Tuesday, March 17, 2015	2:00 PM	City Hall - Conference Room

The Columbia City Council will conduct a Work Session on Tuesday, March, 17, 2015 at 2:00 PM at City Hall - Conference Room at 1737 Main Street, Second Floor, Columbia, SC 29201.

Call to Order

FINANCIAL REPORT

1. January 2015 Financial Report (Requested by Jan Alonso, Finance)

   See attached report

2. Comprehensive Annual Financial Report Ending June 30, 2014 (Requested by Jan Alonso, Finance)

   See attached report

PRESENTATIONS

3. Spirit Communications Park Preview (Requested by Erika Moore, City Clerk)

   Refer to the January 2015 Financial Report

FISCAL YEAR 2015/2016 PRIORITY PLANNING & GOALS

4. Planning for a Future Council Retreat (Requested by Erika Moore, City Clerk)

   None at this time

5. All About Water & Sewer Follow-up Discussion (Requested by Erika Moore, City Clerk)

   See attached

CITY COUNCIL DISCUSSION / ACTION

6. Trustus Preservation Society's Capital Campaign (Requested by Erika Moore, City Clerk)

   Please refer to the attached letter

7. Good Neighbor Agreements (Requested by William Holbrook, Police)

   None

8. Columbia Police Department Recruitment Video (Requested by Erika Moore, City Clerk)

   None at this time.

EXECUTIVE SESSION

9. Receipt of legal advice which relates to a matter covered by attorney-client privilege (Requested by Erika Moore, City Clerk)

   N/A

10. Discussion of negotiations incident to proposed contractual arrangements (Requested by Erika Moore, City Clerk)

    N/A

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE: **March 17, 2015**

DEPARTMENT: **Finance**

FROM: ***Jan Alonso, Finance Director***

SUBJECT: **January 2015 Financial Report**

PRESENTER: **Ms. Jan Alonso, Finance Director**

FINANCIAL IMPACT: **See attached report**

STRATEGIC GOALS: **Improve Communication**

ATTACHMENTS:

- January_Financial_Report (PDF)

City of Columbia
General Fund Summary - Revenue and Expenditures - Current to Prior Year Variance
January 31, 2014

		ACTUAL PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	ACTUAL PRIOR YEAR THRU JAN 2013	ACTUAL CURRENT YEAR THRU JAN 2014	ACTUAL CURRENT TO PRIOR VARIANCE	% ANNUAL BUDGET
	REVENUE						
1	GENERAL PROPERTY TAX	50,884,644	51,406,365	20,074,980	21,609,324	1,534,344	42.0%
2	LICENSES AND PERMITS	31,466,861	30,732,426	3,147,181	3,157,807	10,626	10.3%
3	FROM OTHER AGENCIES	12,738,468	12,690,828	5,430,335	6,088,509	658,174	48.0%
4	CURRENT SERVICE CHARGES	12,396,243	12,091,624	7,213,655	7,137,760	(75,895)	59.0%
5	FINES & FORFEITURES	1,164,759	1,310,000	820,167	698,051	(122,116)	53.3%
6	SPECIAL EVENTS	90,310	137,300	83,638	75,537	(8,101)	55.0%
7	MISCELLANEOUS REVENUE	91,595	77,000	29,219	24,756	(4,463)	32.2%
8	INTEREST ON INVESTMENT	74,553	50,000	0	14,039	14,039	28.1%
9	RENTS & SALE OF PROPERTY	437,511	264,404	100,847	150,780	49,933	57.0%
10	**TOTAL REVENUE**	**109,344,944**	**108,759,947**	**36,900,022**	**38,956,563**	**2,056,541**	35.8%
11	**TRANSFERS IN**						
12	FROM OTHER FUNDS	7,380	0	5,563	0	-	#DIV/0!
13	FROM ACCOMMODATIONS TAX	25,000	25,000	25,000	25,000	-	100.0%
14	FROM COUNTY FIRE				0		#DIV/0!
15	FROM HOSPITALITY TAX	3,000,000	2,569,143	1,750,000	1,498,667	(251,333)	58.3%
16	FROM GO BOND PROCEEDS	3,262,134	7,000,000	1,339,537	1,589,930	250,393	22.7%
17	FROM WATER & SEWER OPERATING	6,520,000	6,270,000	3,803,333	3,657,500	(145,833)	58.3%
18	FROM PARKING FUND				0		#DIV/0!
19	FROM HYDRO	1,500,000	500,000	875,000	500,000	(375,000)	100.0%
20	UN-APPROPRIATED SURPLUS		3,801,844	0			0.0%
21	**TOTAL TRANSFERS IN**	**14,314,514**	**20,165,987**	**7,798,433**	**7,271,097**	(527,336)	36.1%
22							
23	**TOTAL GEN FUND REV & TRF**	**123,659,458**	**128,925,934**	**44,698,455**	**46,227,660**	**1,529,205**	35.9%
24							
25	**EXPENDITURES - DEPARTMENTS**						
26	LEGISLATIVE - MAYOR	578,288	416,647	349,003	249,204	(99,799)	59.8%
27	LEGISLATIVE - CITY COUNCIL		327,952		140,601		42.9%
28	ADMINISTRATION - CITY MANAGER	634,018	522,083	407,983	251,020	(156,963)	48.1%
29	ADMINISTRATION - GOV'T AFFAIRS	452,635	452,766	247,786	261,263	13,477	57.7%
30	ADMINISTRATION - ACM OPERATIOI	333,010	368,444	174,236	221,669	47,433	60.2%
31	ADMINISTRATION - ACM-CFO	178,943	205,400	99,643	117,305	17,662	57.1%
32	ADMINISTRATION - SR. ASSISTANT C	306,267	317,117	159,086	179,563	20,477	56.6%
33	HUMAN RESOURCES	878,387	980,446	510,887	514,081	3,194	52.4%
34	BUDGET & PROG MGMT OFFICE	256,036	343,936	151,531	189,549	38,018	55.1%
35	PUBLIC RELATIONS	507,212	573,171	283,485	287,111	3,626	50.1%
36	COUNCIL SUPPORT SERVICES	541,169	421,247	332,095	239,304	(92,791)	56.8%
37	LEGAL	1,765,575	2,059,960	903,179	845,934	(57,245)	41.1%
38	MUNICIPAL COURT	2,530,489	2,648,014	1,418,482	1,461,860	43,378	55.2%
39	FINANCE	1,668,970	1,912,136	891,733	1,050,102	158,369	54.9%
40	OFFICE OF BUSINESS OPPORTUNITIE	518,488	558,553	267,565	274,053	6,488	49.1%
41	COMMUNITY DEVELOPMENT	327,454	346,938	162,870	171,604	8,734	49.5%
42	DEVELOPMENT SERVICES	4,055,326	3,788,788	2,251,856	1,896,040	(355,816)	50.0%
43	POLICE	33,134,150	35,586,552	17,005,372	19,744,077	2,738,705	55.5%
44	911 EMERGENCY COMMUNICATION	2,523,001	2,959,403	1,338,298	1,706,551	368,253	57.7%
45	FIRE	20,690,352	20,089,847	11,557,030	11,360,057	(196,973)	56.5%
46	PARKS & RECREATION	10,354,366	11,141,708	5,458,567	5,991,415	532,848	53.8%
47	PUBLIC WORKS	17,605,376	19,146,061	10,108,472	10,218,307	109,835	53.4%
48	GENERAL SRVCS/SUPPORT SERVICES	1,701,581	2,721,772	772,910	1,032,323	259,413	37.9%
49	INFORMATION TECHNOLOGY	3,201,036	3,680,722	2,056,425	2,076,486	20,061	56.4%
50	**TOTAL DEPARTMENT**	**104,742,129**	**111,569,663**	**56,908,494**	**60,479,478**	3,570,984	54.2%
51	**EXPEND. - NON-DEPT. & MISC.**						
52	COMMUNITY PROMOTION - AGENC	160,000	270,670	81,000	120,321	(39,321)	44.5%
53	SOLICITOR'S OFFICE	215,817	215,817	107,909	107,909	-	50.0%
54	HOMELESS SERVICES	1,218,907	1,000,000	562,332	418,893	143,439	41.9%
55	SPECIAL EMERGENCY RESERVE	51,061	108,473	0	0	-	0.0%
56	DETENTION CENTER PER DIEM	537,003	450,000	300,578	204,250	96,328	45.4%
57	ECONOMIC DEVELOPMENT RESERVE		75,000	0	25,000	(25,000)	33.3%
58	NON-DEPARTMENTAL & MISC.	40,099	231,000	12,854	60,821	(47,967)	26.3%
59	OFFICE SPACE LEASE	490,630	505,000	243,027	326,793	(83,766)	64.7%
60	OTHER SERVICES AND CHARGES	13,410	0	12,343	(819)	13,162	#DIV/0!
61	**TOTAL NON-DEPARTMENTAL**	**2,726,927**	**2,855,960**	**1,320,043**	**1,263,168**	56,875	44.2%
62	**TOTAL EXPENDITURES**	**107,469,056**	**114,425,623**	**58,228,537**	**61,742,646**	(3,514,109)	54.0%
63	**TRANSFERS OUT**						
64	TO OTHER FUNDS					-	
65	TO INTERNAL SERVICE FUNDS	2,314,068	1,868,285	1,028,164	1,110,038	(81,874)	59.41%
66	TO SPECIAL REVENUES	0		25,719	0	25,719	#DIV/0!
67	TO DEBT SERVICE	5,498,688	5,927,980	3,207,556	3,457,988	(250,432)	58.33%
68	TO GRANTS	23,674		4,264	119	4,145	#DIV/0!
69	TO CAPITAL IMPROVEMENTS	2,064,558	493,320	875,000	3,709,803	(2,834,803)	752.01%
70	TO STORM WATER	750,000	500,000	437,500	291,667	145,833	58.33%
71	TO CAPITAL REPLACEMENTS	1,589,929	5,710,726		0	-	0.00%
72	**TOTAL TRANSFERS OUT**	**12,240,917**	**14,500,311**	**5,578,203**	**8,569,615**	(2,991,412)	59.10%
73							
74	**TOTAL GEN FUND EXPEND & TRF**	**119,709,973**	**128,925,934**	**63,806,740**	**70,312,261**	**6,505,521**	54.54%
75							
76	**TOTAL SURPLUS (DEFICIT)**	**3,949,485**	**(0)**	**(19,108,285)**	**(24,084,602)**		

