



**ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA
TUESDAY, OCTOBER 15, 2024**

The Administrative Policy Committee will conduct a meeting on Tuesday, October 15, 2024 at 1:00 p.m. at City Hall (Mayor's Conference Room), 1737 Main Street, Second Floor, Columbia, SC 29201. The meeting can be viewed online at www.columbiasc.gov. Please contact the City Clerk's Office at (803)545-3045 or cityclerk@columbiasc.gov if you have questions regarding the meeting.

The Honorable Edward H. McDowell, Jr., Chair
The Honorable Aditi Bussells, At-Large ▪ The Honorable Peter M. Brown, District IV

Prior to entering the meeting please turn all electronic communication devices to the silent, vibrate or off position. All presenters should speak directly into the microphone for recording purposes.

CALL TO ORDER

APPROVAL OF MINUTES

1. Approval of the June 18, 2024 Administrative Policy Committee Meeting Minutes

COMMITTEE DISCUSSION

2. Boards and Commissions - Ms. Pamela Benjamin, CPM, Assistant City Manager for Administrative Services and Ms. Ashley Jenkins, MPA, Special Projects Coordinator
3. Plurality Voting System - Ms. Erika Hammond, CMC, City Clerk
4. Vehicles for Hire - Mr. William "Skip" Holbrook, Columbia Police Chief



MEETING DATE: October 15, 2024

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: Approval of the June 18, 2024 Administrative Policy Committee Meeting Minutes

FUNDING SOURCE & ORIGINAL BUDGET:

ATTACHMENTS:

- APC_MN_06182024 (PDF)



**ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES
TUESDAY, JUNE 18, 2024**

CALL TO ORDER

The Administrative Policy Committee conducted a meeting on Tuesday, June 18, 2024 at the Busby Street Community Center, 1735 Busby Street, Columbia, SC 29203. The Honorable Edward McDowell, Jr. called the meeting to order at 11:24 a.m.

Attendee Name	Title	Status
Edward H. McDowell	Chair	Present
Aditi Bussells	Member	Present
Peter M. Brown	Member	Present

APPROVAL OF MINUTES

- May 21, 2024 Administrative Policy Committee Meeting Minutes – *Approved*

Upon a motion made by Dr. Bussells and seconded by Mr. Brown, the committee voted unanimously to approve the May 21, 2024 Administrative Policy Committee Meeting Minutes.

COMMITTEE DISCUSSION

- Vape and CBD Signage Ordinance Update - Ms. Jessica Kinard, Esq., Senior Assistant City Attorney – *Endorse for City Council Consideration*

Ms. Jessica Kinard, Esq., Senior Assistant City Attorney shared the mayor’s concerns about signage that could be misleading by resembling medical establishments. The update to the ordinance aims to prohibit any depiction of cannabis on exterior signage and to ensure clarity and compliance with existing ordinances.

There was discussion about existing policies and regulations, particularly on LED string lighting and decorative lighting; uniform compliance within a reasonable timeframe; challenges from affected businesses; concerns specific to businesses near churches; and potential operational restrictions on Sundays.

There was consensus of the committee to endorse the ordinance for City Council’s consideration subject to including a 90-day compliance period and a provision for extensions.



**ADMINISTRATIVE POLICY COMMITTEE MEETING MINUTES
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3. Proposed Policy Related to the Issuance of Proclamations and Keys to the City - Ms. Pamela Benjamin, Assistant City Manager for Administrative Services – *Endorse for City Council Consideration*

Ms. Pamela Benjamin, Assistant City Manager for Administrative Services said we were able to complete the suggested edits from the discussion at our last meeting. This is closer to the final version of the policy.

There was consensus of the committee to endorse the draft policy and procedures related to the issuance of proclamations and keys to the city for City Council’s consideration.

ADJOURNMENT

The meeting was adjourned at 11:44 a.m.

