



We Are Columbia

**COLUMBIA CITY COUNCIL MEETING AGENDA
TUESDAY, SEPTEMBER 19, 2017**

The Columbia City Council and the Richland County Council will meet at 6:00 p.m. on Tuesday, September 19, 2017 at the Columiba Metropolitan Convention Center, 1101 Lincoln Street, The Richland Room, Columbia, SC 29201.

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

JOINT ITEMS FOR DISCUSSION

1. Unified Fire Service Contract - Mr. S. Allison Baker, Senior Assistant City Manager, Mr. Aubrey Jenkins, Fire Chief and Mr. Michael Byrd, Director of Richland County Emergency Services
2. Intergovernmental 911 Center - Mr. S. Allison Baker, Senior Assistant City Manager, Ms. Kimberly Gathers, 911 Communications Director and Mr. Michael Byrd, Director of Richland County Emergency Services
3. Annexations - Ms. Krista Hampton, Planning and Development Services Director and Ms. Tracy Hegler, Director of the Richland County Community Planning and Development
4. Affordable Housing - The Honorable Mayor Stephen K. Benjamin
5. Transportation Penny Program - Ms. Dana Higgins, Engineering Director and Mr. Tony Edwards, Acting Director of Richland County Transportation Department
6. Richland County Judicial Center (1701 Main Street) and City Administrative Complex Partnership Opportunities - The Honorable Joyce Dickerson, Chair of Richland County Council, Mr. Gerald Seals, Richland County Administrator and The Honorable Mayor Stephen K. Benjamin
7. City Water and Sewer Utility Expansion and Approvals - Mr. Clint Shealy, Assistant City Manager for Columbia Water and Mr. Shahid Khan, Director of Richland County Utilities
8. Fees for Services: Alvin S. Glenn Detention Center - Mr. Shane Kitchen, Acting Director of the Alvin S. Glenn Detention Center



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Unified Fire Service Contract - Mr. S. Allison Baker, Senior Assistant City Manager, Mr. Aubrey Jenkins, Fire Chief and Mr. Michael Byrd, Director of Richland County Emergency Services

FINANCIAL IMPACT:

ATTACHMENTS:

- County Fire Briefing Document (PDF)
- City_Unified_Fire_Service_Contract_Briefing_Document (PDF)
- City_Fire_Contract_Responses (PDF)



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Unified Fire Service Contract

Background

The Intergovernmental Agreement (IGA) for Fire between Richland County and Columbia expired on June 30, 2017. There have been several meetings with Richland County and Columbia staff members concerning the future of the IGA. Richland County Council has reviewed and approved a draft IGA with some changes. The changes have been included in the latest draft for Council's discussion and action. Council deferred this item during the last Council meeting. Staff provided the IGA to the City Manager as presented to County Council.

Issues

The first IGA was effective in 1990 and launched the County's improvement of the rural fire stations and service delivery in the unincorporated areas of Richland County. Forest Acres, Blythewood, Arcadia Lakes and Eastover opted –in. Richland County is responsible for providing fire service to those municipalities. Columbia and Irmo opted-out and provide their own fire service. Through the IGA, Columbia has managed the operations of County resources to provide a “unified” response using County and Columbia resources. Columbia manages the rural county stations using the same practices as they use to manage urban Columbia stations. Expenses have been difficult to track. Other Issues identified and discussed by Council:

1. Cost of Fire Department overhead.
2. Equipment purchases without consulting with Richland County and the County paying for the equipment.
3. Inventory of County equipment
4. Salaries and personnel expenses
5. Vacant firefighter positions
6. Use of County assets
7. The treatment and use of volunteer firefighter personnel
8. Risk Management Issues
9. Fleet Maintenance funding
10. Insurance costs.

Fiscal Impact

The County Fire Service is funded by the Fire Millage collected by Richland County and the “Fire Fee” collected by Columbia from water customers living outside of Columbia. The amount of fire millage collected within the City of Columbia, is given directly to Columbia for its use and is not used to fund any portion of services provided by Richland County. The majority of the County fire budget pays for the Columbia Fire IGA. The remaining portion of the County fire budget pays for the other fire services provided by Richland County – Fire Marshals, code enforcement, cause & origin (arson) and other services provided to support the IGA such as radio communications and major equipment purchases.

Personnel and operating costs have seen major increases over the last several years. The draft IGA places safeguards in place to monitor and contain costs. The amount funded to support the Columbia IGA in budget year 2017 – 18 is \$21,762,269.

Past Legislative Actions

1. 1990 Richland County expanded the rural fire suppression service and partnered with Columbia for a unified fire response. A separate fire district was created to fund fire service. The county buildout of stations was designed to “stand alone” if the County or Columbia decided to separate.
2. 1995 Numerous extensions or IGA modifications started in 1995.
3. 2012 IGA signed in 2012 was the latest IGA approved by Richland and Columbia.
4. May 18, 2017 County / Columbia staff meeting to discuss the IGA.
5. June 1, 2017 County / Columbia staff meeting to discuss the IGA.
6. June 8, 2017 County / Columbia staff meeting to discuss the IGA.
7. June 27, 2017 Draft presented to County Council - Changes recommended.
8. July 25, 2017 Changes incorporated into draft and re-submitted to Council. - Action deferred.

Alternatives

1. Present the County's draft IGA to Columbia.
2. Revise the IGA and present to Columbia.
3. Continue to discuss potential changes with Columbia.
4. Create a new draft IGA for discussion.
5. Separate service from Columbia.

Staff Recommendation

This action is at Council's discretion.

STATE OF SOUTH CAROLINA)
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)
 COUNTY OF RICHLAND)

RICHLAND COUNTY / CITY OF
 COLUMBIA INTERGOVERNMENTAL
 FIRE AGREEMENT

This Agreement is entered into this ____ day of _____, 2017 by and between Richland County and the City of Columbia.

WHEREAS, the City of Columbia currently operates an organized fire department within the City of Columbia limits; and

WHEREAS, Richland County is the authority having jurisdiction within the Richland County (Service Area); and

WHEREAS, Richland County and the City of Columbia executed an Intergovernmental Fire Agreement dated July 1, 2012, which expires June 30, 2017; and

WHEREAS, Richland County Council and the City of Columbia Council desire to continue providing a seamless fire fighting system for Richland County and the City of Columbia through an equal partnership; and

WHEREAS, services will include fire suppression, rescue, hazardous materials incident response, and any other services as agreed upon by the Richland County and City of Columbia Councils for all residents located in the Richland County Service Area as defined below.

NOW, THEREFORE, in consideration of the mutual covenants herein, it is agreed as follows:

The purpose of this agreement is for Richland County, the Authority Having Jurisdiction (AHJ) in the Service Area boundaries, to delegate certain authority to the City of Columbia, to establish and develop an organized manner in which to administer, manage, operate and maintain a response system in Richland County for fire protection, to include fire suppression assets and provide for management of fire suppression, rescue, hazardous materials incident response and control, and other agreed upon services. Except to the extent provided otherwise herein, Richland County delegates the authority specifically to the Fire Chief to administer approved services, oversee, provide supervision, and the direction of all career and volunteer firefighting personnel, stations, apparatus, equipment, fire service activities and other services specified in this agreement for the (Service Area). However, nothing in this agreement is intended to prohibit or restrict the County in providing fire protection services for the Service Area (hereinafter defined) and it is their prerogative to determine what level of fire suppression or any and all other services they desire in the Service Area as determined by Richland County. Richland County will provide all other services not specifically delegated to Columbia in this agreement. Richland County shall continue to provide these services at its sole cost and expense.

The City of Columbia operates an established fire department and has an appointed Fire Chief which serves as the highest ranking fire official in Columbia, and will include the Richland County Fire District (Service Area) as defined by this agreement and, except as otherwise provided herein, he shall have administrative and operational authority over department functions to include the administration of all approved funding as detailed in the City and County budgets. He reports directly to the Columbia City

Manager. Resolution of issues related specifically to the Richland County Fire District (Service Area), will be brought to the City Manager by the County Administrator for resolution.

1. DEFINITIONS:

- a. "County" or "Richland County" shall refer to Richland County, Richland County Council, Richland County Administrator or his designee.
- b. "Columbia" shall refer to the City of Columbia, Columbia City Council, and Columbia City Manager or his designee.
- c. "Fire Services" shall refer to fire suppression, rescue, hazardous materials response, and any other services approved and funded by Richland County.
- d. "Operational Authority" is defined as the authority granted to Columbia by Richland County under this agreement, to be used in the direct operation of approved services, as outlined and funded by Richland County.
- e. "Operational Oversight" is defined as Richland County's authority to approve and monitor all services funded by this agreement.
- f. "Administrative Authority" refers to the administrative authority delegated to the Fire Chief to oversee, manage and approve all functions of the fire department as outlined in this agreement.
- g. "Columbia Financial Responsibility" is defined as the responsibility of Columbia to spend funds provided by Richland County in the manner approved and budgeted and to collect water fees or other fees as agreed upon and as described in this agreement, and to properly account for all personnel, operational funds, equipment and supplies.
- h. "Richland County Financial Responsibility" is defined as the responsibility of Richland County to budget, collect taxes, collect fees and other sources of revenue, to monitor Columbia's spending of budgeted funds, to monitor equipment and supplies purchased under this agreement, to distribute funds required to administer this agreement, and the right to audit any and all funds and processes used by Columbia in the administration of Richland County funds to implement this agreement.
- i. "Service Area" is defined as all areas of Richland County except those areas that are included in the incorporated limits of Columbia and the Town of Irmo.
- j. "County Fire District" refers to a duly adopted taxing district that includes all areas in Richland County. An ad valorem tax is collected to provide funding for Richland County Services.
- k. "ISO" is the Insurance Services Office. ISO evaluates and rates fire districts and departments.
- l. "PPC" refers to the ISO Public Protection Classification used to provide a quantitative value of a fire department's fire suppression capability.
- m. "AVL" refers to Automatic Vehicle Location System that is used by the 911 Call Center to track the location of emergency vehicles in real time.
- n. "CAD" refers to the Computer Aided Dispatch system used by the 911 Call Center to process emergency calls, incident information, emergency vehicle identification, routing and other information used in the dispatching and tracking of calls and emergency vehicles to emergency scenes.
- o. The "CA" refers to a Contract Administrator. Richland County and the City of Columbia may authorize and assign individuals to monitor compliance of this agreement.
- p. The "FAC" refers to the Fire Advisory Committee which will provide advisory input into the operations of the fire suppression service outlined in this agreement.
- q. "Automatic Aid" refers to the immediate dispatch of Richland County or Columbia fire suppression resources to areas outside of the Service Area and/or Columbia city limits for an emergency call or incident.
- r. "Mutual Aid" refers to the dispatch of Richland County or Columbia fire suppression resources to areas outside of the Service Area and/or Columbia city limits after another jurisdiction requests direct assistance.

- s. "Overtime or OT" refers to the time a worker who is funded through this agreement, is allowed to work above the hours of his/her regularly scheduled shift. Any work requiring any type of compensation other than the regular budgeted salary for the worker, will be considered Overtime work.
- t. "Communications Center" refers to the joint Richland County / Columbia 911 Public Safety Answering Point and dispatch center.
- u. "NFPA" refers to the National Fire Protection Association which sets codes and consensus standards for the fire service.
- v. "OSHA" refers to the Occupational Safety and Health Administration, which regulates all worker safety.
- w. "Minimum Staffing" refers to the established minimum staffing levels for fire shift throughout the County Service Area and the City of Columbia limits as set forth in Appendix B of this agreement which defines the total number of career fire personnel on-duty each 24-hour shift.
- x. "NIMS" refers to the National Incident Management System used by the fire department to provide a systematic, proactive approach for guidance for operations for the management of domestic incidents in order to reduce the loss of life and property and harm to the environment.
- y. "Overhead" refers to the cost of administrative and support personnel required to operate and manage the Columbia Fire Department and the Richland County (Service Area), which is shared by the County and City funded and charged proportionately at salaries plus benefits to be detailed within each respective budget.
- z. "Days" unless otherwise noted refers to business days.

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2. ORGANIZATION

a. A Fire Advisory Committee (FAC) shall be established consisting of the following members: Richland County Council will elect one Richland County Council Member, who will represent primarily unincorporated areas of Richland County; Columbia will select one Columbia City Council Member; County Administrator or a representative; City Manager or a representative; Richland County Emergency Services Director; Columbia Assistant City Manager; and the Columbia Fire Chief. Both parties can appoint one additional member each.

b. The purpose of the FAC is to provide advisory input into the joint fire policies, procedures, budget requests, and planning as it relates to providing fire service in the Richland County Service Area and in Columbia. The FAC should meet no less than quarterly.

c. Fire Chief – If applicable, during the term of this agreement, the Fire Chief shall be selected by the City of Columbia. The City will appoint a Selection Committee with representation from the City and County to conduct candidate reviews and to make nonbinding recommendations to be submitted in writing to the City Manager. The City Manager with input from the County Administrator or his designee will appoint the Fire Chief as set forth in the City Code and State law. The FAC and the County Administrator will provide input into the Fire Chief's annual performance review submitted in writing to the City Manager.

3. FIRE STATIONS

a. The County will be responsible for all existing County owned and operated fire stations and will conduct routine maintenance as required in order to meet applicable codes and regulations for workplace environments. Richland County shall be responsible for insuring all fire stations at its sole cost and expense. The City agrees to use reasonable efforts to avoid damage to all County owned fire stations. Should any fire station be damaged by the negligence or willful actions or omission of any City employee, agent, or contractor, the City agrees to pay the County for any damage ~~not reimbursed to the County by insurance.~~

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- b. The City will be responsible for all existing City owned and operated fire stations and will conduct routine maintenance as required in order to meet occupational safety and health administration regulations for workplace environments. City of Columbia shall be responsible for insuring all fire stations at its sole cost and expense.
- c. Additional fire stations may be constructed during the terms of this agreement. The Fire Chief will submit new station recommendations to Richland County for consideration. The Fire Chief may establish new committees to assist in developing those recommendations; provided, however, Richland County will have the final decision as to where new or relocated stations will be constructed in the Service Area.
- d. The Fire Chief as a part of the annual budget process will make capital improvement recommendations to include any new fire stations to be contained within each City and County budgets as applicable.
- e. Richland County shall design, fund and build expansion stations in accordance with Richland County's strategic and capital improvement plans.
- f. The City of Columbia shall design, fund and build expansion stations in accordance with The City of Columbia's strategic and capital improvement plans.

4. PERSONNEL

- a. Overhead personnel costs will be jointly funded by Richland County and the City of Columbia to support the operations of the Columbia Fire Department and the Richland County (Service Area). The overhead funding to support such operations will be funded as outlined in Appendix A of this agreement and is subject to approval by each party. The overhead personnel costs will be appropriately charged within the approved County and City budgets with each party being charged its proportionate share of such personnel cost to include salaries plus benefits.
- b. Fire-shift (24-hour) staffing personnel will be funded by Richland County and the City of Columbia based on minimum staffing levels as outlined in Appendices B.1 and B.1. The fire career shift staffing personnel cost will be appropriately charged to each station budget by general ledger code.
- c. The fire department will establish a software interface with its current staffing software and the financial software used by the City to accurately track actual personnel cost to ensure all cost funded by Richland County and the City of Columbia are charged appropriately. This will ensure all personnel working on a City or County unit are charged to that unit and the minimum staffing levels are maintained as stated in Appendices B.1 and B.2.
- d. The fire department will staff each career fire shift position based on ISO fire company distribution of on-duty personnel and best industry practices which meets South Carolina-Occupational Safety and Health Administration (SC-OSHA) regulations and the National Fire Protection (NFPA) Standard 1710, for fire suppression deployment operations for interior structural fire fighting operations and rescue activities for initial arriving companies and initial full alarm assignment capabilities. The Fire Chief or his designee will endeavor to maintain the established minimum staffing levels for fire shift on a daily basis. However, these minimum levels may be adjusted on any 24-hour shift as deemed necessary while accomplishing the overall mission of the department.
- e. The fire department will include in its quarterly reports to the County and to the FAC summary reports of all personnel costs charged to each station budget which will include all staffing exceptions charged and total number of staffing hours each station was covered. These reports will assist the County and the FAC in ensuring all budgeted to actual expenses are charged to the appropriate accounts as

approved by each council. The specific content details to be provided in any report required by the terms of this agreement shall be developed and mutually agreed to the County and the City.

f. Personnel funded by Richland County will be stationed in the Service Area and personnel funded by Columbia will be stationed in areas inside of Columbia City limits.

g. Any temporary movement of County personnel used to fill shortages or vacancies at Columbia stations must be accounted for by location, with costs assigned to the appropriate budget (i.e. if County funded personnel are moved to a City fire station for any shift, the City shall be required to pay all personnel costs/overhead for that employee for such shift). The City must keep a daily log of any such movement, which shall be immediately available to the County's Contract Administrator upon request, and which shall also be included in the quarterly reports to the County. Subject to paragraph 4.f., the Fire Chief or his designee will have the authority to move and/or reassign or transfer personnel but must stay within the established Richland County fire budget.

h. With the exception of volunteer firefighters, personnel authorized and funded in the Richland County fire suppression budget under this agreement, shall be considered City of Columbia employees and subject to the personnel, health and safety policies of Columbia. However, all volunteer firefighters, while not generally employees, will comply with the personnel, health and safety policies of the City of Columbia as referred to in the Volunteer Standard Operating Guidelines.

i. Only positions authorized and funded under this agreement, and used in the manner approved by Richland County, shall be paid from the adopted and approved Richland County fire suppression budget. Failure of the City to supply the necessary documentation for the County to determine the City's compliance with this provision, and/or the City's failure to comply with the provision are hereby declared a material breach of this contract.

j. A program for volunteer recruitment, retention, promotion, credentialing, and career development will be established by the Fire Chief and managed by a staff officer, whose role will be to recruit and retain volunteer firefighters for staffing each volunteer fire station as defined for the Service Area as listed in Appendix B.1 (volunteer staffing by station).

5. COUNTY

a. This agreement will be monitored through the Richland County Emergency Services Department. The Richland County Contract Administrator(s) will monitor this agreement for compliance. The CA or CA's shall have access to any records pertaining to the administration of this agreement and all data collected by Columbia in its implementation of this agreement.

b. All Richland County buildings (excluding fire stations), vehicles and large pieces of equipment will be insured by Richland County with limits of liability as established by South Carolina law for governmental entities. The City, pursuant to Section 12.d., below, shall be required to pay its proportional share (52.6%) of any annual insurance premiums. Such costs shall be allocated via the annual budgeting process for the City and the County.

c. Richland County, at its own expense and outside of the funds budgeted and allocated herein, will be responsible for routine maintenance of stations and vehicles owned by Richland County. Fleet maintenance shall be accomplished through the County's normal fleet services program. The County, with the advice of the Fire Chief, shall establish a routine fleet maintenance schedule.

d. Richland County will determine where new or relocated stations will be constructed in the Service Area with advisory input from the Fire Chief. Richland County will design, fund and build expansion stations in accordance with Richland County's strategic and capital improvement plans.

e. Richland County maintains the right to conduct, at any time and without prior notice to the City, at its sole cost and expense, an audit of any and all parts of this agreement to ensure compliance; however, a draft copy of the results shall be provided jointly.

6. COLUMBIA

a. Tactical operations will be administered using Standard Operating Procedures, Standard Operating Guidelines, policies and procedures as approved by the Fire Chief.

b. Any and all agreements for automatic aid or mutual aid entered into by Richland County with any other agency or governmental entity will be activated by incorporating them into the emergency response protocols for fire suppression response, and in Communications Center resources such as AVL and CAD, and in all practical applications.

c. A comprehensive water supply program will be developed to include the use of public and private water systems with hydrants, lakes, ponds, streams, swimming pools, dry hydrants, tankers and a water shuttle system. The water supply response directives will be incorporated into the CAD system.

d. A training and deployment plan for the water shuttle program will be developed and exercised monthly to improve training and implementation of the water shuttle system.

e. The Columbia Fire Chief shall prepare a monthly report to be presented to Richland County. The report will outline fire calls by type, other emergency calls by type, personnel status including vacancies, detailed reports of daily station/staffing assignments for personnel paid for using County funds, and staffing patterns, training, financial data including expenditures with line item breakdown reconciled with the daily staffing report, equipment status including needed maintenance of vehicles, and any other pertinent data needed to reflect the status of the fire suppression response system. The Fire Chief will present to Richland County and the FAC a comprehensive report on the status of the fire service on a quarterly basis, or more often if requested by the County or the FAC. Such quarterly reports shall include detailed financial data from the compiled monthly reports, and projected costs and budget deficits for the remainder of the then current fiscal year. Failure of the City to provide the reports required in this paragraph is hereby declared a material breach of this agreement.

f. The City of Columbia will require fire hydrants along new water system lines at distances outlined by the International Building Code and the Insurance Services Office (ISO).

g. All hydrants located in the Service Area owned by Columbia shall be inspected yearly, repaired, maintained, tested and marked per ISO and other applicable standards. The City of Columbia will endeavor to repair hydrants within thirty (30) days' notice of receiving information a hydrant is inoperable and/or establish a contingency plan for alternative water supply coverage when deemed necessary.

h. All front line fire response vehicles will utilize the AVL and dispatch CAD system to determine closest appropriate response unit. This information will also be used to determine the correct number of units needed to respond to emergency calls as identified by the type of call.

i. Columbia shall maintain all County owned equipment assigned to Columbia through this agreement, at the same level of service as Columbia equipment is maintained. The cost will be included in each party's annual budget process. All repairs and maintenance charges will be charged to the appropriate station budget that reflects the actual time and cost of maintaining all City and County owned equipment. All associated data and cost information of the maintenance program shall be included in the monthly report sent to the County and included in the FAC quarterly report.

The County, at its own expense and outside of the funds budgeted and allocated herein, shall maintain its own vehicles, apparatus, and fire trucks through the County's normal fleet services program. The City shall notify the County of any known issues with any County vehicles that require maintenance outside of the routine fleet maintenance schedule. The County shall effectuate repairs and maintenance in a timely manner.

j. With the exception of the electronic inventory reporting and staffing software interfaces, all reporting required by this agreement will be reported in a format available to the City and initiated immediately. The electronic inventory and staffing interfaces will be provided at such time the City's software is installed and fully operational.

7. EQUIPMENT

a. For the entire term of the agreement, the fire department will continue to utilize the electronic inventory and asset accounting tracking system to maintain separate inventories based on County or City owned assets.

b. As equipment and supplies are processed for distribution, hand receipts will be used and filed electronically to maintain an accurate record of which equipment was received/issued. A listing of the location of where the property is assigned and to which entity it is charged shall be created each time equipment or supplies are distributed, issued or transferred. The list shall be available to the County immediately upon demand and shall automatically be supplied to the County no less than monthly. No equipment or supply will be issued unless it is signed for and charged to the appropriate station account and approved by the Logistics officer.

c. The Fire Chief will submit quarterly reports to Richland County and the FAC for review to ensure all resources, equipment and assets funded by the City and the County are recorded and kept separate. Failure of the City to supply this report is hereby deemed to be a material breach of this agreement.

d. A complete year-end inventory will be conducted each year of all apparatus, support vehicles and equipment. It will be the responsibility of the Fire Chief to ensure all inventories are reconciled and maintained throughout the duration of this agreement. A copy will be sent to Richland County each year prior to the end of May. The County may conduct on-site inspections of any County building (fire station) at any time to reconcile the daily, monthly, quarterly, or year-end reports with the actual apparatus, support vehicles, assets and equipment at each station. Upon inspection, if the County determines that any report does not reconcile with actual observable conditions, the County shall give the City forty-eight (48) hours' notice to rectify such error. Failure of the City to rectify the error within the forty-eight (48) hour time limit is hereby deemed to be a material breach of this agreement.

e. Spare or surplus equipment must be kept segregated as Richland County or City of Columbia property.

f. All vehicles purchased with Richland County funds and used by the Columbia Fire Department in implementing this agreement must have “Richland County” displayed on the vehicle. This may be illustrated as “Columbia-Richland.”

g. Richland County will establish and fund interoperable voice and data communication resources for use in the Service Area for vehicles, fire fighters who are funded by Richland County, and for use in alerting of volunteer fire fighters assigned to Richland County stations.

h. The City of Columbia will establish and fund interoperable voice and data communication resources for use in the City for vehicles, fire fighters who are funded by the City, and for use in alerting of fire fighters assigned to City Stations.

i. All dead-lined or obsolete equipment or vehicles purchased with Richland County funds will be returned to Richland County for disposal.

8. OPERATIONAL IMPLEMENTATION

a. All incident operational responsibilities outlined under this agreement will be conducted using current National Incident Management System guidelines and the Incident Command System.

b. All Richland County fire assets authorized by this agreement, and assigned to Richland County stations, are available for automatic aid response in Columbia and may be dispatched and used on emergency calls within Columbia. All Columbia fire assets assigned to Columbia stations are available for automatic aid response in Richland County and may be dispatched to calls in the Service Area.

c. Richland County further delegates to the Fire Chief the authority to limit or restrict the use, for safety reasons, of any and all fire vehicles purchased with Richland County funds and used in the administration of this agreement. Richland County shall provide to the Fire Chief all applicable policies related to the operations of Richland County owned vehicles to ensure the vehicles are operated consistent with Richland County policies regarding the use County vehicles. At no time will County owned equipment, vehicles, assets, or inventory be assigned to City fire stations.

d. All Richland County fire resources shall be available for automatic and mutual aid response to any surrounding jurisdictions provided it does not create a shortage of fire suppression capabilities in the Service Area and the automatic aid agreements have been approved by Richland County.

9. VOLUNTEER FIREFIGHTERS

a. Under the terms of this agreement all volunteer firefighting personnel will report through the chain of command to the office of the Fire Chief and will perform their duties as defined and at the discretion of the Fire Chief. The Fire Chief will have the authority to appoint or remove any volunteer firefighter with input from the County Director. As volunteer firefighters are not regularly paid City employees, volunteers will receive ONLY their routine fuel reimbursements, which shall come from the Richland County line item budgeted solely for this purpose. No other costs may be paid out of the fuel reimbursement line item. If a volunteer is paid any money by the City other than fuel reimbursement, that employee, for the purposes of this agreement, shall be considered a city employee and not a volunteer. All volunteers will be subject to all departmental policies, rules and regulations as set forth by the Fire Chief. The City’s improper use of the fuel reimbursement line item or the payment to any volunteer any funds beyond fuel reimbursement (i.e. stand-by pay, etc.) is hereby deemed a material breach of this agreement.

b. There shall be a volunteer recruitment, retention and training program for volunteers as authorized in this agreement.

c. Richland County shall provide Worker's Compensation Insurance for volunteers that will supplement the present statutory worker's compensation benefits for volunteer fire fighters. The County, at its discretion, may self-fund these benefits. No Worker's Compensation benefits or claims will be paid by the County for any City employee or any person considered a City employee for the purposes of this agreement (see Sec. 9.a.). The following requirements pertaining to worker's compensation shall apply to this agreement:

1. The City, upon notice of an injury or claim by a volunteer, shall notify the County Risk Manager of such injury or claim within four (4) hours of such notice;

2. The City, its employees, agents, or anyone under its control or supervision, shall NOT direct the care or treatment of any claimant, nor may it make any attempt to direct or administer the claim in any way;

3. Any City employee or person treated as a City employee under this agreement (see Sec. 9.a.) shall make all claims for injury of any kind to the City;

4. If the City fails to fully comply with paragraphs 1, 2, or 3, above, and the County accrues costs related to a claim (for defense or payment of claim), the County shall invoice the City for such costs, with such invoice being due and payable within thirty (30) days.

d. A volunteer's privately owned vehicle may be authorized by Richland County to use red emergency lights and siren when responding to an authorized emergency call. Volunteers and their vehicles must meet criteria and guidelines established by the Richland County Fire Marshal.

e. Volunteers designated by Richland County to operate a privately owned emergency vehicle using red lights and sirens, must be pre-approved by the Richland County Fire Marshal's office. Each vehicle approved by Richland County must display an "Authorized Emergency Vehicle" decal issued by Richland County. Volunteers approved to operate a privately owned emergency vehicle must meet all requirements as established by the Richland County Fire Marshal. Volunteers will be issued an "Emergency Vehicle Authorization" identification card that must be carried while operating a designated privately owned emergency vehicle.

f. Approved volunteer firefighters meeting the minimum training and safety standards will be used to staff all volunteer stations as listed in Appendix B.1, as amended. Volunteers will be trained based on the Columbia Fire Department's training and response standards ranging from non-smoke, smoke, driver operator, officer, and/or administrative capabilities as set by the Fire Chief and implemented and monitored by the Volunteer Coordinator. The Volunteer Coordinator will develop minimum training requirements for credentialing volunteers for use in special operations to include hazardous materials response and technical rescue operations.

g. All volunteer firefighters will be encouraged to participate in riding on all fire units career and volunteer in addition to the minimum staffing levels to ensure a seamless fire fighting force and to enhance training sessions and fire ground cohesion during emergencies.

10. FIRE FIGHTER TRAINING

a. All fire fighters authorized under this agreement will receive the same level of training regardless of career or volunteer status and must maintain defined standards as set by the Fire Chief.

- b. Training will be provided equally and shall be conducted on weekends, weekdays, and weeknights and at hours that accommodate career and volunteer firefighter work schedules.
- c. A training schedule will be coordinated and published in May of each year outlining the classes being offered for the next 12 months, starting in July of each year. All published classes will be conducted regardless of limited attendance. Should classes targeted to the volunteer firefighters schedule not have sufficient applicants signed up to attend the remaining slots will be filled with career personnel as to ensure the class is not cancelled due to lack of participation.
- d. Volunteer training classes will be rotated between County stations in the upper part of the County, lower part of the County and the northwest part of the County.
- e. There shall be a combination of career and volunteer designated instructors for all firefighter and will be coordinated through the Fire Department Training Bureau.
- f. Richland County and the City of Columbia during the term of this agreement agree to endeavor to provide through proposed budget process funding to train and provide as staffing allows one (1) on-duty Emergency Medical Technician (EMT) for each roster staffed fire engine within the Columbia Fire Department and Richland County (Service Area) as funding permits.

11. PUBLIC PROTECTION CLASSIFICATION

- a. The County and City portions of the fire suppression budget and all operational policies and procedures for fire suppression activities will support maintaining and improving the ISO PPC currently in place at the time of this agreement.
- b. Expenditure of County and City funds for training, equipment and supplies must be used to maintain or improve the ISO PPC for the respective service areas of the Columbia Fire Department and the Richland County (Service Area) and must be approved by the Fire Chief.

12. FINANCIAL/ ACCOUNTABILITY

- a. Each year the Fire Chief will develop and present separate budgets for fire protection services within the Richland County (Service Area) and the City of Columbia. Each budget will consist of a detailed fire budget to include; fire administration, operations-(suppression) station-by-station, training and logistics. The Fire Chief will work directly with the Richland County Emergency Services Director (County Director) to draft a budget request for Richland County which meets the needs of the County and the City.
- b. Each budget request will detail those costs associated and determined by the Fire Chief, and the County Director provided herein, as necessary, in order to maintain the current service levels including the minimum career staffing levels as set forth in Appendix B, which shall be reviewed each year during the budget process, and amended as deemed necessary by joint agreement of the City and County. Each budget request will be at the funding levels necessary for the collective operations of the Columbia Fire Department and the Richland County (Service Area) and will include any supplemental requests as may be deemed necessary for expansion of service levels. The costs associated with the operation of the fire administration and each stations operation will be detailed.

c. The budget requests will outline all expenses, assigning each expense to the appropriate general ledger account and station budget. All personnel funded will be listed and include current salary information. All personnel, equipment and supply costs must be attributed to a specific station. Cost of living and merit increases will be included within each budget request as recommended by the City Manager. After reviewing the budget request, Columbia and Richland County Councils will determine for their organization the amount to be funded to support operations. Should funding levels need to be reduced, the Fire Chief will make recommendations to the City Manager and the County Administrator as to where services could be reduced in order to meet funding levels and they will have final approval for their respective areas. After the budget has been approved the Fire Chief must remain within established funding levels during the budget year. Failure of the City to provide the services described in this agreement within the annual approved County budget is hereby deemed to be a material breach of the agreement; provided, however, that if the City timely requests a budget increase from the County in any budget year, and such request is granted by the County, no breach has occurred.

d. Each year the City of Columbia through the City Manager shall present a budget request that reflects the actual cost to operate the County's portion of the fire service to the Richland County Administrator. Richland County and City of Columbia will review the budget request and make adjustments and recommend the budget for County Council consideration and approval. While the actual costs for fire services in the combined service areas of the County and City (Total Cost) may increase or decrease, the City's proportional share of such Total Cost shall, for the term of this agreement, be 52.6%, while the County's proportional share shall be 47.4%. For example, if the Total Cost to provide fire services to the combined service area is \$1,000,000 for one year, the City would pay \$526,000, while the County would pay \$474,000. This ratio shall remain the same regardless of any increase or decrease in Total Cost. If at any time during any fiscal year, the City requests a budget increase from the County for the remainder of the fiscal year, the City shall present the total cost increase needed to the County, and if the Richland County Council deems it appropriate, the County shall provide 47.4% of the total cost presented while the City shall be required to appropriate the remaining 52.6% of the total cost presented. Failure of the City to provide its proportional share as provided in any part of this paragraph, shall be deemed a material breach of the agreement.

e. The County budget request will be presented to the Richland County Administrator prior to December 1st of each year.

f. The City of Columbia shall collect a fee in the amount required by City Code Sec. 23-146(g), on each City water customer account located in Richland County in the Service Area. These fees will be used by Richland County to defray funding costs for the approved Richland County fire suppression budget. All fees collected pursuant to this agreement are to be remitted to Richland County on a monthly basis. Richland County may request to increase the fee for City Council's consideration, which is in the sole and exclusive legislative discretion of City Council to approve or not to approve.

g. All budgeted, routine supplies and equipment purchases made in accordance with this agreement or identified in the annual budget appropriations must be made pursuant to the City of Columbia or Richland County procurement regulations, respectively, and charged to the appropriate general ledger/object code for City or County. All such purchases for services and expenses will be detailed by line item indicating the purchase based on City or County owned.

h. The Fire Chief will develop a Research & Development Group charged with developing apparatus and equipment specifications meeting best industry practices for use within the City and County. The group will be comprised of members for the department both career and volunteer. Any apparatus and equipment purchased shall be compatible with the City's equipment and meet or exceed the latest (NFPA) National Fire Protection Association standards and/or applicable (OSHA) Occupational Safety and Health Administration regulations, and any other applicable safety standards. The Fire Chief

will develop and approve specifications for equipment and routine capital items listed within the budget, to include but not limited to; structural firefighting gear, safety equipment, firefighting equipment, breathing apparatus, extrication and rescue equipment, hazardous materials and response equipment as to ensure in-kind consistency throughout the unified system. The Fire Chief will provide to Richland County, apparatus (fire truck) specifications that may be used for purchasing of apparatus in the County (Service Area) in order to maintain consistency throughout the unified system.

i. A separate long-range capital replacement plan for large apparatus and vehicle and major station renovations shall be developed and presented to Richland County for consideration.

j. Equipment and vehicles purchased with Richland County or City of Columbia funds and used in the administration of this agreement will be stationed at stations for use in providing services as described in this agreement and annual budget appropriations.

k. The County may endeavor to adequately fund and replace their apparatus, support vehicles and equipment as necessary in order to maintain a strong rolling stock, to include additional pumpers, a rescue, a ladder, tankers, brush trucks, and support vehicles to serve as reserve units when front line units are out of service for maintenance.

l. The City and County budgets shall fund the cost of all vehicles repairs, replacements and fuel expenses for its own vehicles that support the unified fire operations and as listed in Appendix A (Overhead Vehicles) to be listed within each respective budget as listed in Appendix A at 15 vehicles each totaling 30 overhead vehicles.

m. Richland County under the terms of this agreement will fund one county staff position within the following City of Columbia departments to off-set such costs associated with the management of career and volunteer personnel within the Richland County Service Area; one (1) Human Resources Specialist position and one (1) Payroll Supervisor position within the finance/payroll department, as budget funding becomes available during the term of this agreement.

Comment [K]
Malinowski - s
positions to be
staff positions

13. ANNEXATION

All County stations will remain the property of Richland County. In the event the City of Columbia should annex any area located in the County Service Area that contains a County fire station, Richland County may in its sole and exclusive discretion, offer to sell the station to the City of Columbia upon such terms and conditions as Richland County and the City of Columbia may mutually agree. Upon annexation, the County's proportional share (see Sec. 12.d.) shall decrease in an amount proportional to the decrease in square feet of land in the total Service Area. Such change shall take effect within 30 calendar days on July 1 following the annexation.

