



COLUMBIA CITY COUNCIL MEETING MINUTES TUESDAY, APRIL 18, 2017

The Columbia City Council met for a Work Session on Tuesday, April 18, 2017 at City Hall, 1737 Main Street, Columbia, South Carolina. The Honorable Mayor Stephen K. Benjamin called the meeting to order at 12:25 p.m. and the following members of Council were present: The Honorable Howard E. Duvall, Jr., The Honorable Edward H. McDowell, Jr. and The Honorable Daniel J. Rickenmann. The Honorable Sam Davis arrived at 12:29 p.m. and The Honorable Tameika Isaac Devine arrived at 2:25 p.m. The Honorable Moe Baddourah was absent. Also present were Ms. Teresa Wilson, City Manager and Ms. Erika D. Moore, City Clerk. This meeting was advertised in accordance with the Freedom of Information Act.

INVOCATION

The Honorable Edward H. McDowell, Jr. offered the Invocation.

ADOPTION OF THE AGENDA

Upon a motion made by Mr. Rickenmann and seconded by Mr. Duvall, Council voted unanimously to adopt the agenda.

FINANCIAL REPORT

1. Ms. Jan Alonso, Finance Director will be present to answer questions regarding the February 2017 Financial Report.

There were no questions at this time.

FISCAL YEAR 2017/2018 BUDGET WORKSHOP

2. Automated Meter Reading / Advanced Metering Infrastructure - Mr. Joey Jaco, Director of the Engineering Department and Mr. Clint Shealy, Director of the Utility Operations Department

Mr. Joey Jaco, Director of the Engineering Department recalled that staff recommended CH2M Hill to be the project manager throughout the process of conducting a feasibility business case, selecting a contractor and implementation of AMR/AMI. He introduced Mr. Jason Shaw, Water Engineer in the Engineering Department as the AMR/AMI Project Manager and Mr. David DePratter and Mr. Josh Braman as Project Managers for CH2M Hill. He announced that Josh is relocating from Cleveland, Ohio to the City of Columbia. He explained that the next phase will include the release of a Request for Proposals (RFP).



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Mr. Josh Braman, Project Manager for CH2M Hill noted that CH2M Hill is not affiliated with any other vendor. He explained that the City currently reads meters using some EMR-touchpad technology, which enables the City to catch one read per month for the issuance of a bill. The use of AMI technology offers additional benefits to include multiple data points, tamper and theft protection and on-demand reads. AMI changes how the meter reads are collected and allows utility staff and customers to access the data online. In response to the Mayor, he noted that many of the AMR/AMI vendors have adopted solutions for smart lighting, trash collections and other services; the network can do much more than meter reading. This communication system will cover the entire water service area. He explained that meters are designed to last over 20 years, but older meters may under-register water by five percent resulting in a loss of revenue. He noted that the City's meters are 14 years old and may under-register by four percent for water and sewer.

Mr. David DePratter, Project Manager for CH2M Hill continued to report that the City has 144,000 meters in its system and he proposed replacing all meters smaller than two inches (residential) and meters that are larger than two inches and at least ten years old. He estimated that 2,000 meters will not be replaced. The total program cost is \$49 million with an annualized benefit of \$10 million. He said this is one of the strongest business cases we've seen. There's a six-year return on investment for the meters and the communications infrastructure. The life expectancy of a meter is twenty years. He reviewed the investments and capital costs.

Mr. Josh Braman, Project Manager for CH2M Hill explained that the system is designed to detect leaks and to notify the utility and the customer when there is a leak. He explained that AMR was common drive-by technology from the 1990s, but AMI is current technology. He reviewed the schedule and next steps, while noting that implementation will take up to thirty months.

Mr. David DePratter, Project Manager for CH2M Hill said the expected outcomes include improved customer service, improved operational efficiency, improved call center morale and improved social and environmental factors, along with a platform for Smart Cities.

Councilor Rickenmann asked if the City will make it easier for customers to pay their bills.

Mr. Joey Jaco, Director of the Engineering Department said we would like to have one platform for customers to use for bill payments and complaints. This system will give customers more payment flexibility.



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Mr. David DePratter, Project Manager for CH2M Hill explained that ensuring program success will require communications and stakeholder engagement. To move from the current state of public skepticism to City and taxpayer empowerment, we will acknowledge issues with the current system, engage stakeholders in the implementation process and provide tools for building advocacy.

Mr. Josh Braman, Project Manager for CH2M Hill explained how additional data will be captured during the implementation process and how that information will be used to improve future operations. He described how the Clear Reads program was effectively implemented in Cleveland, Ohio. The firm will also design and implement a customized communication plan for the City of Columbia to educate customers about the new process and the new technology. Before any installations, City staff, City Council and stakeholders will be engaged in the process and a website will be available. The next steps are to develop the vendor Request for Proposals within two months and to complete the procurement process within six months.

Councilor Rickenmann inquired about the per meter cost of replacement.

Mr. Josh Braman, Project Manager for CH2M Hill said the cost to replace a meter is the total program cost divided by 145,000 meters. He said a large component of the cost is hardware upgrades.

Councilor Rickenmann asked if all meter boxes will be replaced.

Mr. Josh Braman, Project Manager for CH2M Hill said 330 random meter boxes were surveyed and only 18% of those meters needed to be replaced. It would be extremely costly to replace all meter boxes. With the new technology the meter boxes will not be opened as much and wear and tear will decrease.

Councilor Davis said the end product will be good. He expressed concerns about women and seniors being able to seek assistance.

Councilor Duvall asked if the collection system uses mesh technology and if the City's Information Technology Services Department will install the collectors.

Mr. Josh Braman, Project Manager for CH2M Hill said this is point to point technology; each end point communicates directly to a collector. He explained that a subcontractor will install the collectors and the IT design will be completed by the AMI vendor.

Councilor Duvall asked if small cell sites on utility poles can be the collector.



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Mr. Josh Braman, Project Manager for CH2M Hill said there is the potential for collection sites to share a location if the utility has access. Another option is that if a cellular company already has a site the space can be shared with the utility. We are recommending a radio based system.

Councilor Rickenmann inquired about the installation costs. He noted that we can subcontract this work locally.

Mr. Josh Braman, Project Manager for CH2M Hill estimated that it will cost \$8.2 million for the residential and commercial installation. There are 7,500 commercial meters.