Respectfully submitted:

Erika D. Moore Hammond, CMC
City Clerk



MEETING DATE: October 15, 2024

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: **Boards and Commissions - Ms. Pamela Benjamin, CPM, Assistant City Manager for Administrative Services and Ms. Ashley Jenkins, MPA, Special Projects Coordinator**

FUNDING SOURCE & ORIGINAL BUDGET:



MEETING DATE: October 15, 2024

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: Plurality Voting System - Ms. Erika Hammond, CMC,
City Clerk

**FUNDING SOURCE &
ORIGINAL BUDGET:**

ATTACHMENTS:

- Voting_Systems_Presentation_101524 (PDF)

A Comparative Approach for More Efficient Elections

Administrative Policy Committee
October 15, 2024



Current Voting System

Sec. 6-4. Elections to be nonpartisan; notice of candidacy; runoff elections.

(c) A second election shall be conducted two weeks after the first election, between one more than the number of candidates necessary to fill offices for which no candidates received a majority of the votes cast. The second election shall be between the candidates receiving the largest number of votes in the first election. The candidates receiving the highest number of votes cast in the second election in number equal to the number of offices to be filled shall be declared elected.



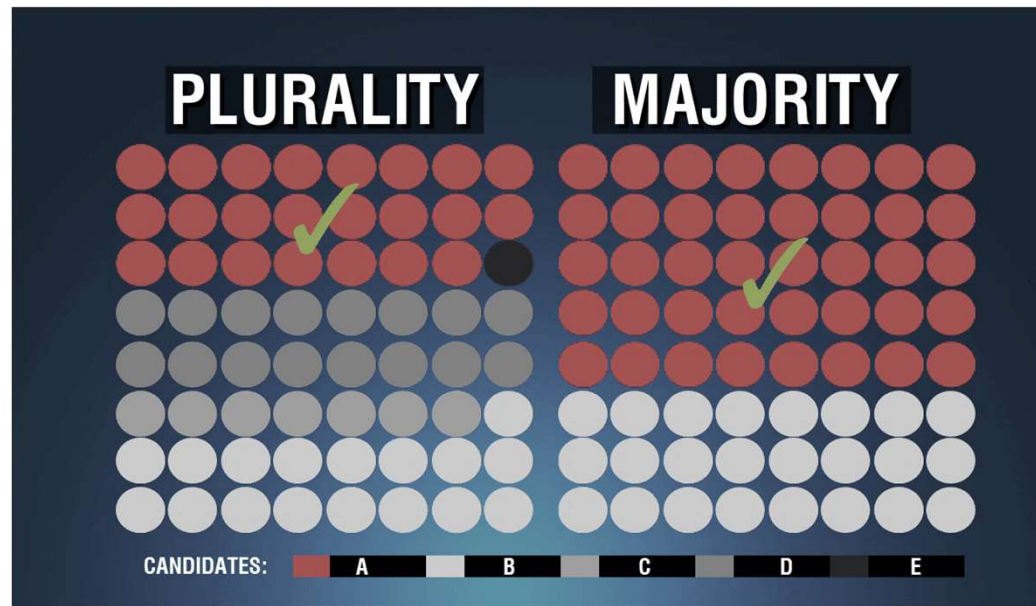
Overview of Voting System Options

What is majority voting?

A system where a candidate must secure more than 50% of the votes to win.

What is plurality voting?

A system where the candidate with the most votes wins, even if they receive less than 50%.





Comparison of Voting Systems

Majority

- Candidate receiving over 50% of the votes wins.
- If no candidate receives a majority, a runoff election is necessary.

Challenges:

- Only municipality in Richland County using majority voting
- Cost
- Prolonged electoral process
- Voter fatigue

Plurality

- Candidate receiving the most votes wins.
- No need for run off election.

Advantages:

- Quicker resolution
- Lower election costs
- Encourages broader participation and a simplified process



Recommended Voting System - Plurality

- Single round elections eliminate the need for a runoff election thereby saving time and resources
- Streamlines the election process
- Reduces voter fatigue



Next Steps

- The Administrative Policy Committee is asked to review a draft ordinance to amend the Code of Ordinances, Chapter 6 Elections, §6-4 at its next meeting.
- Once endorsed for City Council' s consideration, the ordinance will require two readings by Columbia City Council.
- No further action is required.



Questions?

Erika Hammond, City Clerk
(803)545.3045
CityClerk@Columbiasc.gov

Thank you!





MEETING DATE: October 15, 2024

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: Vehicles for Hire - Mr. William "Skip" Holbrook,
Columbia Police Chief

**FUNDING SOURCE &
ORIGINAL BUDGET:**