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
General Fund Summary - Revenue and Expenditures - Actual to Budget Variance
January 31, 2014

		BUDGET PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	BUDGET CURRENT YEAR THRU JAN 2014	ACTUAL CURRENT YEAR THRU JAN 2014	ACTUAL TO BUDGET VARIANCE THRU JAN 2014	% ANNUAL BUDGET	OPEN ENCUMBRANCES THRU JAN 2014
	REVENUE							
1	GENERAL PROPERTY TAX	50,251,476	51,406,365	29,987,147	21,609,324	(8,377,823)	42.0%	
2	LICENSES AND PERMITS	28,741,421	30,732,426	17,927,308	3,157,807	(14,769,501)	10.3%	
3	FROM OTHER AGENCIES	12,265,828	12,690,828	7,403,008	6,088,509	(1,314,499)	48.0%	
4	CURRENT SERVICE CHARGES	11,553,740	12,091,624	7,053,502	7,137,760	84,258	59.0%	
5	FINES & FORFEITURES	1,472,000	1,310,000	764,169	698,051	(66,118)	53.3%	
6	SPECIAL EVENTS	14,300	137,300	80,092	75,537	(4,555)	55.0%	
7	MISCELLANEOUS REVENUE	61,475	77,000	44,916	24,756	(20,160)	32.2%	
8	INTEREST ON INVESTMENT	50,000	50,000	29,167	14,039	(15,128)	28.1%	
9	RENTS & SALE OF PROPERTY	200,000	264,404	154,236	150,780	(3,456)	57.0%	
10	**TOTAL REVENUE**	**104,610,240**	**108,759,947**	**63,443,545**	**38,956,563**	**(24,486,982)**	35.8%	
11	**TRANSFERS IN**							
12	FROM OTHER FUNDS		0		0		#DIV/0!	
13	FROM ACCOMMODATIONS TAX	25,000	25,000	14,583	25,000	10,417	100.0%	
14	FROM COUNTY FIRE		0	0	0	-	#DIV/0!	
15	FROM HOSPITALITY TAX	3,000,000	2,569,143	1,498,667	1,498,667	0	58.3%	
16	FROM GO BOND PROCEEDS	7,000,000	7,000,000	4,083,333	1,589,930	(2,493,403)	22.7%	
17	FROM WATER & SEWER OPERATING	6,520,000	6,270,000	3,657,500	3,657,500	(0)	58.3%	
18	FROM PARKING FUND		0	0	0	-	#DIV/0!	
19	FROM HYDRO	1,500,000	500,000	291,667	500,000	208,333	100.0%	
20	UN-APPROPRIATED SURPLUS	2,254,844	3,801,844	2,217,750	0	(2,217,750)	0.0%	
21	**TOTAL TRANSFERS IN**	**20,299,844**	**20,165,987**	**11,763,500**	**7,271,097**	**(4,492,403)**	**36.1%**	
22								
23	**TOTAL GEN FUND REV & TRF**	**124,910,084**	**128,925,934**	**75,207,045**	**46,227,660**	**(28,979,385)**	**35.9%**	
24								
25	**EXPENDITURES - DEPARTMENTS**							
26	LEGISLATIVE - MAYOR	670,836	416,647	243,044	249,204	6,160	59.8%	3,585
	LEGISLATIVE - CITY COUNCIL		327,952	191,305	140,601			
27	ADMINISTRATION - CITY MANAGER	551,102	522,083	304,552	251,020	(53,532)	48.1%	200
28	ADMINISTRATION - GOV'T AFFAIRS	530,199	452,766	264,117	261,263	(2,854)	57.7%	65,139
29	ADMINISTRATION - ACM OPERATION	336,665	368,444	214,925	221,669	6,744	60.2%	28,546
30	ADMINISTRATION - ACM-CFO	180,680	205,400	119,816	117,305	(2,511)	57.1%	-
31	ADMINISTRATION - SR. ASSISTANT C	310,116	317,117	184,987	179,563	(5,424)	56.6%	1,398
32	HUMAN RESOURCES	913,645	980,446	571,929	514,081	(57,848)	52.4%	273
33	BUDGET & PROG MGMT OFFICE	294,295	343,936	200,630	189,549	(11,081)	55.1%	12,094
34	PUBLIC RELATIONS	525,309	573,171	334,351	287,111	(47,240)	50.1%	2,487
35	COUNCIL SUPPORT SERVICES	528,336	421,247	245,730	239,304	(6,426)	56.8%	9,797
36	LEGAL	2,045,125	2,059,960	1,201,646	845,934	(355,712)	41.1%	54,331
37	MUNICIPAL COURT	2,614,801	2,648,014	1,544,679	1,461,860	(82,819)	55.2%	62,388
38	FINANCE	1,869,126	1,912,136	1,115,419	1,050,102	(65,317)	54.9%	19,778
39	OFFICE OF BUSINESS OPPORTUNITIE	560,977	558,553	325,826	274,053	(51,773)	49.1%	40,848
40	COMMUNITY DEVELOPMENT	304,104	346,938	202,383	171,604	(30,779)	49.5%	527
41	DEVELOPMENT SERVICES	4,828,601	3,788,788	2,210,134	1,896,040	(314,094)	50.0%	325,542
42	POLICE	33,287,552	35,586,552	20,758,894	19,744,077	(1,014,817)	55.5%	809,761
43	911 EMERGENCY COMMUNICATION	2,764,669	2,959,403	1,726,323	1,706,551	(19,772)	57.7%	141,763
44	FIRE	21,160,246	20,089,847	11,719,124	11,360,057	(359,067)	56.5%	254,507
45	PARKS & RECREATION	10,687,808	11,141,708	6,499,357	5,991,415	(507,942)	53.8%	245,086
46	PUBLIC WORKS	18,851,730	19,146,061	11,168,575	10,218,307	(950,268)	53.4%	476,032
47	GENERAL SRVCS/SUPPORT SERVICES	1,890,356	2,721,772	1,587,705	1,032,323	(555,382)	37.9%	238,701
48	INFORMATION TECHNOLOGY	3,497,513	3,680,722	2,147,098	2,076,486	(70,612)	56.4%	156,977
49	**TOTAL DEPARTMENT**	**109,203,791**	**111,569,663**	**65,082,549**	**60,479,478**	(4,603,071)	54.2%	2,949,758
50	**EXPEND. - NON-DEPT. & MISC.**							
51	COMMUNITY PROMOTION - AGENCI	160,000	270,670	157,891	120,321	37,570	44.5%	
52	SOLICITOR'S OFFICE	215,817	215,817	125,894	107,909	17,985	50.0%	
53	HOMELESS SERVICES	1,125,000	1,000,000	583,335	418,893	164,442	41.9%	517,272
54	SPECIAL EMERGENCY RESERVE	0	108,473	63,276	0	63,276	0.0%	
55	DETENTION CENTER PER DIEM	450,000	450,000	262,501	204,250	58,251	45.4%	
56	ECONOMIC DEVELOPMENT RESERVE	75,000	75,000	43,750	25,000		33.3%	-
57	NON-DEPARTMENTAL & MISC.	515,000	231,000	134,750	60,821	73,929	26.3%	152,800
58	OFFICE SPACE LEASE	505,000	505,000	294,584	326,793	(32,209)	64.7%	178,206
59	OTHER SERVICES AND CHARGES	0	0	0	(819)	819	#DIV/0!	-
60	**TOTAL NON-DEPARTMENTAL**	**3,045,817**	**2,855,960**	**1,665,981**	**1,263,168**	402,813	44.2%	848,279
61	**TOTAL EXPENDITURES**	**112,249,608**	**114,425,623**	**66,748,530**	**61,742,646**	**5,005,883**	54.0%	3,798,037
62	**TRANSFERS OUT**							
63	TO OTHER FUNDS			0			#DIV/0!	
64	TO INTERNAL SERVICE FUNDS	1,704,099	1,868,285	1,089,850	1,110,038	(20,188)	59.41%	
65	TO SPECIAL REVENUES		0	0	0	-	#DIV/0!	
66	TO DEBT SERVICE	5,498,688	5,927,980	3,458,000	3,457,988	12	58.33%	
67	TO GRANTS		0	0	119	(119)	#DIV/0!	
68	TO CAPITAL IMPROVEMENTS	1,469,400	493,320	287,770	3,709,803	(3,422,033)	752.01%	
69	TO STORM WATER	750,000	500,000	291,667	291,667	(0)	58.33%	
70	TO CAPITAL REPLACEMENTS	3,238,289	5,710,726	3,331,257	0	3,331,257	0.00%	
71	**TOTAL TRANSFERS OUT**	**12,660,476**	**14,500,311**	**8,458,544**	**8,569,615**	**(111,071)**	59.10%	
72								
73	**TOTAL GEN FUND EXPEND & TRF**	**124,910,084**	**128,925,934**	**75,207,073**	**70,312,261**	**(4,894,812)**	54.54%	
74								
75	**TOTAL SURPLUS (DEFICIT)**	-	**(0)**	**(28)**	**(24,084,602)**			

