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**COLUMBIA PREPARES ADVISORY COMMITTEE MEETING AGENDA  
WEDNESDAY, AUGUST 14, 2024**

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The Columbia Prepares Advisory Committee will conduct a meeting on Wednesday, August 14, 2024 at 3:00 p.m. using Video Conferencing Technology. Please contact the Community Development Department at (803) 545- 3373 or [scott.hirt@columbiasc.gov](mailto:scott.hirt@columbiasc.gov) if you have questions regarding the meeting.

**COMMITTEE DISCUSSION**

1. Welcome and Call to Order - Ms. Felicia Kilgore, Director
2. Approval of March 6, 2024 Columbia Prepares Advisory Committee Meeting Minutes
3. Introduction of City Staff Members
4. Introduction of Advisory Committee Members
5. Status Update Community Development Block Grant – Mitigation Program
6. Program Activities Update
7. Budget Set-Asides Update
8. Questions

**ADJOURNMENT**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Welcome and Call to Order - Ms. Felicia Kilgore,  
Director

**FUNDING SOURCE &  
ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Approval of March 6, 2024 Columbia Prepares  
Advisory Committee Meeting Minutes

**FUNDING SOURCE &  
ORIGINAL BUDGET:**

**ATTACHMENTS:**

- Columbia-Prepares-Advisory-Committee-minutes March 6 2024 (DOCX)

# COLUMBIA PREPARES ADVISORY COMMITTEE MINUTES



Attachment: Columbia-Prepares-Advisory-Committee-minutes March 6 2024 (9530 : Approval of March 6, 2024 Minutes)

Date: March 6, 2024  
Time: 3:00 PM  
Location: Teleconference via Zoom  
Facilitator: Felicia Kilgore, Community Development Director and Scott Hirt, Administrative Coordinator

## Committee Members

Amy Husmann | J. Scott Jaillette | Ralph McCarthy | William Baker | Claudia McMillan | Krista Hampton | Todd Beiers | Harry Tinsley | Tiffany Latimer

Committee Members Present	Staff Members Present
Ralph MccCarthy	Felicia Kilgore
Amy Husmann	Scott Hirt
Claudia McMillan	
Harry Tinsley	
Krista Hampton	
Todd Beiers	

Item	Discussion
<b>Call to Order:</b>	Introduction from Felicia and a welcome to the Committee members.
<b>Approval of Agenda:</b>	Ralph Mccarthy motions to approve agenda Second by Amy Husmann Approved without objection
<b>Introductions:</b>	Introductions from City staff, City staff committee members and resident committee members.

**CDBG-MIT Overview:** Presenting the background of the City's CDBG-MIT grant funds and their purpose and how the program supports data-informed investments in high-impact areas using needs assessments. We have identified 3 projects: Fleet Services generator, Columbia Head Gates and Lock Gate Repair, and Olympia Fire Station. We have received approval from HUD for the authorization to use HUD funds for the Head Gates project. Preliminary work still in progress for the Olympia Fire Station and Fleet Services Generator. We have a citizen participation plan, which is where the Citizens Prepares Advisory Committee comes into play.

The purpose of the committee is to increase transparency in the implementation of CDBG-MIT funds and to inform the citizens of eligible areas, projects, and to solicit suggestions from the citizens. The committee has requested monthly reports on the progress on the projects.

**Program Activities:** **Olympia fire station:** We have purchased multiple parcels of land to build the new fire station. The project would serve a predominantly low/moderate income residential area. The new fire station will increase the capacity that the current fire station does not have. New station will be furnished with a backup generator.

**Canal Head Gates:** Repair the head gates which provides water to the citizens of Columbia. Project critical to ensure an adequate supply of water to our residents and institutions.

**Fleet services generator:** Generator would ensure services in the event of a disaster.

**Budget Set-Asides:** Administration/oversight funds are used for our compliance to ensure a complete review of the information needed.

**Elections:** Ralph McCarthy makes a motion to have himself serve as the chair and Amy Husmann as the vice chair  
Second by Amy Husmann  
Approved without objection

**Questions:** **What does the committee do to help disseminate the information to the citizens?** We will provide information to you to make sure it gets out to the public.

**Is there a place to provide feedback or request information?**  
You can get in contact with Felicia.

**How can you become a member of the committee?**  
You would need to go to the City's committees/boards website and apply. The member will be approved by City Council.

**Adjournment:** Motion to adjourn by Amy Husmann  
Second by Ralph McCarthy  
Approved unanimously  
**Adjourned at 4:05pm**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Introduction of City Staff Members

**FUNDING SOURCE &  
ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Introduction of Advisory Committee Members

**FUNDING SOURCE &  
ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Status Update Community Development Block Grant – Mitigation Program

**FUNDING SOURCE & ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Program Activities Update

**FUNDING SOURCE &  
ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Budget Set-Asides Update

**FUNDING SOURCE &  
ORIGINAL BUDGET:**



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**MEETING DATE:** August 14, 2024

**DEPARTMENT:** City Clerk

**FROM:** *Erika Hammond, City Clerk*

**SUBJECT:** Questions

**FUNDING SOURCE &  
ORIGINAL BUDGET:**