Mayor Benjamin said this is exciting on all fronts and this is the way to go. Columbia will be the vanguard.

3. Overview of Operational and Capital Needs - Ms. Melisa Caughman, Budget and Program Management Director

Ms. Teresa Wilson, City Manager explained that we have several items to discuss today as we lead into a discussion about the general fund, operational needs of the City, capital needs and needs for our citizens. The framework for the budget is getting back to the basics.

- Healthcare Discussion / Historical Overview - Ms. Pamela Benjamin, Human Resources Director and Ms. Melisa Caughman, Budget and Program Management Director

Ms. Pamela Benjamin, Human Resources Director introduced Ms. Connie Cauthen as the City's Benefits Manager. She explained that a viable health care strategy must balance the costs and liabilities with providing attractive, affordable and comprehensive benefits for employees. We must also ensure that the benefits we provide are in compliance with the Affordable Care Act. The City of Columbia is self-insured and costs are managed through cost containment and cost sharing. She explained how costs are contained through the City's health and wellness program; the process for managing eligibility; stop-loss coverage at a level of \$450,000; adoption of a defined dollar benefit; and consumer-driven healthcare. She noted that cost sharing is established through plan design and co-pays. The City offers health, dental, vision, accidental death and dismemberment, and optional insurance coverage for active employees and pre-65 retirees through three plan types and four enrollment options. For post-65 retirees, the City offers a Medicare supplemental plan and an optional pharmacy plan with three enrollment options. She reviewed the 2017 health and pharmacy plan summary for active employees and pre-65 retirees.



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Councilor Rickenmann suggested that the City offer an incentive for individuals that go one year without having a claim.

Ms. Pamela Benjamin, Human Resources Director explained that our claim history continues to rise. She presented a trend analysis chart of employee and pre-65 retiree claims.

Councilor Rickenmann asked to see the administration costs along with the claims. The combined rate in 2011/2012 was \$18.5 million and now we are looking at \$30 million. The trend that we are looking at is not sustainable. He asked what is causing the increase and what can be done to help it.

Ms. Pamela Benjamin, Human Resources Director said we are trending at 8%, which is the national average. She agreed to provide the administrative costs and the trends for each plan.

Councilor Duvall said his goal is to get us off of our own plan and onto the State's plan. We need to determine the total dollar amount of administrative costs involved, because it might be cheaper to go someplace else.

Ms. Pamela Benjamin, Human Resources Director said employees can be covered by another plan, but the City would be the primary insurance for its employees. She noted that employees can decline the City's coverage and plan changes can be made in October of every year. She reviewed a summary of the current health care plan design that was adopted by City Council in August 2016 and took effect in January 2017. She noted that there were significant changes to the deductibles, out of pocket maximums and premiums. She recalled that in 2008, the City was faced with growing healthcare costs along with the new accounting and reporting requirement known as GASB Statement 45. At that time, the City's Other Post-Employment Benefits (OPEB) liability was \$161 million; the Annual Required Contribution (ARC) was \$16 million; and the City's health care costs were in excess of \$17 million with an average of 14% growth per year. She reviewed the changes that were adopted in 2008 and went into effect in 2009 to reduce liability and control health care costs. Prior to 2008, employees did not pay for their coverage, but they did pay for family members. She reviewed the additional changes that went into effect in 2009. In 2010, the City's GASB liability grew to over \$204 million. In 2011, the City adopted a cap to the costs of health care by establishing a Defined Dollar Benefit. The GASB liability was reduced by 49%. In 2014, retiree premiums were increased in order to maintain the previously established DDB. The current liability is over \$148 million. She reviewed a comprehensive listing of changes that have been implemented since 2009 to include limiting retiree enrollment changes. She presented a list of alternatives that were previously discussed and considered.



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Mayor Benjamin inquired about aggressive and creative measures that would reduce the City's ARC without compromising our ability to recruit and retain quality employees.

Ms. Pamela Benjamin, Human Resources Director said a RFP was issued for a health care consultant to look at alternatives we've previously considered and best practices.

Mayor Benjamin suggested that they work with current or prospective partners to devise a plan that allows retirees to exit the plan voluntarily, at a cost to be determined.

Ms. Teresa Wilson, City Manager said we have retirees who are young and working other places, yet we are paying health care coverage for them and their dependents. We have to look at the numbers and determine if we continue operating that way.

Councilor Duvall said the biggest driver with GASB is post-65 retirees and if we set a limit on what we are going to pay that will drive down the GASB requirement significantly. He requested a comparison of the City's benefits to the State health plan to include the cost for us to join the plan and our current administration costs. He also requested a discussion with Richland County on their post-65 plan, because they are saving millions of dollars.

Mayor Benjamin inquired about the City's upcoming ARC liability.

Ms. Melisa Caughman, Budget and Program Management Director said \$10,010,000.

Ms. Pamela Benjamin, Human Resources Director reviewed the next steps to include a discussion with the consultant in June, the issuance of a RFP for a Third Party Administrator by August and open enrollment in October with the new plan year beginning January 2018.

Councilor Duvall asked about the current TPA costs.

Ms. Pamela Benjamin, Human Resources Director said \$2.6 million for medical, \$138,000 for pharmacy and \$60,000 for dental. She noted that cost sharing also impacts the cost of claims.

Ms. Teresa Wilson, City Manager explained that staff met this morning to review the direction of the health center. We have a potential opportunity to change the model or we may continue down the path we're on.

Councilor Rickenmann said the challenge is sustaining the plan into the future; the more people we have in the plan, the less the costs will be.



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Councilor Duvall said there is a difference in compensation for single employees and those with spouses and children.

Ms. Teresa Wilson, City Manager said single employees do not pay the same premium.

Ms. Pamela Benjamin, Human Resources Director agreed to keep the members of Council informed with the process as we move forward.

- Employee Compensation and Benefits – Ms. Pamela Benjamin, Human Resources Director

Ms. Pamela Benjamin, Human Resources Director recalled that part of City Council's 2036 Vision Statement is attracting and retaining talent and leading the way in innovative and high quality municipal services. We must attract and retain good people in order to meet those focus areas and goals. A large part of any department's budget is their personnel services.