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Hospitality Fund Summary - Revenue and Expenditures -Current to Prior Year Variance
As of 1/31/2015

		ACTUAL PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	ACTUAL PRIOR YEAR THRU JAN 2014	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT TO PRIOR VARIANCE	% ANNUA BUDGET
	REVENUE						
1	TAXES	9,774,539	10,081,994	5,604,167	5,880,938	276,771	5
2	INTEREST	10,089	0	0	1,504	1,504	
3	UNAPPROPRIATED SURPLUS	0	1,903,724	0	0	0	
4	**TOTAL HOSP FUND REVENUE**	**9,784,628**	**11,985,718**	**5,604,167**	**5,882,442**	**278,275**	4
5							
6	**EXPEND. - NON-DEPT & MISC.**						
7	HOSPITALITY TAX	5,715,307	6,635,808	2,981,694	3,225,597	(243,903)	4
8	SPECIAL PROJECTS	0	138,200	0	0	0	
9	**TOTAL NON-DEPARTMENTAL**	**5,715,307**	**6,774,008**	**2,981,694**	**3,225,597**	(243,903)	4
10	**TOTAL EXPENDITURES**	**5,715,307**	**6,774,008**	**2,981,694**	**3,225,597**	**(243,903)**	4
11	**TRANSFERS OUT**						
12	TO GENERAL FUND	3,000,000	2,569,143	1,750,000	1,498,667	251,333	5
13	TO DEBT SERVICE	1,346,949	2,642,567	785,720	1,541,497	(755,777)	5
14	**TOTAL TRANSFERS OUT**	**4,346,949**	**5,211,710**	**2,535,720**	**3,040,164**	**(504,444)**	5
15							
16	**TOTAL HOSP FUND EXP & TRF**	**10,062,256**	**11,985,718**	**5,517,414**	**6,265,761**	**(748,347)**	5
17							
18							
19	**TOTAL SURPLUS (DEFICIT)**	**(277,628)**	**-**	**86,753**	**(383,319)**		

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Hospitality Fund Summary - Revenue and Expenditures - Actual to Budget Variance
As of 1/31/2015

		BUDGET PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	BUDGET CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL TO BUDGET VARIANCE THRU JAN 2015	% ANNUAL BUDGET	OPEN ENCUMBRANC THRU JAN 20
	REVENUE							
1	TAXES	9,014,000	10,081,994	5,881,183	5,880,938	(245)	58.3%	
2	INTEREST	0	0	0	1,504	1,504	0.0%	
3	UNAPPROPRIATED SURPLUS	1,567,190	1,903,724	1,110,509	0	(1,110,509)	0.0%	
4	**TOTAL HOSP FUND REVENUE**	**10,581,190**	**11,985,718**	**6,991,692**	**5,882,442**	**(1,109,250)**	49.1%	
5								
6	**EXPEND. - NON-DEPT & MISC.**							
7	HOSPITALITY TAX	6,134,241	6,635,808	3,870,894	3,225,597	645,297	48.6%	
8	SPECIAL PROJECTS	100,000	138,200	80,617	0	80,617	0.0%	
9	**TOTAL NON-DEPARTMENTAL**	**6,234,241**	**6,774,008**	**3,951,511**	**3,225,597**	725,914	47.6%	
10	**TOTAL EXPENDITURES**	**6,234,241**	**6,774,008**	**3,951,511**	**3,225,597**	**725,914**	47.6%	
11	**TRANSFERS OUT**							
12	TO GENERAL FUND	3,000,000	2,569,143	1,498,678	1,498,667	11	58.3%	
13	TO DEBT SERVICE	1,346,949	2,642,567	1,541,497	1,541,497	0	58.3%	
14	**TOTAL TRANSFERS OUT**	**4,346,949**	**5,211,710**	**3,040,175**	**3,040,164**	**11**	58.3%	
15								
16	**TOTAL HOSP FUND EXP & TRF**	**10,581,190**	**11,985,718**	**6,991,686**	**6,265,761**	**725,925**	52.3%	
17								
18								
19	**TOTAL SURPLUS (DEFICIT)**	-	-	**6**	**(383,319)**			

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Parking Summary - Revenue and Expenditures - Current to Prior Year Variance
As of 01/31/2015