Comment [K]
Malinowski - s
30 calendar day

14. TERMS

a. This agreement shall be effective as of July 1, 2017.

b. The term of this agreement shall be for five (5) years and may be renewed by consent and agreement of both parties for an additional five (5) years.

c. Either party may terminate this agreement after notifying the other party in writing with no less than six (6) months' notice; however both parties agree to a consenting transition plan of at least twelve (12) months concluding at the end of fiscal year (June 30).

15. INCORPORATION AND MERGER

a. This document contains the entire agreement between the parties and no other representations, either written or oral shall have effect. Any modification of this Agreement shall be by a signed writing between the parties.

16. MISCELLANEOUS

a. **BREACH:** In the event either party shall fail to comply with this Agreement, and such failure shall continue for a period of thirty (30) days, unless a shorter period is specifically provided herein, after written notice of default has been provided by the other party, then the complaining party shall be entitled to pursue any and all remedies provided under South Carolina law and/or terminate this Agreement.

1. **Material Breach/Liquidated Damages.**
 - i. In addition to the remedies provided above for breach, if the City shall be in material breach according to the express provisions of this agreement, and such material breach shall continue for a period of fifteen (15) days after written notice of the material breach has been provided by the County, unless a shorter period is specifically provided herein, the parties hereby agree as part of the consideration for this agreement that the City shall pay the County \$250 per day, not as a penalty but as liquidated damages for such material breach of the agreement, for each and every calendar day that the City shall be in material breach until such breach is cured.
 - ii. The said amount is fixed and agreed upon by and between the City and the County because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the County would in such event sustain, and said amount is therefore agreed to be the amount of damages the County would sustain.

b. **WAIVER:** The failure of either party to insist upon the strict performance of any provision of this Agreement shall not be deemed to be a waiver of the right to insist upon strict performance of such provisions or of any other provision of this Agreement at any time. Waiver of any breach of this Agreement by either party shall not constitute waiver of subsequent breach.

c. **NOTICE:** Written notice to the City shall be made by placing such notice in the United States Mail, Certified, Return Receipt Requested, postage prepaid or addressed to:

City of Columbia
City Manager
Post Office Box 147
Columbia, SC 29217

Written notice to the County shall be made by placing such notice in the United States Mail, Certified, Return Receipt Requested, postage prepaid and addressed to:

Richland County
County Administrator
2020 Hampton Street
PO Box 192
Columbia, SC 29202

Written notice also may be made by personal hand-delivery to the City Manager or the County Administrator.

d. **AGREEMENT INTERPRETATION:** Ambiguities in the terms of this Agreement, if any, shall not be construed against the City nor the County. This Agreement shall be interpreted pursuant to the laws of the State of South Carolina.

e. **SEVERABILITY:** If any provision of this Agreement is held to be illegal, invalid, or unenforceable under present or future law, such provision shall be fully severable; this Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision were never a part hereof; and the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance, except to the extent such remaining provisions constitute obligations of another Party to this Agreement corresponding to the unenforceable provision..

f. **CAPTIONS AND HEADINGS:** The captions and headings throughout this Agreement are for convenience and reference only, and the words contained therein shall in no way be held or deemed to define, limit, describe, modify, or add to the interpretation, construction, or meaning of any provision of or scope or intent of this Agreement.

g. **NON-APPROPRIATION:** Notwithstanding anything in this Agreement to the contrary, the City's and the County's obligations to pay the costs of performing its obligations under this Agreement shall be subject to and dependent upon appropriations being made from time to time by the City Council and County Council for such purpose.

h. **APPENDICES:** The appendices to this Agreement shall be mutually agreed upon by the City and County within thirty (30) days of execution of this agreement, or as soon thereafter as is practicable.

In WITNESS WHEREOF, the parties hereto have executed this Agreement, in duplicate original, the day and year first above written.

REMAINING PAGE LEFT BLANK

SIGNATURES ON NEXT PAGE

WITNESSES:

Gerald Seals, Administrator
On behalf of RICHLAND COUNTY

WITNESSES:

Teresa Wilson, City Manager
On behalf of CITY OF COLUMBIA

APPENDIX A

PERSONNEL (OVERHEAD)

#	POSITION	#	POSITION
1	Fire Chief	1	Health & Safety Chief
1	Deputy Chief	1	Volunteer Coordinator
2	Assistant Chief	1	Senior Staff Assistant
1	Division Chief (Administration)	1	Administrative Coordinator
1	Special Operations Chief	1	Computer Operator
1	Shift Staffing Chief	1	Public Educator/Recruiting Officer
1	Public Information Officer	4	Administrative Secretary
1	Chief of Training	1	Logistics Chief
4	Training Captain	1	Logistics Support Technician
1	Training Coordinator	1	Breathing Apparatus Technician
3	Division Chief (Suppression)	1	Materials Inventory Clerk
	Total	31	

31 overhead positions are equally funded by Richland County and the City of Columbia, which includes salaries plus benefits listed within each parties respective administrative budgets.

FIRE SHIFT PERSONNEL (OVERHEAD)

The following personnel are included and considered overhead and work a 24-hour fire shift schedule and are funded from the appropriate station budget as listed in Appendix B.1 & B.2.

#	POSITION
15	Battalion Chief

APPENDIX A

OVERHEAD (VEHICLES)

#	CITY- FUNDED		#	COUNTY - FUNDED
1	Fire Chief		1	Deputy Chief
1	Assistant Chief		1	Assistant Chief
1	Division Chief (Administration)		1	Special Operations Chief
1	Division Chief (Suppression)		1	Shift Staffing. Chief
1	Public Information Officer		1	Chief of Training
1	Health & Safety Chief		11	Volunteer Coordinator
1	Logistics Chief		1	Logistics Support Technician
1	Breathing Apparatus Technician		1	Training Captain
1	Training Captain		1	Training Captain
1	Training Captain		1	Battalion Chief (Suppression)
1	Battalion Chief (Suppression)		1	Battalion Chief (Suppression)
1	Battalion Chief(Suppression)		1	Battalion Chief (Suppression)
1	Reserve Response Vehicle		1	Reserve Staff Vehicle
1	Reserve Staff Vehicle		1	Reserve Staff Vehicle
1	Reserve Staff Vehicle		1	Reserve Staff Vehicle
15	Total		15	Total

The listed vehicles are assigned to emergency response personnel and support staff and will be equally funded by Richland County and the City of Columbia to include all fuel cost, repairs and maintenance cost and listed within each parties respective budgets. Future replacement vehicles will be requested and funded through each respective budget process. These vehicles support the entire operations of the Unified Fire Service.

APPENDIX B

B.1

PERSONNEL

County- (Fire Shift Career Staffing) and volunteer staffing by Station

STATION	STAFFING	UNIT	Career Minimum Daily Staffing	Career Total Staffing	Volunteer Total Staffing
1 - Headquarters	Career Career	Engine 1 /Haz-Mat 1 Relief Personnel***	2*	6 33.5	0
14 - Dentsville	Career	Engine 14 Ladder 14	4 4	12 12	0 0
15 • Cedar Creek	Satellite	Engine 15 Tanker 15 Brush Truck 15	0 0 0	0 0 0	10
17 - Upper Richland	Combination	Engine 17 Tanker 17 Brush Truck 17	1 1 1	3 3 0	20
18 • Crane Creek	Combination	Engine 18 Tanker 18 Brush Truck 18	1 1 0	3 3 0	20
19 •Gadsden	Combination	Engine 19 Tanker 19 Brush Truck 19	1 1 0	3 3 0	20
20 - Ballentine	Combination	Engine 20 Tanker 20 Brush Truck 20 Rescue 2	1 0 0 4**	3 0 0 12	20
21 • Springhill	Satellite	Engine 21 Tanker 21 Brush Truck 21	0 0 0	0 0 0	10
22 • Lower Richland	Combination	Engine 22 Tanker 22 Brush Truck 22 Battalion 4	1 0 0 1	3 0 0 3	20
23 •Hopkins	Combination	Engine 23 Tanker 23 Brush Truck 23 Rescue 5	1 0 0 4**	3 0 0 12	20
24 - Sandhill	Combination	Engine 24 Battalion 3	4 1	12 3	0
25 - Bear Creek	Combination	Engine 25 Tanker 25 Brush Truck 25	1 1 0	3 3 0	20
26 - Blythewood	Combination	Engine 26 Tanker 26 Brush Truck 26	1 1 0	3 3 0	20
27 •Killian	Combination	Engine 27 Tanker 27 Brush Truck 27 Rescue 3	1 0 0 4**	3 0 0 12	20

28 - Eastover	Combination	Engine 28 Tanker 28 Brush Truck 28	1 1 0	3 3 0	20
29 - Congaree Run	Combination	Engine 29 Tanker 29 Brush Truck 29 Rescue 4	1 0 0 4**	3 0 0 12	20
30 - Capital View	Combination	Engine 30 Tanker 30 Brush Truck 30	1 1 0	3 3 0	20
31 - Leesburg	Combination	Engine 31 Tanker 31 Brush Truck 31	4 0 0	12 0 0	0
32 - Jackson Creek	Career	Engine 32	4	12	0
33 - Gills Creek	Career	Engine 33	4	12	0
34 - Elders Pond	Career	Engine 34	4	12	0
TOTAL			67	234.5	260

Units located in rural areas of the County are staffed with two (2) career personnel and an active volunteer roster. One individual is assigned to the Engine, while the other is assigned to the Tanker or Brush Truck. Units located in suburban areas are staffed with four (4) career personnel. The County Rescue units will be staffed with four (**4) career personnel in order to handle the technical functions they must serve, as well as operating as a centrally located man-power force to augment volunteer response fluctuations.

Units with one career member are co-located with another career staffed unit.

*Engine/Haz-Mat 1 unit is staffed with four (4) career personnel, but funded equally by Richland County and the City of Columbia at two (2) personnel each. This unit supports the entire Unified Fire Service.

**During the term of this agreement, the 4th career firefighter positions listed in Appendix B.1 for County Rescue's may be funded by Richland County at one (1) additional position each year or as budget funds become available or as staffing allows.

***Relief personnel are listed and funded from the County Station I budget for reporting purposes. These 33.5 positions are for backfill relief during permissive leave and are used to cover staffing exceptions based on the 3.5 fire shift staffing ratio (factor).

APPENDIX B

B.2

PERSONNEL

City- (Fire Shift Career Staffing) by Station

STATION	STAFFING	UNIT	Career Minimum Daily Staffing	Career Total Staffing
1 – Headquarters	Career	Engine 1/Haz-Mat I Rescue I Rehab I Relief Personnel**	2* 4 1 34	6 12 3 34
2 - Ferguson	Career	Engine 2 Battalion 1	4 1	12 3
3 - Industrial Parle	Career	Engine 3	4	12
4 - Wood Creek	Career	Engine 4	4	12
6 - Saint Andrews	Career	Engine 6 Battalion 2	4 1	12 3
7 - North Main	Career	Ladder 7	4	12
8 - Atlas Road	Career	Engine 8 Ladder 8	4 4	12 12
9 - Shandon	Career	Engine 9 Ladder 9	4 4	12 12
11 - Blume Court	Career	Engine 11	4	12
12 - Greenvew	Career	Engine 12 Battalion 5	4 1	12 3
13 - Eau Claire	Career	Engine 13	4	12
16 - Harbison	Career	Engine 16	4	12
TOTAL			62	220

*Engine 1/Haz-Mat I unit is staffed with four (4) career personnel, but funded equally by Richland County and the City of Columbia at two (2) personnel each. This unit supports the entire Unified Fire Service.

**Relief personnel are listed and funded from the City Station 1 budget for reporting purposes. These 34 positions are for backfill relief during permissive leave and are used to cover staffing exceptions based on the 3.5 fire shift staffing ratio (factor).



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

Unified Fire Service Contract

Background:

The City of Columbia and Richland County have one of the greatest opportunities to continue the unified service of providing seamless fire protection to its citizens. There have been a few meetings between city and county staff members to come up with a workable agreement. To date, a draft document was worked on by both the city and county staffs. The draft agreement is attached along with points of consideration from Richland County and responses from the City of Columbia.

Issues:

Several points of consideration have been discussed and are outlined in the attached document.

Fiscal Impact:

In the event of a separation of this unified fire service, there will be a negative impact on both the city and county's ability to provide a seamless service to its citizens. This could also have a direct impact on the ISO rating.

Past Legislative Actions:

The City of Columbia and Richland County entered into a "Unified Fire Service Agreement" on July 1, 2012, for a five (5) year term, with a five (5) year extension option.

Alternatives:

N/A

Staff Recommendation:

Staff should continue to work on the "Unified Fire Service Agreement", while considering any input from both the Columbia City Council and Richland County Council.

Re: Fire Service Contract Renewal Negotiations

Funding Equity:

Richland County is willing to consider a provision in which equity is stated, contractually obligated and transparent to all taxpayers. Absent a proposal from the City of Columbia, Richland County requires provision in which equality is identified and measured.

Response:

We agree there is not equity in funding (i.e., firefighter staffing, number of fire stations, equipment and supplies), and the Fire Chief has never reported such. The City of Columbia is not proposing equity in funding as it is not practical from the current operational approach.

From a staffing standpoint Richland County funds 220 full time suppression personnel supporting volunteer firefighter positions and equipment. The County also provides equipment and supplies for 20 fire stations. The City of Columbia funds 220 full time suppression personnel, and provides equipment and supplies for 12 fire stations.

Contract Philosophy:

The City of Columbia has indicated its intention to create a contract that contemplates the City as a service provider and the County as a customer. This arrangement is not one Richland County will consider. The County will agree to a fire contract in which the City and County are partners.

Response:

WHEREAS, the City of Columbia is providing the County with a service to organize, manage, maintain and operate an all-hazards system in the Richland County Service Area. The City will agree to continue this long-lasting *partnership* of leveraging resources and shared responsibility in order to maintain the highest level of public safety to the citizens of Richland County through a consolidated seamless fire service system for the protection of life, property and the environment.

However, the City must be fully compensated for the actual costs required to operate that service.

Annexation:

Richland County will provide for an adjustment of fees when the service territory is reduced. For clarity, when the City of Columbia annexes land parcels, it increases its service area and reduces the tax and fee base of Richland County. A provision for this activity is a required.

Response:

Annexations impact City/County services beyond the provisions of this fire contract, to include the associated expenses of delivery of other services.

We would propose that annexations should be addressed annually if there are any land parcels annexed by the City of Columbia in a given year. Any subsequent adjustments would be reflected in the following annual budget allocations.

The City of Columbia would entertain any proposal or formula that Richland County may present to make the County whole from the loss of revenue resulting from any annexation also factoring in the impact / savings the County would realize as a result on no longer delivering other services to the affected area(s).

Risk Management:

As part of the intention to have a contract that is fiscally responsible Richland County requires contract provisions that comprehensively address property casualty and workers compensation insurance. This includes, but not limited to provisions addressing the financial exposures for the City's use of County owned equipment and facilities.

Response:

The history of the existing relationship between the City of Columbia and Richland County fire service dictates that there are mutually accepted risks and benefits. The City of Columbia would entertain any proposal that Richland County may present that would seek to satisfy its property casualty and workers compensation insurance concerns. Risk management is already addressed in the draft agreement.

Richland County will forward proposed language as well as Risk Manager's concerns.

Operational Control:

Richland County cannot cede its administrative functions to the Fire Chief nor the City Manager when those functions are necessarily mandated to the County Council and/or the County Administrator. Operational control must be contractually contemplated as shared responsibility and include appropriate remedy provisions.

Response:

The City of Columbia maintains the position as stated on page 1 of the draft IGA. In addition, we agree to the following:

- A different format of reporting requested by Richland County
- Expenditures related to firefighter assignments
- Quarterly presentation by the Fire Chief

- Regularly scheduled meeting with Fire Chief, City Manager, County Administrator, and their designees

Volunteer Firefighters:

Richland County views the volunteer firefighter force as an essential component to a shared fire service contract. Contract provisions are necessary to account for good management, control, administration and accountability for the active, safe and fulsome use of volunteer firefighters.

Response:

The City of Columbia agrees a volunteer firefighter force is an essential component under the current operational method within the Richland County Fire District. The City has provided language in the draft IGA submitted that adequately addresses this subject. In addition, a plan will be developed referencing volunteer recruitment and a community outreach targeting millennials.

Equipment Inventory:

Richland County owns some amount of fire apparatuses. The term “some amount” is indicative of the poor maintenance of the inventory list and the inventory itself of County-owned equipment. Accurate records of the equipment inventory are required.

Response:

The City of Columbia maintains that the current inventory control systems are adequate. We are open to any specific recommendations as to how the systems could be made more transparent and detailed. This will include coordinating efforts to ensure that Richland County equipment and rolling stock remains in County stations as best as possible.

Currently, the Fire Chief provides a year-end asset report to the County outlining apparatus and equipment inventories. This requirement is stated in the draft IGA submitted under section 9. b. “Equipment.”

Based upon the County’s current position that it is a partner in the provision of services; does the County not maintain its own inventory list of equipment?

Questions remaining for discussion are:

- The development of a fleet maintenance plan
- Reevaluate the current practice of the City maintaining the Richland County fleet

Naming:

Richland County values the presence of the fire service in the community and the fire service identity; as such it is appropriate for all County-owned fire equipment be labeled “Columbia-Richland Fire Department.”

Response:

Naming is already addressed in the draft IGA under section 9.e “Equipment.”

9. e. *“All vehicles purchased with Richland County funds and used by the City Fire Department in implementing this agreement must have “Richland County” displayed on the vehicle. This may be illustrated as “Columbia-Richland”.*



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Intergovernmental 911 Center - Mr. S. Allison Baker, Senior Assistant City Manager, Ms. Kimberly Gathers, 911 Communications Director and Mr. Michael Byrd, Director of Richland County Emergency Services

FINANCIAL IMPACT:

ATTACHMENTS:

- County 911 Briefing Document (PDF)
- City_911_Communications_Briefing_Document (PDF)



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Intergovernmental 911 Center

Background

The Intergovernmental Agreement for the operations of the joint 911 Center between Richland County and Columbia expired on June 30, 2016. A one year extension was implemented on July 1, 2016 through June 30, 2017. A second extension was implemented to extend the IGA until June 30, 2018.

The joint 911 Communications Center receives incoming 911 emergency calls for the county and city with the exception of the calls originating from Forest Acres, the USC Campus, the Town of Irmo and Fort Jackson. These entities operate separate Public Safety Answering Points (PSAPS) and Richland County is responsible for providing the 911 system to all three jurisdictions in Richland County. Columbia operates the joint center that receives County and Columbia 911 calls.

The recent 911 Center IGA extension states that “....shall be extended for an additional one (1) year period from July 1, 2017, to June 30, 2018, during which time Richland County will establish a County-operated 911 Communications Center and the City of Columbia may have an option to participate in the usage of the County’s 911 Communications Center....” Richland County is planning to operate its own 911 Center. Richland County will request the City of Columbia to participate in this effort. Efforts to establish the site for the new 911 center are underway and are part of the County’s comprehensive building plan. Site selection should be complete within a few months.

Issues

1. The need for a new and state of the art with 21st century technology 911 building.
2. Streamlining operations of the Sheriff’s Department and Emergency Services.
3. NCIC authorization.
4. Salaries and personnel expenses.
5. Richland County solely funds two positions to provide technical support for the Center.
6. Risk Management.
7. Cost of County operations. Richland County currently funds the following:
 - a. 50% of four Administrative Staff positions
 - b. 100% of 44 full time positions
 - c. 100% of three part-time positions
 - d. 100% of two IT/ GIS positions
8. The current budget for the County’s portion of the joint 911 center is \$3,158,366.
9. Current IT / GIS 911 projects:
 - a. Production CAD Upgrade Servers 14 server host on 3 VMWare servers
 - b. CAD patch and install 40 Workstations
 - c. 911 Server Upgrades and Reconfiguration of the server rack sone System Replacement to VESTA Servers 3 VMware servers
 - d. 911 Phone Network Replacement install configure 4 Sites

- e. 911 one workstation Replacement Operating System and Agent install 4 Sites 42 Computers
- f. Text to 911 implementation and planning
- g. CAD to Radio station alerting integration
- h. PSAP Boundary and phone classification mapping (Wireless/VOIP/Landline) in conjunction with USC and Forest Acres
- i. Automatic Aide response plans
- j. Network Infrastructure overhaul
- k. SLED Compliance Implementation
- l. 12 Lead EKG Monitor Migration to Digital Cell phone modems
- m. Body Camera integration into CAD for RCSD
- n. RMS CAD integration on Test for City of Columbia
- o. EMS Charts integration with County Hospitals
- p. Backup Library and server replacement
- q. NICE phone recording upgrades and new service implementation.
- r. Domain Upgrade to 2012 from 2003
- s. Pulse Point
- t. Active 911
- u. Exchange Email installation
- v. APCO Meds interface install
- w. Network Security and Internet Connection installation
- x. City of Columbia RMS install
- y. City of Columbia MDT implementation
- z. RCSD MDT planning
- aa. SQL Server Reporting
- bb. Digital Tracking and File System (Share Point Server)
- cc. P25 Digital Radio implementation

Fiscal Impact

Richland County collects a 911 wireline subscriber fee and a wireless reimbursement fee to fund the 911 system. The collections do not fully fund the costs to maintain and replace all 911 equipment systems. For 2017-2018 the subscriber fees are estimated to bring in \$2,500,000. Capital improvement items are funded partially from the 911 fees and partially through the county's general fund. The operations cost of the 911 Center (PSAP) is split between the County and Columbia, with Columbia operating the Center. A budget request is submitted each year that requires Richland County to fund half of the budget prepared by Columbia.

The 911 system consists of computers, 911 telephony systems, recording equipment, Computer Aided Dispatch (CAD) system, records systems, GIS, radio consoles, alerting systems, data lines, and maintenance and service agreements. Richland County also funds two IT positions to manage the technology systems. The electronic equipment has an average life of five years before being replaced. Consoles and console furniture may need to be replaced more often depending on use. As technology changes or improves, or as additional functions are added to the existing technology, the need to make improvements or upgrade machines and equipment increases. The 911 telephony system is being upgraded to the Next Gen 911 and the Computer Aided Dispatch (CAD) system has been upgraded. Because of the criticality of the systems and equipment, redundant systems are in place. Preventive maintenance is important to ensure all systems function when needed.

In 2017-2018, Richland County's part of the operational budget that is given to Columbia to manage the joint center is \$3,158,366. Personnel costs, raises and other expenses are set by Columbia prior to presenting the budget to Richland County.

Past Legislative Actions

1. July 1, 2010: Richland County and Columbia signed the current IGA for the 911 Communications Center.
2. March 1, 2016: Extension is signed by Richland County effective until June 30, 2017.
3. July 1, 2017: Extension is signed by Richland County effective until June 30, 2018.

Alternatives

1. Continue to execute one year extensions.
2. Execute a new IGA with Columbia maintaining operational oversight.
3. Richland County manages the 911 call and communications center.
4. Construct a new joint facility with the County managing the facility.
5. Richland County manages the system and new building with the County managing their employees and Columbia managing their employees.

Staff Recommendation

This action is at Council's discretion.



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

Intergovernmental 911 Center

Background:

The 911 Communications Center was consolidated in 1998 for 10 years. The agreement was renewed for 5 years in 2010, for 1 year in 2015, and for 1 year in 2016. The 911 Center serves the Columbia Police Department, Richland County Sheriff's Department, Columbia Fire Department and Richland County Emergency Medical Services. The only significant changes included replacing City of Columbia's information technology support with Richland County's information technology support and the contract term was reduced to 5 years.

Issues:

CRC911 has outgrown the current facility, with needs in the operations area for additional work stations, adequate space for training, conference area large enough to accommodate our staff, additional administrative offices, and ample staff parking. Our agency handles comparable calls for service as that of Raleigh Durham NC 911 and Charleston County SC Consolidated 911, yet CRC911 continues to operate with a skeleton crew for our Administrative staffing, encountering daily challenges to manage 102 employees and maintain operations with 4 Administrative personnel. In addition to administrative staffing needs, we have needs for additional IT support, in-house Accreditation Manager, dedicated FOI staff, Operations Officer for night shift, Training Assistant and Administrative Assistant. We would like full disclosure of 911 tariff revenue and expenditures, to include an independent third party audit of funds.



We Are Columbia

Fiscal Impact:

We have 102 employees that would be affected by the loss of City specific benefits to include insurance for those employees that have 20 years of service, accrued vacation and sick time. In the event that a compromise is not reached, citizens would take on the burden of supporting two independent 911 centers. This could also result in delayed response times.

Past Legislative Actions:

The contract was extended twice.

Alternatives:

Continue as a consolidated agency. CRC911 could function with City employees operating out of a County building, continuing operations as it currently exists and has been for 18 years. County Fire Stations are staffed by City of Columbia Employees. Probation and Parole is a State Agency in a County Building; DSS is a State Agency in a County Building; and the Health Department is a State Agency in a County Building. Why couldn't 911 City employees operate in a County building as City employees?

Staff Recommendation:

Remain City employees and move to new center operating out of a County building.

Maintain direct reporting to the Senior Assistant City Manager. Utilize current center as true backup center. Maintain independent or joint City/County IT support. Maintain QA staffing, Training Assistant, Accreditation Records Management, FOI staff to fulfill the 250+ FOI requests received monthly, Administrative Assistant and Operations Manager for night shift.



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Annexations - Ms. Krista Hampton, Planning and Development Services Director and Ms. Tracy Hegler, Director of the Richland County Community Planning and Development

FINANCIAL IMPACT:

ATTACHMENTS:

- County Annexation Briefing (PDF)
- City_Annexations Briefing Document (PDF)
- City_Annexation_Policy_Summary_Combined (PDF)



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Annexation

Background

The City of Columbia has been aggressive in its annexation of land since the late 1940s. Many factors contributed to the rapid expansion of the city's land area since this time, but the most notable is the annexation of publicly owned lands (i.e. Fort Jackson). The city has since grown from a land area of approximately 10-12 square miles to over 134 square miles. Much of this growth in land mass, less Fort Jackson, can be attributed to growth of the city's water and sewer system. The City of Columbia had a long-standing policy to require annexation prior to provision of water and/or sewer services and until 1992 this was accomplished via signed agreement. Post 1992, the city began requiring annexation if contiguous or through a new restrictive covenant if not contiguous. Ultimately, the City of Columbia land area has grown about 43.9 square miles, or 32.5%, since 1940 when excluding Ft. Jackson.

The City of Columbia describes their annexation goals as follows:

- Grow the city's tax base.
- Grow the municipal population.
- Improve continuity and efficiency of municipal services.

According to Title 5, Chapter 3, of the South Carolina Code of Laws, there are currently three methods of annexation within the state of South Carolina. Most annexations in the City of Columbia are 100% Freeholder Petitions. In fact, this is the only method of annexation employed by the city in recent annexations. Using the 100% Freeholder Petition method, any contiguous area may be annexed by filing a petition signed by all property owners. The annexation is complete once City Council adopts an annexation ordinance.

The second method of annexation within the State of South Carolina is the 75% Freeholder Petition method. Under the 75% Freeholder Petition method, any contiguous area may be annexed by filing a petition, meeting certain specified requirements, signed by at least 75% of the freeholders who own at least 75% of the assessed valuation of the real property in the area requesting annexation. The annexation is complete if City Council enacts an ordinance declaring the area annexed into the municipality. This enactment of an ordinance must, however, follow a public hearing and two affirmative readings of annexation ordinance. No election is needed.

The final method of annexation is the Electoral Method, or the 25% Elector Petition method. A petition of 25% of the electors living in the area proposed to be annexed triggers the petition, or election, method. The election is held only in the area proposed to be annexed. The 75% Freeholder and Electoral Methods have not been utilized by the City of Columbia since the early 2000s.

Annexations are often fiscally driven, with the expectation that economic issues (created often by infrastructure maintenance deficiencies) will be addressed by the increase in revenues from newly annexed areas.

Research on annexation practices of cities in South Carolina "suggests that annexation has little to no effect on the fiscal health of a city or urban core in South Carolina" (Thebo, 2012, p. 27). From his research, Thebo concluded that aggressive annexation does not necessarily result in growth increase. Short of using a fiscal impact analysis (FIA) to annex properties selectively, cities may use annexation to "accomplish the exertion of power and municipal authority but do little to impact overall growth" (p. 32). However, basing annexation solely on an FIA fails to address social and environmental concerns (Thebo, 2012). Therefore, annexation should be carefully studied and considered with all its advantages, disadvantages, and intended and unintended consequences.

Issues

Annexation may have a negative effect on County constituents in several ways:

- Annexation and subsequent use of annexed land may not be consistent with the goals and principles set forth in the County's long range growth vision established in the Comprehensive Plan.
- Annexation may threaten the rural character of parts of the County.
- Rapid land acquisition may diminish the city's ability to provide services and maintain current and newly annexed infrastructure in a state of good repair.
- Annexation may create inconsistencies in terms of ordinances, regulations, license requirements and development.
- Being annexed into the City of Columbia may decrease certain costs associated with water and sewer provision but may increase others such as property taxes (in many cases, the costs outweigh the savings).

Fiscal Impact

There are different kinds of financial consequences to residential property owners, voluntarily or involuntarily annexed. These largely relate to fees and taxes paid, including:

- Property taxes
- Vehicle taxes
- Water bills
- Sewer bills
- Solid Waste fees

For businesses, there are additional kinds of financial consequences following an annexation. These include:

- Business license taxes
- Business Personal Property taxes
- Solid Waste fees (for County businesses participating in the Small Business Waste Collection program)

It is important to remember that these financial impacts are not limited to one year – but for every year following the annexation.

For a detailed cost analysis, please see Attachment 1.

In addition, the County can expect to lose business revenues.

Past Legislative Actions

County Council has taken no action on or affecting municipal annexation.

The City of Columbia routinely annexes property via a public hearing and two readings of the annexation ordinance. The city uses what has been dubbed as the “silent annexation practice,” which requires water customers to sign an agreement consenting to be annexed automatically once the property becomes adjacent to the city limits. This is also true for developers building new subdivisions to include in subdivisions’ covenants language requiring annexation of entire subdivisions once the subdivision is adjacent to the city limits.

Alternatives

1. Do nothing.
2. Monitor, for information only, land annexed by the City of Columbia.
3. Proactively address annexation with approaches that ensure compliance with the County’s adopted Comprehensive Plan.

Staff Recommendation

Proceed with the recommended proactive approach in the attached strategy (Attachment 2).



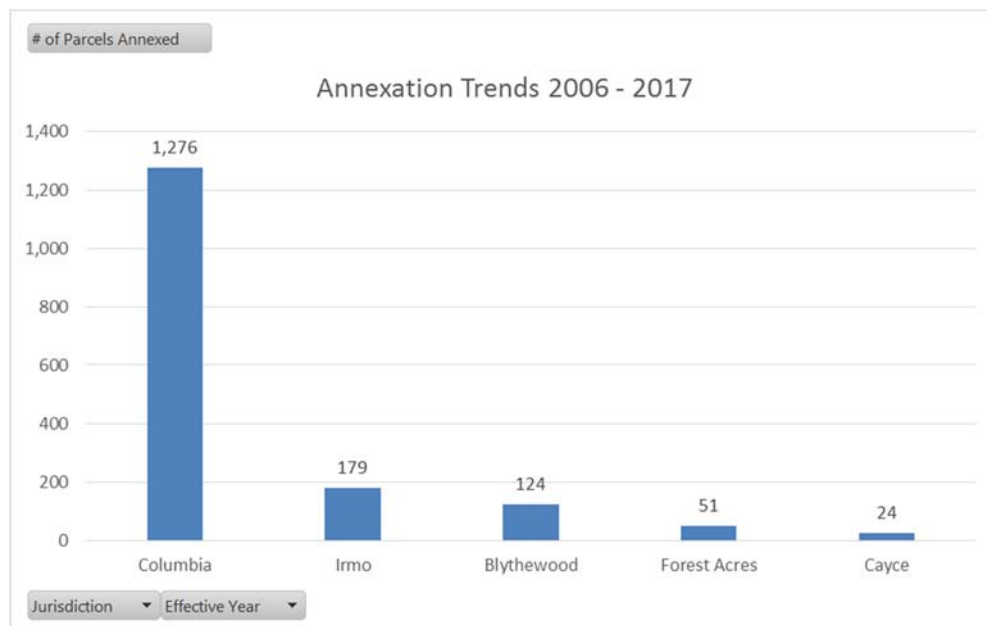
RICHLAND COUNTY GOVERNMENT

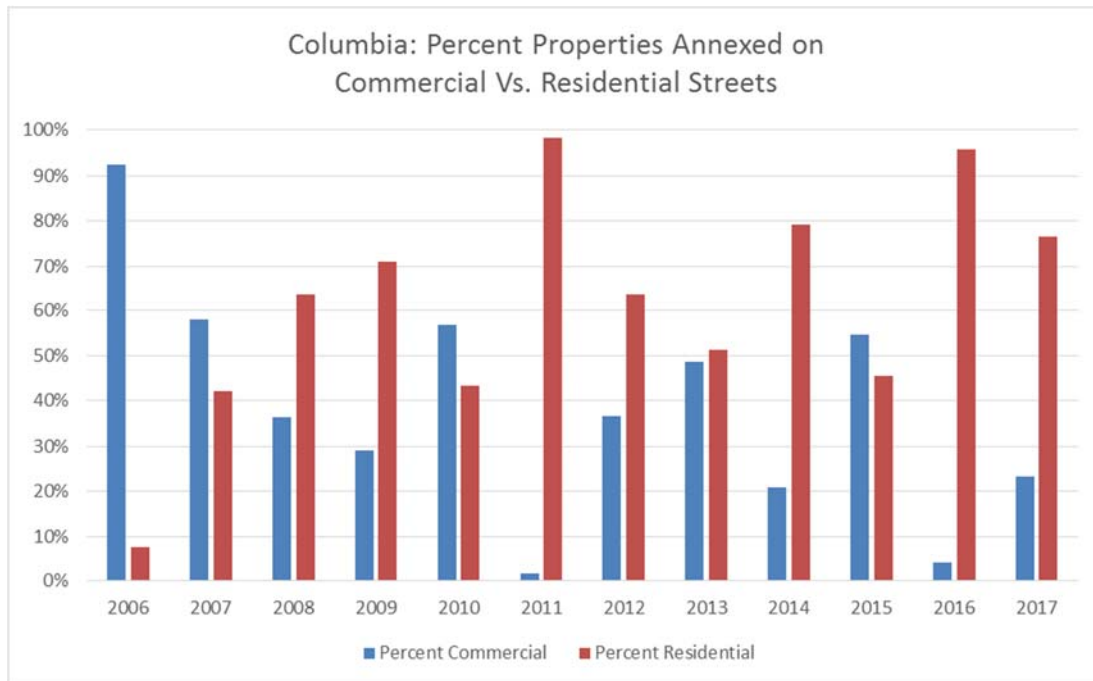
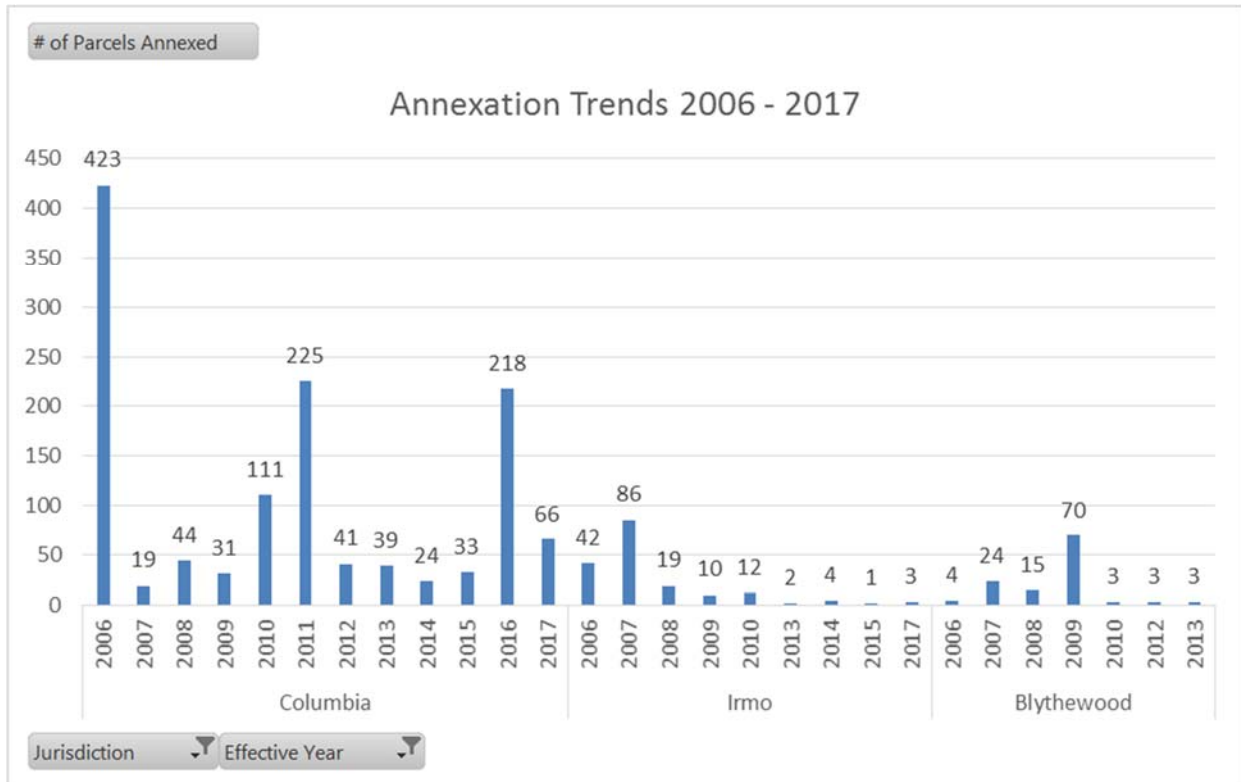
Community Planning & Development

ALL ABOUT ANNEXATIONS

1. Which cities are annexing, and how many over time?
2. What types of streets (commercial vs. residential) are seeing the most annexations?
3. What is the precise definition used for a "donut hole?"
4. What is the impact of annexations on "donut holes", or the properties that are NOT being annexed?
5. How many donut holes were there in 2006? In 2016? Who had them? Who has been annexing these 2006 donut holes? Who has been creating more donut holes?
6. What are some drawbacks to a property owner of annexation by a municipality?
7. What would the impact be if the Village of Sandhill was annexed in its entirety?

