recommend Council approval

Recommend Council denial

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

**Administration**

Reviewed by: Tony McDonald

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:



## Richland County Council Request of Action

**Subject:** Approval of Workers' Compensation Claims Administrator and Excess Insurer – The South Carolina Counties Workers' Compensation Trust

### A. Purpose

County Council is requested to approve a workers' compensation claims administrator and excess insurer for 06-07.

### B. Background / Discussion

The county requested proposals for a workers' compensation claims administrator and excess insurer for 06-07. Four companies sent proposals for claims administrator. There were two proposals for excess insurance. The South Carolina Counties Workers' Compensation Trust submitted the only excess insurance proposal that is suitable for the county. Using the Trust as claims administrator is required for the excess insurance.

### C. Financial Impact

The proposal is within the proposed budget.

### D. Alternatives

1. Approve the request for workers' compensation excess insurance and a claims administrator.
2. Do not approve the request.

### E. Recommendation

It is recommended that Council approve the request.

**Recommended by:** David Chambers **Department:** Risk Manager **Date:** May 5, 2006

### F. Reviews

#### Finance

Reviewed by: Daniel Driggers

Recommend Council approval

Comments regarding recommendation:

Date: 5/12/06

Recommend Council denial

#### Procurement

Reviewed by: Rodolfo Callwood

Recommend Council approval

Comments regarding recommendation:

Date: 5/15/06

Recommend Council denial

**Legal**

Reviewed by: Amelia Linder

Date: 5/15/06

Recommend Council approval

Recommend Council denial

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

**Administration**

Reviewed by: Tony McDonald

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

## Richland County Council Request of Action

**Subject:** Purchase of Property Insurance – St. Paul Travelers

**A. Purpose**

County Council is requested to approve the purchase of property insurance for 06-07.

**B. Background / Discussion**

The county requested property insurance proposals for 06-07. There were three proposals from two brokers. The present broker, Gallagher, submitted the only proposal that provides suitable property insurance for the county. The proposed insurer is St. Paul Travelers.

**C. Financial Impact**

The projected premium of \$236,573 is within the proposed budget.

**D. Alternatives**

1. Approve the request to purchase property insurance.
2. Do not approve the request to purchase insurance.

**E. Recommendation**

It is recommended that Council approve the purchase of property insurance.

**Recommended by:** David Chambers **Department:** Risk Manager **Date:** May 5, 2006

**F. Reviews**

**Finance**

Reviewed by: Daniel Driggers

Date: 5/12/06

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Procurement**

Reviewed by: Rodolfo Callwood

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder

Date: 5/15/06

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Administration**

Reviewed by: Tony McDonald

✓ Recommend Council approval

Comments regarding recommendation:

Date: 5/15/06

Recommend Council denial

# Richland County Council Request of Action

**Subject:** Food Service Management Contract – Aramark Correctional Service

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## A. Purpose

County Council is requested to approve the expenditure for \$1,076,151.91 for food service.

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## B. Background / Discussion

This is annual renewal for food service for the Alvin S. Glenn Detention Center. Aramark Correctional Service has provided the Detention Center with quality food service for the past four years.

Aramark food service is responsible to provide the inmates housed at the detention facility a nutritious meal.

## C. Financial Impact

The estimated expenditure is \$1,076,151.91 to feed an estimated average daily population of 889 inmates. Also, additional cost would be incurred if the population exceeds 850 on any given day.

The estimated expenditure is \$1,076,151.91 of the \$4,273,057.00 requested in Account # 2100-5265, Professional Service.

**Deleted:** has been cited for overcrowding by the Inspection and Operation Review Division of South Carolina Department of Corrections for the past four years. The rated capacity for the facility is 836 bed; currently the Detention Center Average Daily Population (ADP) is 860.¶

¶ Additionally, the Department is in the candidacy stage for American Correctional Association (ACA) Accreditation. The bed utilization is a vital part of the accreditation process. According to ACA standards, a facility should always have 10% of its bed space available to maintain a flexible classification system. ¶

## D. Alternatives

1. Renew the Aramark Food Service Management Contract.

2. Do not renew contract

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## E. Recommendation

It is recommended that Council approve the negotiations and renew the contract to Aramark Correctional Service Inc for the approximate amount of \$1,076,151.91.

**Recommended by:** Ronaldo D. Myers **Department:** Detention Center **Date:** 4/11/06

## F. Reviews

### Finance

Reviewed by: Daniel Driggers

Date: 5/12/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Based on Detention Center Director recommendation. Available funding is contingent upon Council approval of FY 07 budget.