		ACTUAL PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	ACTUAL PRIOR YEAR THRU JAN 2014	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT TO PRIOR VARIANCE	% ANNUAL BUDGET
	REVENUE						
1	CURRENT SERVICE CHARGES	4,406,852	4,660,450	2,523,829	2,890,831	367,002	62
2	FINES & FORFEITURES	1,979,321	2,100,000	1,123,964	1,133,355	9,391	54
3	MISCELLANEOUS REVENUE	216	0	14	0	(14)	0
4	INTEREST ON INVESTMENT	97,391	60,000	31,490	21,829	(9,661)	36
5	RENTS & SALE OF PROPERTY	108,675	104,850	63,394	65,734	2,340	62
6	**TOTAL REVENUE**	**6,592,455**	**6,925,300**	**3,742,691**	**4,111,749**	**369,058**	59
7	**TRANSFERS IN**						
8	FROM ARRA GRANT	0	0	0	0	0	0
9	FROM PARKING IMPROVEMENTS	0	0	0	0	0	0
10	FROM HEALTH INS	0	0	0	0	0	0
11	FROM GEN ADMIN IT	0	0	0	0	0	0
12	**TOTAL TRANSFERS IN**	**0**	**0**	**0**	**0**	**0**	0
13							
14	**TOTAL PARKING REV & TRF**	**6,592,455**	**6,925,300**	**3,742,691**	**4,111,749**	**369,058**	59
15							
16	**EXPENDITURES - DEPARTMENTS**						
17	FINANCE	92,244	181,815	49,178	83,953	34,775	46
18	PUBLIC WORKS	82,235	96,388	51,166	40,014	(11,152)	41
19	PARKING OPERATIONS	1,192,477	1,211,018	706,901	701,498	(5,403)	57
20	PARKING FACILITIES	1,241,636	1,407,359	672,552	814,032	141,480	57
21	PARKING NON-CAPITAL PROJECTS	30,357	0	0	70,380	70,380	0
22	PARKING ADMINISTRATION	402,180	402,939	232,084	220,787	(11,297)	54
23	**TOTAL DEPARTMENT**	**3,041,129**	**3,299,519**	**1,711,881**	**1,930,664**	**218,783**	58
24	**EXPEND. - NON-DEPART & MISC.**						
25	DEBT SERVICE	1,508,716	3,165,248	1,262,656	1,400,506	137,850	44
26	DEPRECIATION	1,483,042	181,979	0	0	0	0
27	TUITION REIMBURSMENT	0	5,000	0	0	0	0
28	SPECIAL PROJECTS	0	0	0	0	0	0
29	RESERVE	0	15,000	0	0	0	0
30	NON DEPARTMENTAL BAD DEBT	32,375	0	0	0	0	0
31	**TOTAL NON-DEPARTMENTAL**	**3,024,133**	**3,367,227**	**1,262,656**	**1,400,506**	137,850	41
32	**TOTAL EXPENDITURES**	**6,065,262**	**6,666,746**	**2,974,537**	**3,331,170**	**356,633**	50
33	**TRANSFERS OUT**						
34	TO RISK MANAGEMENT	100,000	100,000	58,333	58,333	0	58
35	TO GENERAL ADMIN INFO TECH	60,000	138,554	35,000	80,823	45,823	58
36	TO PURCHASING	2,364	20,000	1,781	1,099	(682)	5
37	TO GENERAL TORT	15,959	0	0	0	0	0
38	**TOTAL TRANSFERS OUT**	**178,323**	**258,554**	**95,115**	**140,256**	45,141	54.2
39							
40	**TOTAL PARKING EXP & TRF**	**6,243,585**	**6,925,300**	**3,069,652**	**3,471,426**	**401,774**	50
41							
42	**TOTAL SURPLUS (DEFICIT)**	**348,870**	**0**	**673,039**	**640,323**		

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Parking Summary - Revenue and Expenditures - Actual to Budget Variance
As of 01/31/2015

		BUDGET PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	BUDGET CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL TO BUDGET VARIANCE THRU JAN 2015	% ANNUAL BUDGET	OPEN ENCUMBRAN THRU JAN 2
	REVENUE							
1	CURRENT SERVICE CHARGES	4,677,000	4,660,450	2,718,602	2,890,831	172,229	62.0%	
2	FINES & FORFEITURES	2,350,000	2,100,000	1,225,004	1,133,355	(91,649)	54.0%	
3	MISCELLANEOUS REVENUE	0	0	0	0	0	0.0%	
4	INTEREST ON INVESTMENT	75,000	60,000	35,000	21,829	(13,171)	36.4%	
5	RENTS & SALE OF PROPERTY	104,850	104,850	61,163	65,734	4,571	62.7%	
6	**TOTAL REVENUE**	**7,206,850**	**6,925,300**	**4,039,769**	**4,111,749**	**71,980**	59.4%	
7	**TRANSFERS IN**							
8	FROM ARRA GRANT	0	0	0	0	0	0.0%	
9	FROM PARKING IMPROVEMENTS	0	0	0	0	0	0.0%	
10	FROM HEALTH INS	0	0	0	0	0	0.0%	
11	FROM GEN ADMIN IT	0	0	0	0	0	0.0%	
12	**TOTAL TRANSFERS IN**	**0**	**0**	**0**	**0**	**0**	0.0%	
13								
14	**TOTAL PARKING REV & TRF**	**7,206,850**	**6,925,300**	**4,039,769**	**4,111,749**	**71,980**	59.4%	
15								
16	**EXPENDITURES - DEPARTMENTS**							
17	FINANCE	91,222	181,815	106,060	83,953	(22,107)	46.2%	
18	PUBLIC WORKS	98,577	96,388	56,227	40,014	(16,213)	41.5%	3
19	PARKING OPERATIONS	1,299,572	1,211,018	706,427	701,498	(4,929)	57.9%	9,0
20	PARKING FACILITIES	1,268,446	1,407,359	820,964	814,032	(6,932)	57.8%	46,4
21	PARKING NON-CAPITAL PROJECTS	0	0	0	70,380	70,380	0.0%	
22	PARKING ADMINISTRATION	394,124	402,939	235,047	220,787	(14,260)	54.8%	5,4
23	**TOTAL DEPARTMENT**	**3,151,941**	**3,299,519**	**1,924,725**	**1,930,664**	**5,939**	58.5%	**61,2**
24	**EXPEND. - NON-DEPART & MISC.**					0		
25	DEBT SERVICE	3,165,248	3,165,248	1,846,401	1,400,506	(445,895)	44.2%	
26	DEPRECIATION	610,661	181,979	106,155	0	(106,155)	0.0%	
27	TUITION REIMBURSMENT	5,000	5,000	2,917	0	(2,917)	0.0%	
28	SPECIAL PROJECTS	84,000	0	0	0	0	0.0%	
29	RESERVE	30,000	15,000	8,750	0	(8,750)	0.0%	
30	NON DEPARTMENTAL BAD DEBT	0	0	0	0	0	0.0%	
31	**TOTAL NON-DEPARTMENTAL**	**3,894,909**	**3,367,227**	**1,964,223**	**1,400,506**	(563,717)	41.6%	
32	**TOTAL EXPENDITURES**	**7,046,850**	**6,666,746**	**3,888,948**	**3,331,170**	**(557,778)**	50.0%	**61,2**
33	**TRANSFERS OUT**							
34	TO RISK MANAGEMENT	100,000	100,000	58,333	58,333	0	58.3%	
35	TO GENERAL ADMIN INFO TECH	60,000	138,554	80,823	80,823	(0)	58.3%	
36	TO PURCHASING	0	20,000	11,667	1,099	(10,568)	5.5%	
37	TO GENERAL TORT	0	0	0	0	0	0.0%	
38	**TOTAL TRANSFERS OUT**	**160,000**	**258,554**	**150,823**	**140,256**	(10,568)	54.25%	
39								
40	**TOTAL PARKING EXP & TRF**	**7,206,850**	**6,925,300**	**4,039,771**	**3,471,426**	**(568,346)**	50.1%	**61,2**
41								
42	**TOTAL SURPLUS (DEFICIT)**	**0**	**0**	**(2)**	**640,323**			

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Water/Sewer Summary - Revenue & Expenditures - Current to Prior Year Variance
As of 01/31/2015