A Look at Completed Annexations





Total Average Percent Annexation:
 Commercial: 39%
 Residential: 61%

A Look at “Donut Holes”

A “donut hole,” for the purpose of this analysis was defined as one or more County parcels which is:

- entirely surrounded by a jurisdiction other than Richland County Government or
- is bounded by the Richland County county line, with the Richland County portion of the property surrounded by a jurisdiction other than Richland County Government.

A single “donut hole” may contain one parcel of property, or it may contain hundreds of parcels of properties within it.

A single property may be associated with a single address, or it may have many addresses associated with it – as with mobile home parks, apartment complexes, or shopping centers.

Year	Number of Donut Holes	Number of Parcels	Number of Acres	Number of Addresses
2006	160	9,400	7,853	20,176
2016	268	14,640	10,493	24,656
% Change	68%	56%	34%	22%

While the table above does show that the number of donut holes has increased in ten years, it does not show how the donut holes in 2006 have changed over time – whether the number of parcels within those 2006 donut holes were reduced through annexation, or whether there was no change at all.

For County donut holes in 2006 which contain 25 or more parcels within it, the following chart shows which municipalities surround those donut holes, and in what percentage parcels within these donut holes have – or have not – been annexed.

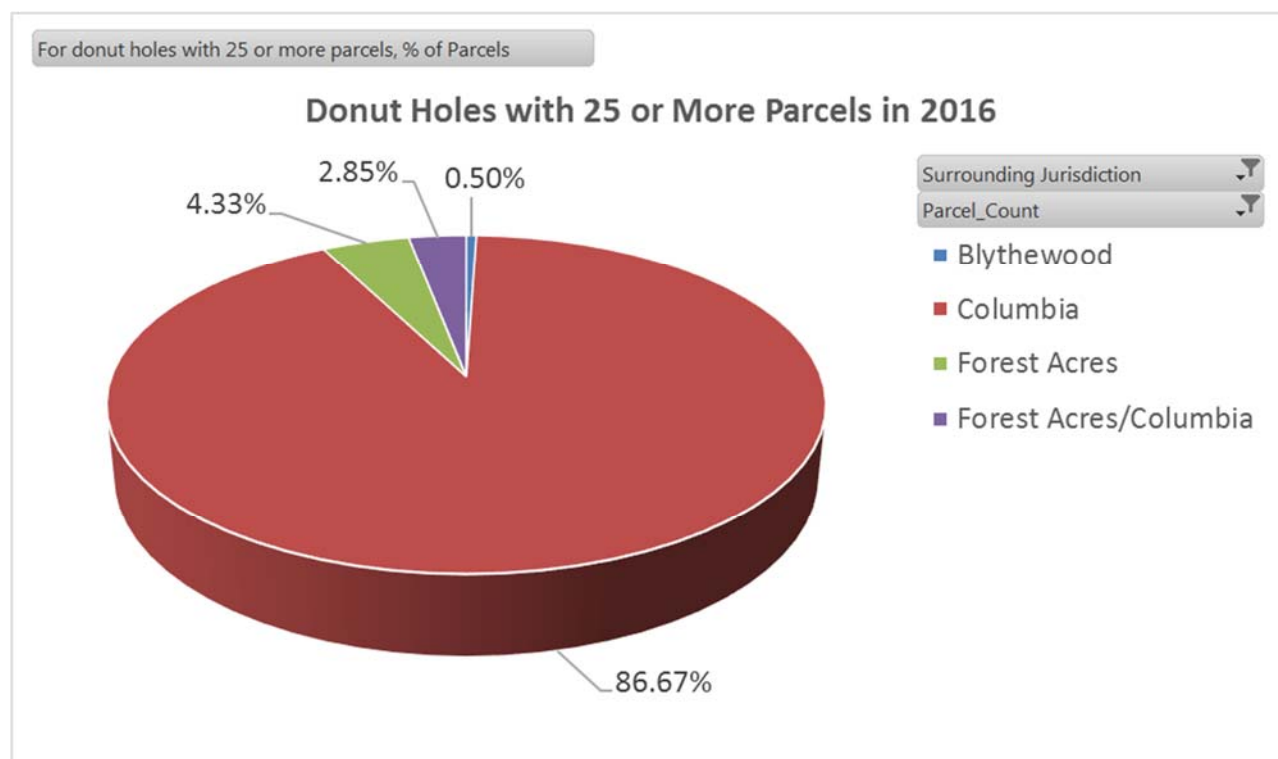
Municipality	Unique 2006 TMS #'s	2006 Parcels NOT ANNEXED (Found in 2017 Donut Holes)	2006 Parcels ANNEXED (NOT Found in 2017 Donut Holes)	% 2006 Donut Parcels NOT Annexed	% 2006 Donut Parcels Annexed
Blythewood	33	17	16	52%	48%
Columbia	7,118	6,705	413	94%	6%
Forest Acres	1,115	1,056	59	95%	5%

This indicates that Blythewood, over the last ten years, has annexed half of the parcels contained within its larger donut holes, while Forest Acres and Columbia, over the same ten years, have annexed very few of the parcels contained within its larger donut holes.

For County donut holes in 2016 which contain 25 or more parcels within it, the following chart shows which municipalities have annexed in a manner which have resulted in new parcels being identified as part of a donut hole, and in what percentage new donut holes have been created.

Municipality	Unique 2017 TMS #'s	NEW 2016 Parcels - NOT Found in 2006 Donut Holes	% of NEW Donut Hole Parcels
Blythewood	50	39	78%
Columbia	9,818	3,113	32%
Forest Acres	1,060	4	0.4%

For County donut holes in 2016 which contain 25 or more parcels within it, the following chart shows which municipalities surround those donut holes, and in what percentage.



The table below shows what area of the county (by using zip codes) the donut holes are located in. Additionally, the table shows what percentage of donut holes are found in each area of the County for both 2006 and 2016.

The data is shown in descending order of percentage for each year.

Year, Area of County	# of Parcels	Percent
2006	20,176	
North	14,429	71.5%
Downtown, Outer	3,750	18.6%
Downtown	1,438	7.1%
Northeast	364	1.8%
Northeast, Far	185	0.9%
Ft. Jackson	10	0.0%
2016	24,656	
North	14,249	57.8%
Downtown	6,790	27.5%
Downtown, Outer	3,249	13.2%
Northeast	231	0.9%
Northeast, Far	127	0.5%
Ft. Jackson	10	0.0%
Grand Total	44,832	

Drawbacks to Property Owners of Annexations

There are different kinds of financial consequences to residential property owners which are voluntarily or involuntarily annexed. These largely relate to fees and taxes paid, including:

- Property taxes
- Vehicle taxes
- Water bills
- Sewer bills
- Solid Waste fees

For businesses, there are additional kinds of financial consequences following an annexation. These include:

- Business license taxes
- Business Personal Property taxes
- Solid Waste fees (for County businesses participating in the Small Business Waste Collection program)

It is important to remember that these financial impacts are not limited to one year – but for every year following the annexation.

Real Estate Property Tax Bills: Before and After Annexation

Taxes are calculated based on a \$100,000 house, 4% legal residence, and no solid waste charges.

These are ONLY the taxes due, after LOST and SCHOOL Credit are subtracted.

Tax Bills Comparison Table

Tax Districts	School District 1 City of Columbia (1CC)		School District 2 City of Columbia (2CC)		School District 6 City of Columbia (6CC)		School District 2 Blythewood (2TB)		School District 6 Town of Irmo (6TI)	
	\$ Diff.	% Diff.	\$ Diff.	% Diff.	\$ Diff.	% Diff.	\$ Diff.	% Diff.	\$ Diff.	% Diff.
1ER	\$45.05	6.3%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
1LR	\$68.90	9.9%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
1UR	\$68.90	9.9%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
2ER	n/a	n/a	\$44.90	5.1%	n/a	n/a	\$37.60	4.2%	n/a	n/a
2DP	n/a	n/a	\$68.90	7.9%	n/a	n/a	\$13.60	1.6%	n/a	n/a
6UD	n/a	n/a	n/a	n/a	\$68.90	10.7%	n/a	n/a	\$17.60	2.7%

The table above indicates that, when the City of Columbia annexes a property, the property taxes for the property owner increase from 5% - 11%.

Personal Property (Vehicles, Boats, Motors) Tax Bills

This same increase, from 5% - 11%, also applies not only to the real estate property taxes, but to the personal property taxes applicable to any vehicles (or boats or motors) owned by the property owner – on each one. Since most households own two or three vehicles, this extra cost can add up. While residential real estate is assessed at 4%, vehicles are assessed at 6% for residents – 50% more than the assessment on residential houses. Due to this increased assessed rate, the impact on annexation will be felt much greater on vehicles.

Assuming the average property owner has two vehicles at an assumed County average appraised value in 2016 of \$8,500 each, the vehicle taxes following an annexation would increase by the same increase of 5% - 11%. However, again, due to the increased assessed rate, the impact to the vehicle owner will be felt much greater.

Water Bills

Water rates charged by Columbia following an annexation are half the rates charged to out-of-City water customers. While a 50% reduction in water bills sounds like a great deal, the dollars saved as a result of this discount are nominal in light of the other, increased costs associated with an annexation.

Sewer Bills

Sewer rates charged by Columbia following an annexation are also half the rates charged to out-of-City sewer customers, \$3.59 per 750 gallons for City customers and \$6.11 per 750 gallons for non-City customers. However, as with water rates, this saving is offset by the other, more subtle and annual costs of an annexation.

Solid Waste Fees

County residents pay a separate Solid Waste Fee of \$249/year on their tax bills. When a property owner is annexed, this cost is transferred from a separate line item on their tax bill to an “invisible” cost wrapped up in the overall increase of the property tax bill following annexation.

For Businesses

- **Real Estate Property Taxes**

- Businesses are affected by annexations even more than residences. If the business owns the property it operates on, it pays not the 4% assessed rate as with residential properties, but 6% - again, a 50% increase in assessed rate, resulting in a much greater impact as a result of the annexation.
- The impact of the 5% - 11% property tax increase would be felt much more keenly as a result.

- **Business Vehicle Property Taxes**

- In the same manner of increased assessment percents with real estate, so it also goes with vehicle taxes for businesses. Businesses are not taxed on vehicles at the individual rate of 6%, but at a 10.5% rate – a 75% assessment rate increase. When the property taxes increase by 5% - 11% on each business vehicle, this results in a much greater burden to businesses – every year, not just the year of annexation.
- Since most businesses own several vehicles, this extra cost can add up.

- **Business Licenses**

- Business licenses are a fact of business life for businesses in 98% of cities in South Carolina. However, currently only eight counties in South Carolina have been license requirements. The rates among these cities and counties vary widely.
- The impact to an annexation on a business regarding its business license fees is shown below for a small representative sample of business types. Some businesses are home-based businesses with less income, and other businesses are in commercial locations with very high revenues. It is evident that most businesses will see up to a 43% increase in the fees due as yet another impact of annexation, a cost which will be borne every year after.

Business Type	Revenue	County BL Fee	City BL Fee	% Difference
Janitor	10,000	31.97	39.25	22.8%
Booth renter	15,000	37.47	42.25	12.8%
Doctor's Office	500,000	654.86	933.35	42.5%
Grocery Store	1,500,000	1,254.17	1,782.20	42.1%
Manufacturer	7,000,000	6,028.54	3,600.50	-40.3%

- **Hospitality Taxes**
 - Businesses remitting County Hospitality Taxes that are annexed are required by State law to remit Hospitality Taxes to BOTH the City and the County following the annexation. This tax is collected from the consumer, and therefore has no financial impact to the business.
 - However, it can become administrative challenging to maintain remittances to two different jurisdictions.
- **Local Accommodations Taxes**
 - Businesses remitting Local Accommodations Taxes that are annexed are required by State law to remit Local Accommodations Taxes to BOTH the City and the County following the annexation. This tax is collected from the consumer, and therefore has no financial impact to the business.
 - However, it can become administrative challenging to maintain remittances to two different jurisdictions.
- **Business Personal Property Taxes**
 - In the same manner of increased assessment percents with real estate, so it also goes with vehicle taxes for businesses. Businesses are not taxed on vehicles at the individual rate of 6%, but at a 10.5% rate – a 75% assessment rate increase. When the property taxes increase by 5% - 11% on each business vehicle, this results in a much greater burden to businesses – every year, not just the year of annexation.
- **Small Business Solid Waste Collection Program**
 - Small businesses in the County have the opportunity to receive County garbage services. This fee is \$498 per roll cart, with a maximum of two roll carts. Annexation removes this opportunity and service and require businesses of any size to obtain their own commercial trash pickup services. It is anticipated that the typical cost of commercial trash services for the same amount of volume is significantly higher than the cost which was afforded to small businesses when operating within the County.
 - The cost of this service for participating businesses which are annexed is yet another cost borne by the business every year following annexation.
- **Stormwater Utility Fees**
 - If there is a drainage easement on a property which is annexed, the City automatically starts charging the property owner a Stormwater Utility Fee,
 - The cost of the Stormwater Utility Fee depends on whether the property is commercial or residential, and the square footage of the structure.
 - The cost of the monthly stormwater service charge had been \$6.80, but increased 74% as of 7/1/2017 to \$11.80 per month.

Year	Stormwater Service Charge	Dollar Increase	Percent Increase
Before 7/1/2017	\$6.80		
Beginning 7/1/2017	\$11.80	\$5.00	+ 73.5%
Beginning 7/1/2018	\$12.54	\$0.74	+ 6.3%
Beginning 7/1/2019	\$13.32	\$0.78	+ 6.2%
Beginning 7/1/2020	\$14.15	\$0.83	+ 6.2%
Beginning 7/1/2021	\$15.03	\$0.88	+ 6.2%

A Look at the Village of Sandhills, If Annexed

Revenue Type	# of Businesses (2012)	Fees or Taxes Paid (2012)	# of Businesses (2017)	\$ Amount (BL - 2017; HT - 2016)	% Change in # of Businesses	% Change in Fees/Taxes Paid over 5 (4) years
Business Licenses	160	200,633	151	235,533	-5.6%	17.4%
Hospitality Taxes	26	522,765	31	552,127	19%	5.6%

- Projected business license revenue lost: \$235,533
 - State law does not allow counties to continue to receive any business license revenue from a business after an annexation. Therefore, all revenue from business licenses would be lost after an annexation (unless in the event that the business continues to conduct business in the unincorporated areas of Richland County, as with contractors or caterers).
- Projected Hospitality Tax revenue lost: \$7,730/year
 - State law does allow counties to continue to receive the same level of Hospitality Tax revenue received from a business before an annexation after an annexation occurs. Therefore, all growth from Hospitality Tax revenues would be lost after an annexation.
 - Based on the 5.6% growth of Hospitality Tax revenue over four years (from 2012 – 2016), or 1.4% growth per year, the projected amount of Hospitality Tax dollars lost due to growth every year would be 1.4% of the 2016 HTax revenues.

ANNEXATION

REPORT + STRATEGY

Attachment: County Annexation Briefing (3786 : Annexation)

CITY OF COLUMBIA: HISTORY OF ANNEXATION

The City of Columbia has been aggressive in the way of growth by annexation since the late 1940s. Many factors contributed to the rapid expansion of the city's land area since this time, but the most notable is the annexation of publicly owned lands (i.e. Fort Jackson). The city has since grown from a land area of approximately 10-12 square miles to over 134 square miles. Much of this growth in land mass, less Fort Jackson, can be attributed to growth of the city's water and sewer system. The City of Columbia had a long standing policy to require annexation prior to provision of water and/or sewer services and until 1992 this was accomplished via signed agreement. Post 1992, the city began requiring annexation if contiguous, or a new restrictive covenant if not contiguous. A historical review of the City of Columbia's annexation efforts is as follows:

- 1940s: Post-war growth, dozens of new and expanding neighborhoods on the edge of town.
Land area: 10-12 square miles.
- 1950s: Post-war growth, merger with Town of Eau Claire, major expansion of water and sewer system begins.
Land Area: 12-18 square miles
- 1960s: Major expansion of city limits, annexation of Fort Jackson in the late 60's.
Land area: 100+ square miles; only 19 without Fort Jackson (81 square miles)
- 1970s: Acquisition of several large new subdivisions and apartment complexes.
Land area: approximately 110 square miles

- 1980s: Initial Harbison annexation including state forest/prisons and existing northern neighborhoods.

Land area: 117+ square miles

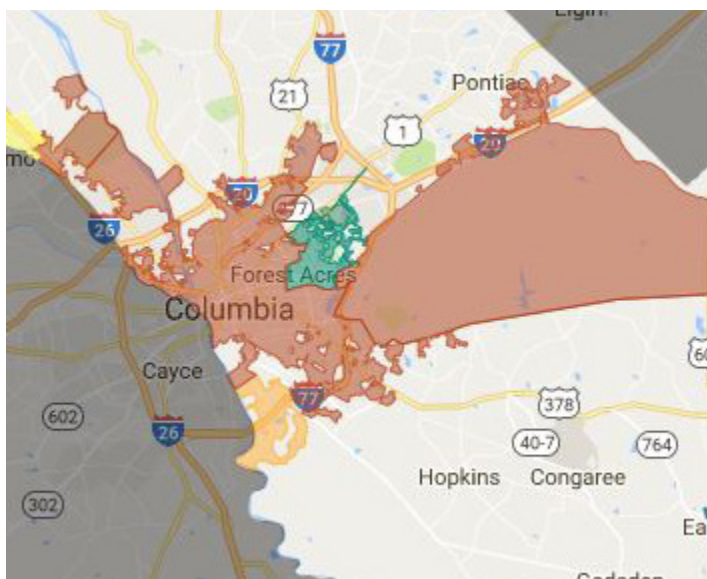
- 1990s: Continued annexation of Harbison and surrounding areas, large new subdivisions in northeast, northwest and southeast.

Land Area: 120 + square miles

- 2000s: Acquisition of large subdivisions, condominiums, state property, and commercial sites

Land Area: in the mid-130s
Current estimate: 134.9 square miles

The City of Columbia land area has grown about 43.9 square miles, or 32.5%, since 1940 when excluding Ft. Jackson.



City of Columbia Municipal Boundaries

THE CITY OF COLUMBIA'S ANNEXATION POLICY

Why is the City interested in annexation? The City of Columbia describes their annexation goals as follows:

- Grow the city's tax base.
- Grow the municipal population.
- Improve continuity and efficiency of municipal services.

How can the City achieve these goals? According to Title 5, Chapter 3, of the South Carolina Code of Laws, there are currently three methods of annexation within the state of South Carolina. Most annexations in the City of Columbia are 100% Freeholder Petitions. In fact, this is the only method of annexation employed by the city in recent annexations. Using the 100% Freeholder Petition method, any contiguous area may be annexed by filing a petition signed by all property owners. The annexation is complete once City Council adopts an annexation ordinance.

The second method of annexation within the state of South Carolina is the 75% Freeholder Petition method. Under the 75% Freeholder Petition method, any contiguous area may be annexed by filing a petition, meeting certain specified requirements, signed by at least 75% of the freeholders who own at least 75% of the assessed valuation of the real property in the area requesting annexation. The annexation is complete if City Council enacts an ordinance declaring the area annexed into the municipality. This enactment of an ordinance must, however, follow a public hearing and two affirmative readings of annexation ordinance. No election is needed.

The final method of annexation is the Electoral Method, or the 25% Elector Petition method. A petition of

25% of the electors living in the area proposed to be annexed triggers the petition, or election, method. The election is held only in the area proposed to be annexed. The 75% Freeholder and Electoral Methods have not been utilized by the City of Columbia since the early 2000s.

In an effort to be strategic about land acquisition and further growth, the city created an Annexation Policy. In 2009 the City of Columbia instituted an "Urban Service Area" policy for annexations. This plan delineates four areas; the "islands" or donut holes, primary, secondary, and long range areas.



City of Columbia Map of Possible Annexations Areas

Islands or Donut Holes:

In more detail, islands or donut holes can be defined as unincorporated areas that are completely surrounded by the City of Columbia or another municipality. These areas can often cause inefficiencies in the delivery of services due to confusion about jurisdiction boundaries. If the land is in a jurisdiction with a different approach to code enforcement, then these areas can negatively impact the quality of life for adjacent residents. Such inefficiencies and costs to taxpayers are germane

Primary Areas

Primary areas can be defined as the land contiguous to the city. It is these areas in which services, such as fire, police, sanitation, and utilities, are available and the infrastructure is generally good. According to the City of Columbia, annexation in areas deemed as “primary” is recommended and should be actively pursued.

Secondary Areas

Secondary areas are areas in which the city considers it logical to provide services. However, all services or conditions of existing infrastructure may not be at optimal levels for annexation at the current time.

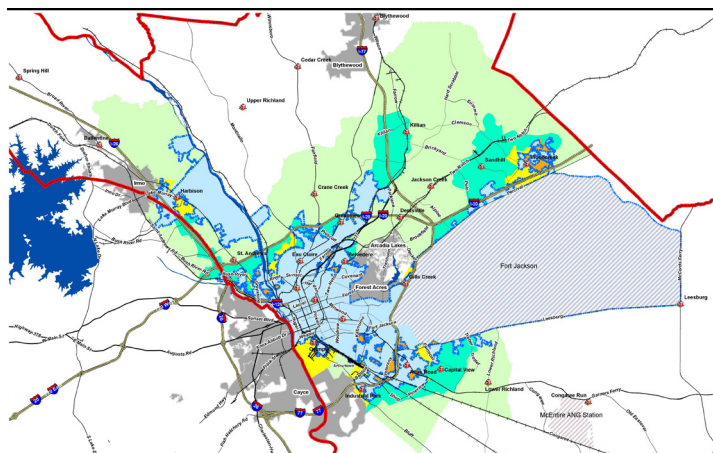
Long Range Areas

As the name suggests, long-range areas include parcels that are anticipated for future growth and urban service expansion, but are currently lacking in basic serviceability.

According to Andrew Livengood, City of Columbia Annexation Coordinator, the city is mainly focusing on donut holes and primary service areas. However, that is not to say that a petition for annexation from the secondary and long range service areas would not be considered.

According to the City of Columbia’s Comprehensive Plan, the city hopes to require careful and complete analysis of annexation proposals to assess their financial, growth and service impacts on immediate and future services and other factors within the City of Columbia.

The City of Columbia states that the purpose of annexation should be to make Columbia a better place overall. It is believed that the City can help ensure its longevity through studying and pursuing annexation in ways that will achieve the aforementioned annexation goals



City of Columbia Urban Service Areas



RICHLAND COUNTY'S COMPREHENSIVE PLAN

The overview provided by the City of Columbia's Annexation Policy and the Urban Service Area Map highlight the benefits of annexation from the perspective of the incorporated area; however, there exists consequences of annexation, especially as experienced by the county, that must be considered. This is not to infer that Richland County Government is wholly against annexation; however, there is a need to be consistent with the goals and principles set forth in the county's long range growth vision; the Comprehensive Plan.

"...Balance land planning and development goals with private property rights" – Richland County Comprehensive Plan

Opportunities affecting both planning goals and private property rights should be weighed carefully, and decisions should attempt to achieve a balance between the two factors. Private property owners are considered in the annexation process; therefore, it is critical to ensure that residents of the county are properly educated and aware of all aspects of annexation rather than being lured by claims of reduced costs and improved services, which may or may not be accurate depending on locale.

"...Coordinate land planning with Columbia and other jurisdictional lines, with a focus on areas of common interest" – Richland County Comprehensive Plan

The development of the County's updated Comprehensive Plan occurred concurrently with the City of Columbia's updated Comprehensive Plan, providing a unique opportunity to jointly plan for areas of common interest and shared boundaries. In order for annexation to occur successfully, goals and principles set forth in

these plans, as well as Future Land Use Goals, must be considered. Any one jurisdiction cannot be prioritized in a way which is to the detriment of the other, less it potentially threaten the viability of the county as a whole and diminish its significance regionally. Instead, collaborative planning, in the areas of development and annexation, ensures that both the city and county are best positioned to meet the goals of their long range visions and remain economically viable moving forward.

"...Support the continued viability of agricultural, horticultural and forestry operations" – Richland County Comprehensive Plan

It can be inferred from the county's slogan, "Uniquely Urban, Uniquely Rural," that Richland County, as a whole, prides itself on both the urban and rural aspects of the area and the variations thereof that occur in between. Future, long range annexation may threaten the rural character of some parts of the County. Uncontrolled annexation, as a step towards greater urbanization, may harm the ability to retain the community's prized rural character.

"...Coordinate land planning and infrastructure planning to efficiently provide public services and to support a preferred growth pattern" – Richland County Comprehensive Plan

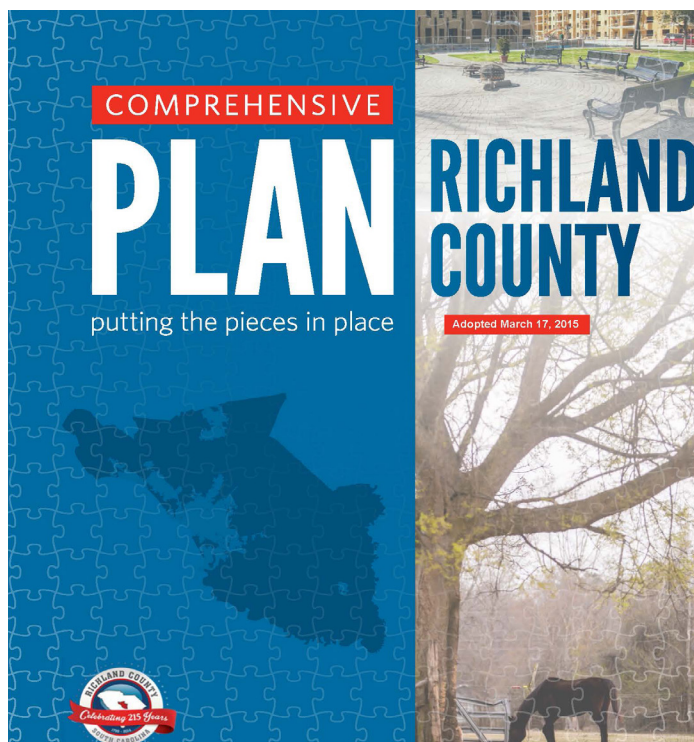
An understood coordination between jurisdictions, such as the City of Columbia and Richland County, is necessary as efforts towards aggressive annexation commence. This coordination is necessary to protect the quality of life of Richland County residents, whether they are in city or county jurisdictional limits.



CONSEQUENCES OF ANNEXATION

Both Richland County Government and the City of Columbia have an obligation to provide services and maintain infrastructure in a state of good repair. Rapid acquisition of greater land area by the city could potentially diminish the ability to do so due to issues of capacity, which would directly affect residents of annexed areas and those adjacent thereto and indirectly burden all tax-paying citizens of the county.

As such, annexation should not be heavily promoted in a way which serves to benefit a jurisdiction, but instead should only be considered when it indisputably elevates the quality of public services and/or infrastructure for the citizens of Richland County, such as in areas designated as “islands” or donut holes.



Richland County Comprehensive Plan

From the vantage point of service efficiencies and quality of life, annexation may be considered unnecessary in certain situations and the consequences associated with pursuing unnecessary annexations are severe.

Residents who reside in the unincorporated areas may argue that they chose to build and live in the county for a reason. These reasons will likely vary; however, a common motivation for a county residency is the avoidance of additional taxes and the burden of supporting services that these residents, themselves, do not desire. It takes a strong majority of people supporting an annexation for it to pass in almost all cases; however, populations can be swayed by oversimplification of information, which tends to be misleading in comparisons of costs and service levels in these unincorporated areas.

Annexation of certain unincorporated areas into the City of Columbia may create inconsistencies in terms of ordinances, regulations, license requirements and development. The city is largely specialized in urban areas and it would be difficult to assume the same level of proficiency would quickly be achieved in the management of rural or even suburban areas of the county, which largely comprise its unincorporated area. That said, transition of some areas into the city boundary is likely to result in decreased levels of service and a direct impact on the quality of life of these residents as what is appropriate for the more urban areas of the county may not be appropriate in its suburban and rural counterparts.

Additionally, in certain cases, the County ends up providing services and infrastructure to an already annexed area.



This fact can be put into perspective when thinking of Lower Richland. Richland County already provides the necessary services and infrastructure to this area, with plans of future expansion of the aforementioned. Potential annexation of this area would be long-term; however, it is reasonable to conclude it's unlikely that the city would make the necessary changes in infrastructure in order to provide adequate services in distant areas such as this. Therefore, the cost burden of maintenance for these services would likely continue to be supported by the county, even post annexation. According to the Association County Commissioners of Georgia, county governments often find themselves providing or supplementing city services to ensure county residents receive the essential local government services. Every resident is a county resident, regardless of whether they live in an incorporated municipality or in the unincorporated part of a county. However, this continued county infrastructure and service efforts after annexation simply makes annexation convenient for the city while proving a disadvantage to the larger, supporting jurisdiction. Once more, if not for the benefit of citizens, effort must be put forth to avoid such situations.

Richland County expresses the importance of continued improvements to facilities that impact the quality of life for its residents through a Population Goal set forth in the County's Comprehensive Plan. The goal expresses the County's hopes, "to target underserved communities with neighborhood master plans, community infrastructure improvements, affordable housing and neighborhood retail infill and redevelopment, and transportation connection to jobs." However, the city's increasing annexation efforts without regard for the work being done to the benefit of citizens may

have a negative impact on the county's master plan efforts and the overall economic viability of the area as duplications of effort and unnecessary expenditures will eventually stagnate true progress via planning efforts. The county expends a great deal of time, effort and money on planning efforts throughout the Richland County area in order to ensure the best possible quality of life for its residents; however, unnecessary annexation of these areas into the city potentially renders the work done and progress made in these priority areas inconsequential by changing course before work already completed has time to be impactful. This is a mishandling of taxpayer dollars; for improved efficiency and regional success, which impacts both the county and city, local jurisdictions must partner in land management.



City of Columbia Land Use Plan



PROACTIVE APPROACH TO ANNEXATION

It is crucial that Richland County is proactive in developing a strategy for dealing with annexation.

According to a study conducted by the Texas Public Policy Foundation, annexation has been associated with tension for years. Territorial expansion tensions have been present since the 1940s and even before. A proactive approach by the county may aid in reducing the negative impacts of annexation as experienced by area residents.

A municipality acting to annex a property determines that it knows precisely the right level of service provision for its citizens inclusive of that property. However, this is not the case. How can a municipality determine the right level of service provision for residents and areas that it had no previous control over? It is not enough to assume that a municipality knows precisely what kinds of policies to pursue in a different area; therefore, the county must be proactive in ensuring coordination between city and county leaders in order to create an efficient transition, where necessary. If annexation were to occur without this coordination, efficiency in maintaining service levels and infrastructure would be impossible to achieve.

Richland County must be proactive in order to avoid annexation that results in a lack of services. Research shows that cities practicing frequent annexation have lower per-capita expenditures on police and fire services. This is not the result of any efficiency in serving more spread out areas, but the fact that to properly do so would be much more expensive. As a result, municipalities face a strong disincentive to expand such services, especially in light of the fact that expensive capital projects such as water and sewer extensions are

so often necessary. This fact means less spending on police and fire per capita. However, the expansion of these services is necessary for the well-being of all County residents. Therefore, as previously noted, this burden may fall on the County.

WHAT CAN RICHLAND COUNTY DO?

It is extremely important for Richland County to proactively and strategically approach proposed annexations. Annexation cannot be avoided in all areas within the County, nor should it be. Therefore, a clear understanding of the annexation process and the costs and benefits associated with it are essential.

Steering the growth and development in a direction that will be beneficial for the County and all of its citizens is priority. When annexation occurs, as it will in certain areas, Richland County should do everything in its power to ensure that the transitions are consistent with the principles set forth in the Comprehensive Plan. The fact that the plan was updated in coordination with the City of Columbia's should aid in moving toward a mutually beneficial partnership between jurisdictions. This allows for smart, consistent growth throughout the area whether it is governed by the county or the city.

It is the tendency of municipalities to practice aggressive annexation that is often irresponsible, from the standpoint of providing services. Smaller municipalities often experience issues of capacity and increased complexity in providing the array of services and infrastructure needs that vary in different parts of larger counties. The City of Columbia should not proceed with annexations where there are questions in terms



of whether or not the city will be able to provide the necessary infrastructure and services. Richland County Government staff and elected officials should partner with their counterparts at the City of Columbia to determine where and when annexation is appropriate based on quality of life and provision of essential services and infrastructure only.

Education is crucial in dealing with the city's annexation efforts. Education of elected officials and governmental staff will aid in ensuring that proper decisions are made in reference to any proposed annexations. Education of the public will aid in dissuading some of the concerns and assumptions associated with the process. A thorough, comprehensive overview of the pros and cons of the process and its outcomes will allow residents to appropriately advocate for or against an area's annexation, rather than relying on the details of ambiguous campaigning, which does not adequately inform county citizens. Overall, education will increase the efficiency of annexation and help to ensure that it only occurs where and when necessary and of substantial benefit to all who will be impacted.

In January of 2007, County Commissioners in the state of Georgia recommended a number of reforms to the state's annexation laws with the goal of leveling the playing field and establishing a fair, responsible annexation policy for their state. These, or similar reforms, could be proposed in South Carolina to aid in protection of the county and its citizens. The reforms include:

Make the Dispute Resolution Effective

- Establish state policy to prevent annexations for revenue generating purposes only.

- Require a city to enter into binding arbitration if a county objects to a proposed annexation and negotiations fail.
- Establish a reasonable time table for a county to evaluate and respond to contested annexations.

Protect County Comprehensive Planning

- Require counties and cities to work together and make land use decisions jointly on annexed land for a period of five years following annexation.

Promote Efficient Service Delivery

- Require a service plan and fiscal impact analysis to be prepared for every proposed annexation.
- Require services be provided, either by inter-governmental agreement or directly, at the effective date of the annexation.
- Establish a uniform effective date for all annexations.
- Require more accurate mapping of proposed annexations and strict adherence to reporting requirements.



February 2017 Annexation Meeting | The State



CONSOLIDATED GOVERNMENTS

Active annexation through the City of Columbia's Annexation Policy could result in a consolidated government. According to the Decennial Management Division Glossary, a consolidated government is defined as a governmental unit created when the functions of two or more types of governmental units are merged to form a single, common government; for example, a consolidated city-county government. Some examples of near-by consolidated governments are as follows:

- Charlotte-Mecklenburg County, North Carolina
- Athens-Clarke County, Georgia
- Augusta-Richmond County, Georgia
- Nashville-Davidson County, Tennessee

While the importance of county and city cooperation and collaboration is clear and cannot be overstated, this fact does not automatically lend itself to the establishment of consolidated government being the most effective way to move forward. Counties and smaller municipalities can continue to partner in land development and comprehensive planning in ways that continue to address issues of growth, development and services from a regional perspective as was done in the 2015 update of the Richland County and City of Columbia Comprehensive Plans.

Richland County's Comprehensive Plan speaks directly to collaboration. The Comprehensive Plan expresses the importance of "Regional Collaboration" in its "Reasons for Pursuing Regional Collaboration" section. This specific section of the plan outlines efforts to collaborate with the multiple neighboring municipalities that comprise the Midlands Region.