- Compensation Philosophy

Ms. Pamela Benjamin, Human Resources Director explained that a compensation and classification study was conducted in 2014 and this allowed us to create a new compensation philosophy that included the creation of a new compensation and classification structure and provided a foundation for us to attract talent through competitive pay systems. We have a minimum starting salary of \$10.10 per hour. Over a two-year period we implemented \$4 million in pay adjustments for employees.

- Pay for Performance

Ms. Pamela Benjamin, Human Resources Director said as part of our retention strategy, we are introducing a new performance evaluation system. This system will include a pay for performance component in the second year. There are apprenticeship programs within some departments and we are developing a paid internship program with Richland School District One for mechanics. She proposed cost of living adjustments or bonuses in order to continue to retain good employees. The Police and Fire Departments will also present retention plans that they would like to implement. She introduced PRIDE (Providing Relevant Individual Development for Employees) as the City's new performance management system. The system will help develop the strong performance culture that is critical to growing and sustaining a high performance and customer service oriented workforce. The PRIDE system will emphasize strategic alignment, ensure that we are setting and meeting business objectives and individual



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goals, and use performance data to inform development and to inform our performance initiative and leadership planning. It will be used to setup a pay for performance strategy for employees that exceed expectations.

Councilor Rickenmann agreed that we should be developing, retaining and maintaining. He suggested that the City setup contract opportunities for employees that are already in the system.

Councilor Davis said he likes the idea of taking advantage of employees' skills to enhance the overall operation. He suggested that we communicate the fact that bonuses will be depending on our budget.

Ms. Teresa Wilson, City Manager noted that pay for performance is not being contemplated for this budget. She said we will talk about the ability to compensate employees who make less than \$50,000. We have to first determine how to administer merits and pay for performance in hopes of implementing the system during the next fiscal year.

- Recruitment & Retention

Ms. Pamela Benjamin, Human Resources Director presented employee retention options to include a Cost of Living Adjustment or bonus to assist in maintaining salary levels, which will also offset the increase in employee health insurance premiums. She noted that both the City and employee retirement contributions will increase. She reported that the implementation of a 2% COLA for the entire staff will cost \$2.3 million for salary and fringes. She outlined a bonus structure ranging from \$300 to \$500 net for employees earning less than \$50,000. She noted that approximately 1,806 employees earn less than \$50,000.

- Public Safety Retention Plans

- Columbia Fire Department

Fire Chief Aubrey Jenkins, Columbia Fire Department said this retention plan was designed to target areas of attrition and to assist with the retention of employees in the Columbia Fire Department. He said they've made great strides through the implementation of the compensation and classification study. However, research is showing that the department is in need of an aggressive pay step plan in order to remain competitive in the marketplace. An average of 51.2 employees was hired per year since 2010, but the department continues to lose an average of 43.6 employees per year. The 2012 Attrition Study determined that the manageable attrition rate is 3% to 5%, but the target is 3%. He outlined the contributing factors and target resolutions to address attrition.



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Councilor Rickenmann recalled that a survey of exit interviews found that internal dissatisfaction with management impacted retention, not compensation. He asked if that had been addressed. He said the consolidated service is challenging and our guys have to pick up the slack in order to provide A-1 service. We need to address those issues that are affecting our folks who are wearing so many different hats.

Mr. S. Allison Baker, Senior Assistant City Manager explained that some levels of supervision have been eliminated and a Fire Chief Advisory Team has been developed. He reported that City Manager Wilson also visited the fire stations, met with the firemen and identified the low hanging fruit that could be addressed.

Fire Chief Aubrey Jenkins, Columbia Fire Department recalled that the Fire Department lost five 24-hour holidays several years ago. There would be a need to hire additional firefighters in order to restore the ten 24-hour holidays. This may also reduce overtime costs. He noted that they also implemented higher education and specialized training incentive pay in 2016. Research is showing that starting salaries are competitive. The Columbia Fire Department has developed a plan that will help us be competitive with other fire departments. Currently, there are 503 fulltime budgeted positions and 10 vacancies.

Councilor Devine requested a breakdown of the resignations. She agreed that it is incumbent upon us to communicate the value of our benefits package to all employees.

Ms. Teresa Wilson, City Manager said the impact of this discussion is less about recruitment and more about retention. We are in a place where the capacity to serve is impacted by the retention of employees we've invested in over a period of time.

Mayor Benjamin recalled previous ideas that were put on the table by the Fire Chief that would allow the department to recoup costs associated with accidents. The City and County should empower the Fire Department to recoup some of those costs.

Fire Chief Aubrey Jenkins, Columbia Fire Department continued to report on the employee losses from 2010-2016.

Councilor Devine asked how Chief Jenkins planned to address the issue of employees leaving to go other places and starting at a higher rank.



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Fire Chief Aubrey Jenkins, Columbia Fire Department reported that it cost the City \$7.2 million to train new firefighters over the last seven years, which is approximately \$20,000 for each new hire. He recommended that all Fire Department employees receive the recommended increase during year one. This should improve compression issues. He noted that firefighters start at \$33,336. He also recommended institution of the proposed annual step increase in year two. This will move personnel towards the midpoint of their pay range. He proposed a 4%, 3.5% or 3% annual step increase. It would take eight years for personnel to reach the mid-point if they also receive a 2% merit increase.

Ms. Teresa Wilson, City Manager said they would no longer receive the step increase once they reach the midpoint.

There was an in-depth discussion about the pay recommendations from the compensation and classification study for the Fire Department.

Mayor Benjamin said we have to approach this as a plan design change; it's a very different approach to meeting the compensation and cultural needs of cops and firefighters. It's a long-term fundamental structural change.

