



COMMUNITY DEVELOPMENT COMMITTEE MEETING AGENDA TUESDAY, AUGUST 19, 2025

The Community Development Committee will conduct a meeting on Tuesday, August 19, 2025 at 11:00 a.m. at City Hall (Mayor's Conference Room), 1737 Main Street, Second Floor, Columbia, SC 29201. Members of the public may view the meeting 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 this meeting.

The Honorable Tina N. Herbert, Chair
The Honorable William Brennan, District III ▪ The Honorable Tyler D. Bailey, At-Large

Prior to entering the meeting please silence all electronic communication devices. All presenters are asked to speak directly into the microphone for recording purposes.

CALL TO ORDER

APPROVAL OF MINUTES

1. September 3, 2024; May 13, 2025; and June 3, 2025 Community Development Committee Meeting Minutes

PRESENTATION

2. Dorrah Randall Repositioning Update - Mr. Barry Hall, Interim Chief Executive Officer / Columbia Housing

ADJOURNMENT



MEETING DATE: August 19, 2025

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: September 3, 2024; May 13, 2025; and June 3, 2025
Community Development Committee Meeting
Minutes

**FUNDING SOURCE &
ORIGINAL BUDGET:**

ATTACHMENTS:

- **#a:** CD_MN_09032024 (DOCX)
- **#b:** CD_MN_05132025 (DOCX)
- **#c:** CD_MN_06032025 (DOCX)



**COMMUNITY DEVELOPMENT COMMITTEE MEETING MINUTES
TUESDAY, SEPTEMBER 3, 2024**

CALL TO ORDER

The Community Development Committee conducted a meeting on Tuesday, September 3, 2024 at City Hall (Mayor's Conference Room), 1737 Main Street, 2nd Floor, Columbia, SC 29201. The Honorable Tina N. Herbert, Chair called the meeting to order at 11:02 a.m.

Attendee Name	Title	Status
Tina N. Herbert	Chair	Present
Will Brennan	Member	Present
Tyler D. Bailey	Member	Present

APPROVAL OF MINUTES

1. Approval of June 04, 2024 Community Development Committee Meeting Minutes

Upon a motion made by Mr. Brennan and seconded by Mr. Bailey, committee members voted unanimously to approve the June 4, 2024 Community Development Committee Meeting Minutes as amended.

COMMITTEE DISCUSSION

2. Overview of the Let's Build Together Program - The Honorable Tina N. Herbert

Councilor Herbert provided an update from last week's Let's Build Together event. Based on survey results from last October, the primary challenge to development is financial constraints. Many churches and non-profits expressed a need for more information about single-family homes. Mr. Tony Lawton of the CEBA Group highlighted current projects; Ms. Kilgore shared funding opportunities; and Columbia Housing explained the benefits of Section 8 vouchers. A document was distributed outlining area median income in relation to family size and sample salary statistics.

There was discussion about the best use of undeveloped lots; housing and infrastructure for larger parcels; having a planner on retainer for elevation drawings and planning layouts; and working with smaller groups within a concentrated area.



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3. Grocery Store Incentive Update - Ms. Ayesha Driggers, Director/Office of Business Opportunities

Ms. Ayesha Driggers, Director/Office of Business Opportunities reported that in November 2023, City Council approved a grocery store rebate for business license fees within designated corridors. To date, three grocery stores have received the rebate: Tom's Creek Family Farm's Mobile Market, Uncle Willy's Grocery Store, and Yo Dolla Store. Efforts are ongoing to inform additional grocery stores about the rebate. Existing grocery stores can receive a 75% rebate on business license fees and new grocery stores can receive 100% of the rebate.

There was discussion about the level of interest from traditional grocery store operators and providing *Resolution No. R-2023-090 – Adopting the Office of Business Opportunities Stimulus Program (Grocery Store Incentive)* for review. It was noted that this grocery store incentive has not resulted in a great loss of revenue for the City of Columbia.

4. Mobile Market Update - Ms. Ayesha Driggers, Director/Office of Business Opportunities

Ms. Ayesha Driggers, Director/Office of Business Opportunities reported that the Mobile Market has been successful and it has generated a lot of interest. The agreement for the Mobile Market is set to renew in January 2025.