There do exist, however, pros and cons associated with

consolidated governments, each of which are situational. The University of Tennessee's Municipal Technical Advisory Service defined possible pros of consolidated governments below:

- Increased efficiency and harmony may result from a consolidated government; however, this depends on the consolidated government at hand. In order for efficiencies to occur, the system must be actively and very well managed.
- A consolidation of city and county governments may result in less duplication of services as well as a consolidation of services. Improved coordination of services is possible because certain services may be better coordinated on a larger cross-jurisdictional scale. Opportunity for new services and the sharing of these new services' costs could prove to be beneficial for both jurisdictions.
- Consolidated governments often result in fewer elected officials, which may make the system easier to understand and interact with.
- When city and county jurisdictional boundaries are so close and intertwined, there is an increase in jurisdictional confusion. It is common for residents to become confused as to which jurisdiction they are to report; they may not know "who does what." This confusion can be associated with the area's services as well. It is confusing when determining which fire or police service is to report where. Consolidated governments may aid in reducing some of this confusion.

With the above points in mind, it is important to remember that a consolidation of governments is not always positive or necessary. The University of Tennessee's Municipal Technical Advisory Service defined possible cons of consolidated governments below:



- Changes in the structure of each jurisdiction, including the structure of elected officials will create confusion and disruption of the current governmental systems. It would take a great deal of time and effort in order to ensure that things run smoothly. The possible benefits of a consolidated government may not be worth the uprooting of the current systems.

- If consolidation were to occur, difficulties associated with the distribution and control of resources should be expected. Much of the opposition of consolidation from suburban county residents is related to this important point. Such residents are concerned about the higher taxes and diminished political clout associated with becoming part of a larger jurisdiction.

- Citizen satisfaction with services, or lack thereof, may present issues under city-county consolidation. Research has been conducted to determine if citizens in consolidated jurisdictions are more satisfied with services than are citizens in similar non-consolidated jurisdictions. The results of these tests are mixed. However, more often than not, citizens are more satisfied in non-consolidated jurisdictions than under a consolidated arrangement.

Decision-making difficulties are to be expected if the consolidation of the City of Columbia and Richland County were to take place. Generally, the governing bodies of consolidated jurisdictions are quite large. For example, the board of Nashville/Davidson County contains 42 members. Needless to say, decision-making under this arrangement can be difficult at best. These problems are exacerbated by the decentralized and dispersed authority.

It is generally accepted that there are two levels of decision-making which must be undertaken in order for local governments to effectively deliver services. The first is “policy-making,” or the deciding of what will be done and at what level. The second is “administration,” or the actual doing or delivering of the service. Policy-making is best undertaken by elected representatives of the citizens in the form of a governing body. Administration is best undertaken by trained professionals, hired by the governing body based on their qualifications. Under a consolidated arrangement these levels of decision-making are blurred. This is because, with mega governments, it is more difficult to maintain a separation of powers. This can be overcome, however, if extensive alterations are made which serve to combine the best of both the city and county structures.

Unfortunately, consolidation of the two governments may result in a loss of the sense of community. Residents of both the county and city may experience a loss in their sense of “community” if the jurisdictions consolidate, as they will no longer have the separate identities, of which many have grown fond.



Richland County Government Branding



THE PATH FORWARD

All of the information provided herein points to a three-part approach that includes education, proactivity and partnership as the best path forward for Richland County Government. an attractive and lucrative place to live, work and play.

Richland County Government must act immediately in educating its elected officials, staff and citizens about annexation. Only then is it possible to be proactive in looking forward to what continued nonessential annexations could mean for the county, its citizens and ultimately the region.

Once informed, county staff and elected officials will be able to work together to arrive at a detailed, strategic approach for safeguarding the investments of the county and protecting the quality of life of its citizens, regardless of jurisdictional boundaries. This strategy should consider the opportunity and necessity for reform at the state level, intergovernmental agreements that encourage partnership and internal processes that ensure the county remains acutely aware of the progress of local annexations.

The last, and potentially most critical, aspect of the path forward is partnership. Annexation is not inherently bad and can do well to aid some citizens in achieving an optimal quality of life. The contingency; however, is that annexation only be performed when it is for the true, substantial benefit of citizens rather than primarily to progress short-sighted goals of a single municipality. To ensure this is the case, jurisdictions must work together, rather than against one another, to honor their obligations to those who reside within their boundaries. This is the single best way to maintain and further establish regional significance and ensure that the Midlands develop in a way that makes it



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RICHLAND COUNTY GOVERNMENT
2020 HAMPTON STREET | COLUMBIA, SC | 29169



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

Annexation

Background:

SC Code of Laws regulates annexations of unincorporated properties through three main methods (100% petition by owner; 75% petition by owners; Electoral method). Current City of Columbia annexation policies have been in place since early 1990's; reaffirmed in 2008, and the Urban Service Area was defined in 2009. City Council recently has expressed an interest in pursuing a more focused approach to annexing donut holes and primary areas.

Issues:

- Provision of urban services
- Coherent and comprehensible jurisdictional boundaries
- Donut Holes

Fiscal Impact:

Variable- dependent on geography, land use, and infrastructure

Attachment: City_Annexations Briefing Document (3786 : Annexation)



We Are Columbia

Past Legislative Actions:

City of Columbia -

- Resolution-1989-035 Water and Sewer Service Extension Policy (10/4/1989)
- Resolution-1990-062 Water and Sewer Service Extension Policy (11/21/1990)
- Resolution-1990-064 Annexation Policy (12/12/1990)
- Resolution-1992-058 Amending Water and Sewer Service Extension Policy (11/4/1992)
- City Council reaffirmed Resolution-1990-064 (10/22/2008)
- City Council endorsed Urban Service Area plan (5/6/2009)

Alternatives:

N/A - *Discussion item*

Staff Recommendation:

N/A - *Discussion item*



City of Columbia Annexation Policy Summary

September 2017

The City of Columbia's **Annexation Policy** currently consists of a collection of City Council Resolutions and actions. **Resolution 1990-064**, adopted by City Council in December of 1990 and reaffirmed by Council in October of 2008, is the foundation of the annexation policy.

In short, the annexation policy states as objectives the importance of annexing urban and urbanizing areas through creating coherent and comprehensible urban boundaries, facilitating the provision of municipal services and facilities, clarifying city annexation objectives, and formalizing the annexation process.

The annexation policy addresses two of the three main methods authorized by state code for annexation- the "100% method" of direct petition by a property owner, and the "75% method" of annexation of an area by petition of a supermajority of the property owners ("freeholders") in an area. The 75% method is to be used when petitions, covenants, "or other expressions of interest dictate this approach". The third method authorized by state code, the electoral method, is not mentioned.

Along with the annexation policy, the City's **Water and Sewer Service Extension Policy** (**Resolution 1992-058**, and previously Resolutions 1990-062 and 1989-035) requires those properties contiguous to the City limits seeking new or expanded water or sewer service to file a valid petition for annexation. Properties not contiguous seeking new or expanded water or sewer service shall file a recorded declaration of covenant of an agreement to annex upon request once the property becomes contiguous.

Other highlights of the policy:

- City Council- work with business and neighborhood associations to communicate advantages of annexation
- Annexation Administrator – coordinate petitions and citizen contacts; educational role for neighboring unincorporated areas
- County- notification from the City when a petition for annexation is being considered by the Planning Commission and City Council
- Work with MASC, the local legislative delegation, and other municipalities to reform the annexation laws

The delineation of an **Urban Service Area**, called for in the annexation policy, was formalized by Council's adoption of the Urban Service Area plan in May of 2009. In the motion adopting the Urban Service Area, Council endorsed the recommendation of the plan to prioritize annexation of donut holes and primary areas. It is important to note that regardless of location within the Urban Service Area, properties may not be annexed except through one of the methods authorized by state law.

- Annexation of Donut Holes can resolve delivery of service and quality of life issues that arise due to jurisdictional differences.
- Likewise, the Primary Areas are areas wherein the City's ability to service is adequate, the area is proximate, and annexation is recommended.
- Secondary Areas, and to a greater extent, Long Range Areas, are not as easily served by the City of Columbia and further study is recommended prior to annexation of property within these areas.

City Council discussed annexation at a work session held in February of this year, and an update to the annexation policy is underway. While no votes or action was taken at this work session, councilmembers present communicated their desire to work with communities interested in annexation by utilizing all three main methods of annexation authorized by state code, with the focus on annexation being within donut holes, primary areas, and areas generally within and adjacent to the ring formed by I-20, I-77, and the rivers.

Annexation

The City of Columbia in Richland County

Q: How does annexation of properties into the City of Columbia affect Richland County Government?

A: Here is a brief summary:

- **Elected officials-** County Councilpersons do not lose their constituents upon annexation.
 - Every city resident within the boundaries of Richland County has a representative on County Council. Almost every Richland County District currently has portions of the City of Columbia within it (with the exception of District 8, Councilman Manning).
- **Revenue:**
 - **Property tax-** Richland County does not lose any real estate property tax or personal property tax revenue upon annexation.
 - The City of Columbia millage rate is *in addition to* the county millage rate, and thus the county retains its portion of property tax revenue.
 - **Hospitality tax-** For annexed properties, the City of Columbia may only retain the portion of hospitality tax revenue “generated in excess of the county local hospitality tax revenue for the previous twelve months” (SC Code 6-1-750).
 - In other words, the county retains the hospitality tax at the same level as at the time of annexation, and the City only collects the increased revenue, if any.
 - **Business license-** The City of Columbia administers business licenses within the city limits.
- **Services-** The responsibility for providing many services transfers to the City of Columbia upon annexation. Other services are still provided to some extent by the County, but the City assumes primary responsibility (i.e. Sheriff/Police). Overall, annexations- especially within donut holes (see below) reduce the required service footprint of Richland County.
- **Donut Holes-** Donut Holes, or pockets of unincorporated area surrounded entirely by the city, make it harder for the City and the County to serve our citizens well.
 - There are approximately **159 donut holes** containing 3,187 parcels and 2,811 acres within the City of Columbia
 - Of these 159 donut holes:
 - 135 contain 9 or fewer individual parcels
 - 113 contain 3 or fewer parcels
 - **68 contain only 1 parcel**



PLANNING AND DEVELOPMENT SERVICES

MEMORANDUM

To: City Council

From: Marc S. Mylott, Director of Planning and Development Services
Krista M. Hampton, Planning/Development Administrator

Date: April 22, 2009

CC: Steven A. Gantt, Interim City Manager

Subject: Proposed Annexation Urban Service Area

BACKGROUND

City Council recently reaffirmed its annexation policy first adopted in 1990 and amended in 1992. This policy sets out the goals and parameters for annexing property as well as providing water service. A component of the policy calls for the development of an Urban Service Area that *"identifies those areas it wishes to provide with urban services. Primary emphasis will be given to annexing developed areas adjoining the city limits and "islands" of unincorporated territory surrounded by the city. Primary, secondary, and long-range annexation priorities for specific areas may be identified. Secondary areas may include higher value properties which assist the City in achieving a more balanced economic base."*

This packet constitutes the proposed Urban Service Area requested by City Council during discussion of the policy with the maps serving as its foundation. It delineates the four areas called for by the policy: the "islands" or Donut Holes, Primary, Secondary and Long Range. An explanation of each follows.

Donut Holes are unincorporated areas that are completely surrounded by the City of Columbia and/or another municipality. These areas pose a number of challenges to the City that can be addressed through annexation. They can often cause inefficiencies in the delivery of services due to confusion about jurisdiction. Also, if the land is in a jurisdiction with a different approach to code enforcement, these areas can negatively impact the quality of life for adjacent City residents. Such inefficiencies and the costs to taxpayers are germane to City and County property both, which results in a greater impact to City residents since they pay City and County taxes.

Primary areas are made up of land contiguous to the City where services are available and the infrastructure is generally good. These services include fire, police, sanitation, and utilities. Primary areas are intended to indicate that, barring unanticipated circumstances, annexation is recommended and should be actively pursued.

Secondary areas are those areas where the City determines it logical or advantageous to provide services, but where all services and/or the condition of existing infrastructure may not be at optimal levels for annexation at this time. For instance, it may be that the property is outside of the generally accepted fire response area, or the storm drainage and/or road system is substandard. Annexation in these areas may occur, but a more detailed analysis will be needed to determine the possible impact on revenue. As is stated in the policy, these areas may include "higher value" properties that would prove beneficial to revenues.

Long Range areas include parcels that are anticipated for future growth and urban service expansion, but are currently lacking in basic service availability. The basis for this area is the Water Service Boundary established in the Comprehensive Plan which was then modified for the establishment of an Urban Service Area through a more detailed analysis of existing development and growth of adjacent municipalities. Long Range areas periodically will need to be reviewed to determine whether the status needs revision due to change in conditions.

URBAN SERVICE AREA MAP BOUNDARY DEVELOPMENT

To illustrate the Urban Service Area, the City is divided among three maps with one master for improved viewing; some areas overlap between maps. The boundaries are not parcel specific and when processing annexation of parcels located on or near boundary lines, staff will determine the area to which it most appropriately relates based upon services and conditions.

The Urban Service Area is, as its name denotes, a representation of City services as they relate to the annexation of land. To determine the location of the areas, staff worked in consultation with Utilities and Engineering, Police, Fire, and Public Works. Initial meetings laid out the scope as well as the goals of the project. Each department supplied information on their services and constraints, including fire response areas (see appendix for ISO information), police regions and call volume, solid waste routes and their capacity, and water and sewer lines. Staff utilized existing data where possible, but also created new tools for analysis, such as mapping the fire response area according to actual road miles. The data gathered from departments was overlaid on and analyzed with municipal boundaries, existing conditions, and current development patterns to devise draft boundaries. These were reviewed with departments and revised based upon feedback and additional analysis.

Accompanying the maps is a document that provides specific information on the reasoning behind certain designations. This information generally focuses on Secondary areas as the rationale behind their location is not always as self-explanatory as for the Primary or Long Range areas.

Some general information to aid in understanding the maps includes:

- This analysis does not consider fire service available for the purposes of the Urban Service Area if it is a County controlled station. The Fire Department rightly cautions against a reliance on these stations as they may be relocated without consultation and annexation of the area and the station would incur its cost. For additional information concerning fire coverage, refer to the Appendix item titled "Fire Service Area and the ISO Rating."
- The Water Service Area signifies that water is available for extension in a reasonable manner either by the developer or the City, not necessarily that a water or sewer line extends directly to each lot. Additionally, sewer may be supplied by another provider.
- Solid waste service is represented as satisfactory except within the Monday route, which consistently must use overtime to complete the pick-ups.
- The Police Department characterizes their primary service concern as the South region. The Department indicates the entire region is burdened since overtime is the only way to provide coverage in some areas.

CURRENT CONSTRAINTS

The adoption of an Urban Service Area is a step forward, but it should be noted that a truly rational annexation plan and process remains difficult to achieve given the constraints of state law. There currently are three methods with which to annex property.

1. 100% freeholder petition and ordinance method: Using the 100 percent petition method, any contiguous area may be annexed by filing a petition signed by all property owners. The annexation is complete once council adopts an annexation ordinance. (This is the method used in almost every instance in Columbia, usually as a condition for the provision of services).
2. 75% freeholder petition and ordinance method: Under the 75 percent petition method, any contiguous area may be annexed by filing a petition, meeting certain specified requirements, signed by at least 75 percent of the freeholders who own at least 75 percent of the assessed valuation of the real property in the area requesting annexation. The annexation is complete if the council enacts an ordinance declaring the area annexed to the municipality. No election is needed.
3. 25% elector petition and elector method: A petition of 25 percent of the electors living in the area proposed to be annexed triggers the petition/election method. The election is held only in the area proposed to be annexed

The bottom-line is that a municipal council cannot initiate annexations except for property it owns. Council may require a petition as a condition of service such as water, but this tool does not permit a rational, planned approach to incorporating land into the City for several reasons. A major reason is that it is not always feasible to approve an annexation presented when the property becomes contiguous and/or requires service. An example is a property that needs a sewer line extended, which must be paid for by the City if the property is annexed. If the development is such that revenues will not off-set costs in a reasonable timeframe and other objectives are not met by the annexation, it would not be wise to bring it into the City. The unfortunate consequence of not bringing the parcel in would be the creation of yet another donut hole that would be nearly impossible to correct at a future date.

The overall effect of these constraints is that the realization of the goals of the policy: a logical boundary that allows for the efficient provision of services will be slow in coming. It should remain a legislative priority to amend or adopt new laws that would permit the orderly growth of municipalities in South Carolina.

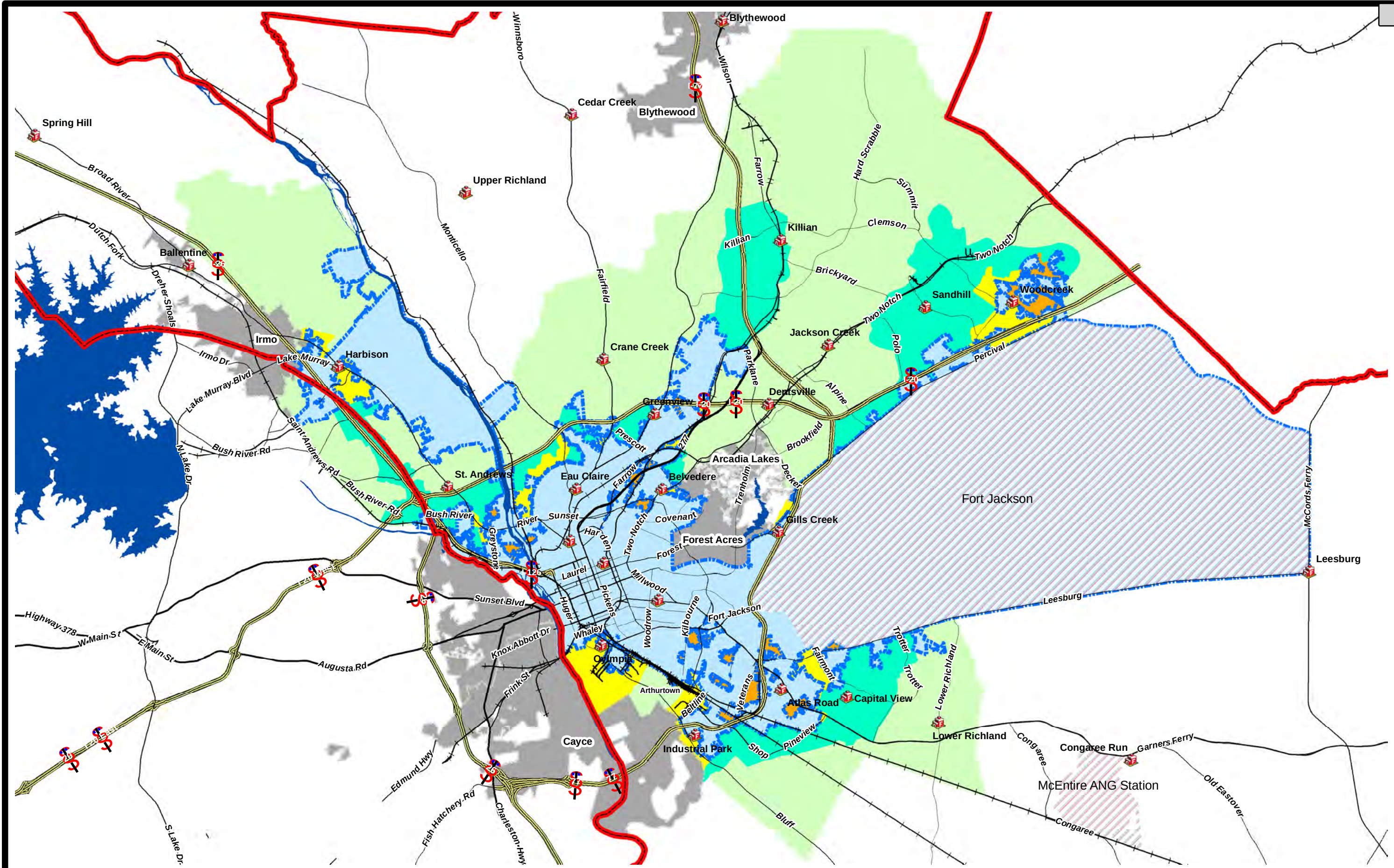
APPENDIX

Supplementary information is located in the appendix. This information includes the following:

- The 1990 annexation policy with amendments;
- Specific service area maps for Fire, Police, Utilities and Solid Waste;
- Information on the ISO PPC rating that is the major component in determining the fire service area;
- A letter created for Richland County to distribute to applicants wishing to develop property adjacent to the City;
- An annexation brochure developed to assist in discussions of annexation with property owners.

CONCLUSION

Adoption of an Urban Service Area will allow for a more coordinated annexation process. If adopted by City Council, the next step will be for staff to propose an amendment to the Comprehensive Plan to include the Urban Service Area as a part of the Future Land Use Section. Following this, staff will propose a prioritization of Donut Holes and Primary Areas for proactive annexation.



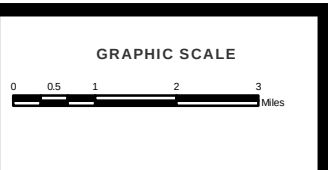
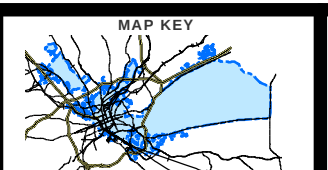
REVISIONS	

Legend

- Fire Stations
- Richland County Boundary
- Columbia City Limits
- Military Installations
- Water Bodies
- Donut Holes
- Primary
- Secondary
- Long-range

WATER SERVICE AREA**City of Columbia**
SOUTH CAROLINA

DISCLAIMER
The City of Columbia Department of Planning and Development Services data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Columbia makes no representation as to its accuracy.



Annexation Update

Planning Division

February 13, 2017 – City Council Work Session



We Are Columbia

Annexation Update

- Why Annex?
- How Have We Grown?
A quick history
- How Can We Grow?
Legal Framework
- Where Do We Grow?
Annexation Policy and Urban Service Areas
- How Do We Grow?
Putting the Pieces in Place

Why Annex?

Why Annex?

City of Columbia

- More citizens participating in City government
- More efficient provision of services
- Development Standards
- Broaden tax base

Property Owner

- Additional or improved services & programs
- Participate in City government (*and retain County representation*)
- Lower cost for services (*i.e. solid waste & utilities*)
- Lower property insurance rates (ISO rating)

How Have We Grown?