- **Columbia Police Department**

Police Chief William "Skip" Holbrook, Columbia Police Department said that the purpose of this briefing is to discuss the impact that hiring and retention issues have on our agency. He recalled that in February of 2015, the City Manager authorized a 7% pay raise and bonus/incentive plan for Columbia Police Department officers. The previous calendar year ending in 2014 only resulted in nine police officers being hired. The total number employed at the end of 2014 was 347 sworn and 97 non-sworn. Simultaneous to the pay raise and incentive plan, we restructured our HR/Recruiting Unit to focus on recruiting and hiring sworn/non-sworn personnel. In 2015, the police department launched an aggressive recruitment campaign. Those efforts resulted in 56 police officers being hired, eight of which were S.C. certified. A total of 48 police officers separated from employment with the Columbia Police Department in 2015. The 2015 year end sworn staff level was 355. He reviewed the restructuring highlights to include the promotion of 59 officers, filling of vacancies and the receipt of hundreds of applications for sworn officers. In 2016, recruiters attended 52 recruiting events, conducted 75 conditional offer interviews and facilitated nine oral review boards. We hired 39 police officers and 44 police officers separated from employment in 2016. The year-end sworn strength totaled 350. For 2015 and 2016, we hired 95 people and we lost 92. The Columbia Police Department, like many law enforcement agencies across the country, faces increasing policing challenges that impact the hiring and retention of qualified police officers. He outlined many high profile events that have impacted



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peoples' desire to become police officers. He noted that there are factors related to unprecedented development in the City of Columbia. Our ability to police during these times has been remarkable, but it's not sustainable. We received 143 applications in 2017, hired 20 officers, lost 17 officers, we have 73 sworn vacancies, and 33 officers are eligible to retire. He outlined the elements of training for new recruits while noting that it takes 33 weeks for an officer to become patrol ready. He estimated that over \$770,000 in additional replacement costs have been incurred in 2017. He recommended that the Columbia Police Department meet or exceed the starting salaries of comparable agencies and establish a pay tier system. Option one would move officers 10% to the starting pay equivalent of comparable agencies at a cost of \$2.5 million. It would cost an additional \$537,000 to implement the pay step initiative on July 1st. Option two moves officers across the board by 3% to the starting salary of comparable agencies without causing salary compression at a cost of \$714,000. The step plan beginning July 1st is an additional \$583,000, resulting in a \$1.3 million budget impact.

Councilor Devine noted that option two would only bring salaries to \$36,052.

Councilor Rickenmann said we have to invest internally and stop investing externally.

Ms. Teresa Wilson, City Manager said it has been very noble of the Council to not have a millage increase for ten years. We find ourselves in a place where there are real issues on the table related to public safety and operations and we can't absorb it anymore. As an option, you have a banked millage of 6.5 that you could take advantage of.

Mr. Jeff Palen, Assistant City Manager / Chief Financial Officer explained that State law dictates how much we can raise the millage each year. It's based on the population and CPI increase each year. He noted that banked mils are the current year and the prior three years of allowable millage. We estimate that the value of a mil is \$570,000, but for budgeting purposes it is estimated at \$559,000.

Councilor Rickenmann said this is a public safety increase. He asked how the millage increase will affect other departments.

Ms. Teresa Wilson, City Manager explained that the millage increase would be in addition to us reducing the general fund budget. We are presenting a public safety millage increase to provide for some combination of the chiefs' plans. She recalled that we included an opportunity for you to do something for employees earning less than \$50,000 and/or a Cost of Living Adjustment. We tried to address this previously, but it hasn't been sustainable.



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Councilor Devine reiterated Mr. Rickenmann's concern about making sure the numbers are correct in getting us to the midpoint.

Councilor Duvall suggested that the City recoup the deficit of \$3.1 million owed from the County for fire services. He suggested that the City could save money by offering non-traditional healthcare plans to employees and their dependents. He suggested that the City consider a public safety fee that would apply to all agencies.

There was an in-depth discussion regarding the options regarding public safety funding, healthcare benefits, true costs, funding for other departments and the impact of increasing the millage.

Ms. Teresa Wilson, City Manager thanked the members of Council for taking the time to understand the core issues and agreed to bring back more information on the recommendations and suggestions that were discussed today.

- Fiscal Year 2017/2018 General Capital Projects – Ms. Melisa Caughman, Budget and Program Management Director

Ms. Melisa Caughman, Budget and Program Management Director noted that general capital projects are repairs to existing facilities, but some requests are for new facilities.

Ms. Teresa Wilson, City Manager said projects on this list are of immediate need.

Ms. Melisa Caughman, Budget and Program Management Director added that these projects have been identified by departments. She reviewed the list of projects for the Parks and Recreation, Public Safety and General Services. This is a multi-year funding list and some projects have identified funding. She reviewed the list of projects for the Public Works Department, noting that Council previously received a presentation on sidewalk requests totaling \$1.8 million.

Councilor Davis suggested that we ask SCDOT to share in the cost of installing sidewalks along state owned roads.



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- Fiscal Year 2017/2018 Proposed General Fund – Ms. Melisa Caughman, Budget and Program Management Director

Ms. Melisa Caughman, Budget and Program Management Director said the proposed General Fund consists of what has been requested, but it does not include the public safety plans. She projected revenues at \$126 million, which is 1.9% over the current year budget and \$4 million over prior year actuals. The transfers-in total \$14.5 million, which is the same as the current year. She noted that transfers-in are 10% of the total budget and \$8 million represents lease proceeds for capital replacements. Combined revenues and transfers-in are \$141 million, which is 1.7% over the current year. The majority of revenue comes from property taxes, which are not as susceptible to fluctuation. She reported that the budget is not in balance. Department requests total \$124 million, which is a 7% increase and all department budgets reflect an increase in healthcare and State retirement. The department budgets do not include the 2% retirement increase that is being proposed, but we have made some accommodations for funding within the general fund. She reported that the lump sum amount for healthcare is approximately \$6 million.

Councilor Duvall stated that over the course of three budgets, we've increased retirement by \$15 million.

Ms. Melisa Caughman, Budget and Program Management Director reviewed the non-departmental requests totaling almost \$6 million, which is a 22% increase for the issuance of a new capital lease. She noted that detention center costs are \$35 per day per person; we are required to fund the public defender at \$100,000; and homeless services are \$1 million. The transfers-out total \$18.7 million, of which \$8 million is for a new capital replacement lease; funding for the component units that were moved to the general fund; and \$5.8 million in debt service. She reviewed new items in the general fund to include partial funding for an internal auditor; the municipal election; updating the City's 10-year comprehensive plan; an annexation coordinator, facilitator, and other annexation components; emergency management, operations for the Saluda and Vista Greenways and gateway/major corridor maintenance. She reported that the requested budget is \$7.9 million out of balance and based on current revenue projections, departments budgets will need to be reduced while absorbing increases for health care and State retirement. She outlined the options for balancing the budget.

Councilor Devine asked to see how the budget requests line up with Council's vision statement.