		ACTUAL PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	ACTUAL PRIOR YEAR THRU JAN 2014	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT TO PRIOR VARIANCE	% ANNUAL BUDGET
	REVENUE						
1	CHARGES FOR SERVICES	116,146,428	125,928,595	69,827,018	72,357,166	2,530,148	57.5%
2	FINES & FORFEITURES	338,734	300,000	208,156	188,843	(19,313)	62.9%
3	MISCELLANEOUS REVENUE	13,558	10,000	3,511	17,684	14,173	176.8%
4	INTEREST REVENUES	972,514	1,206,500	31,028	116,394	85,366	9.6%
5	RENTS & SALE OF PROPERTY	453,031	140,000	149,464	213,151	63,687	152.3%
6	CONTRIBUTIONS	5,431,910	0	0	0	0	0.0%
7	**TOTAL REVENUE**	**123,356,175**	**127,585,095**	**70,219,177**	**72,893,238**	**2,674,061**	57.1%
8	**TRANSFERS IN**						
9	FROM OTHER FUNDS	1,550	0	0	0	0	0.0%
10	UNAPPROPRIATED SURPLUS	0	618,097	0	0	0	0.0%
11	**TOTAL TRANSFERS IN**	**1,550**	**618,097**	**0**	**0**	0	0.0%
12							
13	**TOTAL WATER/SEWER REV & TRF**	**123,357,725**	**128,203,192**	**70,219,177**	**72,893,238**	**2,674,061**	**56.9%**
14							
15	**EXPENDITURES - DEPARTMENTS**						
16	CENTRAL ADMINISTRATION	675	0	(5,000)	0	5,000	0.0%
17	FINANCE	3,572,750	6,444,339	1,758,579	1,960,318	201,739	30.4%
18	ECONOMIC & COMM DEV	2,432,631	2,811,011	1,505,836	1,642,436	136,600	58.4%
19	POLICE	527,357	659,258	291,463	297,504	6,041	45.1%
20	FIRE	463,973	472,442	259,365	197,238	(62,127)	41.7%
21	PUBLIC WORKS	887,957	1,677,136	596,015	701,327	105,312	41.8%
22	GENERAL SRVCS/SUPPORT SERVICES	1,442,937	1,945,672	781,387	820,130	38,743	42.2%
23	INFORMATION TECHNOLOGY	374,755	503,293	184,734	212,059	27,325	42.1%
24	ENGINEERING:ADMINISTRATION	1,368,720	1,387,677	768,395	784,241	15,846	56.5%
25	ENGINEERING:GENERAL SERVICES	654,976	1,735,179	352,980	534,774	181,794	30.8%
26	WATER CUSTOMER SERVICE	3,110,846	3,325,548	1,831,229	1,740,574	(90,655)	52.3%
27	WATER DISTRIBUTION & MAINTENANCE	9,016,134	11,318,814	5,692,817	5,455,279	(237,538)	48.2%
28	WASTEWATER MAINTENANCE	7,136,649	13,555,849	3,773,104	5,514,558	1,741,454	40.7%
29	COLUMBIA CANAL WTP	5,291,336	6,464,601	2,905,324	2,800,167	(105,157)	43.3%
30	LAKE MURRAY WTP	5,602,466	6,152,232	2,956,719	2,897,035	(59,684)	47.1%
31	METRO WWTP	11,980,817	17,969,778	6,294,315	6,550,880	256,565	36.5%
32	WATER MAINTENANCE PROJECTS	1,378,729	0	661,761	206,618	(455,143)	0.0%
33	SEWER MAINTENANCE PROJECTS	2,522,966	0	2,400,289	20,760	(2,379,529)	0.0%
34	WATER SYSTEMS IMPROVEMENTS	1,822,198	2,118,577	1,065,608	1,205,682	140,074	56.9%
35	WASTEWATER SYSTEMS IMPROVEMENTS	1,248,127	1,508,747	708,804	513,315	(195,489)	34.0%
36	REAL ESTATE WATER	214,319	228,948	118,500	176,018	57,518	76.9%
37	REAL ESTATE WASTE	204,882	218,091	115,043	78,436	(36,607)	36.0%
38	WATER/SEWER IMPROVEMENTS	2,390,625	0	0	0	0	0.0%
39	**TOTAL DEPARTMENT**	**63,646,825**	**80,497,192**	**35,017,267**	**34,309,349**	(707,918)	42.6%
40	**EXPENDITURES - NON-DEPARTMENTAL & MISC.**						
41	DEBT SERVICE	11,016,246	29,008,192	9,499,641	11,463,121	1,963,480	39.5%
42	DEPRECIATION	23,665,647	0	0	0	0	0.0%
43	TUITION REIMBURSEMENT	14,648	35,000	6,606	4,438	(2,168)	12.7%
44	TECHNOLOGY CONTINGENCY	434,987	286,467	261,902	305,718	43,816	106.7%
45	EMPLOYEE TRAINING	50,000	50,000	0	25,000	25,000	50.0%
46	ECONOMIC DEVELOPMENT SPECIAL PROJECTS	153,500	103,500	103,500	103,500	0	100.0%
47	RESERVE	0	1,000,000	0	0	0	0.0%
48	NON-DEPARTMENTAL BAD DEBT	370,038	750,000	409	9,480	9,071	1.3%
49	**TOTAL NON-DEPARTMENTAL**	**35,705,066**	**31,233,159**	**9,872,058**	**11,911,257**	2,039,199	38.1%
50							
51	**TOTAL EXPENDITURES**	**99,351,891**	**111,730,351**	**44,889,325**	**46,220,606**	**1,331,281**	41.4%
52							
53	**TRANSFERS OUT**						
54	TO GENERAL FUND	6,520,000	4,000,000	3,803,333	3,657,500	(145,833)	91.4%
55	TO CAPITAL PROJECTS FUND	110,000	0	0	0	0	0.0%
56	TO WATER/SEWER IMPROVEMENTS		11,518,109		0	0	0.0%
57	TO RISK MANAGEMENT	500,000	500,000	291,667	291,667	0	58.3%
58	TO GENERAL TORT	220,874			0		
59	TO GEN ADM INFO TECH	325,890	454,733	190,103	265,261	75,158	58.3%
60	TO PURCHASING	383,033	0	210,800	167,325	(43,475)	0.0%
61	**TOTAL TRANSFERS OUT**	**8,059,797**	**16,472,842**	**4,495,903**	**4,381,753**	(114,150)	26.6%
62							
63	**TOTAL WATER/SEWER EXP & TRF**	**107,411,688**	**128,203,193**	**49,385,228**	**50,602,359**	**1,217,131**	**39.5%**
64							
65							
66	**TOTAL SURPLUS (DEFICIT)**	**15,946,037**	**(1)**	**20,833,949**	**22,290,879**		

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Water/Sewer Summary - Revenue & Expenditures - Actual to Budget Variance
As of 01/31/2015