Mr. Larry Schneeberger, Toms Creek Family Farm noted that the Mobile Market launched on March 9, 2024. It operates Monday through Thursday from 11 a.m. to 4 p.m. The Mobile Market is on North Main Street on Mondays, COMET Central on Sumter Street on Tuesday, Greenview on Wednesdays, and Harden Street next to the Charles R. Drew Wellness Center on Thursdays. The Palmetto Citizens Credit Union sponsored the trailer. The Department of Social Services promoted healthy bucks onsite. The Department of Public Health conducted free cooking classes at Greenview Park. The University of South Carolina will be conducting health checks and A1C testing. The Mobile Market is on social media and is seen by approximately 35,000 people each week. Additional promotional partners include the Department of Social Services, the COMET, and City of Columbia Public Relations, Media and Marketing Department.

There was discussion about statewide interest in the Mobile Market; staffing; the Office of Business Opportunities' role; financial reporting; and developing a summary for public awareness.



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5. 2023-2024 Consolidated Annual Performance Evaluation Report (CAPER) - Ms. Felicia Kilgore, Director/Community Development

Ms. Felicia Kilgore, Director of Community Development presented the Consolidated Annual Performance Evaluation Report (CAPER) for Fiscal Year 2023–2024. The report included a summary of activities, disbursements, and expenditures to promote transparency in the use of federal funds. The 30-day public comment period for the CAPER began on August 23, 2024. Approximately \$3.5 million was expended from federal programs, including \$1.6 million from CDBG, \$96,000 from HOME, and \$1.7 million from HOPWA, supplemented by Congressional grants such as CDBG-CV, HOME-ARP, and HOPWA-CV, as well as state and local contributions. These funds collectively leveraged an \$8 million impact. Additional expenditures included \$875,000 in CDBG-DR and over \$800,000 in CDBG-MIT funds. Program highlights included celebrating 50 years of CDBG, receiving the John Sasso Award, awarding 11 Love Your Block Grants totaling \$15,111.27, assisting 490 customers through the Customer Assistance Program, and coordinating a tenants and landlords rights and responsibilities workshop. The report also included updates on internal projects and public services funding.

Ms. Teresa Wilson, City Manager recalled the commitment to pull in the same direction as Council’s intention to stand up homeless services. It was requested that other applicable funding sources be allocated to entities that would be able to serve clients at Rapid Shelter. They must also have the wherewithal to spend the funds and be compliant and timely.

There was discussion about the public comment period; the percentage of HOPWA funds that go towards rental assistance versus healthcare services; the Single-Family Housing Improvement for Neighborhood Enhancement (SHINE) Program application process; CDBG public services funding; grant management; park selection for CDBG public facilities funding; a meeting to discuss next steps at Hyatt Park; the Customer Assistance Program; and the annual planning and reporting process.

Ms. Melissa Gentry, P.E., Assistant City Manager for Development explained that the CAPER is a look back and the annual Action Plan is a look forward. The Consolidated Plan is done every five years. City Council approved the current year’s Action Plan.

Future meeting topics include utilizing Columbia Council of Neighborhoods as a fiscal agent for neighborhoods; an update on the North Main corridor meeting; identifying the purpose of Mr. Bailey’s proposed ad hoc committee; and language from the Legal Department to ensure that city-owned residential properties maintain the requirement of affordability.



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ADJOURNMENT

The meeting was adjourned at 12:12 p.m.

Respectfully submitted:

Erika D. Moore Hammond, CMC
City Clerk



COMMUNITY DEVELOPMENT COMMITTEE MEETING MINUTES TUESDAY, MAY 13, 2025

CALL TO ORDER

The Columbia Community Development Committee conducted a meeting on Tuesday, May 13, 2025 at City Hall (Mayor's Conference Room), 1737 Main Street, Columbia, South Carolina 29201. The Honorable Tina N. Herbert, Chair called the meeting to order at 11:04 a.m.

Attendee Name	Title	Status	Arrived
Tina N. Herbert	Chair	Present	
Will Brennan	Member	Remote	
Tyler D. Bailey	Member	Present	

APPROVAL OF MINUTES

- September 3, 2024 and October 1, 2024 Community Development Committee Meeting Minutes - *Deferred*

COMMITTEE DISCUSSION

- Update on Modular Homes - Ms. Krista Hampton, Director of Planning and Development Services

Councilor Herbert explained that City Council recently made ordinance changes related to modular homes. She asked if modular homes are being used to address affordable housing in the industry.