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Mayor Benjamin said we will have additional revenue generating opportunities as we transition to a smart city through the implementation of AMI. He suggested that by using cash to build parking garages while attaching rates that have been suggested and selling air rights we could find a model that could cash flow without having debt attached to it. Those funds could be deposited for our long-term OPEB liability.

In closing, Ms. Caughman reminded the members of Council that we will continue budget discussions on May 2, 2017 and also finalize discussions on water and sewer, the proposal for storm water and for the general fund. The final meeting before we advertise will be held on May 16, 2017.

There was a consensus of Council to schedule a budget workshop on May 9, 2017 at 2:00 p.m.

EXECUTIVE SESSION

Upon a motion made by Mr. Duvall and seconded by Ms. Devine, Council voted unanimously to enter into Executive Session at 5:19 p.m. for the discussion of **Items 4** through **6** and the discussion of negotiations incident to proposed contractual arrangements related to the TD Bank Garage.

4. Discussion of the Appointment of an Employee pursuant to §30-4-70(a)(1)
 - *Municipal Court Judges*
5. Discussion of the Employment of an Employee pursuant to §30-4-70(a)(1)
 - *City Attorney*
6. Receipt of legal advice related to matters covered by attorney-client privilege pursuant to §30-4-70(a)(2)
 - *Public Purpose Doctrine*
 - *Smith v. Robison & Coey*
 - *Sidewalk Vending*
 - *EdVenture Children's Museum*



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The Columbia City Council met on Tuesday, April 18, 2017 at City Hall, 1737 Main Street, Columbia, SC. The Honorable mayor Stephen K. Benjamin called the meeting to order at 6:22 p.m. and the following members of Council were present: The Honorable Sam Davis, The Honorable Tameika Isaac Devine, The Honorable Howard E. Duvall, Jr., and The Honorable Edward H. McDowell, Jr. The Honorable Moe Baddourah and The Honorable Daniel J. Rickenmann were absent. Also present were Ms. Teresa Wilson, City Manager and Ms. Erika D. Moore, City Clerk. This meeting was advertised in accordance with the Freedom of Information Act.

PLEDGE OF ALLEGIANCE

Joseph Keels Elementary School Student Council Members led the Pledge of Allegiance.

INVOCATION

The Honorable Mr. Edward H. McDowell, Jr. offered the Invocation.

PUBLIC INPUT RELATED TO AGENDA ITEMS

No one appeared at this time.

ADOPTION OF THE AGENDA

Upon a motion made by Mr. McDowell and seconded by Mr. Davis, Council voted unanimously to adopt the agenda as amended by deferring the consideration of **Item 13**.

APPROVAL OF MINUTES

7. March 7, 2017 and March 21, 2017 Meeting Minutes

Upon a motion made by Mr. Duvall and seconded by Mr. McDowell, Council voted unanimously to approve the March 7, 2017 and March 21, 2017 Meeting Minutes, as presented.

CONSENT AGENDA ITEMS 8 THROUGH 14

Upon a single motion made by Mr. Davis and seconded by Mr. Duvall, Council voted unanimously to approve the **Consent Agenda Items 8 through 12 and 14**.



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8. Council is asked to approve the Purchase of 500 pairs of Honeywell Super Gloves for the Columbia Fire Department. Award to Newton's Fire & Safety Equipment, Inc. in the amount of \$55,000.00. This vendor is located in Graham, NC. *Funding Source: Fire Suppression-Safety Clothing And Supplies; 1012303-625900. The original budgeted amount is \$56,000.00. - Approved*
 9. Council is asked to approve the purchase of Lab Analysis Equipment, as requested by the Police Department. Award to Agilent Technologies in the amount of \$95,515.36. This vendor is located in Wilmington, DE. *Funding Source: Police Department: Administrative Services- Computer/Elect Equipment-Capital; 1012402 - 658600 - The budgeted amount is \$95,520. - Approved*
 10. Council is asked to approve Project WM4407; Construction Services for Silver Lake Road East Asphalt Repairs, as requested by Utility Operations Department. Award to North American Pipeline Management, Inc., a Woman Owned Business Enterprise in an amount not to exceed \$74,580.00. This firm is located in Marietta, GA. *Funding Source: Engineering-Paving & Asphalt Supplies Construction General Services; 5511706-623500. The original budgeted amount is \$83,500.00. Sub-consultant Brad Pace Construction, a Small Business Enterprise of Lyman, SC will provide asphalt paving at \$21,120.00 (34%) of the contract value. - Approved*
 11. Council is asked to approve Cooling Tower Replacement Services at Police Headquarters, as requested by the Support Services Division. Award to Hoyt's Heating & AC, Inc., in an amount not to exceed \$103,356.00. This firm is located in Sumter, SC. *Funding Source: Capital Projects; 4039999-CP106001-658650. The original budgeted amount is \$120,000.00. - Approved*
 12. Council is asked to approve the Purchase and Installation of Furniture at the new Water/Wastewater Facility located at 4011 West Beltline Boulevard, as requested by the Wastewater Maintenance Division. Award to Interior Elements, LLC, a certified Local Business Enterprise using the SC State Contract in the amount of \$316,342.66. This vendor is located in Columbia, SC. *Funding Source: Utilities Wastewater Maintenance – Small Office Furniture; 5516205 -621010. The original budgeted amount is \$380,047.18. - Approved*
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13. Ordinance No.: 2017-030 - Granting an Easement to South Carolina Electric and Gas Company (SCE&G) along a portion of City-Owned Property identified as Richland County TMS#11501-01-14 (Spirit Communications Park) and 11501-01-13 (Gregg Street, Freed Drive and Boyce Street) for the Gregg Street Lighting Project; CF#250-419 *First reading approval was given on April 4, 2017. Consideration of this item was deferred.*
14. Resolution No.: R-2017-039 - Authorizing consumption of beer and wine only within Boyd Plaza adjacent to the Columbia Museum of Art for Runaway Runway - *Approved*

PRESENTATIONS

15. Recognition of Mayor's Fellows - The Honorable Mayor Stephen K. Benjamin

Mayor Benjamin introduced the following Mayor's Fellows for the Spring 2017 Semester:

- Jalesa Cooley (Summerville, South Carolina) is a junior at The University of South Carolina majoring in public relations.
- Meghan Durant (Sandwich, Massachusetts) is a junior at the University of South Carolina studying political science and public relations.
- Taylor Evans (North Myrtle Beach, South Carolina) is a junior at the University of South Carolina majoring in public relations and minoring in psychology.
- Daniel Glover (Cross, South Carolina) is a senior at the University of South Carolina majoring in public health with a minor in business administration.
- Kevin Harper (Fort Mill, South Carolina) is a sophomore biology major at the University of South Carolina.
- Nakia "Nick" Hooks (New Orleans, Louisiana) is a freshman political science major at the University of South Carolina.
- Tianna Mills (Florence, SC) is a senior African-American Studies major at the University of South Carolina.
- Christopher Perez (San Antonio, Texas) is a junior sport and entertainment management major at the University of South Carolina.