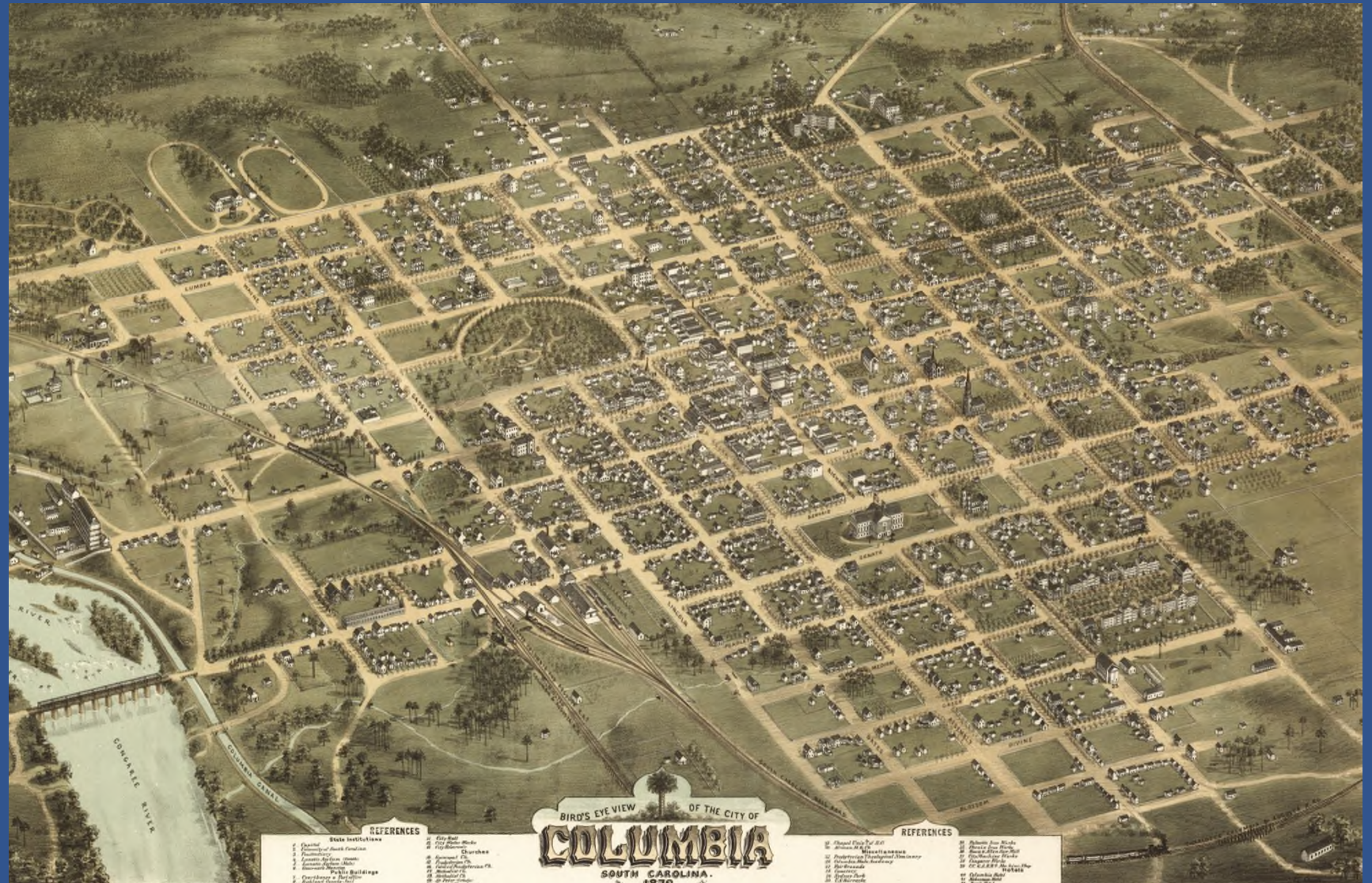
1872

A birds-eye view

1786 – Created by General Assembly

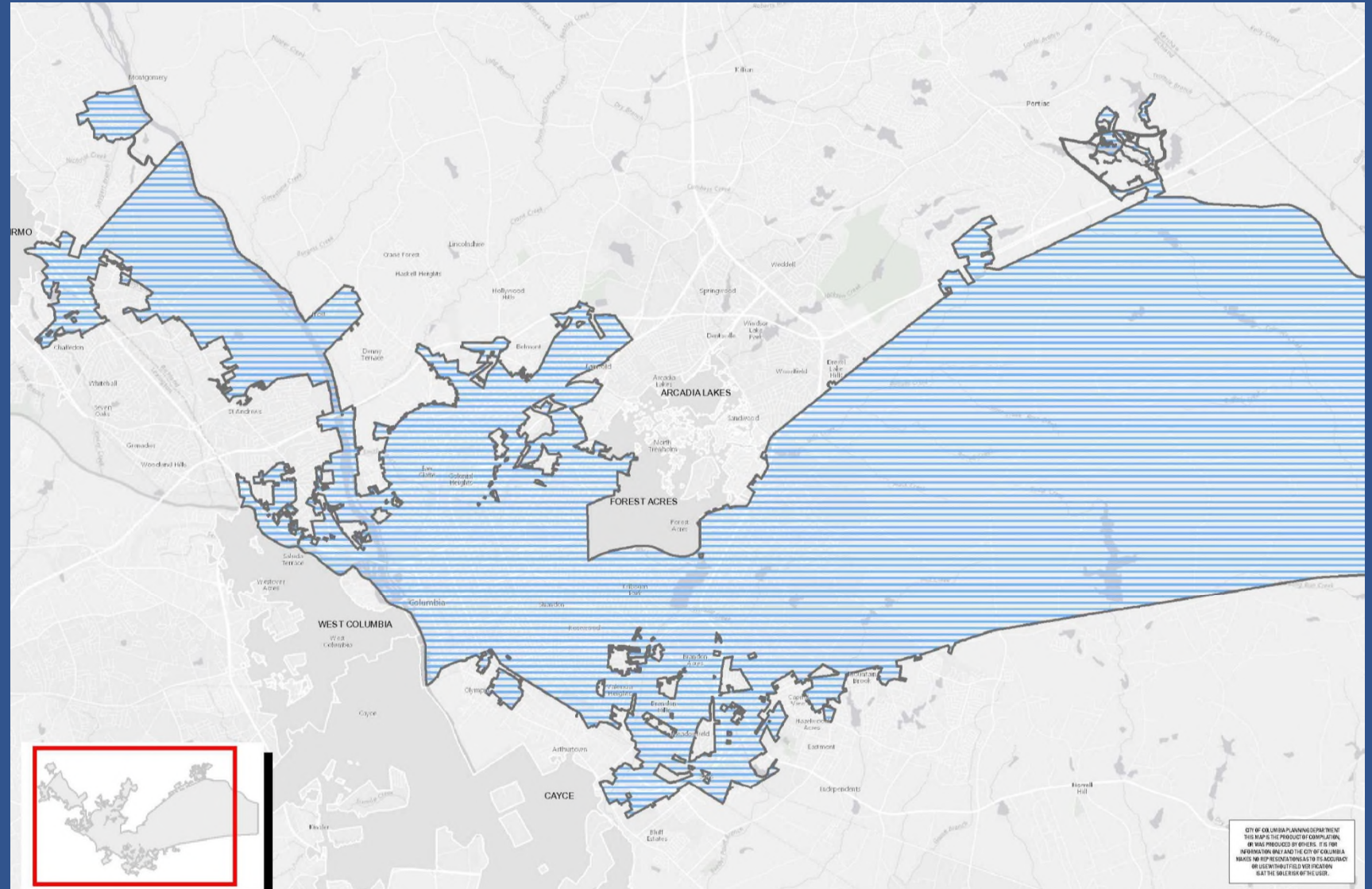
1805 – Incorporated as a village

1854 – Incorporated as a city



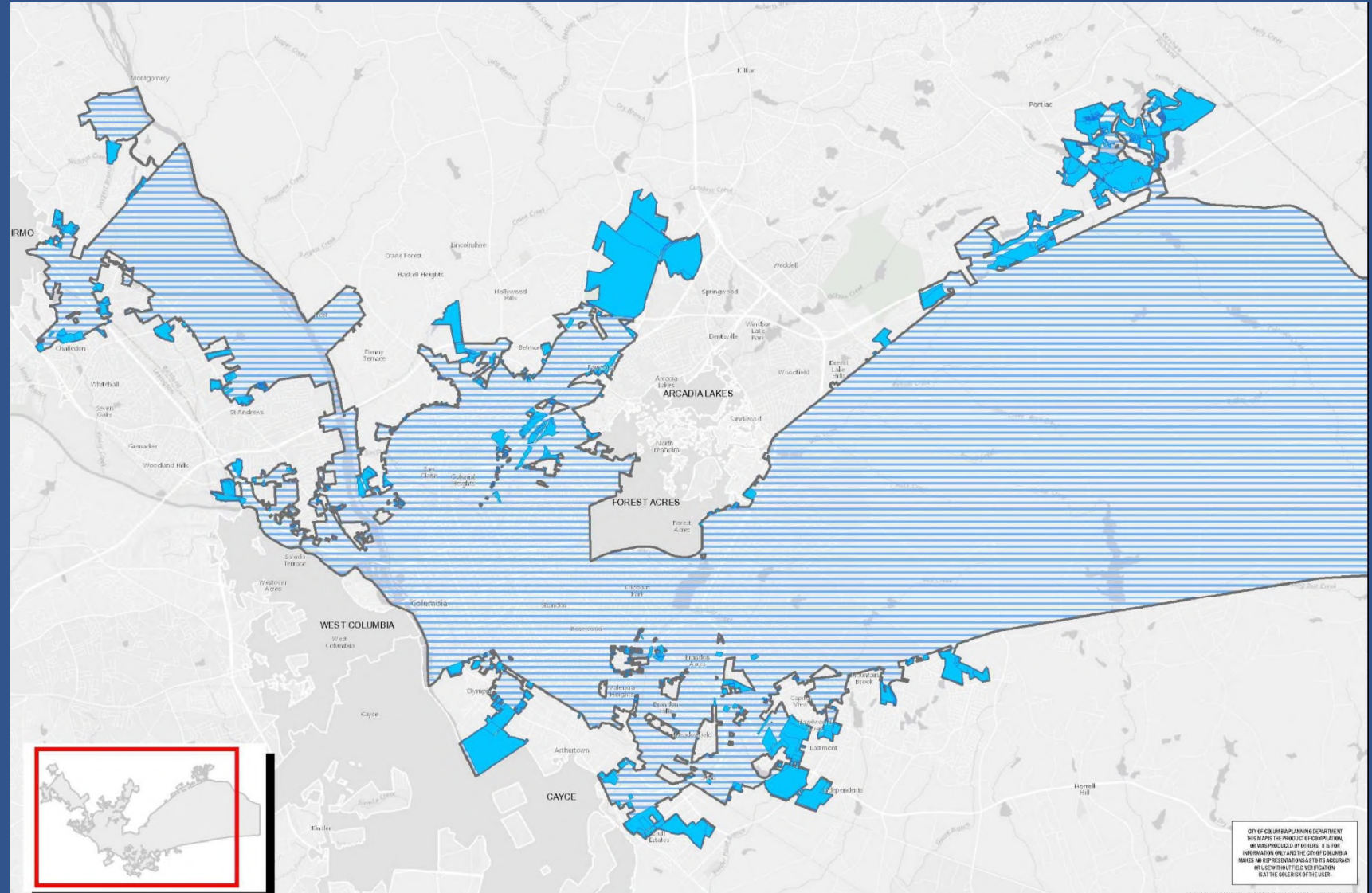
January 2000

Approximate boundary

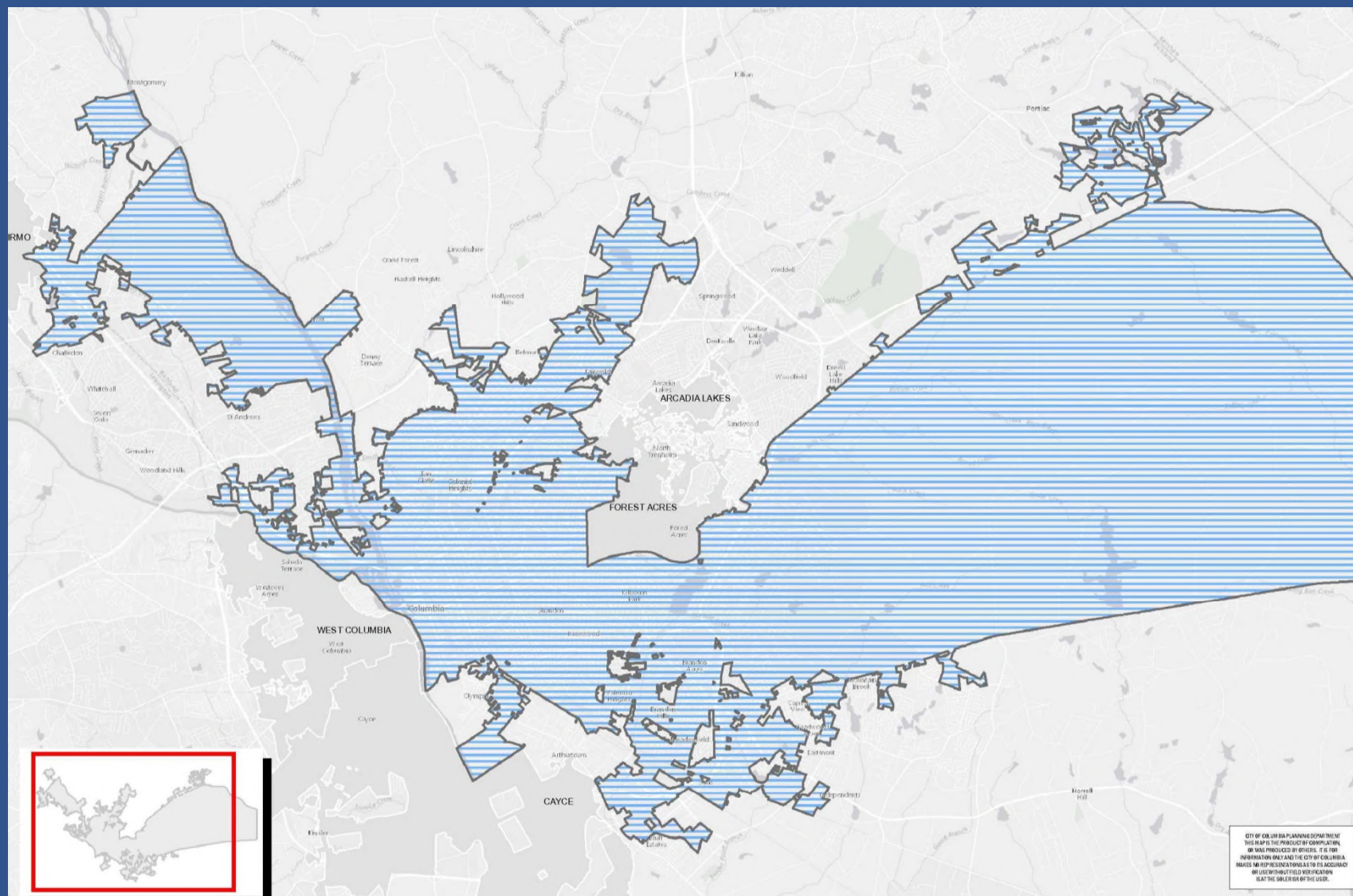


January 2000
through
January 2017

Annexations are shown in solid blue



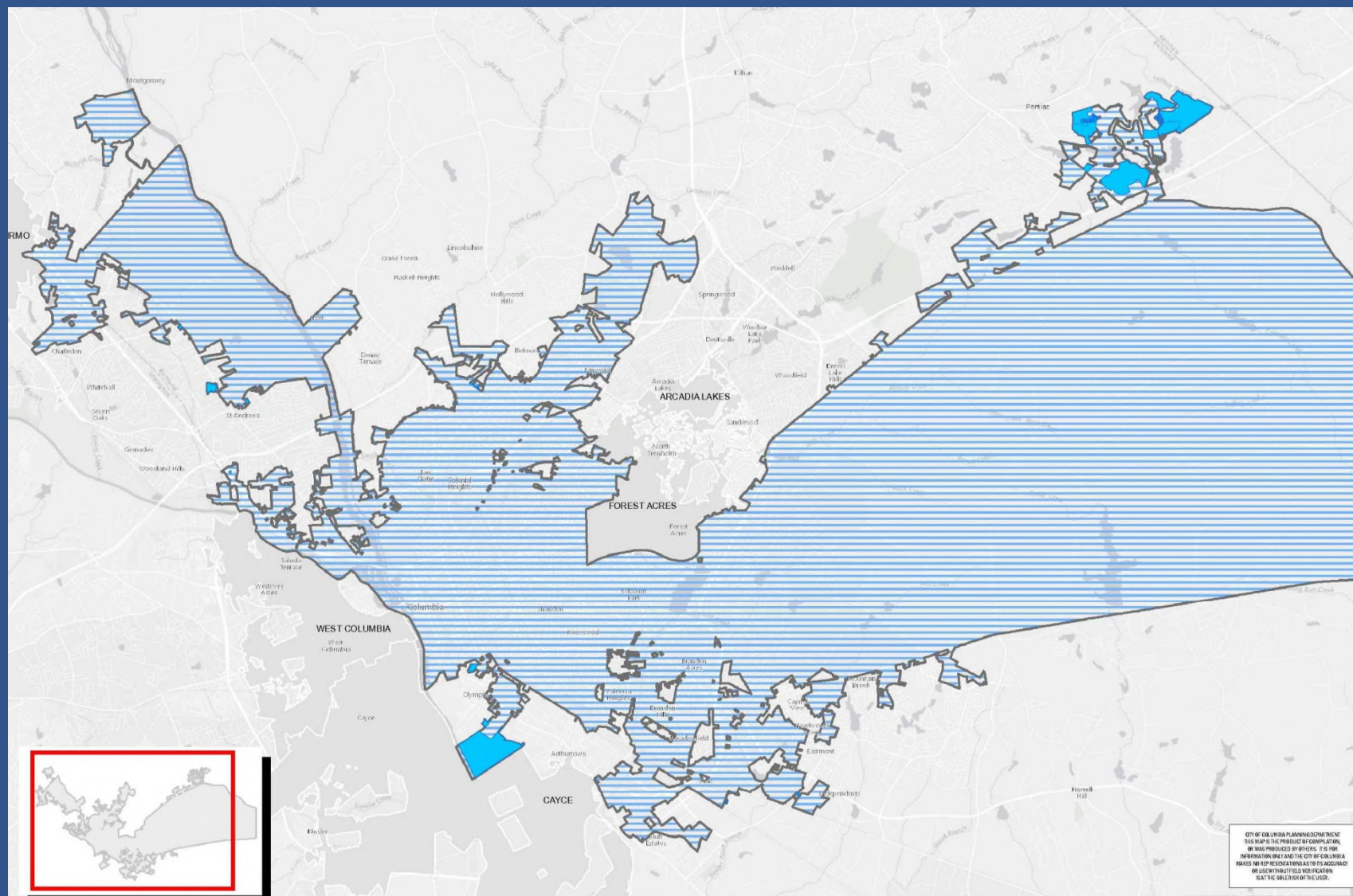
January 2017



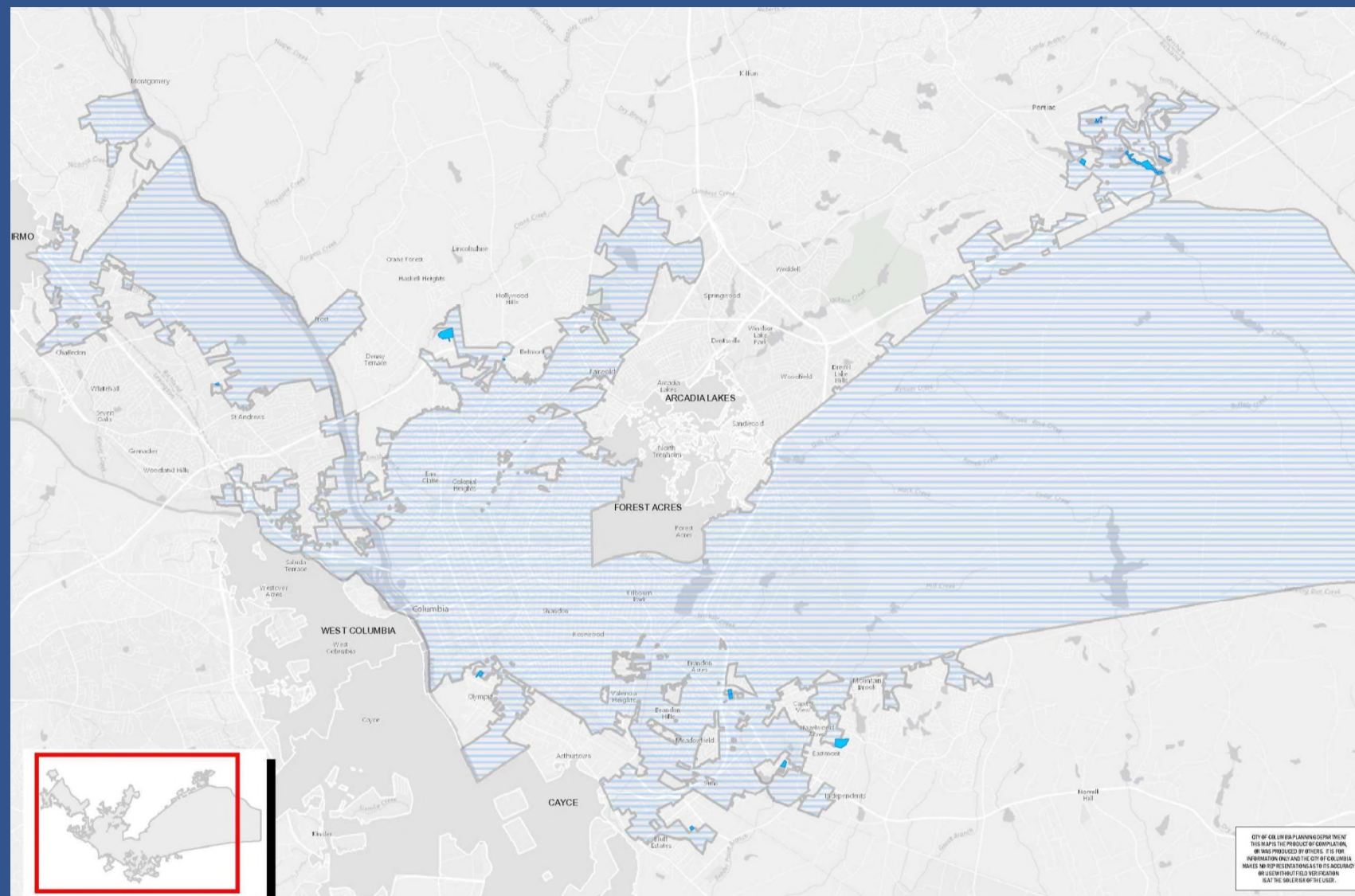
Since 2000

- **475** Separate Annexation Ordinances
- Approximately **5,700 acres** added

2016 Annexations



2017 and Pending



2016 - 2017 and Pending Annexations

2016

- **30** Annexation Ordinances
- Approximately **970 acres**

2017

- **18** Annexation Ordinances completed or Pending
- Approximately **99 acres**
so far...

How Can We Grow?

The Legal Framework

Legal Framework

Petition Methods

- Direct Petition by “Freeholders”
 - 100% Petition
 - 75% Petition

Electoral Method

- Special Election
 - Requested by Petition of 25% of the Qualified Electors

Legal Framework

Separate requirements for the following special types of property:

- Cemeteries
- Churches/Religious Groups
- Federal/State Property
- School District
- Multicounty park
- City Property
- “Manmade Industrial Peninsula”
- Special Purpose Districts
- Etc.

Legal Framework

100% Petition:

- Petition by the Freeholder
- Approval of Ordinance by Council
- The only method we have used in recent history

Legal Framework

75% Petition Method

- Petition by:
 - 75% of Freeholders
 - Owning 75% of assessed value
- Petition must:
 - Be dated
 - Have all signatures within 6 months
 - Contain description and plat of area
 - Be available for inspection
- Public Hearing
 - 30 days notice
 - Feasibility Study
 - Timetable to provide services
- Council may enact Annexation Ordinance after Public Hearing
- Appeals

Legal Framework

Electoral Method

- Petition by 25% of electors
- Resolution certifying petition
- Opt-out provisions
 - 25% assessed value
 - Certain Agricultural/Timber land
- Special Election held in area to be annexed
- County Election Commission certifies results
- City Council publishes results by Resolution
- Public Notice
- After 30 days, Council may enact Annexation Ordinance
- Appeals

Legal
Framework

Other notes

Where Do We Grow?

Urban Service Areas and Policy

Where Do We Grow?

Urban Service Areas and Policy

Existing Annexation Policy

- Utility Service Petitions and Covenants
 - Adopted 1990
 - Amended 1992
 - Reaffirmed 2008
- 75% method was briefly addressed
- Urban Service Area Adopted 2009

Urban Service Areas

Donut Hole

Unincorporated area surrounded by municipality



Primary

Contiguous or nearby parcels with adequate service availability



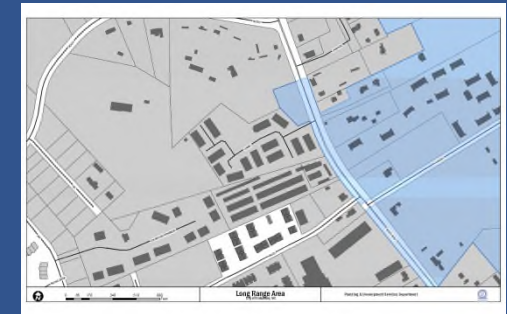
Secondary

Contiguous or nearby parcels that have service concerns



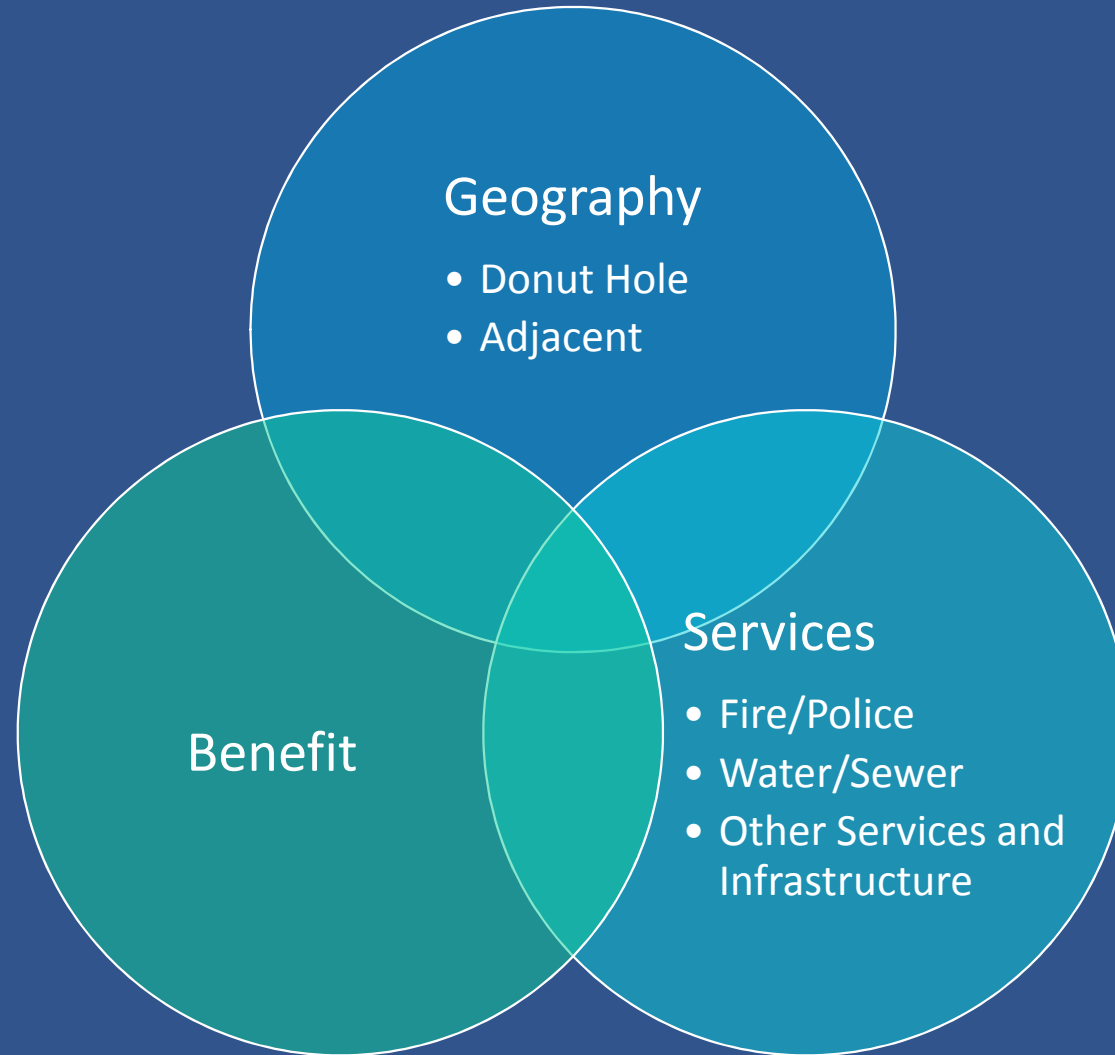
Long Range

Areas anticipated for future urban/service expansion



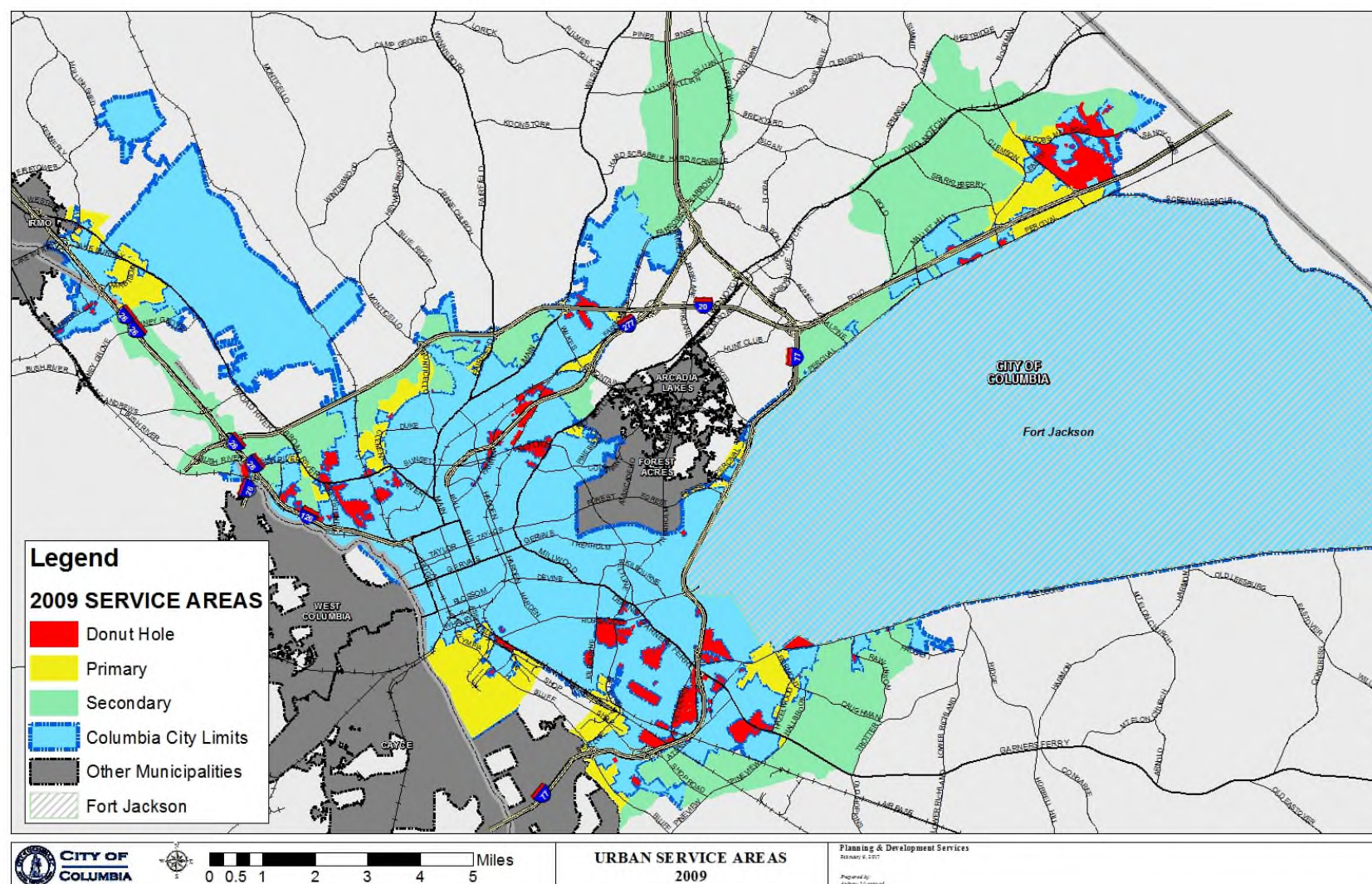
Urban Service Areas

What is considered?



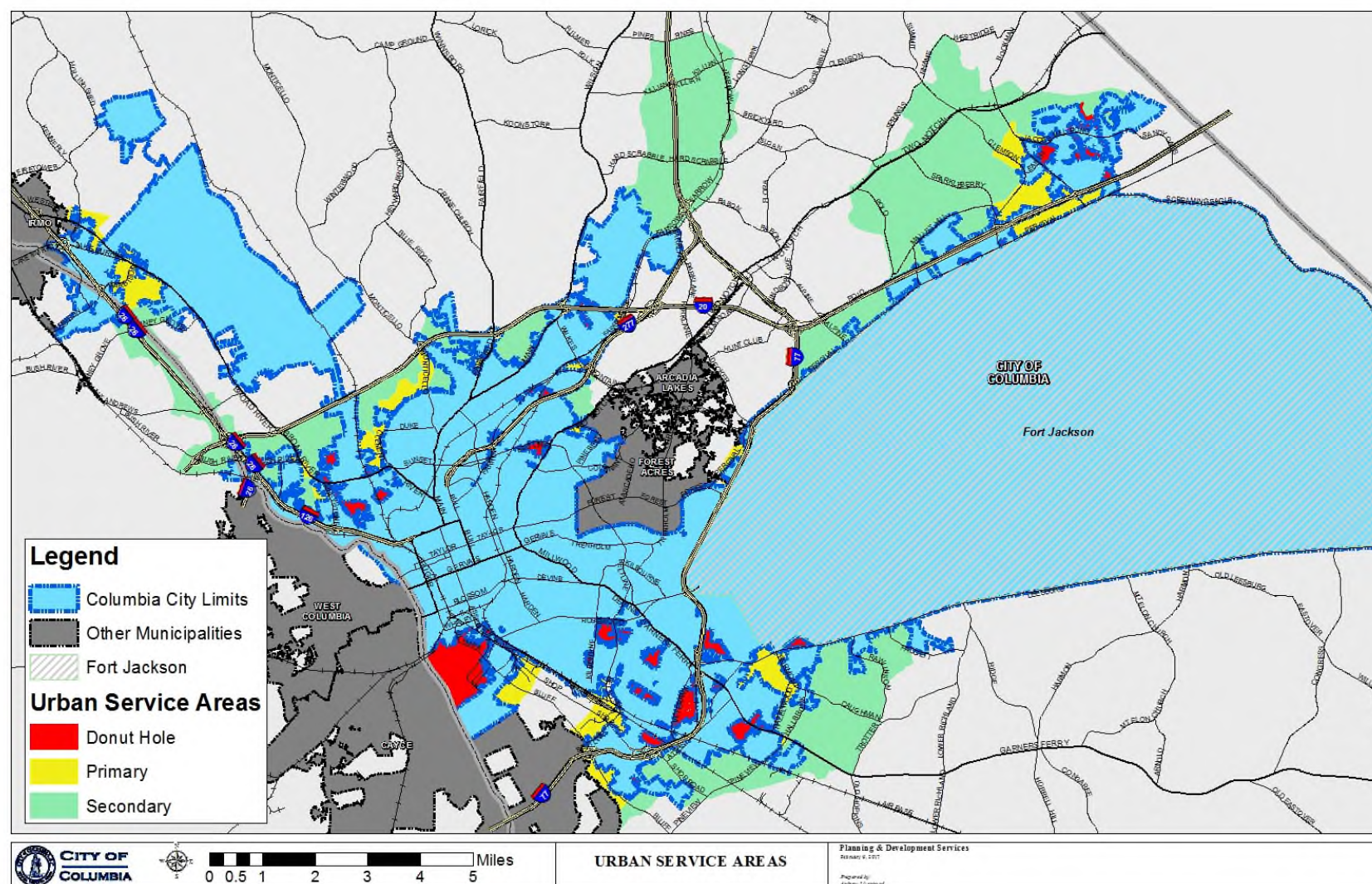
Urban Service Areas

2009



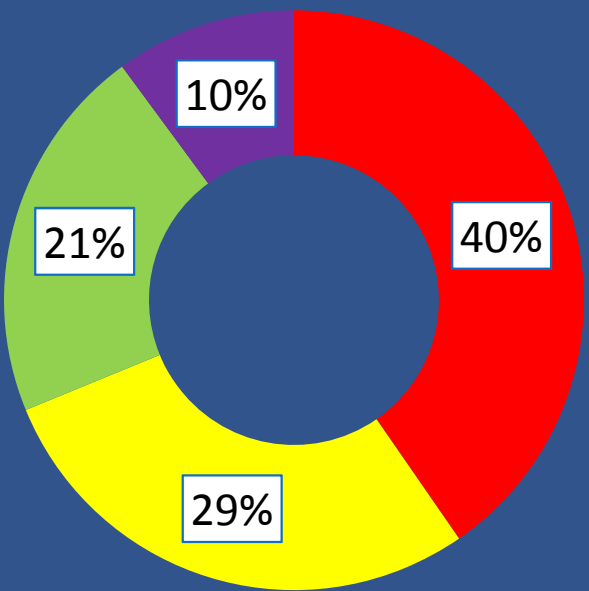
Urban Service Areas

2017

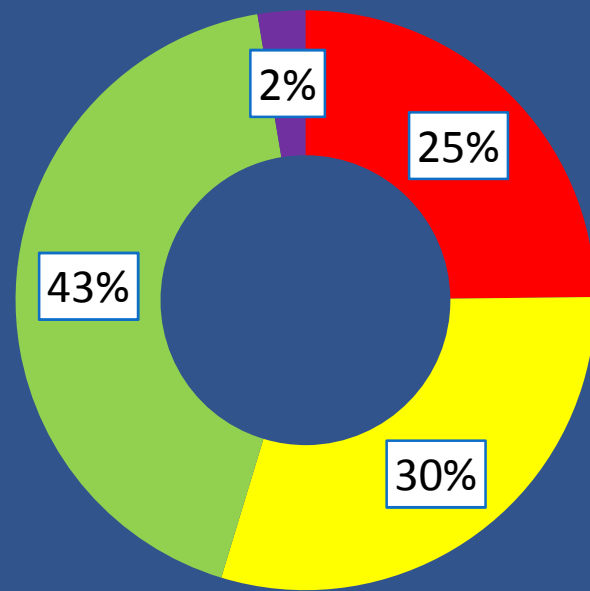


Annexations Since 2009

218
Ordinances



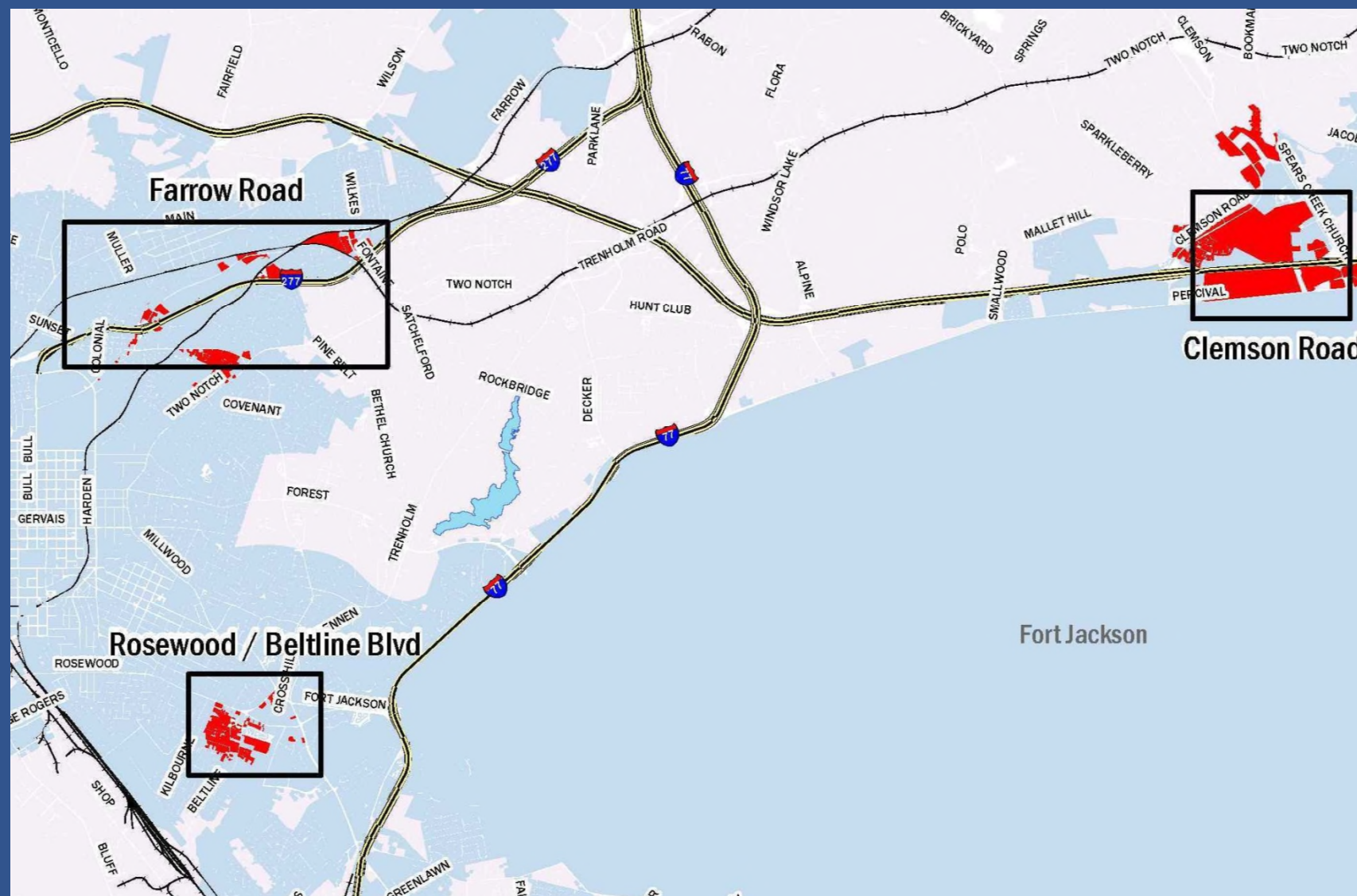
1864
Acres



- Donut Holes
- Primary
- Secondary
- Long Range

Priority Areas

From 2015

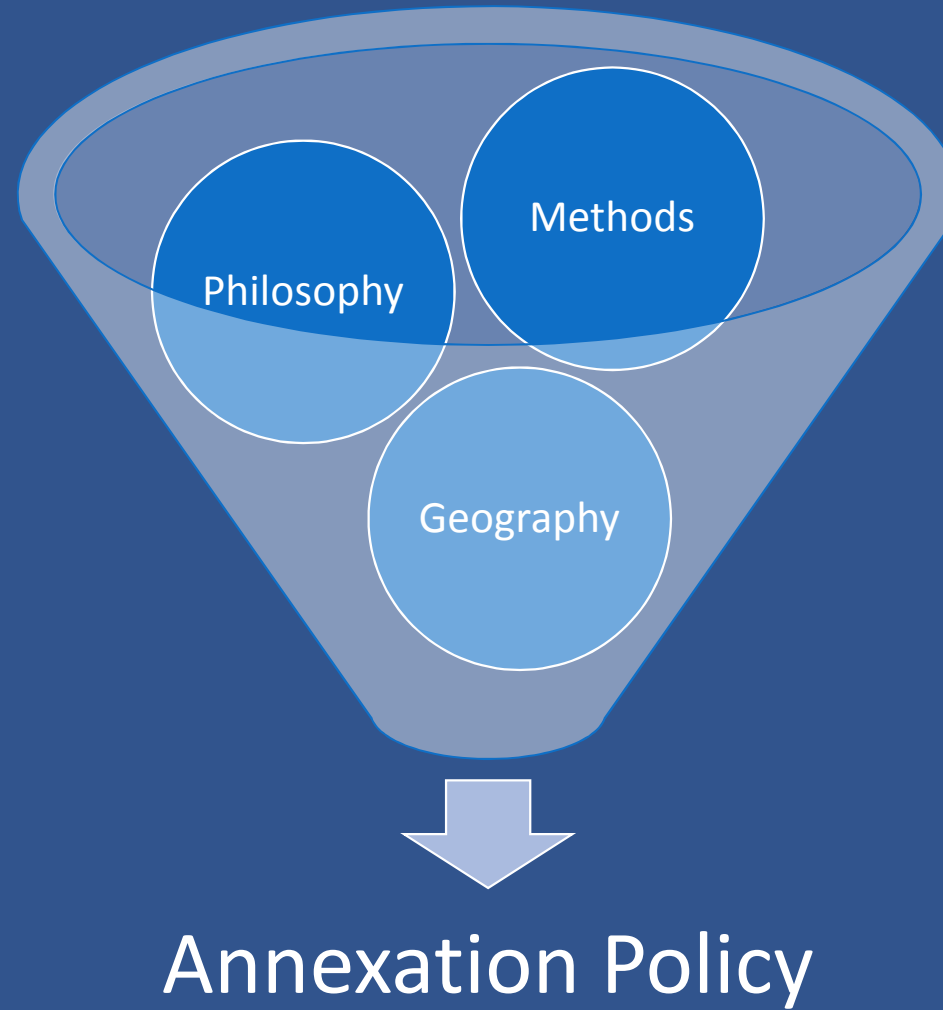


How Do We Grow?

Putting the Pieces in Place

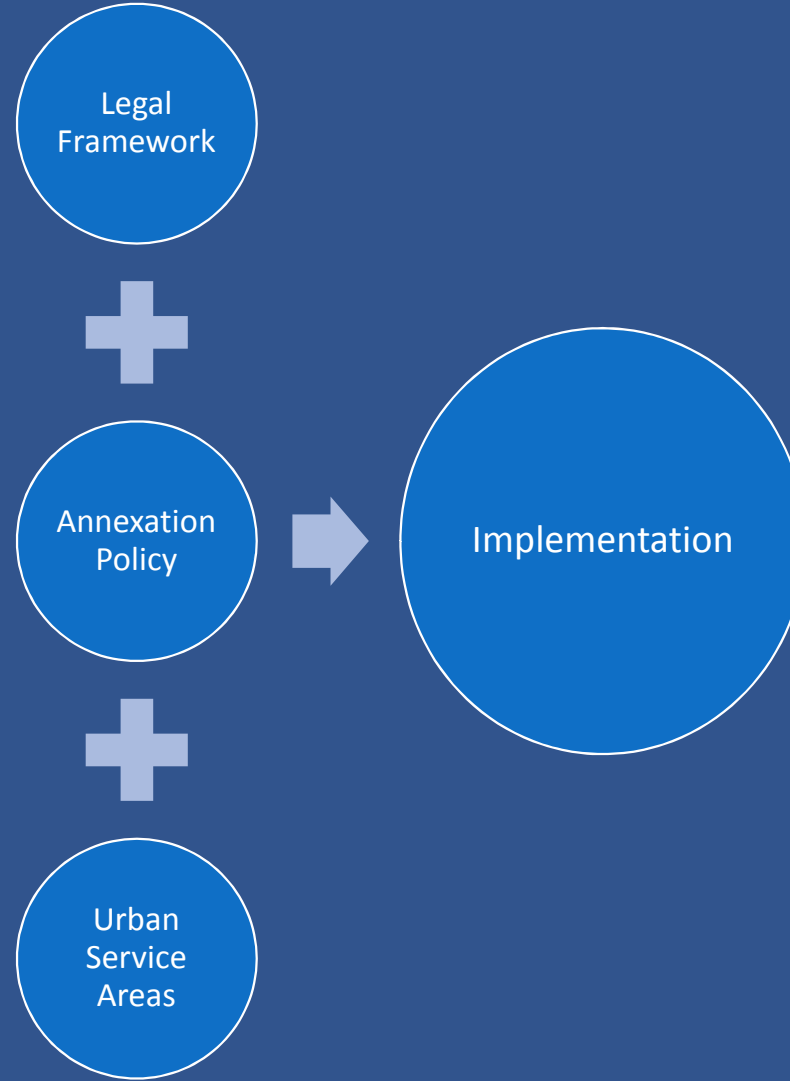
How Do We Grow?

Why we are here...



How Do We Grow?

Why we are here...



How Do We Grow?

What we need from you...

What Balance?

Philosophy

- Best Interest of City
 - Population
 - Cost
 - Interest Level
 - Development Status
 - Socio-economic Balance
 - Covenants
 - Geography

Methods

- Status Quo (100%)?
- 75% Petition?
- Electoral Method?
- All Three?

Geography

- Define Priority Areas
- Refine & Revise Urban Service Areas
- Workload

How Do We Grow?

What we need from you...