Ms. Krista Hampton, Director of Planning and Development Services explained that a modular home is built in sections and assembled on site by a contractor. Modular homes are built in compliance with local codes. Manufactured homes are fabricated in a factory, placed on a chassis (underpinning), and delivered to the site. Manufactured homes are subject to Housing and Urban Development's regulations. The revised ordinance addresses repurposed modular units. Modular homes must come directly from the factory with a certification and it has to be new. The City of Columbia cannot prohibit them, but the homes can be regulated via land use or zoning. The City of Columbia is not in violation of state law.

There was a discussion about state law; the differences between modular and manufactured homes; affordability factors; aesthetics; the annexation of parcels with manufactured homes; and updating the Urban Service Area, which is City Council's policy on annexations.



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There was consensus of the committee to review recommendations from staff that address the annexation of parcels with manufactured housing through the updated Urban Service Area policy.

3. Discussion of design and materials in housing developments - Ms. Krista Hampton, Director of Planning and Development Services

Councilor Herbert said we are trying to preserve the character of neighborhoods as they are being revitalized. There have been general discussions about preferred materials. The biggest issue has been with vinyl siding.

Ms. Krista Hampton, Director of Planning and Development Services said there is not a policy that directs the materials used in city projects. The development corporations generally use Hardie Plank siding.

There was a discussion about affordability; maintenance; developing façade standards; focusing on areas primarily consisting of brick homes; determining neighborhood interest; and partnering with homebuilders and banks on low interest mortgages to develop workforce housing.

There was consensus of the committee to review a list of residential properties controlled by the City of Columbia and the development corporations along with the City of Columbia loan programs. The Planning and Development Services Department, Community Development Department, and the TN Development Corporation will discuss the minimal standards for utilizing vinyl siding while awaiting further direction on the potential neighborhoods that wish to pursue regulations. The regulations would require another overlay through the adoption of an ordinance.

ADJOURNMENT

The meeting was adjourned at 11:53 a.m.

Respectfully submitted:

Erika D. Moore Hammond, CMC
City Clerk



COMMUNITY DEVELOPMENT COMMITTEE MEETING MINUTES TUESDAY, JUNE 3, 2025

CALL TO ORDER

The Community Development Committee conducted a meeting on Tuesday, June 3, 2025 at City Hall (Mayor's Conference Room), 1737 Main Street, Columbia, South Carolina 29201. The Honorable Tina N. Herbert, Chair called the meeting to order at 11:08 a.m. The following members were present:

Attendee Name	Title	Status	Arrived
Tina N. Herbert	Chair	Present	
Will Brennan	Member	Present	
Tyler D. Bailey	Member	Present	

APPROVAL OF MINUTES

- September 3, 2024; October 1, 2024; and May 13, 2025 Community Development Committee Meeting Minutes - *Approved*

Upon a motion made by Ms. Herbert and seconded by Mr. Brennan, committee members voted unanimously to approve the October 1, 2024 Community Development Committee Meeting Minutes and to defer the September 3, 2024 and May 13, 2025 Community Development Committee Meeting Minutes.

PUBLIC HEARING

- 2025-2029 Consolidated Plan and 2025 Action Plan - Ms. Felicia Kilgore, Community Development Director; Mr. Erich Chatham, Principal / Civitas, LLC; and Ms. Cearra Harris, PhD, Citizens Advisory Committee Chair

Ms. Felicia Kilgore, Community Development Director stated that the 2025-2029 Consolidated Plan is being presented for a second public hearing as required by the United States Department of Housing and Urban Development.

Mr. Erich Chatham, Principal / Civitas, LLC presented the eligible activities for the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Housing Opportunities for Persons With AIDS (HOPWA) programs. The city only disburses CDBG and HOME funds within its jurisdiction, but HOPWA is administered within a multi-county jurisdiction. The 2025 fund allocations from HUD include: \$1,137,467.00 for CDBG; \$660,423.89 for HOME; and \$1,908,324.00 for HOPWA. For the draft plan, Civitas assessed the needs of the community, conducted a housing market analysis, and assisted with citizen participation efforts. Based on 159 responses to the community survey, the top



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priority needs were affordable housing, public services and public improvements. He reviewed the priority needs and goals, while noting that the priorities were not in ranking order. He presented the 2025 action plan projects that align with the eligible use categories. This plan will be submitted to City Council on June 17, 2025; submitted to HUD by July 11, 2025; and effective July 1, 2025.

