



**COLUMBIA ADMINISTRATIVE POLICY COMMITTEE MEETING AGENDA
TUESDAY, JUNE 27, 2023**

The Columbia Administrative Policy Committee will conduct a meeting on Tuesday, June 27, 2023 at 3:00 p.m. at City Hall (Mayor's Conference Room), 1737 Main Street, 2nd Floor, Columbia, SC 29201. Members of the public may view the meeting online at www.columbiasc.gov. Please contact the City Clerk's Office at (803)545-3045 or cityclerk@columbiasc.gov if you have questions regarding the meeting.

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

CALL TO ORDER

COMMITTEE DISCUSSION

1. Animal Services Operations - Mr. Robert Anderson, Director of Public Works
2. Columbia Health Initiative - Ms. Pam Benjamin, Assistant City Manager for Administrative Services
3. Proposed Moratorium on the Honorary Renaming of Streets, Facilities and Sites - The Honorable Edward H. McDowell, Jr.

ADJOURNMENT



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MEETING DATE: June 27, 2023

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: **Animal Services Operations - Mr. Robert Anderson, Director of Public Works**

FUNDING SOURCE & ORIGINAL BUDGET:



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MEETING DATE: June 27, 2023

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: Columbia Health Initiative - Ms. Pam Benjamin, Assistant City Manager for Administrative Services

FUNDING SOURCE & ORIGINAL BUDGET:



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MEETING DATE: June 27, 2023

DEPARTMENT: City Clerk

FROM: *Erika Hammond, City Clerk*

SUBJECT: **Proposed Moratorium on the Honorary Renaming of Streets, Facilities and Sites - The Honorable Edward H. McDowell, Jr.**

FUNDING SOURCE & ORIGINAL BUDGET:

ATTACHMENTS:

- Resolution_2017_052_Honorary Street Naming Policy (PDF)

RESOLUTION R-2017-052


Adopting a City of Columbia Honorary Street Naming Policy and Facility and Site Naming Policy

ORIGINAL
STAMPED IN RED

BE IT RESOLVED this 19th day of September, 2017, that the Mayor and City Council of the City of Columbia, South Carolina hereby adopt as official City policy the City Street and City Facilities Naming Policy attached hereto. This policy replaces and supersedes all previous City Street, Facility and Site Naming policies of the City or its departments.

Requested by:

Mayor and City Council



Mayor

Approved by:



City Manager

Approved as to form:



City Attorney

ATTEST:



City Clerk

Introduced: deferred 8/15/2017; deferred 9/5/2017

Final Reading: 9/19/2017



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CITY OF COLUMBIA HONORARY STREET NAMING POLICY

Purpose

To provide for a process for the honorary naming of streets so that City Council may honor individuals and organizations who have made significant contributions to the Community.

Criteria for Designation -

- Honorary street name designations shall be limited to individuals and organizations that have had a significant cultural, historical, or humanitarian impact on the City.
- The requested location for the honorary street designation must have a geographical relationship to the honoree i.e. honoree lived, worked, or had a cultural, historical, or humanitarian impact at the location requested for recognition.
- Honorary designations shall be limited to two signs for each designation.
- As required by Columbia-Richland 911, signs shall be fabricated in a manner that clearly designates them as honorary through color and/or shape. Unless otherwise directed by City Council, the standard color scheme shall be white on brown.
- There shall be only one honorary designation per location.

Process for Designation

Honorary street name designations shall be sponsored and approved by City Council through the following process:

- An application is completed either by an applicant or the requesting Council Member
- The sponsoring City Council member shall discuss the intent of the Honorary Designation with other Council members as well as any neighborhood or merchant group associated with the geographic area in which the street is located in advance of requesting the drafting of a Resolution.
- Upon request by the sponsoring City Council member, the City Attorney will prepare a Resolution for Council consideration and action and Public Works will manufacture and schedule installation of the signs. Actual installation will not occur until after the resolution is approved by City Council.
- A copy of the Resolution shall be transmitted to Columbia-Richland 911 as well as the appropriate addressing staff at City of Columbia and Richland County to ensure all parties are aware of the honorary designation. However, the honorary designation does not have an impact on addressing, as the official road name does not change.

Permanent renaming of streets is governed by S.C. Code §6-29-1200 and requires a public hearing by the Planning Commission.



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CITY OF COLUMBIA FACILITY AND SITE NAMING POLICY

Purpose

To provide for a process for the naming of city-owned facilities and sites so that City Council may honor individuals and organizations who have made significant contributions to the Community. This policy applies to naming and renaming facilities and sites.

Criteria for Designation -

- The naming, other than the use of geographic names, of city-owned facilities and sites shall be limited to individuals and organizations that have had a significant cultural, historical, or humanitarian impact on the City.
- Naming of facilities and sites for individuals shall be only for persons who are deceased.
- Renaming city-owned facilities and sites is not encouraged and should only be entertained after investigating and considering the potential impact of abandoning the current name. Names that have become widely accepted in the community should not be abandoned unless there are compelling reasons and strong public sentiment for doing so.

Process for Naming -

Naming city-owned facilities and sites shall be sponsored and approved by City Council through the following process:

- The sponsoring City Council member will refer the naming of a city-owned facility or site to the Administrative Policy Committee. If the facility or site is located within a neighborhood or merchant association, the leadership of this organization shall be notified of the proposal and the Committee meeting date and time at which it will be considered. The Committee will report the outcome of the meeting to City Council at its next regular meeting. After review and consideration, City Council shall vote on whether to proceed with the naming.
- Upon a favorable vote by City Council to rename the facility or site, the City Attorney will prepare a resolution for consideration and action on the naming of the facility or site.

In the event of any conflict between the provisions of this policy and state law, state law shall prevail and be controlling.