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- Morgan Rising (Charlotte, North Carolina) is a freshman at the University of South Carolina majoring in public health and minoring in business administration.
 - Henry Rohrer (Ardmore, Pennsylvania) is a sophomore history major at the University of South Carolina.
 - Justin Smith (Summerville, South Carolina) is a freshman at the University of South Carolina in the Darla Moore School of Business. He is double majoring in international business and economics and double minoring in Chinese studies and political science.
 - Samuel Smoot (Irmo, South Carolina) is a graduate of Francis Marion University located in Florence, South Carolina. While attending Francis Marion University, he earned his bachelor's degree in political science with a minor in history.
 - Jacob Thompson (Florence, South Carolina) is a freshman at the University of South Carolina majoring in political science.
 - Jordan Thompson (Spartanburg, South Carolina) is a senior at the University of South Carolina where he is majoring in social work with a minor in political science.
16. Recognizing the Information Technology Services Department as the 2016 Silver State Electronics Challenge Award Recipient - Ms. Mary Pat Baldauf, Sustainability Facilitator

Ms. Mary Pat Baldauf, Sustainability Facilitator for the Public Works Department said the Information Technology Services Department was recognized as the 2016 Silver State Electronics Challenge Award Recipient. The program was designed to help participants conserve energy, cut operating costs, reduce greenhouse gas emissions and avoid solid and hazardous wastes. This was our first year participating in the challenge. The City's Information Technology Services Department is 1 in 17 organizations being recognized in the country this year and the only one being recognized in South Carolina. The challenge was based on buying green equipment, using it efficiently and recycling it.



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17. National Bike Month and Bicycle Safety Month Proclamation -The Honorable Mayor Stephen K. Benjamin

Mayor Benjamin and the members of Council proclaimed May 2017 as National Bike Month and Bicycle Safety Month; the week of May 15-19, 2017 as Bike to Work Week; and May 19, 2017 as Bike to Work Day in the City of Columbia.

18. Bike and Pedestrian Advisory Committee Update - Mr. Keith Gosselin, Chair of Bike and Pedestrian Advisory Committee

Mr. Keith Gosselin, Chair of Bike and Pedestrian Advisory Committee said we want all walkers and riders to be safe while enjoying this great City. He explained that BPAC is a 13-member advisory committee appointed by City Council. He announced that Columbia's first Open Streets event was attended by up to 1,500 people along Devine Street. He said the civic event emphasized how incredible our streets are. The Mayor's Bike and Walk Summit will be held during May 4-5, 2017. He reiterated that May is Bike Month and activities are designed for all ages. He reviewed the current BPAC initiatives related to new yield signs for pedestrians and bicycle guidance signs on Main Street; conducting bicycle and pedestrian counts; and supporting Gills Creek and Greene Street/Foundation Square. He reviewed regional efforts in Atlanta, Charleston and Spartanburg. He asked Council to set an annual budget allocation for infrastructure; to install bike facilities that circulate downtown; prioritize the implementation of catalyst projects in the Walk Bike Columbia Plan and to ensure regulatory and departmental inclusion of pedestrian and bicyclist considerations in development design and infrastructure processes.

Mayor Benjamin reported that the City has three miles of bike boulevard; one mile of the Vista Greenway is open; two blocks of the Innovista Trail are now open; five miles of share roads; nine miles of bike lanes; 17 miles of shared use; 97 high visibility crosswalks; and we recently submitted a Bicycle Friendly application.

SIDEWALK VENDING PUBLIC HEARING

19. Ordinance No.: 2017-029 - Granting a Franchise to Di Wangwright d/b/a Golden Palmetto, LLC for operation of a stationary sidewalk vending cart in the mid-block pad near 1333 Main Street - *First reading approval was given on April 18, 2017.*

Council opened the Sidewalk Vending Public Hearing at 6:58 p.m.

No one appeared in support of or in opposition to this matter.



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Council closed the Sidewalk Vending Public Hearing at 6:58 p.m.

Upon a motion made by Mr. McDowell and seconded by Mr. Davis, Council voted unanimously to give first reading approval to Ordinance No.: 2017-029 - Granting a Franchise to Di Wangwright d/b/a Golden Palmetto, LLC for operation of a stationary sidewalk vending cart in the mid-block pad near 1333 Main Street.

ORDINANCES - FIRST READING

20. Ordinance No.: 2017-017 - Authorizing the City Manager to execute a Fourth Amendment to Lease Agreement between the City of Columbia and First Citizens Bank and Trust Company, Inc. for the property known as 1225 Lady Street - *First reading approval was given on April 18, 2017.*

Upon a motion made by Mr. Davis and seconded by Mr. Duvall, Council voted unanimously to give first reading approval to Ordinance No.: 2017-017 - Authorizing the City Manager to execute a Fourth Amendment to Lease Agreement between the City of Columbia and First Citizens Bank and Trust Company, Inc. for the property known as 1225 Lady Street.

21. Ordinance No.: 2017-028 - Repealing encroachment ordinance 2004-100 to Kelly's Deli & Pub at 1001 Washington Street - *First reading approval was given on April 18, 2017.*

Upon a motion made by Mr. Duvall and seconded by Ms. Devine, Council voted unanimously to give first reading approval to Ordinance No.: 2017-028 - Repealing encroachment ordinance 2004-100 to Kelly's Deli & Pub at 1001 Washington Street.