### Procurement

Reviewed by: Rodolfo Callwood

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

### Legal

Reviewed by: Amelia Linder

Date: 5/15/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

### Administration

Reviewed by: J. Milton Pope

Date: 5-15-06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:



**E. Reviews**

**Finance**

Reviewed by: Daniel Driggers Date: 5/12/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation: Based on Detention Center Director recommendation. Available funding is contingent upon Council approval of FY 07 budget.

**Procurement**

Reviewed by: Rodolfo Callwood Date: 5/15/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder Date: 5/15/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation:

**Administration**

Reviewed by: J. Milton Pope Date: 5-16-06  
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# Richland County Council Request of Action

**Subject:** Bluff Road Fire and Security System Maintenance Contract – Honeywell, Inc.

## A. Purpose

County Council is requested to approve the expenditure in the amount of \$99,290.00 for full maintenance coverage on the fire and security system for the Bluff Road Facility.

## B. Background / Discussion

Honeywell, Inc. is the only company that could provide combined and full coverage on the fire and security systems. This request was first made during the 94-95 FY budget process. Council has renewed the Honeywell, Inc. contract each year since the 94-95 FY. Funding for the contract has been requested in the FY 06-07 budget.

Honeywell provide service to the security and fire system to the facility. The security system consists of motion detectors, cameras, door alarms, and control panels. The fire system consists of the sprinklers, smoke evacuators, and detectors.

## C. Financial Impact

The estimated expenditure is \$99,290.00 of the \$282,156.00 requested in Account #2100-5226, Service Contracts.

## D. Alternatives

1. Approve the request to renew the contract to Honeywell, Inc. for \$99,290.00 for FY 06-07.
2. Do not approve contract for the expenditure of maintenance coverage on the fire and security system for the Bluff Road Facility.

## E. Recommendation

It is recommended that Council approve the request to renew the contract for Honeywell, Inc. for \$99,290.00 for FY 06-07.

**Recommended by:** Ronaldo D. Myers **Department:** Detention Center **Date:** 4/14/2006

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**E. Reviews**

**Finance**

Reviewed by: Daniel Driggers Date: 5/12/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation: Based on Detention Center Director recommendation. Available funding is contingent upon Council approval of FY 07 budget.

**Procurement**

Reviewed by: Rodolfo Callwood Date: 5/15/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder Date: 5/15/06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation:

**Administration**

Reviewed by: J. Milton Pope Date: 5-15-06  
 Recommend Council approval  Recommend Council denial  
Comments regarding recommendation:

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# Richland County Council Request of Action

**Subject:** Detention Officer Uniforms Contract Renewal – Wright-Johnson

## A. Purpose

County Council is requested to approve the expenditure for \$118,000.00 for officers' uniforms and accessories.

## B. Background / Discussion

Wright-Johnson Inc. of Columbia is the only existing law-enforcement uniform company within the immediate area. The Richland County Detention Center has been purchasing its detention officers' uniforms and various equipment from Wright-Johnson for well over 30 years.

Wright-Johnson Inc provides the detention with uniforms, and other equipment. In efforts to ensure the officers look professional, the Detention Center issues uniforms to new detention officers and replaces uniform for fair wear and tear for existing staff. Wright Johnson provides quality service and value to the Detention Center. Additionally, several other County Departments use this vendor for uniform purchases.

## C. Financial Impact

The estimated expenditure is \$118,000.00 of the \$155,550.00 requested in account # 2100-5241, Uniforms and Equipment.

## D. Alternatives

1. Approve the request to renew the contract to Wright Johnson for \$118,000 for FY 06-07,
2. Take no action

## E. Recommendation

It is recommended that Council approve the request to renew the contract for Wright Johnson Inc. for \$118,000 for the FY 06-07.

Recommend by: Ronaldo D. Myers, Department: Detention Center Date: April 13, 2006

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**F. Reviews**

**Finance**

Reviewed by: Daniel Driggers Date: 5/12/06

Recommend Council approval  Recommend Council denial

Comments regarding recommendation: Based on Detention Center Director recommendation. Available funding is contingent upon Council approval of FY 07 budget.

**Procurement**

Reviewed by: Rodolfo Callwood Date: 5/15/06

Recommend Council approval  Recommend Council denial

Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder Date: 5/15/06

Recommend Council approval  Recommend Council denial

Comments regarding recommendation:

**Administration**

Reviewed by: J. Milton Pope Date: 5/15/06

Recommend Council approval  Recommend Council denial

Comments regarding recommendation:

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## Richland County Council Request of Action

**Subject:** Resolution Designating June 2006 as Homeownership Month

**A. Purpose**

County Council is requested to approve the Homeownership Month Resolution.