		BUDGET PRIOR YEAR FY 2013/14	BUDGET CURRENT YEAR FY 2014/15	BUDGET CURRENT YEAR THRU JAN 2015	ACTUAL CURRENT YEAR THRU JAN 2015	ACTUAL TO BUDGET VARIANCE THRU JAN 2015	% ANNUAL BUDGET	OPEN ENCUMBRANCES THRU JAN 2015
	REVENUE							
1	CHARGES FOR SERVICES	126,598,385	125,928,595	73,458,593	72,357,166	(1,101,427)	57.5%	
2	FINES & FORFEITURES	250,000	300,000	175,001	188,843	13,842	62.9%	
3	MISCELLANEOUS REVENUE	10,000	10,000	5,833	17,684	11,851	176.8%	
4	INTEREST REVENUES	1,250,000	1,206,500	703,794	116,394	(587,400)	9.6%	
5	RENTS & SALE OF PROPERTY	100,000	140,000	81,667	213,151	131,484	152.3%	
6	CONTRIBUTIONS	0	0	0	0	0	0.0%	
7	**TOTAL REVENUE**	**128,208,385**	**127,585,095**	**74,424,888**	**72,893,238**	**(1,531,650)**	57.1%	
8	**TRANSFERS IN**							
9	FROM OTHER FUNDS	0	0	0	0	0	0.0%	
10	UNAPPROPRIATED SURPLUS	811,381	618,097	360,558	0	(360,558)	0.0%	
11	**TOTAL TRANSFERS IN**	**811,381**	**618,097**	**360,558**	**0**	(360,558)	0.0%	
12								
13	**TOTAL WATER/SEWER REV & TRF**	**129,019,766**	**128,203,192**	**74,785,446**	**72,893,238**	**(1,892,208)**	**56.9%**	
14								
15	**EXPENDITURES - DEPARTMENTS**							
16	CENTRAL ADMINISTRATION	0	0	0	0	0	0.0%	0
17	FINANCE	6,324,398	6,444,339	3,759,216	1,960,318	(1,798,898)	30.4%	515,117
18	ECONOMIC & COMM DEV	2,634,513	2,811,011	1,639,758	1,642,436	2,678	58.4%	41,437
19	POLICE	579,904	659,258	384,570	297,504	(87,066)	45.1%	0
20	FIRE	476,999	472,442	275,592	197,238	(78,354)	41.7%	0
21	PUBLIC WORKS	1,566,432	1,677,136	978,332	701,327	(277,005)	41.8%	281,544
22	GENERAL SRVCS/SUPPORT SERVICES	1,779,978	1,945,672	1,134,979	820,130	(314,849)	42.2%	158,878
23	INFORMATION TECHNOLOGY	645,699	503,293	293,589	212,059	(81,530)	42.1%	2,498
24	ENGINEERING:ADMINISTRATION	1,384,083	1,387,677	809,482	784,241	(25,241)	56.5%	(1,243)
25	ENGINEERING:GENERAL SERVICES	1,502,957	1,735,179	1,012,195	534,774	(477,421)	30.8%	610,974
26	WATER CUSTOMER SERVICE	3,316,423	3,325,548	1,939,909	1,740,574	(199,335)	52.3%	95,249
27	WATER DISTRIBUTION & MAINTENANCE	10,664,872	11,318,814	6,602,664	5,455,279	(1,147,385)	48.2%	1,517,660
28	WASTEWATER MAINTENANCE	13,712,773	13,555,849	7,907,602	5,514,558	(2,393,044)	40.7%	2,291,600
29	COLUMBIA CANAL WTP	6,190,184	6,464,601	3,771,032	2,800,167	(970,865)	43.3%	979,984
30	LAKE MURRAY WTP	5,931,907	6,152,232	3,588,816	2,897,035	(691,781)	47.1%	985,527
31	METRO WWTP	14,187,768	17,969,778	10,482,402	6,550,880	(3,931,522)	36.5%	5,271,486
32	WATER MAINTENANCE PROJECTS	7,066,798	0	0	206,618	206,618	0.0%	575,465
33	SEWER MAINTENANCE PROJECTS	3,460,000	0	0	20,760	20,760	0.0%	641,345
34	WATER SYSTEMS IMPROVEMENTS	2,051,171	2,118,577	1,235,842	1,205,682	(30,160)	56.9%	119,429
35	WASTEWATER SYSTEMS IMPROVEMENTS	1,382,548	1,508,747	880,104	513,315	(366,789)	34.0%	1,300
36	REAL ESTATE WATER	229,327	228,948	133,555	176,018	42,463	76.9%	119
37	REAL ESTATE WASTE	219,658	218,091	127,220	78,436	(48,784)	36.0%	25
38	WATER/SEWER IMPROVEMENTS	0	0	0	0	0	0.0%	
39	**TOTAL DEPARTMENT**	**85,308,392**	**80,497,192**	**46,956,859**	**34,309,349**	(12,647,510)	42.6%	**14,088,395**
40	**EXPENDITURES - NON-DEPARTMENTAL & MISC.**							
41	DEBT SERVICE	30,027,050	29,008,192	16,921,502	11,463,121	(5,458,381)	39.5%	0
42	DEPRECIATION	0	0	0	0	0	0.0%	0
43	TUITION REIMBURSEMENT	35,000	35,000	20,417	4,438	(15,979)	12.7%	0
44	TECHNOLOGY CONTINGENCY	873,206	286,467	167,106	305,718	138,612	106.7%	37,224
45	EMPLOYEE TRAINING	50,000	50,000	29,167	25,000	(4,167)	50.0%	25,000
46	ECONOMIC DEVELOPMENT SPECIAL PROJECTS	153,500	103,500	60,375	103,500	43,125	100.0%	0
47	RESERVE	1,000,000	1,000,000	583,335	0	(583,335)	0.0%	0
48	NON-DEPARTMENTAL BAD DEBT	750,000	750,000	437,501	9,480	(428,021)	1.3%	0
49	**TOTAL NON-DEPARTMENTAL**	**32,888,756**	**31,233,159**	**18,219,403**	**11,911,257**	(6,308,146)	38.1%	**62,224**
50								
51	**TOTAL EXPENDITURES**	**118,197,148**	**111,730,351**	**65,176,262**	**46,220,606**	**(18,955,656)**	41.4%	**14,150,618**
52								
53	**TRANSFERS OUT**							
54	TO GENERAL FUND	4,250,000	4,000,000	2,333,333	3,657,500	1,324,167	91.4%	
55	TO CAPITAL PROJECTS FUND	70,000	0	0	0	0	0.0%	
56	TO WATER/SEWER IMPROVEMENTS	5,676,728	11,518,109	6,718,897	0	(6,718,897)	0.0%	
57	TO RISK MANAGEMENT	500,000	500,000	291,667	291,667	0	58.3%	
58	TO GENERAL TORT		0	0	0	0	0.0%	
59	TO GEN ADM INFO TECH	325,890	454,733	265,261	265,261	0	58.3%	
60	TO PURCHASING	0	0	0	167,325	167,325	0.0%	
61	**TOTAL TRANSFERS OUT**	**10,822,618**	**16,472,842**	**9,609,158**	**4,381,753**	(5,227,405)	26.6%	
62								
63	**TOTAL WATER/SEWER EXP & TRF**	**129,019,766**	**128,203,193**	**74,785,420**	**50,602,359**	**(24,183,061)**	**39.5%**	**14,150,618**
64								
65								
66	**TOTAL SURPLUS (DEFICIT)**	**0**	**(1)**	**26**	**22,290,879**			

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Columbia Common Summary - Revenue and Expenditures
As of 01/31/2015

Expenditures	Source	Amount
FY' 15 Expenditures		
Professional Services		
Faegre Baker Daniels - Dev.\Lic. Agreement	GF - Legal Department	29,304.45
McNair - Dev. Agreement	GF - Finance	7,327.98
FY' 14 Expenditures		
Brailsford & Dunlavey - FS\Dev\Lic. Agreement	GF - Finance Department	45,064.66
Faegre Baker Daniels - Dev.\Lic. Agreement	GF - Legal Department	71,956.35
McNair - Dev. Agreement\Funding	GF - Legal Department	52,686.05
Tedder - Dev. Agreement	GF - Legal Department	33,810.98
Faegre Baker Daniels - Dev.\Lic. Agreement	GF - Legal Department	29,610.90
McNair - Lic. Agreement\Funding	WS - Finance Department	43,044.56
McNair - Lic. Agreement\Funding	WS - Finance Department	77,362.50
Brailsford & Dunlavey - FS\Dev\Lic. Agreement	WS - Finance Department	13,445.09
FY' 13 Expenditures		
Tedder - Dev. Agreement	GF - Legal Department	22,380.07
Total Columbia Common Expenditures		425,993.59

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

City of Columbia
Multi-Use Entertainment Venue
As of 01/31/2015

Revenue	Source	Amount
Bond Proceeds Revenue	**Bond**	29,000,000.00
		29,000,000.00

Expenditures	Source	Amount	Encumbrances
Professional Services			
Populous Group LLC	**Bond**	1,108,477.04	2,299,352.60
Total Multi-Use Entertainment Venue Expenses		1,108,477.04	2,299,352.60
Bond Balance		27,891,522.96	

Attachment: January_Financial_Report (1863 : January 2015 Financial Report)

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**Finance**
FROM:	***Jan Alonso, Finance Director***
SUBJECT:	**Comprehensive Annual Financial Report Ending June 30, 2014**
PRESENTER:	**Mr. Bud Addison, Audit Senior Manager for Webster Rogers, LLP**
FINANCIAL IMPACT:	**See attached report**
STRATEGIC GOALS:	**Improve Communication**

ATTACHMENTS:

- Comprehensive Annual Financial Report Ending June 30, 2014

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**City Clerk**
FROM:	***Erika Moore, City Clerk***
SUBJECT:	**Spirit Communications Park Preview**
PRESENTER:	**Mr. Jason Freier, Chief Executive Officer for Hardball Captial, LLC**
FINANCIAL IMPACT:	**Refer to the January 2015 Financial Report**
STRATEGIC GOALS:	**Business Growth & Investment**