22. Ordinance No.: 2017-031 - Granting an encroachment to The Aristocrat for use of the tree zone area of the 1000 block of Washington Street located between the sidewalk and curb adjacent to 1001 Washington Street for placement and maintenance of a concrete patio with brick border and three tables and twelve chairs for use by its patrons for outdoor dining during normal business hours of 4:00 p.m. until 2:00 a.m. Monday through Saturday - *First reading approval was given on April 18, 2017.*



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Upon a motion made by Mr. Davis and seconded by Ms. Devine, Council voted unanimously to give first reading approval to Ordinance No.: 2017-031 - Granting an encroachment to The Aristocrat for use of the tree zone area of the 1000 block of Washington Street located between the sidewalk and curb adjacent to 1001 Washington Street for placement and maintenance of a concrete patio with brick border and three tables and twelve chairs for use by its patrons for outdoor dining during normal business hours of 4:00 p.m. until 2:00 a.m. Monday through Saturday.

23. Ordinance No.: 2017-032 - Granting an encroachment to the University of South Carolina for the use of the right of way areas of the 1300 and 1400 blocks of Pickens Street for installation and maintenance of high density polyethylene (HDPE) conduit for the Korn Building adjacent to Richland County TMS # 11402-11-01, 11402-11-01-05, 11402-11-20A, 11402-11-19, 11402-11-18, 11402-11-21, 11402-11-16, 11402-11-14, 11402-11-13, 11402-11-11 and 11402-11-10 - *First reading approval was given on April 18, 2017.*

Upon a motion made by Ms. Devine and seconded by Mr. Davis, Council voted unanimously to give first reading approval to Ordinance No.: 2017-032 - Granting an encroachment to the University of South Carolina for the use of the right of way areas of the 1300 and 1400 blocks of Pickens Street for installation and maintenance of high density polyethylene (HDPE) conduit for the Korn Building adjacent to Richland County TMS # 11402-11-01, 11402-11-01-05, 11402-11-20A, 11402-11-19, 11402-11-18, 11402-11-21, 11402-11-16, 11402-11-14, 11402-11-13, 11402-11-11 and 11402-11-10.

STAFF REPORT

24. Beltline Property Development Concept - Ms. Tina Herbert, Executive Director of the Office of Business Opportunities and Mr. Randy Davis, Director of the Parks and Recreation Department

Mayor Benjamin said we've had some very exciting and ongoing discussions about a multi-faceted approach to addressing significant needs and desires of the City. We've been thinking about how to put some land owned by one of our development corporations to use. We challenged staff to develop a concept that would encompass a number of different possibilities and harness the exciting power of the entire community in a cooperative. With the closure of Piggly Wiggly just southeast of this property, we started spending quality time talking about a cooperatively owned grocery store. The parcel of land is on West Beltline Boulevard between Farrow Road and Two Notch Road near the railroad tracks.



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Councilor McDowell said we wanted to roll this out so that the public can conceptualize what this will look like from Beltline to Lester Drive. It will give us an opportunity to tweak some of that and to make the 17 acres a viable place.

Mr. Randy Davis, Director of the Parks and Recreation Department shared a preliminary concept for the Beltline Project consisting of a 13,000 sq. ft. food co-op facility; an urban farm; community garden; a 16-acre park with ball fields, green space and a playground; storage area with a stage; 2.3 acres of multiuse open space; a service road; and a total of 290 parking spaces. He noted that there is a buffer to the west of the park.

Ms. Tina Herbert, Executive Director of the Office of Business Opportunities reported that the Evergreen Cooperatives in Cleveland, Ohio put underemployed individuals to work and allowed them to earn an ownership stake with the company they worked for. Staff reviewed the cooperative model in 2012 and continued to research cooperatives over the years. She noted that cooperatives believe in people's capacity to improve themselves economically and socially through mutual help. She recalled that the West Beltline Boulevard Piggly Wiggly closed in July 2016 and we faced the reality that this area was having a difficult time recruiting corporate grocery stores. They were facing food insecurity, which is being without reliable access to a sufficient quantity of affordable, nutritious food. She reported that South Carolina has a food insecurity rate of 16.4% and Richland County has a rate of 18.3%. Within a one-mile radius of the property described by Mr. Davis, there are no grocery stores and the USDA has identified this area as being in close proximity to a food desert. She also reported that they visited the grand opening of the Renaissance Community Cooperative in Greensboro, North Carolina. This community had an 18-year food desert and they opened with more than 1,000 investors and the city invested \$250,000 into the project. A food cooperative is defined as a food distribution outlet organized as a cooperative with each member having one vote and it is oriented towards service rather than monetary profit. She reported that South Carolina has a food co-op law found in Title 33, Chapter 45. In South Carolina there is an Upstate Food Co-op and the Hub City Co-op. She described why a co-op is good for this area instead of a conventional grocery store. She presented the potential challenges with implementing a food co-op. She noted that in 2013, OBO set aside \$125,000 for the initiative. In January 2017 meetings were held with City Roots and potential committee members. She recognized the steering committee members and Chairperson Wanda Pearson. She reported that the City is soliciting quotes for a market feasibility study and will continue to identify potential funding organizations and the education of staff and the steering committee. She reported the total project costs for the development of the Friendly City Food Co-op was \$1.8 million. She presented the next steps to include finalizing the steering committee, attending the Governance Conference; touring co-ops; attending community meetings; and scheduling a kick-off membership drive.



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Ms. Wanda Pearson, Food Co-op Steering Committee Chairperson said we are excited about the prospect of bringing a co-op to Columbia; the timing is right and the community is ready.

Ms. Tina Herbert, Executive Director of the Office of Business Opportunities said we have a very unique opportunity to create a model that is designed to fill a food insecurity need combined with a consumer and worker co-op. We are trying to start up in two years. This will empower citizens while meeting a critical need in this community. We hope to gain efficiencies between the food co-op and the other developments.

Councilor Devine said this is only a portion of the plans for that corridor; our consultant is working on other plans; and we have a commercial kitchen that can tie in with the food co-op.

Ms. Tina Herbert, Executive Director of the Office of Business Opportunities said OBO submitted a CDBG application for the Façade Program for this area.

Mayor Benjamin said he is encouraged by the citizen engagement. He noted that the plan will add ways of egress and ingress for this community and lessen traffic on Lester Drive. He asked for direction on next steps; encouraged staff to continue with the citizen engagement; and continue to pull together the various funding streams. He said there are additional significant grant awards that will be announced soon.