**B. Background / Discussion**

June is National Homeownership Month. As a recipient of federal funds, Richland County Community Development Office participates in the celebration. The Community Development Office has been administering the Richland County Homeownership Assistance Program (RCHAP), providing up to \$5,000 in down payment and/or closing costs to eligible citizens. Since 1999, RCHAP has provided approximately \$492,000 in assistance. This amount has allowed for 100 new residents to become homeowners in Richland County.

Richland County Community Development Office will participate in a Homebuyer Education Event on Saturday, June 10, 2006 at the Columbia Place Mall.

**C. Financial Impact**

This is an eligible expense for Community Development Block Grant (CDBG) funds and the HOME Investment Program funds.

**D. Alternatives**

1. Approve this request.
2. Do not approve this request and be subject to a negative review as a result of receiving federal funds.

**E. Recommendation**

Approve this request.

**Recommended by:** Sherry Wright Moore      **Department:** Community Development  
**Date:** May 10, 2006

**F. Reviews**

**Finance**

Reviewed by: Daniel Driggers

Date: 5/16/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder

✓ Recommend Council approval

Comments regarding recommendation:

Date: 5/16/06

Recommend Council denial

**Administration**

Reviewed by: Tony McDonald

✓ Recommend Council approval

Comments regarding recommendation:

Date: 5/16/06

Recommend Council denial



## Richland County Council Request of Action

**Subject:** Olympia Neighborhood Projects Funding Options

### **A. Purpose**

Council is requested to approve a funding mechanism for projects in the Olympia neighborhood totaling approximately \$2,000,000.

### **B. Background/Discussion**

At the January 3, 2006 Regular Session Council Meeting, a motion was made to create a finance mechanism for up to \$2 million dollars for projects in Olympia. The motion also included this item being forwarded to the Administration and Finance Committee.

A meeting was held with Olympia community leaders to determine the following funding priorities:

1. Streetscaping / Traffic calming: Funds will be used for lighting, sidewalks, landscaping, etc. in the county portion of Olympia along Olympia Avenue. Street design will be coordinated with the City.
2. Commercial Redevelopment: Public parking for retail and commercial development will be provided
3. Rocky Branch Restoration: Funds will be used to clean up Rocky Branch and take care of the flooding issues in the unincorporated area from Olympia Avenue to Assembly Street. This will open up more land to development and connect Olympia to the University and Five Points.

Monies will be expended according to the priority list above.

At the March 28, 2006 A&F Committee, a Request of Action outlining the issuance and sale of general obligation bonds to fund the aforementioned improvements in the Olympia neighborhood was presented. The committee members made a motion to keep this item in committee to allow time to further explore other available financing mechanisms.

A financing option suggested in the A&F meeting was a Special Source Revenue Bond (SSRB). Frannie Heizer, bond counsel, reviewed this request, and has presented staff with a memorandum regarding the SSRB.

Counties that receive and retain fees-in-lieu-of taxes (FILOTs) may issue SSRBs. The SSRBs must be issued solely for the purpose of paying the cost of designing, acquiring, constructing, improving, or expanding the infrastructure serving the issuer and for improved or unimproved real estate used in the operation of a manufacturing or commercial enterprise in order to enhance the economic development of the issuer and costs of issuance of the SSRBs. While a SSRB is typically used in connection with a well-defined economic



development project, use of such a financing mechanism for public infrastructure in Olympia should be within the statutory authorizations. Further review of the proposed projects is necessary before proceeding with the SSRB option, as well as the first step of establishing the Olympia neighborhood (or portions thereof) as a multi-county industrial park (MCIP). If a portion of the MCIP is located within the limits of the City of Columbia, the City's consent will be required. The SSRB funding mechanism will require a lot of foundational work, but may be a potential option.

### C. Financial Impact

A funding mechanism totaling \$2 million is requested.

### D. Alternatives

1. Approve a \$2 million dollar bond for the aforementioned projects in the Olympia neighborhood.
2. Approve an SSRB for the aforementioned projects in the Olympia neighborhood.
3. Do not approve any financing mechanisms for the aforementioned projects in the Olympia neighborhood.
4. Approve another funding mechanism for the aforementioned projects in the Olympia neighborhood. At Retreat, a suggestion was made to create a Revolving Neighborhood Development Fund from Vista TIF increment funds once the TIF bonds are paid off. The annual increment amount is approximately \$1 million.
5. Approve another funding mechanism for the aforementioned projects in the Olympia neighborhood. An additional one-half mill could be assessed along with the currently dedicated Neighborhood Development Millage of one-half mill, for a total of one mill per year.