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE: **March 17, 2015**

DEPARTMENT: **City Clerk**

FROM: ***Erika Moore, City Clerk***

SUBJECT: **Planning for a Future Council Retreat**

PRESENTER: **Ms. Teresa Wilson, City Manager**

FINANCIAL IMPACT: **None at this time**

STRATEGIC GOALS: **Improve Communication**

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**City Clerk**
FROM:	***Erika Moore, City Clerk***
SUBJECT:	**All About Water & Sewer Follow-up Discussion**
PRESENTER:	**Ms. Teresa Wilson, City Manager**
FINANCIAL IMPACT:	**See attached**
STRATEGIC GOALS:	**Invest in Infrastructure**

ATTACHMENTS:

- All About Water & Sewer

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**City Clerk**
FROM:	***Erika Moore, City Clerk***
SUBJECT:	**Trustus Preservation Society's Capital Campaign**
FINANCIAL IMPACT:	**Please refer to the attached letter**
STRATEGIC GOALS:	**Business Growth & Investment**

ATTACHMENTS:

- Trustus_Funding (PDF)

TRUSTUS
THEATRE

January 5, 2015
To: Members of the Columbia City Council, Mayor Steve Benjamin

The Trustus Preservation Society has officially kicked off at Trustus Theatre and the Trustus Board of Directors is asking Columbia City Council for a special one-time request of $250,000 as part of the capital campaign. Multi-year funding is an option. We realize that this is an out of the committee process. We also have pending requests to Richland County Council and the State of SC along with some large and small corporate requests.

Trustus Theatre is a shining thread in Columbia's cultural fabric. It has entertained and thrilled Midlands' audiences for 30 years with powerful, groundbreaking work. The South Carolina Theatre Association recognized Trustus as a "Theatre of Distinction" in 2013. Trustus received the Elizabeth O'Neill Verner Governor's Award for the Arts, as well as more than 50 other state and local accolades. Trustus tells stories from the heart about things that matter – productions such as *Angels in America, A Christmas Carol,* and *August: Osage County.* Trustus represents a remarkable generation of actors, directors, playwrights and technicians first assembled by Jim Thigpen, a local teacher, and his wife Kay. Through their dedication to Columbia arts, they grew their brainchild from a small, rented space in 1985 to the thriving, Trustus-owned facility in the heart of the Congaree Vista. As a professional theatre, there is a staff of 7 full time and 4 part time employees, all who reside in the City of Columbia and all who receive full benefit packages along with an additional 200 annual contracted employees such as actors and technicians who are employed on a show by show basis.

Trustus Preservation Society Campaign

The Trustus Preservation Society launched the $1 million capital campaign in late 2014 in order to renew the commitment to its well-loved home. The Preservation Society is dedicated to keeping Trustus apace with the growing economic vitality of the Congaree Vista community. The capital campaign will allow Trustus to continue staging quality productions, bringing new patrons to the growing number of venues in the Vista. In addition to new patrons, the constant rotation of new and exciting productions also drives returning customers back to the Vista. But to do that, the theatre's 76 year-old building requires modernization and key repairs that have been deferred for many years.

At the centerpiece of the modernization is the creation of "Marv's: The Cabaret at Trustus." A unique part of the Trustus experience has always been the dialogue before and after the performances, giving citizens an opportunity to share their voice. Marv's is an expansion of the existing concessions area, giving Trustus patrons a place for continuing the conversation. It will be open before and after Trustus productions and on evenings when the theatre is dark. It will feature local and regional performers in a cabaret atmosphere. The space honors longtime Columba arts patron, Marvin Chernoff.

The modernization also brings several upgrades to the stage technology. Plans include a safe and flexible theatrical lighting grid system, along with new light fixtures for the stage, house, and grounds. Upgrades to the dressing room, lobby, restrooms, art gallery, and backstage areas will enhance productions for years to come. Additional facility needs include a new roof, insulation (where there is none now), replacement of the HVAC system, a sound barrier between the two theatre spaces and many code compliance upgrades. An itemized list of improvements and expenses is attached.

Unique to Trustus is our Annual Playwright's Competition which began in 1989 to give a voice to new playwrights and to contribute to the greater American theatre. We produce a full scale production of the winner each year. A past winner includes Pulitzer Prize winner David Lindsay-Abaire (*Good People*).

As active participants in Congaree Vista Guild, we find it imperative to participate in:

- Preserving a niche for arts in the core of the Vista
- Making it easier for pedestrians to move safely between Main Street/Vista and crossing Gervais St. and Huger St.
- Figuring out what the city will do to guide the location, density and look of large-scale student housing projects

At Trustus, we believe it's up to us to shape the kind of community we want to live in. Trustus is a vibrant part of an arts scene that attracts people of diverse talents to live and work in Columbia. The Trustus body of work is part of what gives Columbia a metropolitan feel within a safe, friendly, small town atmosphere.

Attachment: Trustus_Funding (1868 : Trustus Preservation Society?s Capital Campaign)

Trustus Preservation Society Campaign
Campaign Expenses

Stage Lighting	215,000
Sound	50,000
Exterior lighting/new entrance/signage	50,000
Website redesign	10,000
Improvements to Backstage Area	20,000
Marv's (bar)	89,000
I.T. Plan	5,000
Technology - computers and phones	40,000
Projectors	10,000
Shop tools	10,000
HVAC/Heat	95,000
Roof and insulation	35,500
Campaign Fundraiser	15,000
Carpet	6,000
Contingency	74,500
Contractor Fee	135,000
Campaign Materials, Events	10,000
Database	5,000
Electricity	70,000
Construction Materials	25,000
Trim	5,000
Engineer Fees	15,000
Sound Barriers Between Theatres	10,000
TOTAL	1,000,000

Attachment: Trustus_Funding (1868 : Trustus Preservation Society?s Capital Campaign)

TRUSTUS THEATRE

January 8, 2015
To: Members of the Columbia City Council, Mayor Steve Benjamin, City Manager Teresa Wilson,

The Trustus Preservation Society has officially kicked off at Trustus Theatre and the Trustus Board of Directors is asking Columbia City Council for a special one-time request of $250,000 as part of this capital campaign. Multi-year funding is an option. We realize that this is an out of the committee process. We also have pending requests to Richland County Council and the State of SC along with some large and small corporate requests.

Trustus Theatre is a shining thread in Columbia's cultural fabric. It has entertained and thrilled Midlands' audiences for 30 years with powerful, groundbreaking work. The South Carolina Theatre Association recognized Trustus as a "Theatre of Distinction" in 2013. Trustus received the Elizabeth O'Neill Verner Governor's Award for the Arts, as well as more than 50 other state and local accolades. Trustus tells stories from the heart about things that matter – productions such as *Angels in America*, *A Christmas Carol*, and *August: Osage County*. Trustus represents a remarkable generation of actors, directors, playwrights and technicians first assembled by Jim Thigpen, a local teacher, and his wife Kay. Through their dedication to Columbia arts, they grew their brainchild from a small, rented space in 1985 to the thriving, Trustus-owned facility in the heart of the Congaree Vista. As a professional theatre, there is a staff of 7 full time and 4 part time employees, all who reside in the City of Columbia and all who receive full benefit packages along with an additional 200 annual contracted employees such as actors and technicians who are employed on a show by show basis.

Trustus Preservation Society Campaign

The Trustus Preservation Society launched the $1 million capital campaign in late 2014 in order to renew the commitment to its well-loved home. The Preservation Society is dedicated to keeping Trustus apace with the growing economic vitality of the Congaree Vista community. The capital campaign will allow Trustus to continue staging quality productions, bringing new patrons to the growing number of venues in the Vista. In addition to new patrons, the constant rotation of new and exciting productions also drives returning customers back to the Vista. But to do that, the theatre's 76 year-old building requires modernization and key repairs that have been deferred for many years.

At the centerpiece of the modernization is the creation of "Marv's: The Cabaret at Trustus." A unique part of the Trustus experience has always been the dialogue before and after the performances, giving citizens an opportunity to share their voice. Marv's is an expansion of the existing concessions area, giving Trustus patrons a place for continuing the conversation. It will be open before and after Trustus productions and on evenings when the theatre is dark. It will feature local and regional performers in a cabaret atmosphere. The space honors longtime Columba arts patron, Marvin Chernoff.