Philosophy



Higher Priority

- Elimination of Donut Holes
- High Level of Existing Services (USA's)
- Active Community Interest
- Higher Population
- City-Wide Balance
 - Socioeconomic
 - Geographic
- Many Covenants
- Connectivity
- Higher Revenue



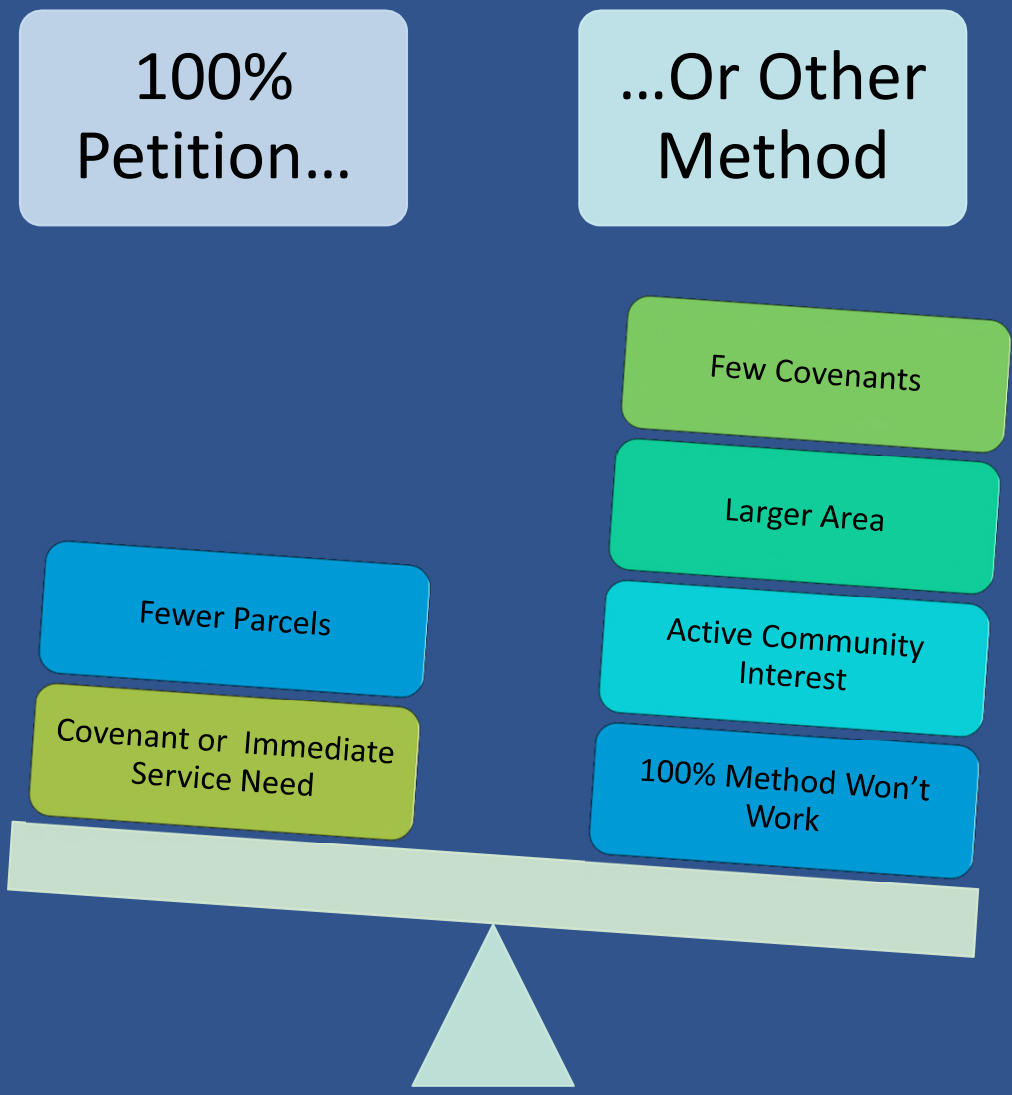
Lower Priority

- Lower Levels of Existing Services / High Cost
- Creates Strained Geography or New Donut Holes Without Benefit
- Lower Community Interest
- Few Covenants
- Creates Significant Imbalance Socially or Geographically

How Do We Grow?

What we need from you...

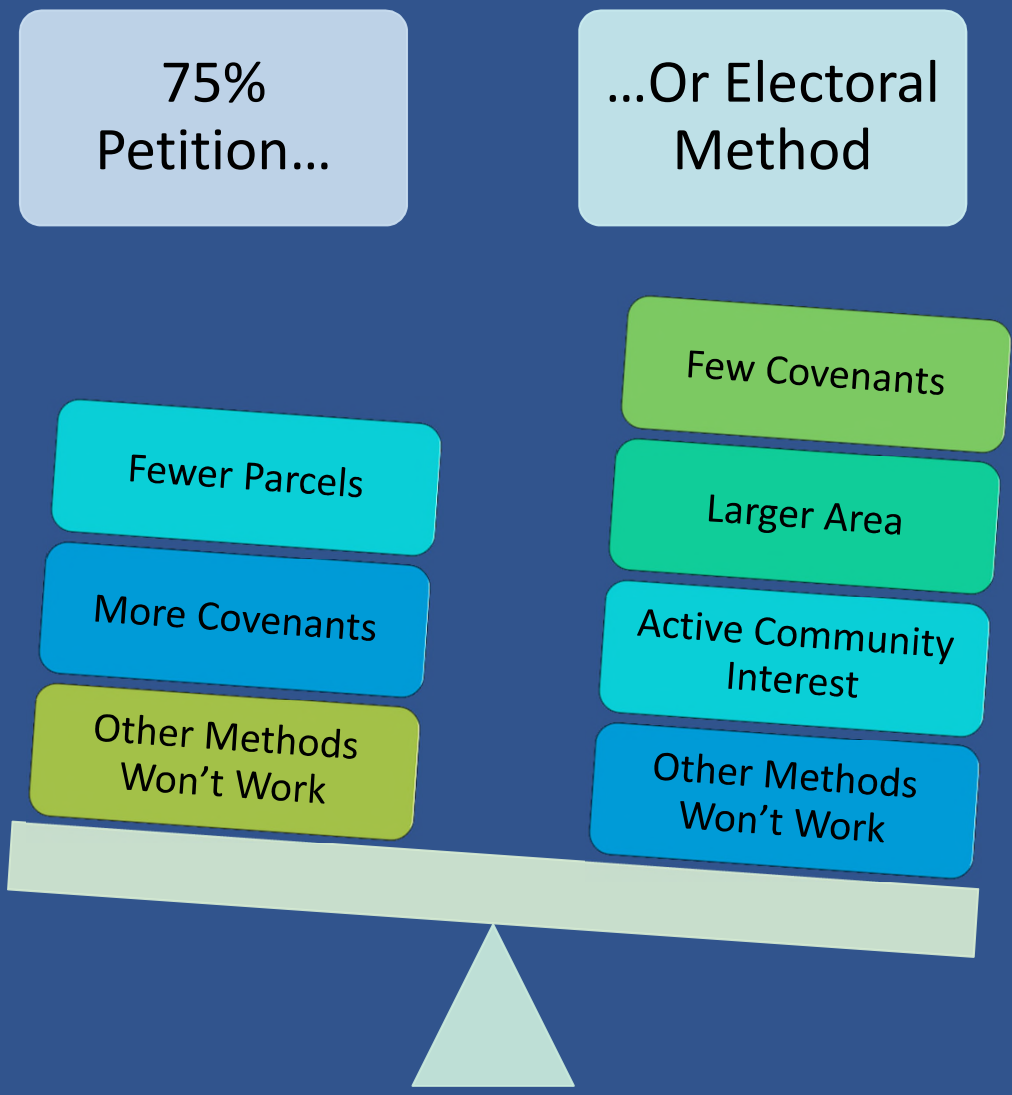
Methods



How Do We Grow?

What we need from you...

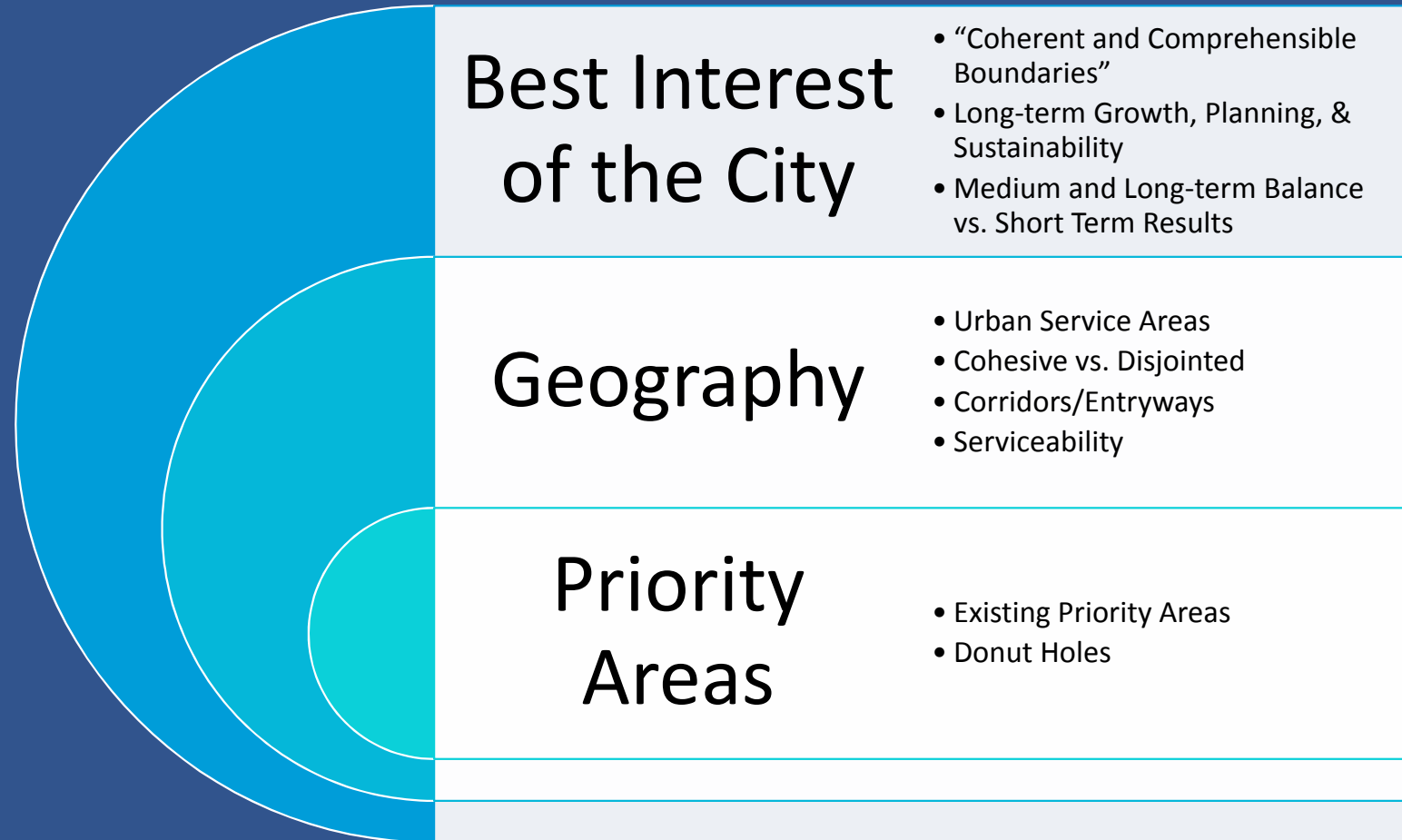
Methods



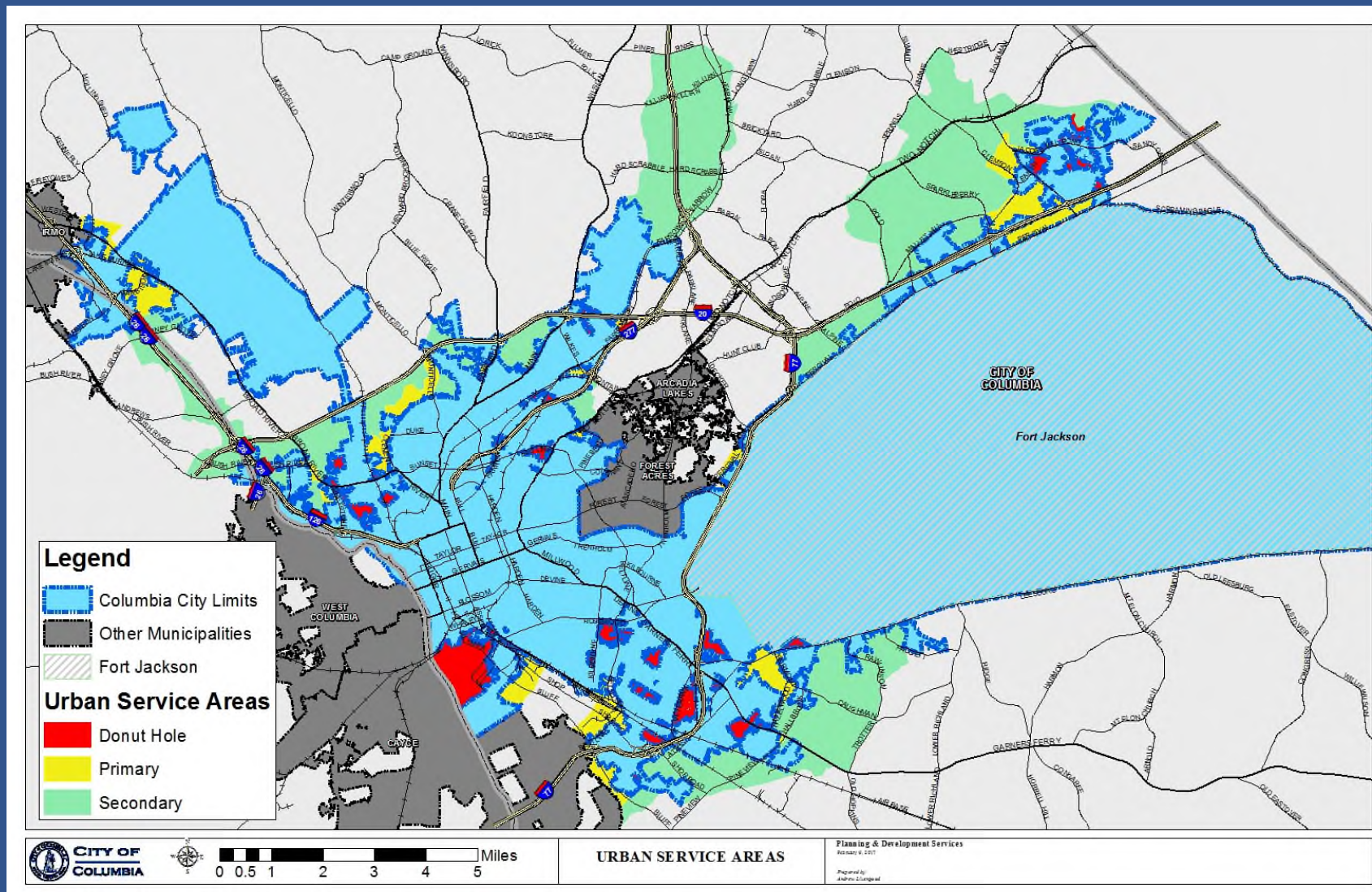
How Do We Grow?

What we need from you...

Geography

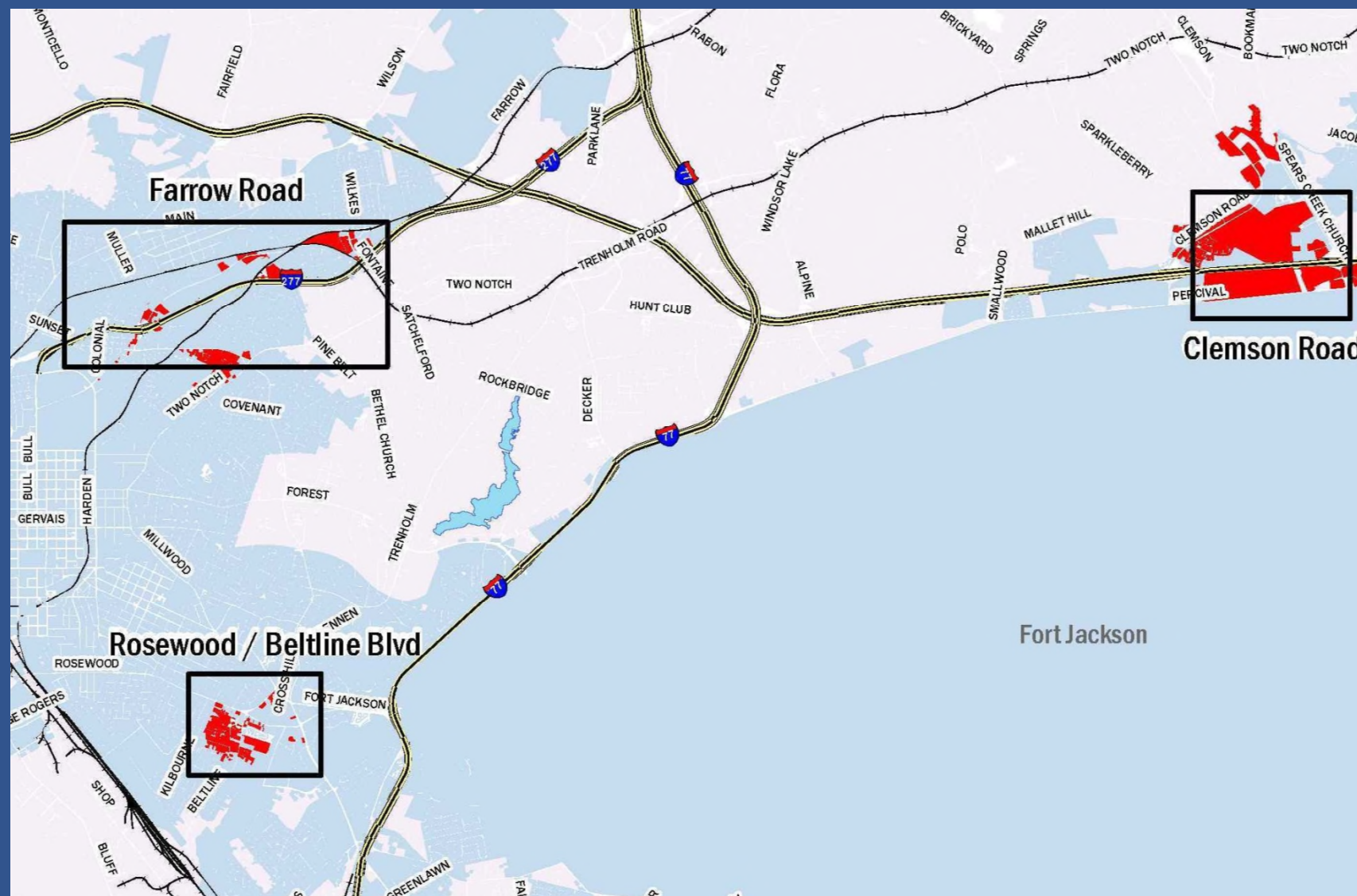


Urban Service Areas



Priority Areas

From 2015



How Do We Grow?

Staff Role

- Support
- Coordination
- Analysis

How Do We Grow?

Staff Analysis

75% Factors...

- Public Services to be assumed or provided
- Taxes and Fees for those services
- Projected timetable for services
- MASC recommendations

How Do We Grow?

Staff Role

In Progress...

- Covenant layer (GIS)
- Website & other communication updates
 - Brochure/Factsheet
 - Calculator
 - FAQ
- Welcome packet update
- Urban Service Area update

Wish list?

Next Time:

- Revised Annexation Policy
- Analysis of Priority Areas
- Recommend Specific Annexation Methods for Priority Areas

Questions?

- Andrew Livengood, Annexation Coordinator
atlivengood@columbiasc.net
803-545-3217

Annexation Update

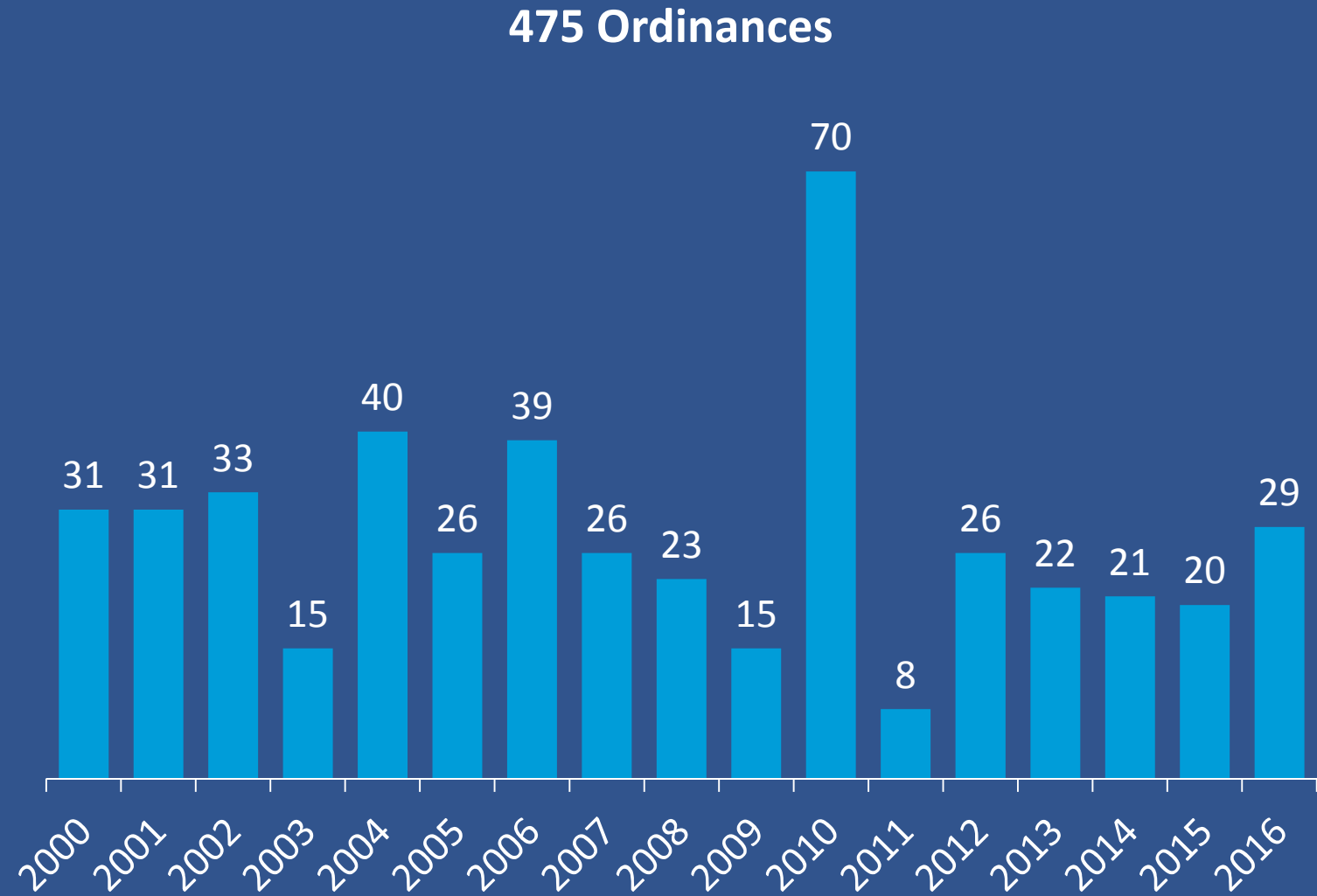
Planning Division

February 13, 2017 – City Council Work Session

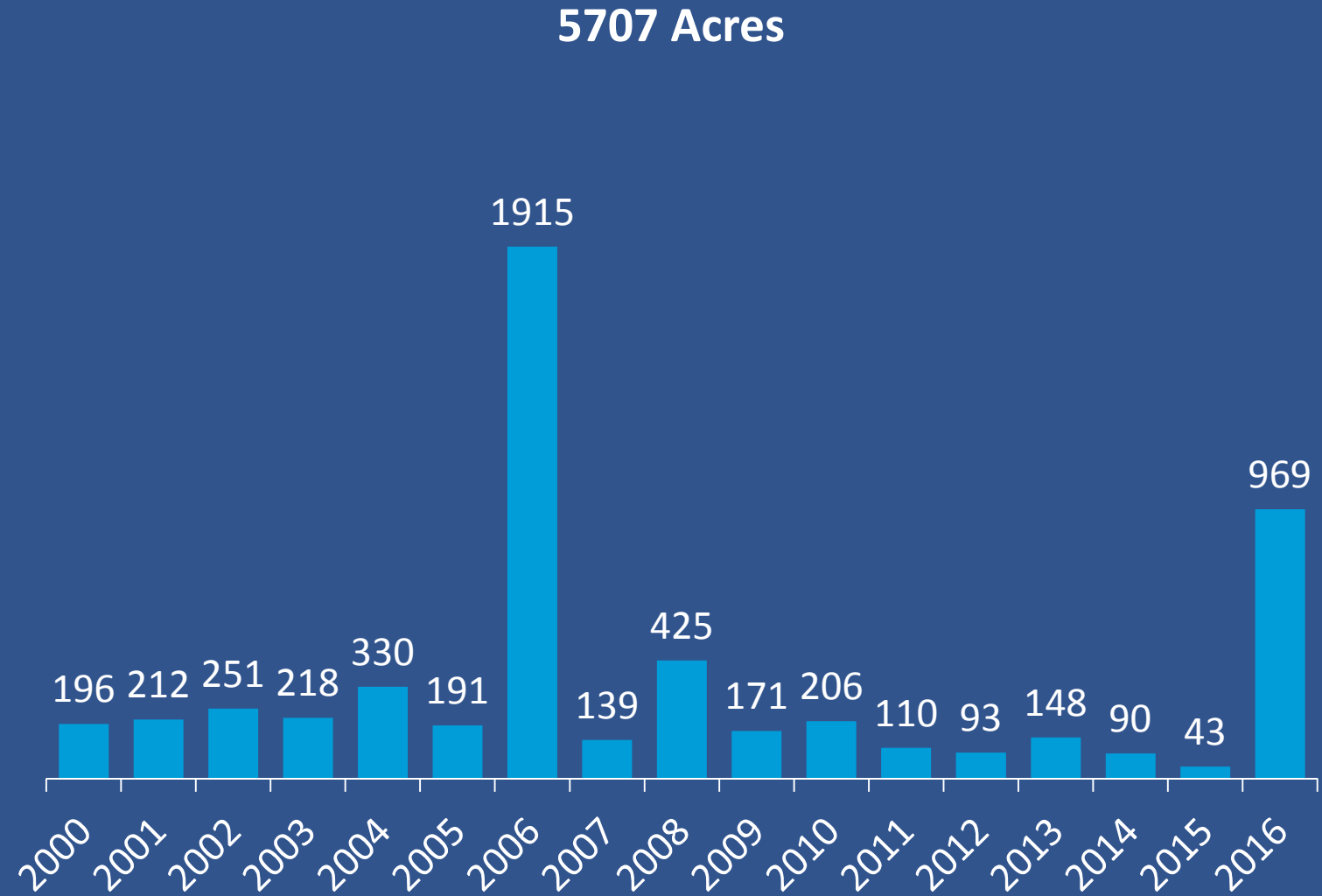


We Are Columbia

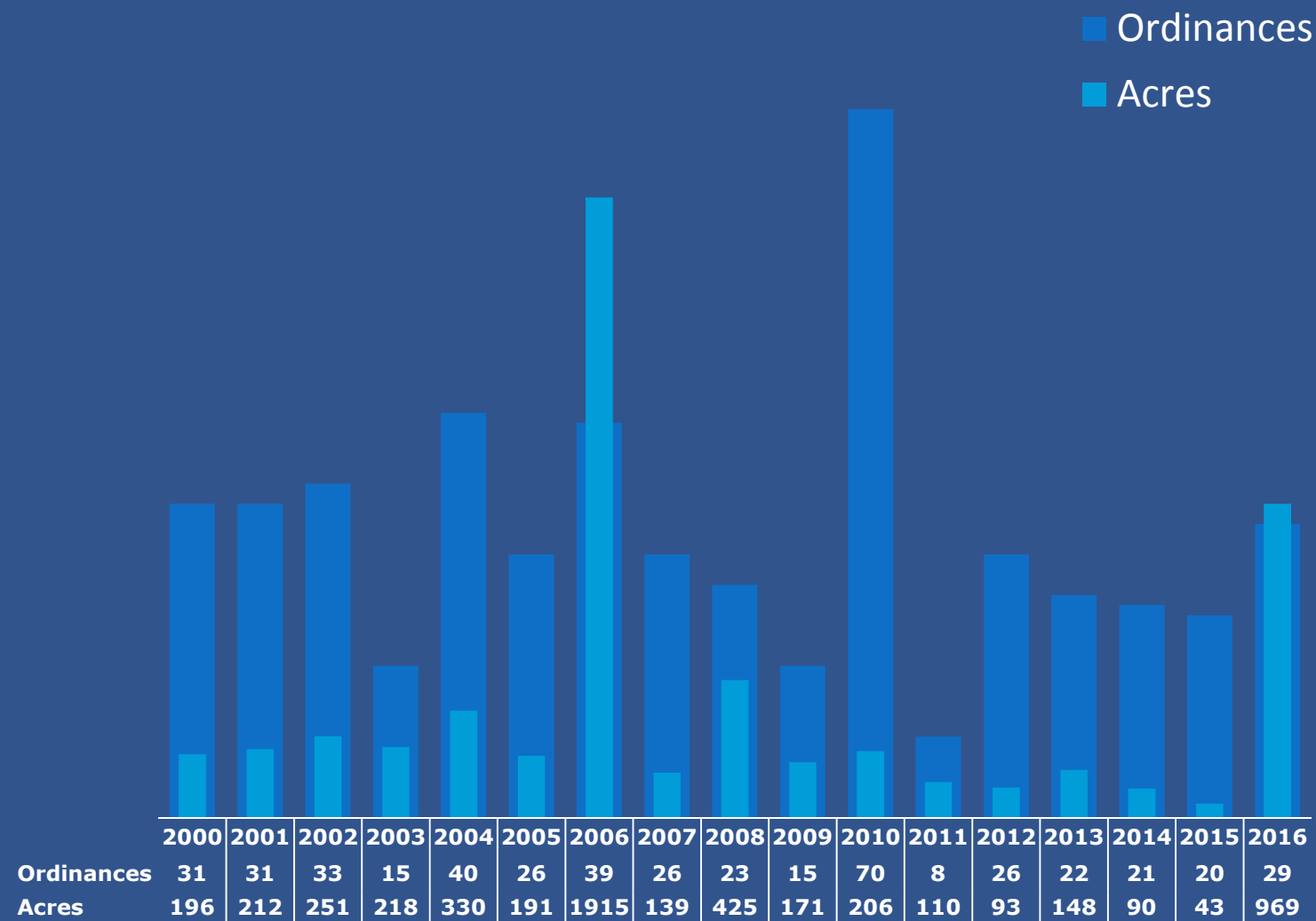
January 2000
through
January 2017



January 2000
through
January 2017



January 2000
through
January 2017



2016 Annexations

- **30** Annexation Ordinances
- Approximately **970 acres**

2016

Ord#	Name	Acreage	Date
2016-004	201 Club Ridge Road	23.07	2/2/16
2016-005	The Crossing at Woodcreek	39.65	2/2/16
2015-111	1850 Pineview Road	1.15	2/2/16
2016-015	3603 Broad River Rd	13.46	4/5/16
2016-014	3805 Barwick Street	0.17	4/5/16
2016-020	USC W/S Bluff Road	313.17	4/19/16
2016-035	25716-02-02	8.66	6/7/16
2016-062	1048 Dreyfus Road	8.64	8/2/16
2016-032	The Park Phase 4-5	35.52	5/17/16
2016-045	The Village 1A	0.49	7/19/16
2016-054	1501 Saint Andrews Rd	2.1	8/2/16
2016-053	567 & 751 Spears Creek Ch	189.06	8/2/16
2016-056	1606 Blaine Street	0.28	8/2/16
2016-057	7709 Romona Street	0.41	8/2/16
2016-055	4901 Dale Drive	0.54	8/2/16
2016-033	The Park Phase 2 (p)	6.6	5/17/16
2016-047	1104 Deerpark Drive	200.7	7/19/16
2016-082	523 Winmet Drive	0.65	10/18/16
2016-082	N/S Amberley Road	2.87	10/18/16
2016-098	1630 Browning Road	1.04	12/6/16
2016-087	N/S Deerpark Drive	41.18	10/18/16
2016-099	4815 Broad River Road	2.01	12/6/16
2016-103	1712 Woodcreek, LLC	0.09	12/6/16
2016-097	The Park, Ph 6-8	55.91	12/6/16
2016-085	The Park- Phase 3 (p)	6.79	10/18/16
2016-086	The Park- Phase 2 (p)	2.47	10/18/16
2016-096	Deerpark Drive	9.56	12/6/16
2016-101	The Park, PhII(p)	0.96	12/6/16
2016-115	1404 Beechfern Circle	0.29	12/20/16
2016-100	4 lots Beechfern Cir	1.1	12/6/16
30 Annexations		968.59 acres	

2017 and Pending Annexations

2017

- **18** Annexation Ordinances completed or Pending
- Approximately **99 acres** *so far...*

Ord#	Name	Acreage	Date
2015-086	NE/S Spears Creek Church	4.74	3/1/17
	108-118 Bluff Road	4.2	
2016-021	Abernathy @ Garners Ferry	4.74	9/1/17
2016-123	113 N. Shorecrest Drive	2.05	
2016-124	1500 Hallbrook Drive	19.44	
2016-125	3701 Broad River Road	1.3	
2017-006	5800 Fairfield Road	0.51	
2017-007	3.91 ac S/S JMP Rd	3.91	
2017-004	26.1 acr S/S Woodcreek Rd	26.15	
	The Park, PhII(p)	0.55	
	The Park, PhII(p)	0.28	
	The Park, PhII(p)	0.59	
	The Park, PhII(p)	0.31	
	The Park, PhII(p)	0.28	
	The Park, PhII(p)	0.28	
	16407-07-06	2.75	
	16407-08-04	2.59	
	09409-01-03	24.15	
	18 Annexations	98.82 acres	

Annexation

September 19, 2017 - Special Called Joint Meeting
Richland County Council – City of Columbia Council

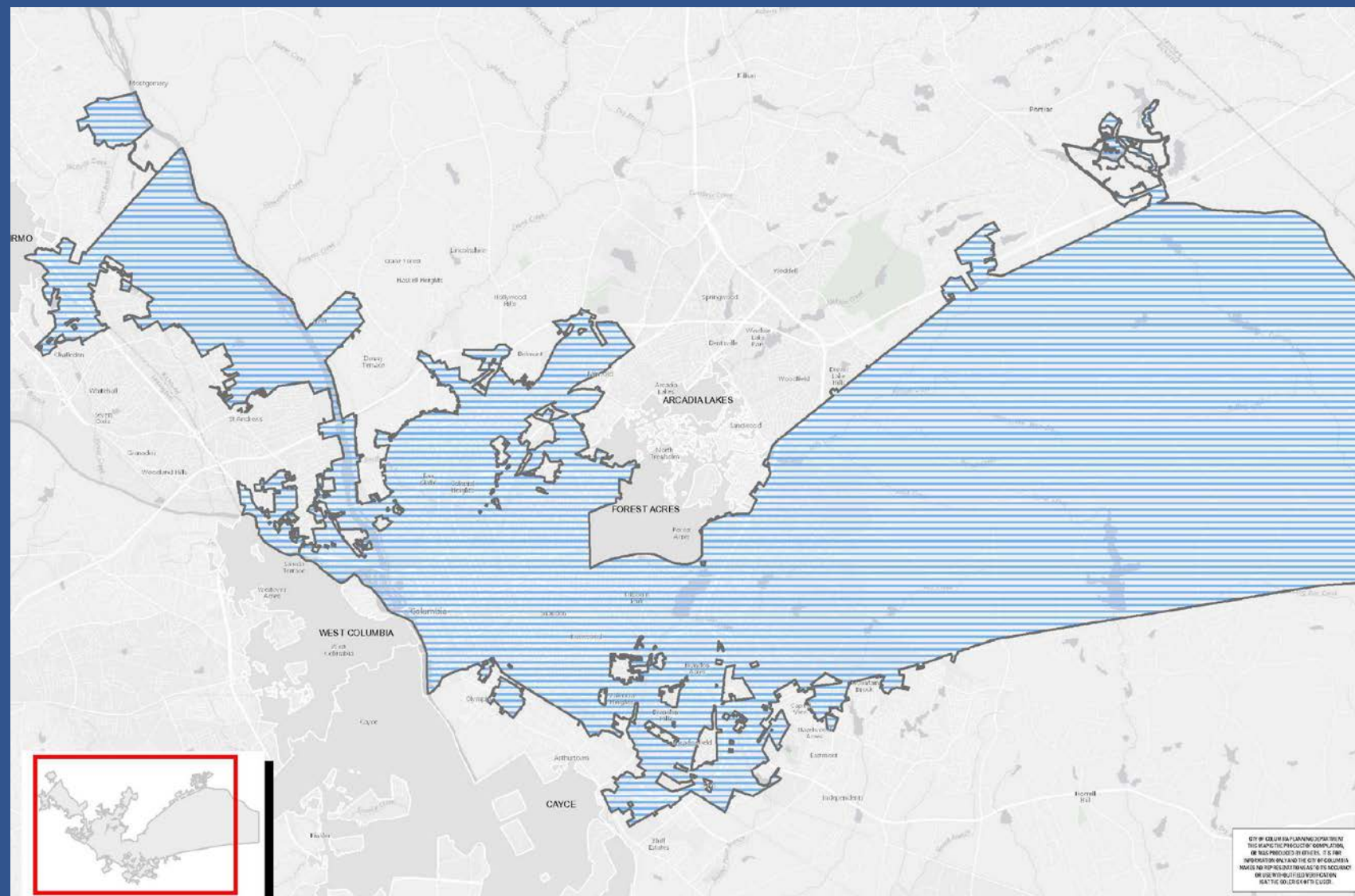
Update to February 13, 2017 presentation to City Council