There was discussion about the difference in funding levels from 2024 to 2025 and the required set aside for Community Housing Development Organizations (CHDO) along with eligible and creative uses, recent changes in the certification process, and barriers to certification.

Ms. Cearra Harris, PhD, Citizens Advisory Committee Chair presented the committee's recommendations for the Community Development Block Grant (CDBG) program.

The committee recessed at 11:50 a.m. and reconvened at 11:59 a.m.

Ms. Cearra Harris, PhD, Citizens Advisory Committee Chair continued to present the committee's recommendations for the Housing Opportunities for Persons With AIDS (HOPWA) grant program. She was accompanied by Ms. Pat Meyer and Ms. Wanda Cannon who are also members of the Citizens Advisory Committee.

There was discussion about applications for improvements at other city parks.

The committee opened the public hearing at 12:05 p.m.

Mr. Larry Salley, Executive Director / Greater Columbia Community Relations Council (GCCRC) applauded the committee and City Council for their support of public and affordable housing. He stated that the best use of dollars is training for not-for-profit developers. He noted that the GCCRC was once a CHDO and board composition was an issue. The GCCRC will host its 61st annual luncheon on June 18, 2025.

Mr. Alton Cobb, Housing Services Director / Palmetto AIDS Life Support Services (PALSS) said PALSS is the oldest HIV/AIDS organization in the state and will celebrate its 40th anniversary this year. He stated that housing is health care. PALSS uses its funds to assist at-risk clients by ensuring they are stably housed through case management and outreach. PALSS also works with Rapid Shelter Columbia, The Cooperative Ministry, Homeless No More, the University of South Carolina and other housing services and medical providers.



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Ms. Teleshia Stewart, Senior Vice President of Resident and Strategic Initiatives for the Columbia Housing Authority and Two Notch Development Corporation Board Chair expressed gratitude for the funding allocations made to both organizations. She stated that affordable housing is a national issue and she is proud to take today's information back to a national organization.

Ms. Caroline Seder, University of South Carolina School of Medicine / Supportive Housing Services and Prisma Health said thank you for the HOPWA and Housing First allocations. Through the Housing First Program clients who are experiencing chronic homelessness are connected with Columbia Housing and provided with case management and wraparound services. Additional partners include Rapid Shelter Columbia, Transitions, MIRCI, Columbia Area Mental Health and others. Rental assistance, mental health services, and wrap around case management services are provided to ensure that HOPWA program clients sustain housing. Additionally, the outreach team works with the homeless population.

Ms. Kameisha Heppard, Homeless Services Director / City of Columbia insisted that the real work comes in the form of after-care and it needs to be increased with all agencies in order to stabilize clients. She explained that funding will be used to expand the kitchen area and provide onsite job training for clients at Rapid Shelter Columbia. She said a lot of work will be done in the kitchen to rebuild our most vulnerable population.

Ms. Chanda Richardson, Program Manager / Two Notch Development Corporation explained that Oak Hill is a transitional property and mental health support is needed for the tenants. The mission is to provide safe, decent and sanitary communities. She expressed gratitude for the approval of TNDC's application.

Mr. Zach deMoya, Development Director / Mental Illness Recovery Center (MIRCI) said a lot of MIRCI's collaborative partners are present. He expressed gratitude for the work being done by City Council and the Community Development Department. MIRCI has done street outreach in Columbia for 14 years and has been in the homeless service and medical service space for 60 years. This year's project is targeting women. MIRCI provides street outreach and hygiene kits and wants to make sure they are screened by licensed clinicians and social workers.

The committee closed the public hearing at 12:35 p.m.

Councilor Herbert thanked the service providers for attending this meeting.



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COMMITTEE DISCUSSION

3. Columbia Housing Update: Vision 2030 - Mr. Barry Hall, Interim Chief Executive Officer / Columbia Housing - *Deferred*

ADJOURNMENT

The meeting was adjourned at 12:36 p.m.

Respectfully submitted:

Erika D. Moore Hammond, CMC, CPM
City Clerk



MEETING DATE: August 19, 2025

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: Dorrah Randall Repositioning Update - Mr. Barry Hall, Interim Chief Executive Officer / Columbia Housing

FUNDING SOURCE & ORIGINAL BUDGET:

HISTORY:

06/03/25

Community Development Committee

DEFERRED