



COLUMBIA CITY COUNCIL MEETING MINUTES TUESDAY, DECEMBER 19, 2023

CALL TO ORDER

The Columbia City Council conducted a Work Session on Tuesday, December 19, 2023 at City Hall (Mayor's Conference Room), 1737 Main Street, Columbia, South Carolina. The Honorable Daniel J. Rickenmann, Mayor called the meeting to order at 1:10 p.m. and the following members of Council were present: The Honorable Howard E. Duvall, Jr., The Honorable Aditi Bussells, The Honorable Tina N. Herbert, and The Honorable Peter M. Brown. The Honorable William Brennan participated remotely. The Honorable Edward H. McDowell, Jr., Mayor Pro-Tem was absent. Also present were Ms. Teresa Wilson, City Manager and Ms. Erika D. Moore Hammond, City Clerk. This meeting was advertised in accordance with the South Carolina Freedom of Information Act.

INVOCATION

The Honorable Peter M. Brown offered the invocation.

CITY COUNCIL DISCUSSION

2. Parking Services Update - Ms. Missy Gentry, P.E., Assistant City Manager for Development Services

Parking Operations Overview - Ms. Elle Matney, Parking Services Director and Mr. Kelvin Keisler, General Services Director

Ms. Missy Gentry, Assistant City Manager for Development Services said parking is an enterprise of the city made up of 45 employees, 11 decks, 14 surface lots, over 3,600 parking meters, residential parking, event parking, bagged meters, and valet permits. The current revenue is around \$9.6 million.

Ms. Elle Matney, Parking Services Director said Parking Services is split into two divisions: operations and facilities. Operations includes enforcement, the meter shop the front office, customer service, events, and the parking services liaison. Facilities includes maintenance and cleaning. We accommodate nine hotels and we service over 500 staff members with the city. We support and average of 29 events each month. We issue over 8,700 citations; bag over monthly 500 meters; and receive over 70,000 Passport transactions each month.



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Ms. Tori Salvant, Deputy Director of Parking Services said that merchants can purchase validations for their patrons at Passportinc.com. We now we have text-to-park. You can text PARK to 30843 then follow the workflow. We have been utilizing Passport since 2015. In that time frame, we have had 6.1 million transactions, 382,000 active users, and \$9.4 million in total revenue. Park Hub is a cashless event module that we have been using since December 2022. It allows those attending the event to tap and pay. Everything reports in real time so we are immediately able to see our revenue. Onsite revenue is \$447,000 with over 34,000 cars parked. The Barnacle is a demobilization device that we began using in September 2023 in conjunction with towing. We're currently using six devices in designated areas. Soon, we will be using the T2 collection services for parkers who decide not to pay their citations. On the 61st day, those citations are transferred over to the collection services. Also coming soon, is the ability to appeal a citation electronically,

There was an in-depth discussion about use of the Passport app versus text-to-park and distribution of information to customers, average transaction amounts, the maximum amount of time for parking meters, exploration of a singular app for parking services, and how citations are reviewed.

Ms. Elle Matney, Parking Services Director said the T2 Loop pay parking system is what we currently have. The Loop pay stations take cash but no change is provided. If we move forward with the Loop pay stations, the smartcard will no longer be accepted. You can still do the T2 extend by phone and coupon validation.

There was discussion about the addition of pay by block, dynamic parking and the options for parking systems.

Mr. Kelvin Keisler, Director of General Services said that we have several projects underway for parking facilities worth about \$1.2 million to include elevator replacements at Lady Street and Sumter Street; two water sealant projects at PJ Canon and Lincoln Street garages; and two exterior cleaning and painting projects at Lady Street and Taylor Street parking decks. There are capital improvements and maintenance needs for our facilities. The most pressing need in parking facilities is funding. We need \$2.5 million in year one for renovations at the Sumter, Lady, Washington, and Taylor Street garages. The needs at these facilities currently are structural, water proofing, operation systems, and aesthetics.



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There was a discussion about taking advantage of available grants and adding public art, solar technology, and bathroom facilities.

Mr. Brennan left the meeting at 2:02 p.m.

EXECUTIVE SESSION

Upon a motion by Mr. Duvall and seconded by Dr. Bussells, Council voted unanimously to enter into Executive Session at 2:03 p.m. for the discussion of **Items 2 and 3.**

2. Receipt of legal advice related to matters covered by attorney-client privilege pursuant to S.C. Code §30-4-70(a)(2)

- *Convention Center*

3. Discussion of negotiations incident to proposed contractual arrangements pursuant to S.C. Code §30-4-70(a)(2)

- *WGI Engineering Firm*
- *Emergency Services Consulting International*

ADJOURNMENT

The meeting was adjourned at 3:58 p.m.

Respectfully submitted:

Erika D. Moore Hammond, CMC
City Clerk