We Are Columbia

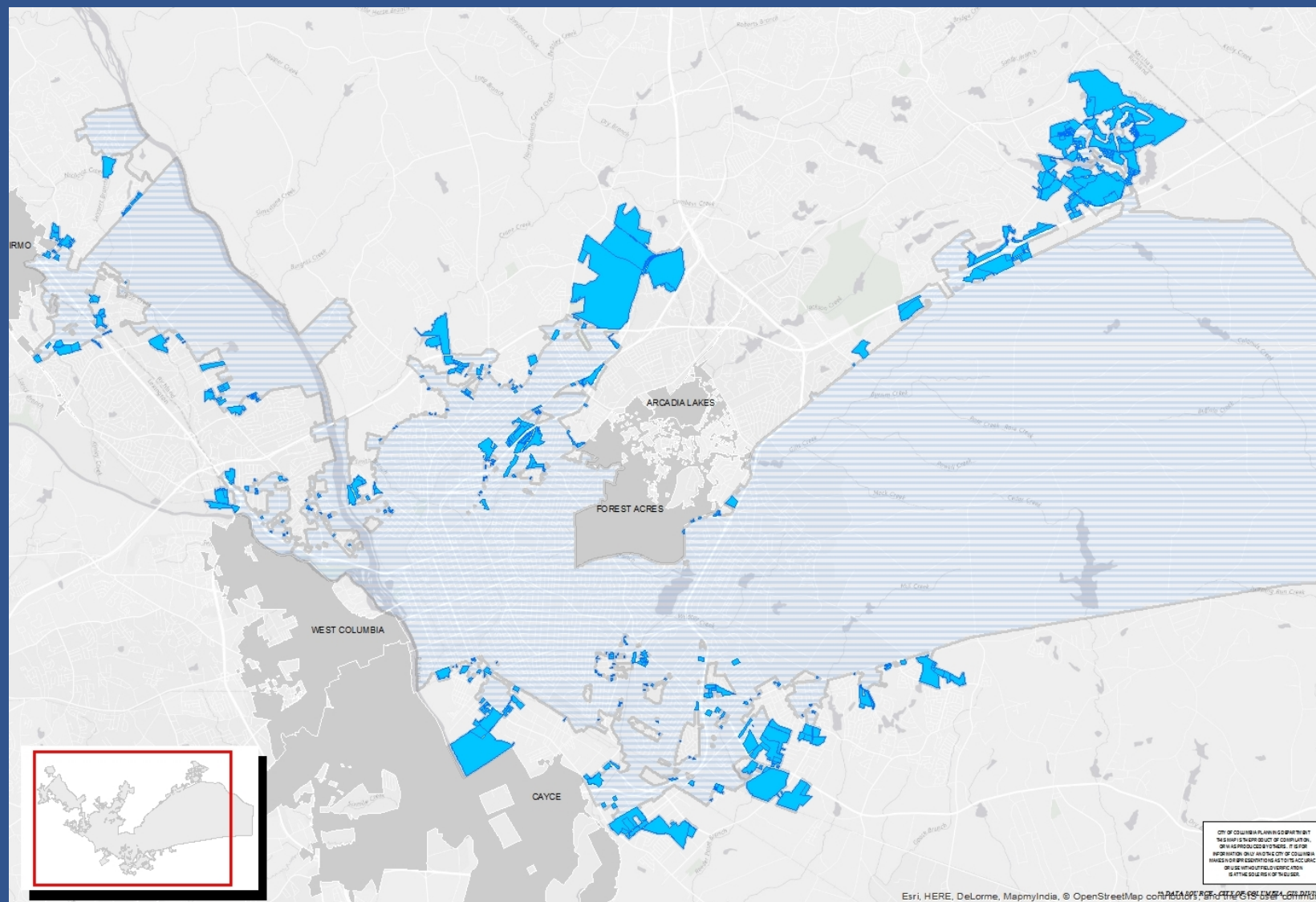
January 2000

Approximate boundary

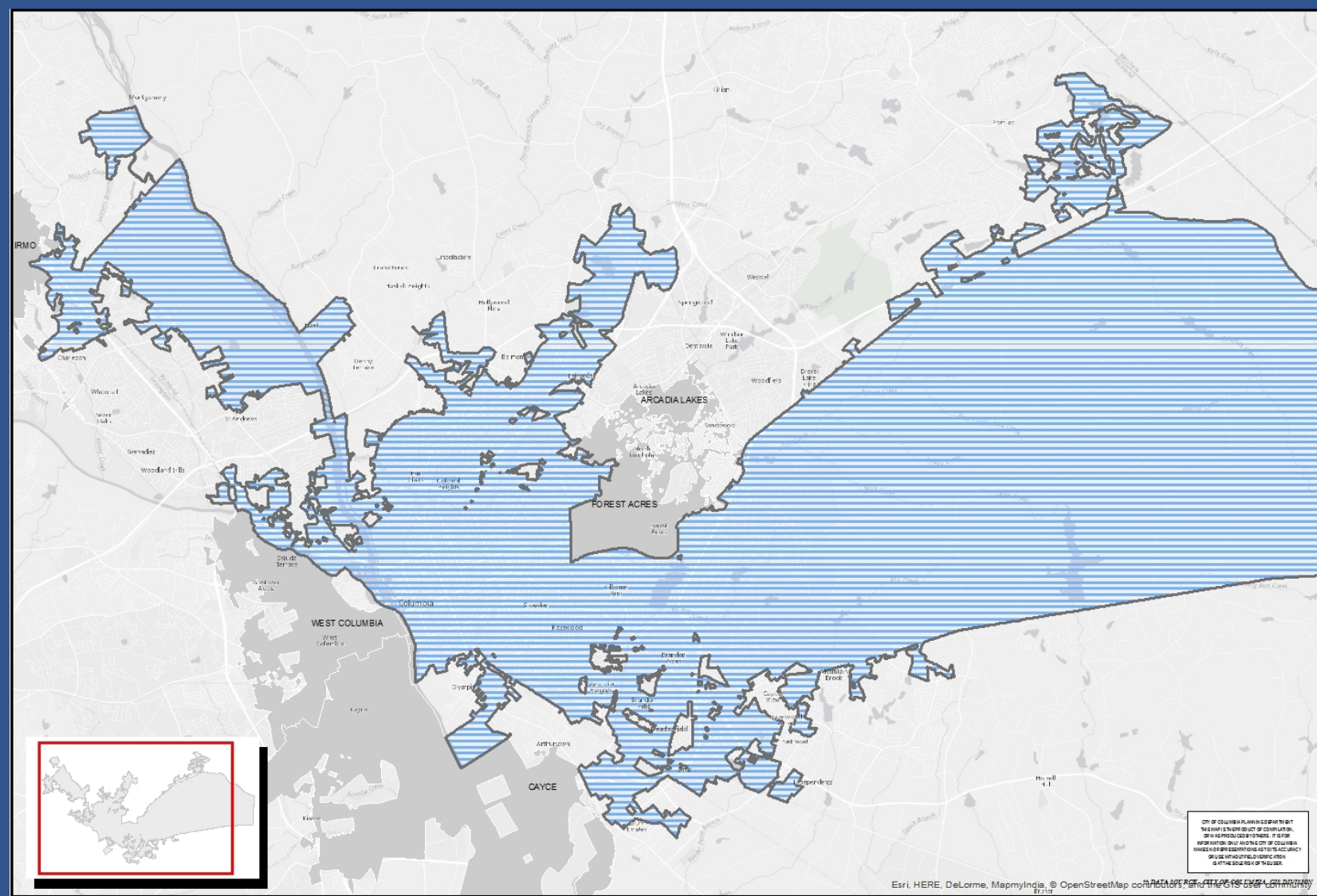


January 2000
through
September 2017

Annexations are shown in solid blue

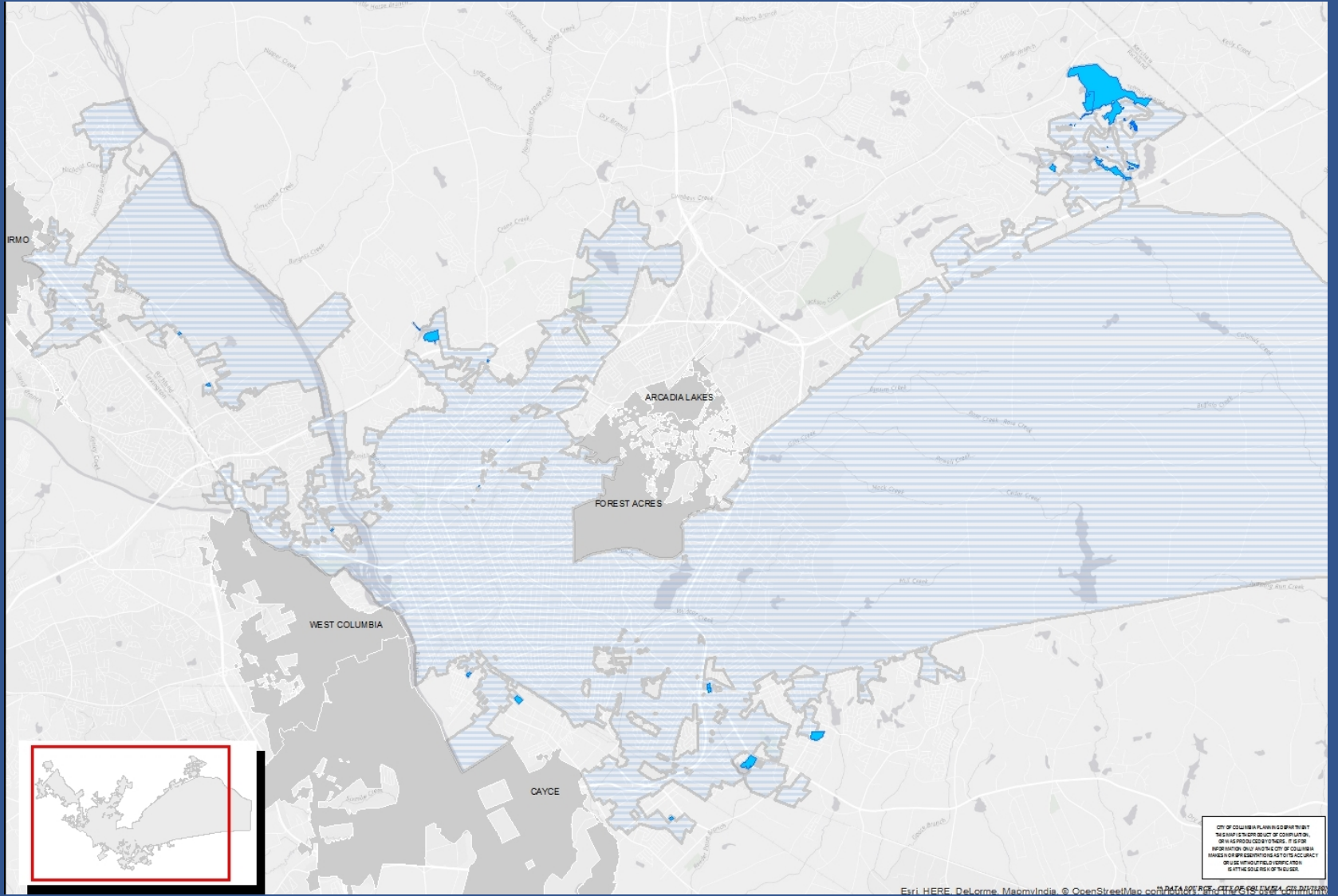


September 2017



January 2017
through
September 2017

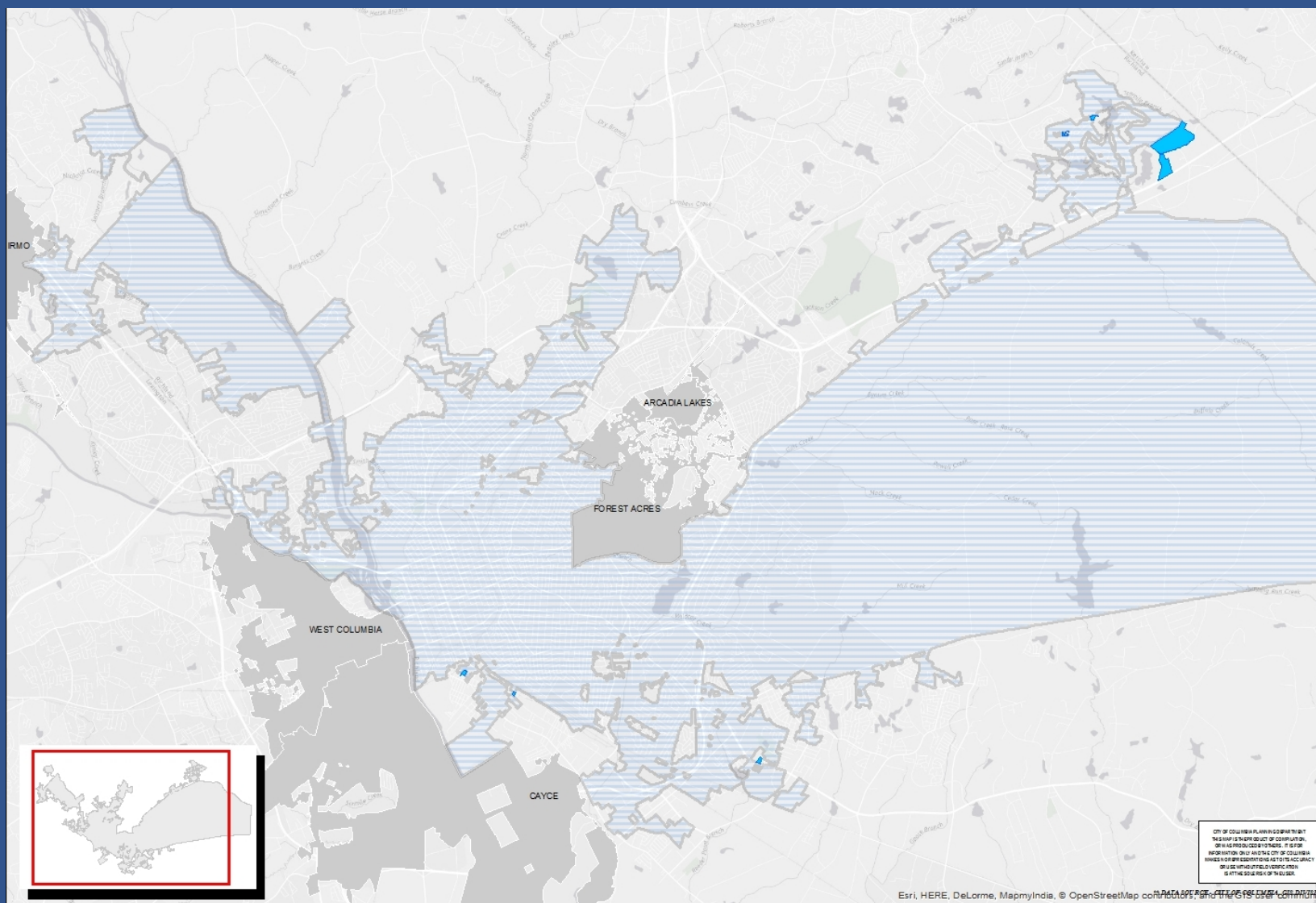
Annexations are shown in solid blue



September 2017

Current Boundaries

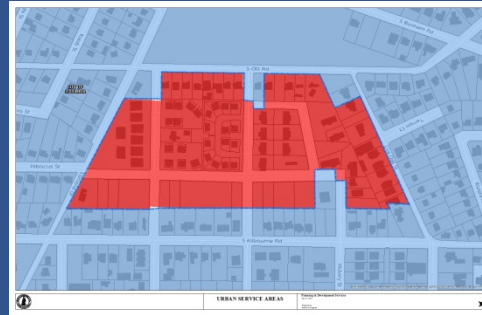
*Pending Annexations
(through 10/17/17)
are shown in solid blue*



Urban Service Areas

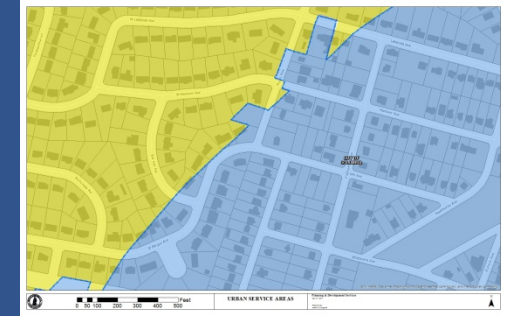
Donut Hole

Unincorporated area surrounded by municipality



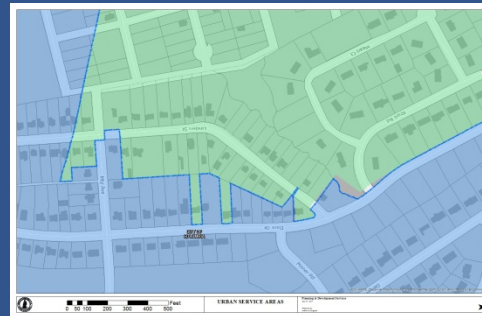
Primary

Contiguous or nearby parcels with adequate service availability



Secondary

Contiguous or nearby parcels that have service concerns



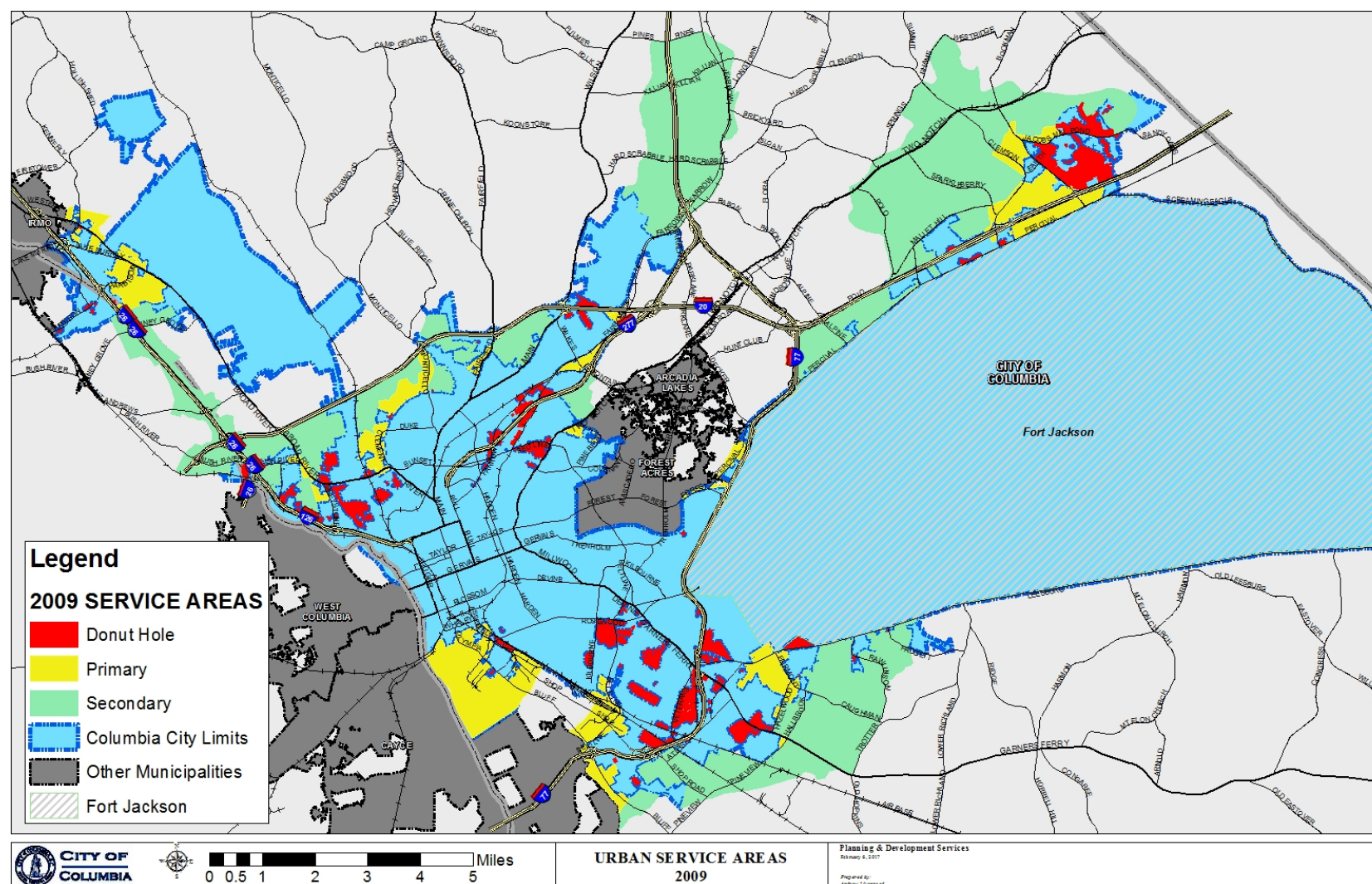
Long Range

Areas anticipated for future urban/service expansion



Urban Service Areas

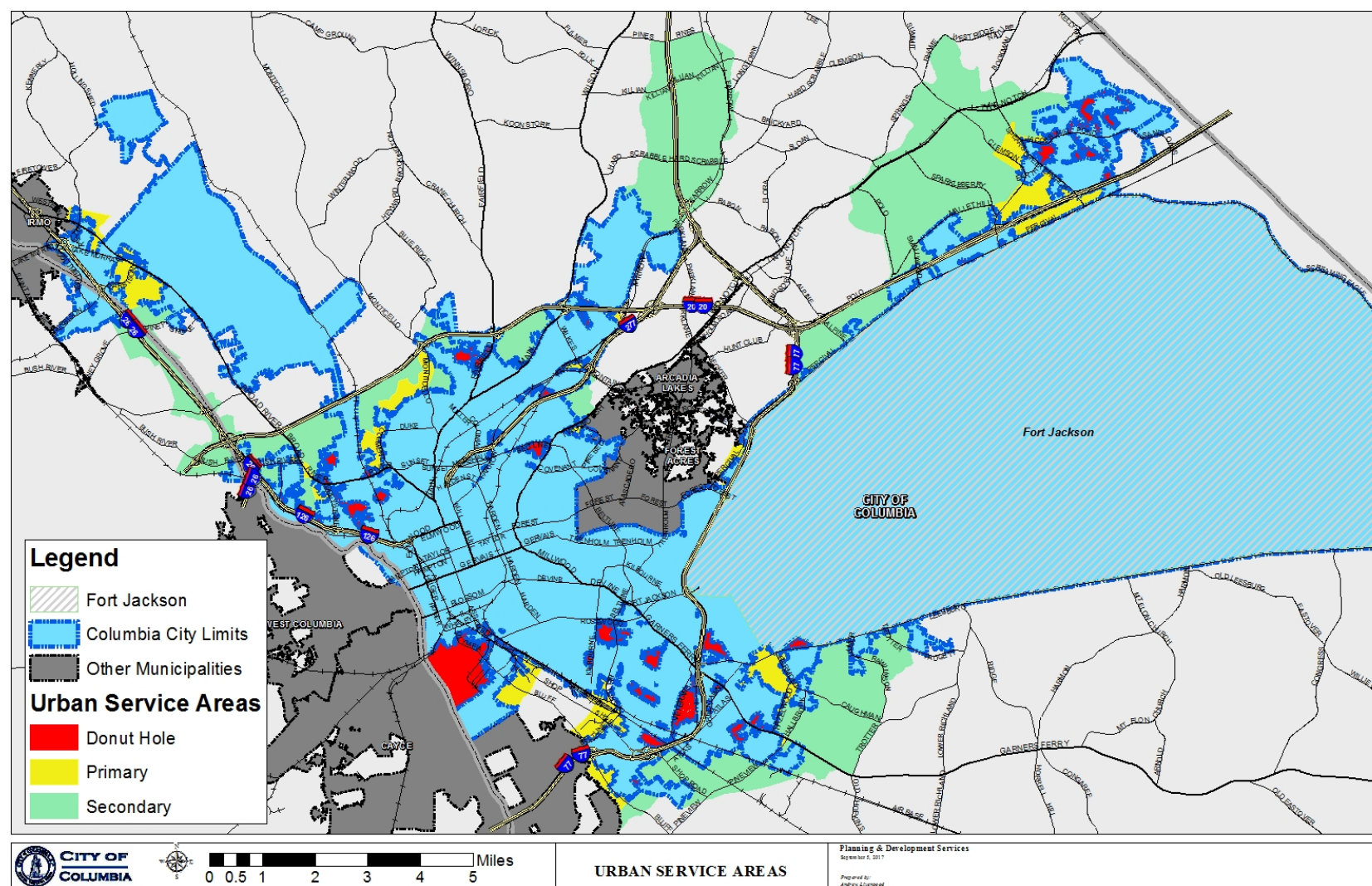
2009



Urban Service Areas

2017

Including annexations pending through 10/17



Questions?

- annexation@columbiasc.net
803-545-3217
- Andrew Livengood, Annexation Coordinator
atlivengood@columbiasc.net
803-545-3217

Annexation

September 19, 2017 - Special Called Joint Meeting
Richland County Council – City of Columbia Council

Update to February 13, 2017 presentation to City Council



We Are Columbia



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Affordable Housing - The Honorable Mayor Stephen K. Benjamin

FINANCIAL IMPACT:



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Transportation Penny Program - Ms. Dana Higgins,
Engineering Director and Mr. Tony Edwards, Acting Director
of Richland County Transportation Department

FINANCIAL IMPACT:

ATTACHMENTS:

- County Utility Relocations Briefing Document (PDF)
- City_Relocation_of_Uilities_Briefing_Document (PDF)
- County Greene Street Briefing Document (PDF)
- City_Greene_Street_Briefing_Document (PDF)



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Transportation Penny Program: Utility Relocations

Background

Richland County is implementing a Transportation Penny Sales Tax program that has and will continue to provide tremendous improvements to transportation infrastructure within both the City of Columbia and the County

As the transportation projects are developed and constructed, Utility Providers are sometimes required to move facilities that are located within the right-of-way (ROW). In South Carolina, the determination of who pays for utility relocation depends on two factors:

1. When were the utilities installed before or after the securing of right-of-way?
2. Which entity holds the fee/easement/real property interest of the right-of-way (essentially, who owns the ROW)?

If a Utility Provider(UP) installed facilities prior to any ROW being secured (as was fairly common 50+ years ago), it is commonly referred as the UP having “prior rights.” If a Utility Provider has prior rights, the costs for any future improvements that impact that utility would be bore by the entity making the improvements (i.e. the utility provider would not have to pay). See example language below from the Richland County Utility Coordination Manual:

When the UP has provided “documentation of prior rights, the County will reimburse the utility for all cost associated for the in-kind relocations where the utility has prior rights.”

However, many times a government entity (State, County, City, etc.) may purchase right-of-way for a project and allow a Utility Provider to locate their facilities within that ROW at no cost. This is allowed per Titles 57 and 58 of the SC Code of Laws and is typically memorialized between the UP and governmental entity through an encroachment permit. By allowing utility locations within the ROW at no cost, it helps the UP keep costs lower since they will not need to purchase a separate easement. However, if the entity that purchased the right of way does improvements in the future, the utility provider must relocate at their cost. Below are examples of language from SCDOT, the City, and the County that confirm these statements:

From City of Columbia Utilities and Engineering Regulations Manual:

11.7 CONSTRUCTION AND RELOCATION COSTS 11.7.1 Prior to construction of any underground utility line, pipeline, cable line, etc., under a paved street the applicant shall agree as a condition of the permit that the construction of said underground utility line, pipeline, cable line, etc., shall be constructed at the applicant’s sole risk and expense and that upon demand by the city, when such demand is deemed necessary for a public street purpose, any such underground utility line, pipeline, cable line, etc., shall be relocated by the applicant at the applicant’s sole expense.

From Richland County Encroachment Permit General Provisions:

If, in the opinion of the County Engineer, it should ever become necessary to move or remove the encroachment (utilities), or any part thereof, contemplated herein, on account of changed in location of the highway widening of the highway, or for any other sufficient reason, such moving or removing shall be done on demand of the Richland County council at the expense of the applicant.

From SCDOT Encroachment Permit General Provisions:

If, in the opinion of the State Highway Engineer, it should ever become necessary to move or remove the physical appurtenances, or any part thereof contemplated herein, on account of change in location of the highway, widening of the highway, or for any other sufficient reason, such moving shall be done on demand of the Department at the expense of the Permittee.

Until recently, City staff had agreed to pay for utility relocations on projects where the City could not demonstrate prior rights. These included Shop Road Extension, Bluff Road Phase I, and N. Main Street Widening project. However, on March 6, 2017 a letter was received from the City's Director of Utilities and Engineering in which it was stated that the City will no longer be willing to pay for any utility relocations on projects funded by the County's Transportation Sales Tax program. County staff asked to clarify if this included projects in which the City was located within non-City owned ROW by encroachment, City staff replied that the statement applied to all Richland County Penny Projects.

Issues

The City of Columbia has refused to pay for any utility relocation costs associated with Richland County Penny projects. If the County allows the City to not abide by encroachment permits and industry standards, it sets a precedent for other utilities to refuse to pay for utility relocation costs.

Fiscal Impact

Based on information to date, the County is currently estimating paying approximately \$16-\$19 million for utility relocation costs where prior rights can be demonstrated. The total estimated cost for the City water and sewer utilities that are located within non-City-owned ROW by encroachment is approximately \$15-\$18 Million.

If the County agrees to pay for the City's utility relocation costs, cuts to projects in the program would need to be made. The equivalent of this amount is approximately the same cost as the widening of Clemson Road, which is estimated at \$18.6 million.

Past Legislative Actions

To date there has not been any legislative action by City or County Councils specific to this matter.

Alternatives

1. City of Columbia funds relocation costs where utilities are located in existing ROW by encroachment
2. The City could request for the County to pay for utility costs, on a project-by-project basis. If there is excess funding in the budget for that particular project, the County can assist paying for utilities for that project.
3. Richland County funds the City's utility costs for all projects. This requires cutting projects from the Transportation Program.

Staff Recommendation

County Staff recommendation is for the City to abide by the signed encroachment permits and industry standards of prior rights.



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Utility Relocations

Background:

Richland County, with the full support of the City, successfully passed a Penny referendum in 2012 following a failed attempt in 2010. Following the 2010 vote, the City and County partnered, along with many other stakeholders, to gain support for the 2012 referendum through focused efforts made by each entity to articulate the impact a Penny Program would have throughout the entire County. The City's support was based on the communication and planning that had occurred in advance of the referendum and the understanding that the full project cost for each project identified was to be covered via the Penny funding, much of which is generated inside the corporate limits of the City. At no time prior to the passage of the referendum did the County introduce the concept of the City being expected to cover utility relocation costs for City owned utilities on Penny projects. In all materials researched to date by the City, utility costs were included as part of the overall project budgets for each project included in the referendum prior to and at the time of the 2012 vote. The City was first made aware of the Richland Penny's intention to require the City to cover utility relocation costs on all Penny Projects in 2016, during discussions related to the Shop Road Widening Project. At that time, when City staff questioned this concept, they were informed that Richland County and SCDOT executed an Inter-Governmental Agreement in Feb 2014 (well AFTER the 2012 Referendum passed) allowing but not requiring Richland Penny to utilize "Prior Rights" provisions regarding utility relocation on Penny Projects within the SCDOT right of ways. Following the suggestion by Richland Penny staff that this ability existed, City staff reached out to SCDOT and only then, was provided a copy of the IGA between Richland County and SCDOT. The City has expressed to both Richland Penny and SCDOT the disappointment in this IGA being executed without any conversation with the City or consideration of the potential impact to the City, to include a direct impact to residents and businesses that helped support the referendum.

The City did agree to pay utility relocation costs (via executing an IGA with Richland County) on the North Main Corridor Improvement project, as federal dollars (TIGER Grant) required a strict schedule and the City/County was in jeopardy of losing the TIGER allocations (\$16,656,967.00) if the project was delayed. Prior to the referendum, the City had previously identified and budgeted for utility enhancements along this corridor, therefore, the decision to contribute funds already identified by the City was the most logical in the spirit of full cooperation with the Richland Penny to move forward with this the N Main Corridor Improvement project.



We Are Columbia

Issues:

The City has over 2,400 miles of waterlines and 1,000 miles of sewer lines throughout Richland County. Budgets are projected and prepared well in advance for all utility projects and are prioritized based on legislative requirements and operating parameters involved in the operation and maintenance of the utility systems to include replacing aging infrastructure in order to support clean and safe drinking water and proper collection and disposal of waste water needed to maintain the quality of life and vibrant economy in Richland County. Funds are not available to divert those resources to support Penny Project relocation costs.

Fiscal Impact:

\$34,542,133.27 (including dirt road paving) for the initial phase of the Penny through 2019. Impact will be significantly greater over the life of the Penny Program.

Past Legislative Actions:

Public referendum passed in 2012, largely due to City support. Such support was based on understanding that the full project cost was included as part of the Penny Budget, to include utility relocation costs.

Alternatives:

- Penny to pay for all utility relocation costs for City owned utilities, with the exception of those projects that have already been identified by the City for utility improvements (such as the N Main Streetscape Project). The City's CIP program is a five year rolling project that is available online and updated annually as part of the City budget process.
- County request and City consider an assessment to the utility bill to cover the utility relocation costs for Penny Projects.

Staff Recommendation:

Richland County to acknowledge the 2012 referendum included costs for relocation of City owned utilities within project corridors to alleviate the financial hardship on utility for relocating utilities in good condition.



We Are Columbia

Richland County Penny Sales Tax Projects

Current Projects total approximately \$1,042,899.27 including engineering, right-of-way, and construction costs for water and sewer relocations. These projects include:

- | | | |
|--|--------------|-------------------|
| • Bluff Road Phase I – water and sewer | \$556,209.04 | Agreement removed |
| • Shop Road Extension Phase I – water only | \$281,890.23 | Agreement removed |
| • Intersection improvements – water only | \$204,800.00 | Agreement removed |
| o Broad River Road and Rushmore Drive | | |
| o Farrow Road and Pisgah Church Road | | |
| o Kennerly Road and Coogler Road | | |
| o N Springs Road and Risdon Way | | |
| o Clemson Road and North Springs Road | | |
| o Summit Parkway and Summit Ridge Road | | |

Proposed Year 1 and Year 2 CIP Projects total approximately \$ 20,718,624 including engineering, right-of-way, and construction costs for water and sewer relocations. Prior rights information is not known at this time. These projects include:

- | | |
|---|--------------|
| • Atlas Road Widening –water and sewer | \$ 450,000 |
| • Pineview Road Widening – water and sewer | \$ 5,150,000 |
| • Shop Road Widening - water and sewer | \$ 4,550,000 |
| • Greene Street Phase 2 – water | \$ 9,600 |
| • Bluff Road Phase 2 – water and sewer | \$ 3,750,000 |
| • Clemson Road Widening – water only | \$ 345,000 |
| • Clemson Road and Sparkleberry Lane Intersection Improvements – water only | \$ 705,000 |
| • Larger Street Paving - water only | \$ 500,000 |
| • Sassafras Street Paving – water only | \$ 250,000 |
| • Sunset Drive – Elmhurst Road water and sewer | \$ 1,647,480 |
| • Dirt Road Paving Projects – water and sewer | \$ 3,361,544 |



We Are Columbia

New Projects: Added 3/24/17 No Plans – May need to be added to FY17/18

- 3 Intersection Improvements – water only \$ 621,000
 - o Screaming Eagle Road & Percival Road – No Utilities
 - o N. Springs Road & Harrington Drive –water-Out City Limit -\$ 300,000
 - o Garners Ferry Road & Harmon Road–water-Out City Limit-\$ 321,000
- Bull Street & Elmwood Avenue Intersection Improvement – water and sewer \$ 870,000
- Southeast Richland Neighborhood – water/sewer/ FM \$2,803,200



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Transportation Penny Program: Greene Street Phase II

Background

The Greene Street Phase 2 project extends from Gadsden Street to Huger Street and includes a new bridge over the combined CSX/Norfolk Southern railroad lines. The project design is approximately 95% complete and railroad coordination is progressing. Railroad coordination began in March 2015 with initial contacts made to each railroad, CSX Transportation and Norfolk Southern. Preliminary Engineering agreements were executed on October 2, 2015, and January 28, 2016 for CSX Transportation and Norfolk Southern, respectively. Richland County's Transportation Department received a draft tri-party (City of Columbia, Richland County and railroad) construction agreement from CSX Transportation on July 13, 2017. The Norfolk Southern draft construction agreement is anticipated by the end of the year. On May 30, 2017, Norfolk Southern indicated that the bridge will need to accommodate a future track which will require a crash wall for one of the interior bents. Once the crash wall is designed and included in the plans, the plans will be resubmitted to the railroads for final approval. The plan resubmittal is anticipated in October/November 2017. Additionally, the PDT and design staff are working through easement/property rights requests with the railroads.