The modernization also brings several upgrades to the stage technology. Plans include a safe and flexible theatrical lighting grid system, along with new light fixtures for the stage, house, and grounds. Upgrades to the dressing room, lobby, restrooms, art gallery, and backstage areas will enhance productions for years to come. Additional facility needs include a new roof, insulation (where there is none now), replacement of the HVAC system, a sound barrier between the two theatre spaces and many code compliance upgrades. An itemized list of improvements and expenses is attached.

Unique to Trustus is our Annual Playwright's Competition which began in 1989 to give a voice to new playwrights and to contribute to the greater American theatre. We produce a full scale production of the winner each year. A past winner includes Pulitzer Prize winner David Lindsay-Abaire (*Good People*).

As active participants in Congaree Vista Guild, we find it imperative to participate in:

- Preserving a niche for arts in the core of the Vista
- Making it easier for pedestrians to move safely between Main Street/Vista and crossing Gervais St. and Huger St.
- Figuring out what the city will do to guide the location, density and look of large-scale student housing projects

At Trustus, we believe it's up to us to shape the kind of community we want to live in. Trustus is a vibrant part of an arts scene that attracts people of diverse talents to live and work in Columbia. The Trustus body of work is part of what gives Columbia a metropolitan feel within a safe, friendly, small town atmosphere.

Attachment: Trustus_Funding (1868 : Trustus Preservation Society?s Capital Campaign)

Trustus Preservation Society Campaign
Campaign Expenses

Stage Lighting	215,000
Sound	50,000
Exterior lighting/new entrance/signage	50,000
Website redesign	10,000
Improvements to Backstage Area	20,000
Marv's (bar)	89,000
I.T. Plan	5,000
Technology - computers and phones	40,000
Projectors	10,000
Shop tools	10,000
HVAC/Heat	95,000
Roof and insulation	35,500
Campaign Fundraiser	15,000
Carpet	6,000
Contingency	74,500
Contractor Fee	135,000
Campaign Materials, Events	10,000
Database	5,000
Electricity	70,000
Construction Materials	25,000
Trim	5,000
Engineer Fees	15,000
Sound Barriers Between Theatres	10,000
TOTAL	1,000,000

Attachment: Trustus_Funding (1868 : Trustus Preservation Society?s Capital Campaign)

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**Police**
FROM:	***William Holbrook, Police Chief***
SUBJECT:	**Good Neighbor Agreements**
PRESENTER:	**Mr. William "Skip" Holbrook, Columbia Police Chief**
FINANCIAL IMPACT:	**None**
STRATEGIC GOALS:	**Increase Public Safety Services**

ATTACHMENTS:

- GNA_memo (PDF)

M E M O R A N D U M

Office of the City Attorney

Privileged Attorney-Client communication exempt from disclosure under South Carolina Freedom of Information Act pursuant to § 30-4-40(a) (4) & (7), 1976 S.C. Code Ann.

To: Chief Holbrook, Columbia Police Department

From: Mike Hemlepp, CPD Police Advisor

Date: February 10, 2015

RE: Good Neighbor Agreements

PURPOSE OF MEMORANDUM

You have asked me to look into "Good Neighbor Agreements" and render an opinion about the legality of them and perhaps write a standard agreement which can be used in the City of Columbia. I have looked into the law of South Carolina and I have examined the procedures in other cities in the United States.

WHAT ARE THEY?

Good Neighbor Agreements are a growing means for a community to control areas, residences or businesses that are endangering the safety or security of that neighborhood by providing incentives for the property/business owner to more diligently monitor activity on their property.

I have found similar agreements in such diverse cities as Portland, Oregon and Denver, Colorado. The description of a Good Neighbor Agreement as used by the City of Portland is as follows:

> Good Neighbor Agreement (GNA) is a written document that contains terms agreed upon by two or more parties, usually a neighborhood association and a business, and defines how to resolve problems that may arise. Neighbors and other stakeholders may pursue this process to express their concerns about how a liquor establishment, apartment complex, or other facility may impact the livability and safety of their neighborhood, and to establish a relationship with a new or existing business. Because a GNA is typically a preventative measure, a business with significant problems may not be a good fit for this kind of agreement.
>
> Some of the issues addressed in GNAs may include:
> • noise related to entertainment, outdoor music, or music volume,
> • hours of service, including outdoor seating,
> • patron behavior inside and outside of the building,
> • security,
> • parking control, . .

Attachment: GNA_memo (1869 : Good Neighbor Agreements)

Additionally, appearance and safety of property such as lighting, physical maintenance, litter patrol, graffiti control and clean-up may be considered.

They are not legally binding documents Law Enforcement would not be able to enforce the terms of the agreement, without a judgment or order from a court following notice and hearing.

HOW ARE THEY CREATED?

The driving party to a GNA is usually a community leader, stakeholder or association that has identified a business or area as a concern. Through negotiation which may or may not include the City Government, they create an agreement that outlines the concerns of the community. In reading through the examples you handed to me, and looking online for other examples, what I have learned is that each agreement is specifically tailored to the needs of the community/business relationship. For instance, if the homeless shelter entered into an agreement with the Main Street Merchants Association, it would look very different from an agreement entered into between the Rosewood Homeowners Association and a particular business they were targeting.

Because of this, the parties need to hammer out the details of the agreement based upon their unique circumstances and not based upon a standard form or a checklist. They can be creative because the greatest utility of the agreement is the dialogue and cooperation fostered. A partnership between a troubling business and the community around it is a strong initial step to solving safety and criminal justice problems in that location.

WHAT IS THE APPROPRIATE ROLE OF THE CPD?

The CPD Crime Prevention Unit can be a mediator or broker of these types of agreements. With some training on negotiation and mediation, we can play a central role helping the parties to:

- Provide leadership to the existing community partnerships to raise awareness of this mode of community policing
- Identify stakeholders in the community
- Identify areas/businesses/corridors of concern
- Provide statistical data to support the agreement (arrest rates and locations)
- Provide opportunities for discussion
- Provide framework for the discussion, including preparation of the agreements
- Agree to monitor the agreement

There are some actions CPD should **NOT** be doing regarding these agreements:

- We should not induce any business or individual to enter into an agreement. We certainly can suggest and persuade, but we cannot promise anything of value, or threaten any action to induce the creation of an agreement.
- We should not be a party to any agreement.
- We should always remain neutral in the agreement process.

Attachment: GNA_memo (1869 : Good Neighbor Agreements)

CONCLUSION AND RECOMMENDATIONS:

I believe from your inquiry that you requested I write an agreement for us to use in Columbia. If you wanted a sample that we could use to point to the types of problems we are addressing, I would be happy to do that by modifying one of the agreements you gave me. But we would really be unable to create a simple form for use by the communities because the situations facing the neighborhoods are so varied.

I would recommend and provide assistance as follows:

1. Provide training to the Crime Prevention Unit on this devices and how they can strengthen the community and resolve high crime areas.
2. Publicize the GNA as tools for community development and safety with leadership provided by the CPD.
3. Foster communication between stakeholders and identified problems. Writing specific agreements for the community/business partnership would be relatively simple once they have in place the agreed parameters of the partnership.
4. Provide a degree of monitoring and oversight to ensure the dialogue among the parties remains productive and positive.

If you have any questions or comments, please feel free to contact me at your convenience.

WMHJr/

Attachment: GNA_memo (1869 : Good Neighbor Agreements)

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE: **March 17, 2015**

DEPARTMENT: **City Clerk**

FROM: ***Erika Moore, City Clerk***

SUBJECT: **Columbia Police Department Recruitment Video**

PRESENTER: **Mr. William "Skip" Holbrook, Columbia Police Chief**

FINANCIAL IMPACT: **None at this time.**

STRATEGIC GOALS: **Increase Public Safety Services**

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE:	**March 17, 2015**
DEPARTMENT:	**City Clerk**
FROM:	***Erika Moore, City Clerk***
SUBJECT:	**Receipt of legal advice which relates to a matter covered by attorney-client privilege**
FINANCIAL IMPACT:	**N/A**

CITY OF COLUMBIA

AGENDA MEMORANDUM

MEETING DATE: **March 17, 2015**

DEPARTMENT: **City Clerk**

FROM: ***Erika Moore, City Clerk***

SUBJECT: **Discussion of negotiations incident to proposed contractual arrangements**

FINANCIAL IMPACT: **N/A**