RESOLUTIONS

25. Resolution No.: R-2017-037 - Creating the City of Columbia Food Policy Committee - *Approved*

Upon a motion made by Mr. Duvall and seconded by Mr. Davis, Council voted unanimously to approve Resolution No.: R-2017-037 - Creating the City of Columbia Food Policy Committee.

26. Resolution No.: R-2017-038 - Authorizing Condemnation for Easement Acquisition for Sanitary Sewer Upgrade for Greenlawn Drive Outfall to Hampton Forest, CIP Project#SS7258 along Property Identified as Richland County TMS#16310-01-07 and TMS#16311-02-53; CF#250-338 – *Approved*

Upon a motion made by Mr. Duvall and seconded by Ms. Devine, Council voted unanimously to approve Resolution No.: R-2017-038 - Authorizing Condemnation for Easement Acquisition for Sanitary Sewer Upgrade for Greenlawn Drive Outfall to Hampton Forest, CIP Project#SS7258 along Property Identified as Richland County TMS#16310-01-07 and TMS#16311-02-53; CF#250-338.



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27. Resolution No.: R-2017-041 - Release and Abandonment of City of Columbia Sewer Easements for CIP Project# SS7261 (Lake Katherine Sewer Line Capacity Enhancement Project) along 1618 Graeme Drive; Richland County TMS#13915-11-47; CF#250-378 - *Approved*

Mr. Joey Jaco, Director of Engineering explained that we abandon portions of sewer easements when we are obtaining the easement in another area. We are working to obtain easements in this area for the Lake Katherine Project.

Upon a motion made by Mr. Duvall and seconded by Mr. Davis, Council voted unanimously to approve Resolution No.: R-2017-041 - Release and Abandonment of City of Columbia Sewer Easements for CIP Project# SS7261 (Lake Katherine Sewer Line Capacity Enhancement Project) along 1618 Graeme Drive; Richland County TMS#13915-11-47; CF#250-378.

28. Resolution No.: R-2017-042 - Authorizing the City Manager to execute an Intergovernmental Agreement between Richland County and the City of Columbia for the Lake Katherine Sediment Removal Project - *Approved*

Upon a motion made by Mr. Duvall and seconded by Mr. Davis, Council voted unanimously to approve Resolution No.: R-2017-042 - Authorizing the City Manager to execute an Intergovernmental Agreement between Richland County and the City of Columbia for the Lake Katherine Sediment Removal Project.

29. Resolution No.: R-2017-043 Approving the honorary naming of the 2200 block of Barhamville Road between Chestnut Street and Gordon Street "Bishop Mr. Smith Way" – *Approved*

Councilor McDowell said he will take care of contacting the neighborhood regarding the honorary renaming of the street. He agreed that a policy is needed.

Councilor Devine cited her reservations with approving the resolution, because the practice of notifying the neighborhood was not upheld.

Councilor Davis agreed to vote for the resolution with reservations.

Mayor Benjamin asked Councilman McDowell to contact the neighborhood as quickly as possible and he asked to revisit the honorary naming policy.



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Upon a motion made by Mr. McDowell and seconded by Mr. Duvall, Council voted unanimously to approve Resolution No.: R-2017-043 Approving the honorary naming of the 2200 block of Barhamville Road between Chestnut Street and Gordon Street "Bishop Mr. Smith Way".

APPOINTMENTS

30. Council is asked to approve the appointment of nine (9) individuals to the Quiet Zone Advisory Committee.

Upon a motion made by Mayor Benjamin and seconded by Mr. Davis, Council voted unanimously to approve the appointment of Ms. Dana Giurgiutiu, Mr. John Culbreth, Mr. Michael Pordes, Mr. Bud Ferillo and Dr. John Stucker to the Quiet Zone Advisory Committee. Staff was directed to reach out to the rest of the City geographically for additional applicants.

CONSIDERATION OF MATTERS DISCUSSED DURING THE WORK SESSION

No items were considered at this time.

CITY COUNCIL COMMITTEE REPORTS / REFERRALS

Upon a motion made by Mayor Benjamin and seconded by Mr. Davis, Council voted unanimously to refer the review of a proposal for mixed-use / mixed income housing to the Economic and Community Development Committee.

APPEARANCE OF THE PUBLIC

Dr. Germon Miller, RICH Program Director read a statement that was included in a gift that was given to her by a young person. We have begun our second year at the Department of Juvenile Justice and we have formed mentorships with the young people there. She introduced Ms. Bajaj as an intern who currently attends the University of South Carolina.

Ms. Hansa Bajaj, RICH Program said she is a freshman at the University of South Carolina studying international business and management with a minor in Chinese. She said she is excited to be a part of the RICH Program and providing public relations assistance for the program.

Mr. Cleward Washington, RICH Program member said he is a self-taught artist. He said Mama G has given him a great opportunity to showcase his artwork. He presented a stained glass rendering of the Gamecock in honor of the Women's Basketball Championship.



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Ms. Ellen Fishburne-Triplett, Hyatt Park Keenan Terrace Neighborhood Association appeared before the members of Council to express concerns about Hyatt Park. She referred to it as an overlooked gem. She said the springs are still flowing, but you can't see them. We have been talking about renovations to that park since 2008 while other parks have been renovated. The park is active, but it is underutilized. She said that City staff is working to update a 2009 plan that wasn't implemented even though there was money available at that time. Now is the perfect time to make Hyatt Park a destination park once again. She asked Council to fully fund renovations at Hyatt Park in fiscal year 2017/2018.

Councilor Davis said there have been ongoing discussions with the neighborhood association. He acknowledged that some funding is available and there is a rendering. We are in range of making that a reality. He said the park should complement the work being done in that corridor.

Mr. Todd Zeigler, Hyatt Park Keenan Terrace Neighborhood Association read a letter into the record from Ms. Betsy Newman, the association's president.

Mayor Benjamin said we want a park for all people. There is a lot of activity at the park, but we want to see more. There is a real opportunity to invest in not only hardscape, but to unleash the natural value of that land. You will see the collective commitment of this Council to move forward posthaste.

Upon a motion made by Mr. Davis and seconded by Mr. Duvall, Council voted unanimously to adjourn the meeting at 8:30 p.m.

Respectfully submitted by:

Erika D. Moore, CMC
City Clerk