Issues

An outstanding Intergovernmental Agreement detailing the responsibilities of Richland County and the City of Columbia remains unresolved. Acquisition of necessary right-of-way to include the USC facilities building has been placed on hold pending resolution of IGA.

Fiscal Impact

The current total project estimate is approximately \$27 Million. The referendum allocated \$50 million for the Greene Street project; however, the referendum did not establish the costs for Phases I, II, and III.

Past Legislative Actions

None

Alternatives

1. Complete the IGA and continue development of the project.
2. Complete the design of the project and indefinitely defer further development of the project.

Staff Recommendation

Complete the IGA and continue development of the project.



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

Greene Street Phase 2 – includes Greene St Bridge Project

Background:

The first phase of Greene Street Improvement Project (between Assembly and Lincoln to include the intersection with Lincoln) was completed last year. The City has been working with Richland County Penny team and USC to complete the design of the second phase of Greene Street (which is located between Lincoln and Pulaski to include the Greene Street Bridge over the railroad.)

Issues:

The Greene Street Bridge Project has been on the City and County radar for decades due to the need to enhance connectivity across the railroad tracks and improve traffic flow / overall safety within the area. The addition of private housing projects coupled with business investments that have taken place in recent years on both sides of the railroad tracks has increased the importance of this connectivity, as the volume of pedestrians, bicyclists and vehicles using the at grade crossing at Devine Street has skyrocketed. The Greene Street Bridge will provide a safe passage over the railroad tracks at all times (for vehicles, pedestrians and bicyclists) and will provide an opportunity to eliminate major bottlenecks when trains are stopped at the grade crossing. Current conditions result in pedestrians either waiting for long periods for stopped trains to resume movement and clear the tracks or a decision to violate the law and crawl under/through trains to get from one side of the track to the other.

Fiscal Impact:

Long term moderate impact to General Fund due to increased maintenance costs related to maintaining the Greene Street Bridge and Roadway Improvements.

Past Legislative Actions:

None



We Are Columbia

Alternatives:

None

Staff Recommendation:

Richland County Penny continues to work alongside the City and USC to move forward as expeditiously as possible to complete the design and construction of this project. Greene Street is a City owned roadway. The City requests this project not be held up based on utility relocation costs discussions, as any decision made between the two entities related to utility relocation costs only pertains to projects on SCDOT owned roadways.



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Richland County Judicial Center (1701 Main Street) and City Administrative Complex Partnership Opportunities - The Honorable Joyce Dickerson, Chair of Richland County Council, Mr. Gerald Seals, Richland County Administrator and The Honorable Mayor Stephen K. Benjamin

FINANCIAL IMPACT:

ATTACHMENTS:

- City_Municipal_Complex_Briefing_Document (PDF)



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

Richland County Judicial Center (1701 Main Street) & City Administrative Complex Partnership Opportunities

Background:

The City of Columbia has a vision for a new state of the art municipal complex to be coupled with a mixed use development that would complement the existence of core City operations and the active face-to-face public engagement that occurs as a result of those operations. The City has completed a space study that identifies the square footage and parking needs of the City to be included in the proposed development. The study process included the projection of future personnel for all of the Departments to be included in the Municipal component of the complex; the establishment of space standards for office, meeting and conference space; the development of space forecasts based on future personnel and space standards; and an estimate of parking requirements. The City has received proposals regarding this development opportunity and continues to perform analysis on those responses.

Issues:

The City's current facilities include properties owned by the City as well as properties leased by the City. The City currently faces space limitations with some operations and recognizes the benefit of consolidating multiple offices into a central location. Doing so will result in some City owned/occupied properties being vacated, sold and returned to the tax base. In addition, the City recognizes the importance of continuing and contributing to the vibrant development that exists along Main St and the surrounding area. The City currently owns enough property to proceed with the project.

Fiscal Impact:

Undetermined at this time. The current process underway includes analysis of public private partnerships to help facilitate this project.

Past Legislative Actions:

N/A



We Are Columbia

Alternatives:

- Continue to occupy current locations, some of which are leased facilities
- Partner with another government entity to maximize redevelopment opportunities of the site, which would be an even more attractive development for a public private partnership/investment

Staff Recommendation:

Continue to pursue project opportunities that are beneficial to the region and redevelopment of the site, focused on those opportunities that compliment a Municipal Complex



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: City Water and Sewer Utility Expansion and Approvals - Mr. Clint Shealy, Assistant City Manager for Columbia Water and Mr. Shahid Khan, Director of Richland County Utilities

FINANCIAL IMPACT:

ATTACHMENTS:

- County WS Utility Expansion and Approvals Briefing Document (PDF)
- City_WS_Expansions_Briefing_Document(PDF)



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

City Water & Sewer Utility Expansion and Approvals - Richland County Consent/Approval prior to expanding Utility Services in Unincorporated Richland County

Background

Located in the area known as the Midlands in the State of South Carolina, Richland County encompasses a land area of 757.07 square miles and a population of 407,051 residents, as of July 1, 2015. Population growth projections indicate that the Midlands region will have a population of one million by 2035. As the population increases, so will demand for services including utility services.

Richland County Council (RCC) is aware that there are in excess of six utility service (See appendix A) providers in Richland County. While the county oversees Richland County Utilities, which serves a small fraction of the population, RCC has limited or no control on the remainder of the service area and, hence, retains limited authority to safeguard the best interest of its constituents or exercise its role in developing a comprehensive, cohesive and sustainable approach for the provision of water and sewer, for generations come.

Issues

On April 4, 2017, Councilman Bill Malinowski made the following motion:

“Require that all municipal utility service providers must request consent and approval from Richland County Council prior to extending or accepting water and sewer infrastructure within the unincorporated boundaries of Richland County”

The motion was forwarded by RCC to the Development and Services (D&S) Committee for a detailed review, discussion and recommendation. On Tuesday May 23, 2017, the motion was presented and discussed among the council members and input from staff.

The Committee’s discussion regarding the affirmative motion revolved around a desire to protect the best interest of Richland County and its constituents by promoting growth and development in line with the County’s Comprehensive Plan adopted in 2015. Specifically, the adopted plan seeks, through its guiding principles:

- a) promote investment in existing communities and support redevelopment opportunities;
- b) coordinate land planning and infrastructure planning to efficiently provide public services and to support a preferred growth pattern and
- c) coordinate land planning with Columbia and other jurisdictions, with a focus on areas of common interest;
- d) support economic development by investing in targeted areas; and
- e) improve quality of life by fostering development of livable communities.

While this motion, if enacted, will trigger an additional review and approval for the development community, Richland County is committed to establishing a process that will have minimal impact on the overall review timeline. Richland County intends to work with all stakeholders towards developing transparent and fair standard operating procedures (SOP) and a decision matrix county-wide.

Following are the key benefits to the county and its constituents of the motion, if approved:

- a) Richland County will be in control of its own destiny in terms of growth and development and expansion of utilities infrastructure.
- b) Richland County will be able to monitor and ensure utility services are provided to its constituents in a cost effective and equitable manner in comparison to other jurisdictions (i.e. within the City or O/S city limits).
- c) Richland County will be able to negotiate the terms of business including annexation and service requirement/expectations with the other utility providers, serving the best interests of its constituents and the jurisdiction.

It will enable fair and equitable competition and encourage other services providers to enter the area, including Richland County Utilities itself.

Fiscal Impact

There is no apparent financial impact associated with this request

Past references /Communication:

See attached reference letters to City of Columbia, relating to this matter.

Alternatives

- 1. Consider the motion and approve accordingly.
- 2. Consider the motion and do not approve.

Staff Recommendation

Council's discretion. Staff will proceed as directed by County Council.

SUBDIVISION/COMMUNITY	FACILITY
Aderly	Richland County
Allbene Park	Septic Tank/Piney Grove Utilities, Inc.
Amberly	City of Columbia
Ansell Acres	Septic Tank
Apple Valley	City of Columbia
Arbor Chase	City of Columbia
Arbor Gate	City of Columbia
Arcadia Lakes	East Richland County Public Service District
Anchor Court	City of Columbia
Arthurtown	City of Columbia
Ascot	Richland County
Ascot Circle	Richland County
Ascot Downs	Richland County
Ascot Glen	Richland County
Ascot Place	Richland County
Ascot Ridge	Richland County
Ascot Ridge Patio Homes	Richland County
Ashford	Richland County
Ashland Road (2726)	Woodland Utilities, Inc.
Ashley Oaks	Septic Tank
Ashley Woods	Septic Tank
Atlas Road	Septic Tank/City of Columbia/current RC project
Audubon Oaks	Richland County
Autumnwoods (Kingston Forest Additions)	Richland County
Avalon	City of Columbia
Ballentine Business Park	Richland County
Ballentine Commercial Park	Richland County
Ballentine Cove	Richland County/Carolina Water Service, Inc.
Ballentine Estates	Richland County
Ballentine Shopping Center	Carolina Water Service, Inc.
Barhamville	City of Columbia
Barony	City of Columbia
Barony Woods	City of Columbia
Bayberry Mews	City of Columbia
Bayview	East Richland County Public Service District
Beacon Hill	City of Columbia
Beacon Point	Richland County
Beatty Downs	Alpine Utilities, Inc.
Belfair	Richland County
Belfair Oaks	Richland County
Belmont Estates	Septic Tank
Belvedere	Septic Tank/City of Columbia
Berkley Forest	City of Columbia
Beverly Hills	East Richland County Public Service District
Bilmont (McEntire)	Carolina Water Service, Inc.
Blue Horse Estates	Septic Tank
Bluff Industrial Park	City of Columbia
Bluff Road Acres	Septic Tank
Bluff Road/Eastway Road	Septic Tank
Bonnie Forest	Alpine Utilities, Inc.
Bookman Mill Farms	Septic Tank
Bradley Acres	Septic Tank
Braewick	City of Columbia
Brandon Hall	City of Columbia
Brandon Hills	City of Columbia
Briarcliff Estates	Palmetto Utilities
Briarwood	East Richland County Public Service District

SUBDIVISION/COMMUNITY	FACILITY
Brickyard Village	East Richland County Public Service District
Brittany	City of Columbia
Brockington Heights	Septic Tank
Brookfield	City of Columbia
Brookstone	East Richland County Public Service District
Browns Chapel Road	Septic Tank
Burning Tree Drive	Alpine Utilities, Inc.
Burnswood	City of Columbia
Bush River Road (1600-1605)	Alpine Utilities, Inc.
Bush River Road (2426-2615)	Woodland Utilities, Inc.
Byrnesville	City of Columbia
Cabin Creek	Piney Grove Utilities, Inc.
Candlewood	Septic Tank/City of Columbia
Cannon Ridge	Septic Tank
Capital View	Septic Tank
Carmel Commons	City of Columbia
Carriage Oaks	East Richland County Public Service District
Carson Hill	Richland County
Cedar Creek	Septic Tank
Cedar Cove	Richland County
Cedar Field	Richland County
Cedar Grove	City of Columbia
Cedar Plaza	Richland County
Cedar Ridge	Richland County
Cedar Terrace	City of Columbia
Cedar Woods	Richland County
Center Pointe	Alpine Utilities, Inc.
Challedon	City of Columbia
Charles Towne	City of Columbia
Charleswood	East Richland County Public Service District
Chartwell	Alpine Utilities, Inc.
Charwood	Midlands Utility, Inc.
Chestnut Hill	Richland County
Chestnut Ridge	Richland County
Chestnut Woods	Richland County
Chimney Ridge	Palmetto Utilities
Clearsprings	City of Columbia
Clearwater	City of Columbia
Coatsworth	City of Columbia
Coldstream	City of Columbia
Colony Park	Palmetto Utilities
Columbia Industrial Park	City of Columbia
Columbia Mall	East Richland County Public Service District
Concord Place	Richland County
Congaree Estates	Septic Tank
Congaree Road Estates	Septic Tank
Cottage at Whitehall	City of Columbia
Cottonwood	City of Columbia
Country Townes	Alpine Utilities, Inc.
Courtyard at Wexford	City of Columbia
Crane Creek Estates	City of Columbia
Crane Forrest	City of Columbia
Crawford Road	Septic Tank
Creeside (Reflections)	City of Columbia
Crickentree	Palmetto Utilities
Crockett Cove	City of Columbia
Cross Hill Acres	Septic Tank

SUBDIVISION/COMMUNITY	FACILITY
Decker Boulevard	East Richland County Public Service District
Deerfield	Septic Tank
Deer Ridge Farms	Septic Tank
Deer Run	Septic Tank
Deerwood	East Richland County Public Service District
Denny Terrace	Septic Tank/City of Columbia
Dentsville	East Richland County Public Service District
Derric Street	Septic Tank
Dominion Hills	Septic Tank
Doris Court	Alpine Utilities, Inc.
Dove Park	City of Columbia
Dothan Road	Richland County/Alpine Utilities, Inc.
Drexel Lakes Hills	East Richland County Public Service District
Druid Hills	City of Columbia
Dunston Hills	City of Columbia
Dunwoody	Septic Tank
Dutchbrook	Development Service
Dutchman's Grant (now Rolling Creek)	Richland County
Dutch Creek	Midlands Utility, Inc.
Dutch Fork Business Park	City of Columbia
Dutch Square Mall	Development Service
Dutch Village	Midlands Utility, Inc.
Earlwood	City of Columbia
East Lake Hills	East Richland County Public Service District
Eastmont	Septic Tank
East Pines	City of Columbia
Eastway Park	City of Columbia
Eau Claire	City of Columbia
Elm Abode	Septic Tank
Emerald Valley	City of Columbia
Eve Drive	Alpine Utilities, Inc.
Evelyn Drive	Alpine Utilities, Inc.
Evergreen Park	Alpine Utilities, Inc.
Fairfield Road Park	Septic Tank
Fairlawn	Septic Tank
Farm (The)	East Richland County Public Service District
Farmer's Market (State)	Septic Tank
Farrow Hills	City of Columbia
Farrowwoods	City of Columbia
Firebridge	Town of Chapin
Fire Tower Road	Septic Tank
Fisher Woods	City of Columbia
Folkstone	East Richland County Public Service District
Fontaine Business Park	City of Columbia
Forest Acres	East Richland County Public Service District/City of Columbia
Forest Colony	City of Columbia
Forest Glen	East Richland County Public Service District
Forest Green	East Richland County Public Service District
Forest Lakes	East Richland County Public Service District
Forest Trace	East Richland County Public Service District
Forestwood Estates	East Richland County Public Service District
Forty Love	Carolina Water Service, Inc.
Fox Chapel	Richland County
Foxboro	Richland County
Foxchase	East Richland County Public Service District
Foxcroft	East Richland County Public Service District
Fox Glen	Midlands Utility, Inc.

SUBDIVISION/COMMUNITY	FACILITY
Fox Hall	City of Columbia
Fox Run	City of Columbia
Friarsgate, New	Carolina Water Service, Inc.
Friarsgate, Old	Richland County
Franklyn Park	Piney Grove Utilities, Inc.
Gadsden Farms	Septic Tank
Galaxy	City of Columbia
Gardendale	City of Columbia
Garden Springs	Septic Tank
Gill Creek	East Richland County Public Service District
Glenridge	City of Columbia
Glenwood	City of Columbia
Glen Meadows	Palmetto Utilities
Golden Acres	Septic Tank
Goodwin Way	Septic Tank
Greengate	East Richland County Public Service District
Green Lake Estates	City of Columbia
Green Springs	City of Columbia
Greenview	City of Columbia
Gregg Park	City of Columbia
Grenadier	City of Columbia
Grove Park	City of Columbia
Hallmark	City of Columbia
Hallwood Estates	Septic Tank
Hampton Grant	City of Columbia
Hampton Leas	City of Columbia
Hampton Ridge	City of Columbia
Hampton Trace	City of Columbia
Hampton Woods	City of Columbia
Harbison	City of Columbia
Harbison New Town	City of Columbia
Harbor Landing	City of Columbia
Harmon Estates	Septic Tank
Haskell Heights	Septic Tank
Havens at Lake Murray	Richland County
Hazelwood Acres	Septic Tank
Heatherstone	Richland County
Henwood	Midlands Utility, Inc.
Heritage Woods	City of Columbia
Herron Ridge	City of Columbia
Hickory Ridge Estates	City of Columbia
Hidden Oaks	City of Columbia
Highland Creek	Richland County
Highland Forest	City of Columbia
Highland Park	East Richland County Public Service District
Highlands, The	Palmetto Utilities
High View Farms	Septic Tank
Highway 59	Septic Tank
Hillcreek	City of Columbia
Hill Ridge	Palmetto Utilities
Hollingshed	Richland County
Holly Grove	Septic Tank
Holly Ridge	Palmetto Utilities
Hollywood Hills	Septic Tank/City of Columbia
Homestead	Septic Tank
Homes of Polo	East Richland County Public Service District
Homewood Terrace	Alpine Utilities, Inc.

SUBDIVISION/COMMUNITY	FACILITY
Hopkins Area	Piney Grove Utilities, Inc.
Horrell Hill Farms	Septic Tank
Huntcliff	Palmetto Utilities
Hunting Creek Farms	Septic Tank
Indian Fork	Carolina Water Service, Inc.
Irmo, Town of	City of Columbia
Irmo Terrace	City of Columbia
Irmo Village Shopping Center	Carolina Water Service, Inc.
Ivy Green	Richland County
Jasmine Bay	Richland County
John Fleming Estate	Septic Tank
Johnson Marina Peninsula	Richland County
Kay Street	Alpine Utilities, Inc.
Kempshire	Septic Tank
Kenwood Court	Richland County
Kings Grant	City of Columbia
Kingston Forest	Richland County
Kingston Forest Addition (formerly Autumnwoods)	Richland County
Kingswood	City of Columbia
Kirkland Correctional Institute	City of Columbia
Knollwood	City of Columbia
Koger Center (Berryhill Road)	Alpine Utilities, Inc.
Lakeside at Ballentine (formerly Sienna)	Richland County
Lake Asbury Estates	Septic Tank
Lake Carolina	Palmetto Utilities
Lake Elizabeth Estates	East Richland County Public Service District
Lake Murray Marina	Richland County
Lake Point	East Richland County Public Service District
Lamplighter Village	Alpine Utilities, Inc.
Landsdowne	Palmetto Utilities
Lee Hills	City of Columbia
Leesburg Road	Septic Tank
Legion Lakes	Palmetto Utilities
Linrick Hills	Septic Tank
Little Camden	City of Columbia
Long Creek Plantation	City of Columbia
Lost Creek	Richland County
Lost Creek Patio Homes	Richland County
Lost Creek Plantation	Richland County
Lower Richland Boulevard (not in subdivisions)	Piney Grove Utilities, Inc.
Lost Tree	City of Columbia
Lowman Home	Richland County
Lynn St. (1005)	Alpine Utilities, Inc.
Magnolia Hall	City of Columbia
Mallard Trace	Midlands Utility, Inc.
Mallet Hill Village	East Richland County Public Service District
Mandel Hall	City of Columbia
Mandel Park	Alpine Utilities, Inc.
Manning Correctional Institute	City of Columbia
Marina Road Peninsula	Richland County
Mariner's Cove	Carolina Water Service, Inc.
Marley Drive	Septic Tank
Maywood Place	City of Columbia
Meadowfield	City of Columbia
Meadowlake	City of Columbia
Meadowlake Hills	City of Columbia
Meadowland	City of Columbia

SUBDIVISION/COMMUNITY	FACILITY
Meadowood	Septic Tank
Midlands Terrace	East Richland County Public Service District
Miles Park	East Richland County Public Service District
Milford Park	Richland County
Millbank	City of Columbia
Mill Creek Estates	City of Columbia
Misty Glen	Richland County
Montclair	Midlands Utility, Inc.
Morning Meadow	Septic Tank
Morningside Drive	Alpine Utilities, Inc.
Morningside Meadow	Septic Tank
Moseley Point	Carolina Water Service, Inc.
Mossley Hills	East Richland County Public Service District
Mountainbrook	City of Columbia
Murraywood	City of Columbia
Murray Landing	Carolina Water Service, Inc.
Murray Point	Richland County
New Castle	East Richland County Public Service District
New Castle West	East Richland County Public Service District
New Friarsgate	Carolina Water Service, Inc.
Nicholas Creek	Richland County
Northgate	City of Columbia
Northlake	City of Columbia
North Lake Shore Point	Carolina Water Service, Inc.
North Pines	City of Columbia
North Point Business Park	City of Columbia
Northsprings	City of Columbia
North Trace	City of Columbia
North Trenholm	East Richland County Public Service District
Northwood - Orangeburg	Midlands Utility, Inc.
North 21 Small Farms	Septic Tank
North 21 Terrace	Terraceway Service Co.
Nursery Hill	City of Columbia
Nursery Ridge	City of Columbia
Oak Haven Point	Richland County
Oak Hills	City of Columbia
Oakridge	Septic Tank
Oakside Terrace	East Richland County Public Service District
Old Forest	East Richland County Public Service District
Old Friarsgate	Richland County/City of Columbia
Old Shepherd (631)	Woodland Utilities, Inc.
Olympia	City of Columbia
Outlet Point	Woodland Utilities, Inc.
Overing Point	Richland County
Oxford Commons	City of Columbia
Padgett Acres	City of Columbia
Padgett Woods	City of Columbia
Palmerston North	Richland County
Palmerston South	Richland County
Park Place	Carolina Water Service, Inc.
Parkwood	Midlands Utility, Inc.
Parliament Lakes	East Richland County Public Service District
Partridge Trace	Septic Tank
Peggy Tapp	Carolina Water Service, Inc.
Pennington Acres	Septic Tank
Pilgrim Acres	Septic Tank
Pinebrook Village	Palmetto Utilities

SUBDIVISION/COMMUNITY	FACILITY
Pinecrest	Palmetto Utilities
Pine Forest	City of Columbia
Pine Knoll	Alpine Utilities, Inc.
Pine Valley	City of Columbia
Pinelakes	City of Columbia
Pinewood Park	Septic Tank
Piney Grove Road (600-1200)	Alpine Utilities, Inc.
Piney Woods Road (1004-1150)	Alpine Utilities, Inc.
Point De Haven	Richland County
Polo - Homes of	East Richland County Public Service District
Pontiac Tracts	Septic Tank
Prescott Terrace	Terraceway Service Co.
Preston Hills	Alpine Utilities, Inc.
Quail Creek	City of Columbia
Quail Valley	City of Columbia
R & N Mobile Home Park	Septic Tank
Rainsborough	City of Columbia
Ravenwood	East Richland County Public Service District
Raintree Acres	Midlands Utility, Inc.
Reflections	City of Columbia
Rembert Martin Park (121, 130, 134)	Alpine Utilities, Inc.
Richard Franklin Estates	Richland County
Ridgecreek	Richland County
Ricefield Plantation	Carolina Water Service, Inc.
Richardson Plaza	Alpine Utilities, Inc.
Ridgewood	Septic Tank
River Creek	Septic Tank
Riverside Forest	Septic Tank
Riverside Park	City of Columbia
Riverwalk	Richland County
Robin Hood Acres	Septic Tank
Rockbridge	East Richland County Public Service District
Rockford Place	Midlands Utility, Inc.
Rockgate	City of Columbia
Rolling Creek (formerly Dutchman's Grant)	Richland County
Rolling Creek Courtyards	Richland County
Roosevelt Village	Septic Tank
Rosecreek	City of Columbia
Rosewood	City of Columbia
Royal Hills - Winnsboro	Midlands Utility, Inc.
Royal Pines Estates	City of Columbia
Rustice Court (110-116)	Woodland Utilities, Inc.
St. Albans Woods	City of Columbia
St. Andrews Acres	City of Columbia
St. Andrews Crossing	Alpine Utilities, Inc.
St. Andrews Road (840-900)	Alpine Utilities, Inc.
St. Andrews Terrace	Septic Tank
St. John's Glen	Richland County
St. John's Place	Richland County
St. Marks Woods	City of Columbia
Salem Church Road Peninsula	Richland County/Carolina Water Service, Inc.
Saluda River Road	Septic Tank
Sandhurst	City of Columbia
Sandwood	East Richland County Public Service District
Sandy Drive/Old Road	Richland County
San Marco Estates	Septic Tank
Satchelford Terrace	East Richland County Public Service District

SUBDIVISION/COMMUNITY	FACILITY
Satinwood	Septic Tank
Seminole Road	Septic Tank
Sesqui Place	East Richland County Public Service District
Seventy-Six Commercial Park	Richland County
Seven Oaks Elementary	Woodland Utilities, Inc.
Shadowood Cove	Carolina Water Service, Inc.
Shadowfield	City of Columbia
Shandon	City of Columbia
Sheffield	City of Columbia/Carolina Water Service, Inc.
Sherwood Park	Alpine Utilities, Inc.
Sienna (now Lakeside at Ballentine)	Richland County
Sidney Road (3504)	Alpine Utilities, Inc.
Silver Lake	East Richland County Public Service District
Skyland Drive	City of Columbia
South Beltline Boulevard	City of Columbia
Southwell	Carolina Water Service, Inc.
SC Department of Mental Retardation	City of Columbia
SC Department of Youth Services	City of Columbia
Springhill	East Richland County Public Service District
Springhurst	City of Columbia
Spring Tree	Septic Tank
Spring Valley	East Richland County Public Service District
Spring Valley East	City of Columbia
Spring Valley West	East Richland County Public Service District
Springwood	East Richland County Public Service District
Squireville	Septic Tank
Starlite	Terraceway Service Co.
State Park	Septic Tank
State Park Acres	Septic Tank
State Park Health Center	East Richland County Public Service District
Steeplechase	East Richland County Public Service District
Stonegate (North Pines)	Carolina Water Service, Inc.
Stoney Point	Richland County
Stonewood	Midlands Utility, Inc.
Strathaven Forest	Septic Tank
Stratton Place	Alpine Utilities, Inc.
St. John's	Richland County
Summerchase	Palmetto Utilities
Summerhill	City of Columbia
Summerset Patio Homes	Richland County
Summerwind Point	Richland County
Summer Haven	Septic Tank
Summit	Palmetto Utilities
Sunset Place	Richland County
Sunset Point	Richland County
Swandale	City of Columbia
Syrup Mill Farms	Septic Tank
Tanglewood	City of Columbia
Tapp Pointe	Richland County
Tattler's Wharf	Carolina Water Service, Inc.
Taylor's	City of Columbia
The Bluff's	Richland County
The Grove	Richland County
The Havens at Lake Murray	Richland County
The Highlands	Palmetto Utilities
The Woods	Richland County
Timberland	Midlands Utility, Inc.

SUBDIVISION/COMMUNITY	FACILITY
Timbervale	City of Columbia
Timmons Road	Richland County
Town of Irmo	City of Columbia
Trenholm Hills	East Richland County Public Service District
Turtle Creek	Palmetto Utilities
Twin Lakes	Septic Tank
Twin Oaks	City of Columbia
Two Notch Road	East Richland County Public Service District
Valhalla Acres	Palmetto Utilities
Vanarsdale	Midlands Utility, Inc.
Village Pond	City of Columbia
Villages at Hilton (formerly Waldberg)	Richland County
Villages at Sandhill	Richland County
Virginia Circle	Septic Tank
Waldberg (now Villages @ Hilton)	Richland County
Walden	City of Columbia
Walnut Grove	Richland County
Walton Drive	Septic Tank
Waterbury	City of Columbia
Wateree Creek	Septic Tank
Waterfall	Richland County
Washington Heights	City of Columbia
Washington Park	City of Columbia
Waterford	Carolina Water Service, Inc.
Wedgewood	East Richland County Public Service District
Westchester	City of Columbia
Westgate	Midlands Utility, Inc.
Westpark	Alpine Utilities, Inc.
Wexford	City of Columbia
Wexhurst	City of Columbia
Wheeler Hill	City of Columbia
Whitehall	City of Columbia
Whitehurst	City of Columbia
White Oak	Richland County
White Rock Acres	Septic Tank
Widewater Square	Alpine Utilities, Inc.
Wildewood	East Richland County Public Service District
Wildewood East	East Richland County Public Service District
Wild Turkey	Septic Tank
Williamsburg East	East Richland County Public Service District
Williamsburg Square	East Richland County Public Service District
Williamsburg West	Alpine Utilities, Inc.
Willow Creek Apartments	Woodland Utilities, Inc.
Wilson Farm	Septic Tank
Windemere	City of Columbia
Windmill Orchard	City of Columbia
Windy Hill	Midlands Utility, Inc.
Winrose	Richland County
Winrose Place	Richland County
Winslow	City of Columbia
Windsong Point	City of Columbia
Windsor Estates	East Richland County Public Service District
Windsor Lake Park	East Richland County Public Service District
Winter Trail	Septic Tank
Woodbranch	Palmetto Utilities
Woodchase	Richland County
Woodcreek	Palmetto Utilities

SUBDIVISION/COMMUNITY	FACILITY
Woodcreek Farms	Septic Tank
Woodfield Park	East Richland County Public Service District
Woodlands Glen	East Richland County Public Service District
Woodlands Green	East Richland County Public Service District
Woodland Hills	Woodland Utilities, Inc.
Woodland Links	Palmetto Utilities
Woodland Ridge	Palmetto Utilities
Woodlands	Palmetto Utilities
Woodlands Village	Palmetto Utilities
Woodlake	Palmetto Utilities
Woodville Park	East Richland County Public Service District
Yacht Cove	City of Columbia
Yorkshire	City of Columbia
Zimalcrest Road	Alpine Utilities, Inc.



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

April 14, 2015

Ms. Teresa Wilson, City Manager
City of Columbia
PO Box 147
Columbia, SC 29217

Dear Teresa,

As a follow up to our discussion, this is to advise you of Richland County Council's vote to require the City of Columbia to obtain permission prior to extending water service in the unincorporated areas of Richland County.

As a point of reference, Richland County Code Section 24-11, enacted June 16, 1982, made the unincorporated areas of the county a "designated service area" within the meaning of Section 5-7-60 of the South Carolina Code of Laws, 1976 (see below).

Sec. 24-11. Background and policy.

(a) The county council, as the governing body of the county, hereby certifies that water and sewer service is now being provided, funds have been budgeted for such service, and funds for such services have been applied for; and that the unincorporated areas of the county constitute a "designated service area" within the meaning of section 5-7-60 of the South Carolina Code of Laws, 1976.

(b) Pursuant to a 1978 referendum of its citizens, the county council undertook to plan and implement a county-wide system for providing water and sewer services under its obligations imposed by home rule (section 4-9-30(5) of the South Carolina Code of Laws, 1976), and as authorized by section 16 of Article VIII of the South Carolina Constitution, the county is under an obligation to furnish the services required or to see that it is furnished in an orderly and comprehensive plan particularly since portions of the county have been and are at the present time in desperate need of sewer and water facilities, and the health, safety and welfare of the county's citizens must be protected as a part of the county's legal as well as moral obligation.

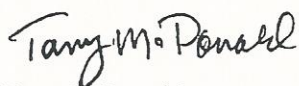
(c) The county further recognizes its obligations as a designated service area as defined by section 5-7-60 of the South Carolina Code of Laws, 1976, and therefore enacts this division, pursuant to the county's general police power as well as the above-referenced authority.

(Ord. No. 939-82, § I, 6-16-82)

Therefore, based upon the section above, the County asks that the City request permission prior to serving customers in the unincorporated areas of Richland County.

If you have any questions, please feel free to give me a call, or we can schedule a meeting to discuss.

Sincerely,

A handwritten signature in black ink that reads "Tony McDonald". The signature is written in a cursive, flowing style.

Tony McDonald
County Administrator



RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

December 16, 2016

Ms. Teresa Wilson, City Manager
City of Columbia
Post Office Box 147
Columbia, SC 29217

Re: Water and Sewer Service in Unincorporated Richland County

Dear Ms. Wilson:

As County Council's direction, this letter retransmits the April 14, 2015 letter from former Richland County Administrator Tony McDonald requesting that the City of Columbia request permission from Richland County prior to extending water and /or sewer service in unincorporated Richland County.

This request is pursuant to Section 5-7-60 of the South Carolina Code of Laws and Richland County Code of Ordinances Section 24-11. As you may know, any extension of water and/or sewer services impacts the County's water and sewer master plan, and may adversely impact its goals, objectives and standards.

While we look forward to the City's consideration and favorable response to this request, please feel free to contact me should you have any questions or need additional information.

In the Spirit of Excellence,

Gerald Seals
County Administrator

cc: Shahid Khan, Director of Utilities

Enclosures(s): Letter dated April 14, 2015



We Are Columbia

Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item:

City water and sewer utility expansion and approvals

Background:

Richland County would like to implement the requirement of utilities to request consent and approval from Richland County Council prior to extending or accepting water and sewer infrastructure within the unincorporated boundaries of Richland County.

Tony McDonald, previous County Administrator, sent a letter to Teresa Wilson, City Manager dated April 14, 2015 indicating the County intends to require the City of Columbia to obtain permission prior to extending water service in unincorporated areas of Richland County. A copy is attached for reference.

The Richland County Development & Services Committee met on May 23, 2017 and recommended the action to go to a vote before Richland County Council. Attached are minutes from the meeting for reference. We are not aware if the vote has occurred.

City of Columbia does not believe this can be required. Water service area is not defined like the sewer service area is defined in the Central Midlands Council of Governments 208 Plan. Water service is typically provided by the service provider that has the ability to serve. The City is also required to make improvements to its water system in order to serve the existing and future customers and meet regulatory requirements.

Issues:

This adds cost and another approval to the process of development review and approval. Richland County also does not have the ability to serve water in areas they do not have a water system.



We Are Columbia

Fiscal Impact:

The impact will be the added cost and time the City, County, Developers, Builders, and Engineers will be required for this additional review. There is also the possibility this will take place with Richland County disapproving the request preventing the City from making necessary improvements to its water system, which impacts service to existing customers and the ability to meet required regulations.

Past Legislative Actions:

Tony McDonald's letter references Richland County Code Section 24-11, enacted June 16, 1982, made the unincorporated areas of the county a "designated service area" within the meaning of Section 5-7-60 of the SC Code of Laws, 1976.

Richland County Development & Services Committee met on May 23, 2017 and recommended the action to go to a vote before Richland County Council. Attached are minutes from the meeting.

Alternatives:

The City continues to provide a copy of and link to the annual Capital Improvement Program (CIP) project list to Richland County for information purposes. This would provide Richland County the City's plans for improvements and expansion. Development projects would not be included in the CIP list but would go through Richland County's normal development review and approval process providing notice of planned development in unincorporated areas.

Staff Recommendation:

Staff recommends this alternative in order to not delay necessary system improvement projects and not add unnecessary time and expense to development projects.

Staff also questions whether Richland County can legally require a utility to request consent and approval for expansion projects providing necessary services.



We Are Columbia

MEETING DATE: September 19, 2017

DEPARTMENT: City Clerk

FROM: *Erika Moore, City Clerk*

SUBJECT: Fees for Services: Alvin S. Glenn Detention Center - Mr. Shane Kitchen, Acting Director of the Alvin S. Glenn Detention Center

FINANCIAL IMPACT:

ATTACHMENTS:

- County Detention Center Briefing Document (PDF)



Joint Session of Richland County and City of Columbia Councils

September 19, 2017

Briefing Document

Agenda Item

Fees for Services: Alvin S. Glenn Detention Center

Background

County Council approved the increase of the daily inmate per diem for all jurisdiction utilizing the Alvin S. Glenn Detention Center in 2015. The per diem rate prior to July 1, 2016 was set at \$25.00. Effective on that date, the rate increased to \$35.00 and is scheduled to increase \$10.00 every July 1 until the rate reaches at minimum of 95% of the current daily cost. Upon the per diem rate reaching 95% of the actual daily cost, the per diem will automatically increase annually by the Consumer Price Index (CPI). The rate, in accordance with the schedule, increased to \$45.00 effective July 1, 2017. The pending rate increase schedule is as follows:

July 1, 2018 = \$55.00

July 1, 2019 = \$65.00

July 1, 2020 = \$75.00

Issues

The current daily cost is \$71.92.

95% of the current daily cost is \$68.32.

At the proposed rate increase schedule, Richland County will not begin to experience any relief with offsetting the cost to house detainees until July 1, 2019.

Fiscal Impact

The cost of housing detainees at the Alvin S. Glenn Detention Center is constant. The fees charged to individual jurisdictions is currently offsetting the operational cost at 62.5%.

Past Legislative Actions

N/A

Alternatives

An increase in the amount charged to the individual jurisdictions to have more substantial impact over the operational cost to Richland County.

Staff Recommendation

Continue implementing the ordinance to recuperate the actual cost to house City's inmates at ASGDC.