### E. Recommendation

This decision is at Council's discretion.

Recommended By: Council Motion Date: January 3, 2006

### F. Reviews

#### Finance

Reviewed by: Daniel Driggers

Date: 5/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: There is no recommendation included and is left to Council discretion. All alternatives are viable funding options but would require additional research and evaluation based on Council's direction for next steps.

**Legal**

Reviewed by: Amelia R. Linder

Date: 5/18/06

Recommend Council approval

Recommend Council denial

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

**Administration**

Reviewed by: J. Milton Pope

Date: 5-18-06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: If Council approves the funding of the Olympia Neighborhood projects, Administration would recommend option #4 or #5 as funding mechanisms. A bond may certainly be the most expedient method by which to fund the projects; however, the precedent of using bonds for future neighborhood projects is one that Council should be very critical and cautious of.

Options #4 and #5 already have a nexus to existing redevelopment initiatives or neighborhood projects. Preferably an increase of the Neighborhood Millage dedicated to Olympia may be the best option because the TIF increment may not be available until January 2009.

## Richland County Council Request of Action

**Subject:** Coroner's Grant Match Approval: Mass Fatalities Management Program

### A. Purpose

County Council is requested to approve a grant in the amount of \$70,745. There are no personnel costs or matching funds requirement for this program.

### B. Background / Discussion

The grant is as follows:

#### **Mass Fatalities Management Program**

Grantor \$70,745

This grant will allow the Coroner in Richland County and the coroners across the state to work with all of the agencies involved in mass fatality management and allow us to identify deficiencies in our present capabilities to handle mass fatality incidents. This grant funding will ultimately lead to the development of a statewide mass fatalities plan that specifically addresses the responsibilities and duties of SC coroners, and will be utilized by them thereby creating unity and professionalism in the event of a disaster.

This opportunity became available after the grant budget request was submitted and there was no longer an avenue to request additional funds. These grants do not involve personnel. Full copies may be obtained from the Grant Development Manager, Ms. Audrey Shifflett.

This project was designed to meet a direct need within our agency, the communities we serve, and the state of South Carolina.

### C. Financial Impact

There are no personnel costs or matching funds requirement for this program.

### D. Alternatives

1. Accept the grant awards.
2. Do not approve and refuse to accept the grant.

### E. Recommendation

The Coroner's Office recommends that Council approve this grant amounting to \$70,745.

**Recommended by:** Gary Watts, Coroner      **Dept.:** Coroner's      **Date:** 05/05/06

**F. Reviews**

**Grants**

Reviewed by: Audrey Shifflett

Date: 5/16/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: These are reverted 2004 Homeland Security grant funds being awarded by SLED. There is no match required and no personnel requirement. Funds must be fully expended by September 30, 2006.

**Finance**

Reviewed by: Daniel Driggers

Date: 5/17/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Legal**

Reviewed by: Amelia Linder

Date: 5/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

**Administration**

Reviewed by: Tony McDonald

Date: 5/18/06

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

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**A. Purpose**

County Council is requested to approve the expenditure in the amount of \$

Page 13: [14] Deleted for full maintenance coverage on the fire and security system for the Bluff Road Facility.	CRONINJ	5/8/2006 9:28:00 AM
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**B. Background / Discussion**

Honeywell, Inc. is the only company that could provide combined and full coverage on the fire and security systems.

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06-07 budget.

### C. Discussion:

Honeywell provide service to the security and fire system to the facility. The security system consists of motion detectors, cameras, door alarms, and control panels. The fire system consists of the sprinklers, smoke evacuators, and detectors.

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### . Financial Impact

The estimated expenditure is \$

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\$282,156.00 requested in Account

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#2100-5226, Service Contracts.

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### . Alternatives

Approve the request to renew the contract to Honeywell, Inc.

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06-07.

Do not approve contract for the expenditure of maintenance coverage on the fire and security system for the Bluff Road Facility.

### F. Recommendation

It is recommended that Council approve the request to renew the contract for Honeywell, Inc.

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**Administration**

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**COUNTY COUNCIL REQUEST OF ACTION**

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In the past, the Department requisitioned uniforms as needed, based on wear and tear, and issuing of new uniforms to newly hired officers. However, due to the volume of purchases, Procurement recommends that this be placed on an open purchase order, and extended as needed. Funding for the contract has been requested in the FY 01		
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### Wright Johnson

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## FINANCE

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# PROCUREMENT

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# GRANTS

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