



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Paul Livingston
District 4

Mike Montgomery
District 8

Joyce Dickerson, Chair
District 2

Greg Pearce
District 6

Val Hutchinson
District 9

Tuesday, January 29, 2008
5:30 PM

Report of Actions

CALL TO ORDER – Paul Livingston called the meeting to order.

ELECTION OF CHAIR – Joyce Dickerson was elected chair of the committee.

APPROVAL OF MINUTES – The minutes of the November 27, 2007 meeting were approved as submitted.

ADOPTION OF AGENDA – Item II-C (Farrow Road BID) and II-D (CMRTA Audit) were discussed following the presentation. The agenda was adopted as amended.

PRESENTATIONS

- A. Richland County Courthouse** – Mrs. Barbara Scott, Clerk of Court, and the Friends of the Richland County Courthouse made a presentation to the committee regarding possible upgrades and/or relocation of the Richland County Courthouse.

I. ITEMS FOR ACTION

A. Business Service Center Ordinance Revisions:

- Consent** 1. **Hospitality Tax** – The committee recommended that council give first reading approval to the ordinance amendments. The vote in favor was unanimous.
- Consent** 2. **Peddlers' Licenses** – The committee recommended that council give first reading approval to the ordinance amendments. The vote in favor was unanimous.

- Consent** **3. Tourism Development Fee** – The committee recommended that council give first reading approval to the ordinance amendments. The vote in favor was unanimous.
- Consent** **B. An ordinance amending the Richland County Code of Ordinances; Chapter 16, Licenses and miscellaneous business regulations; Article 1, in general, so as to amend requirements pertaining to sexually oriented businesses, and make clarifications pertaining to all businesses** – The committee recommended that council give first reading approval to the ordinance. The vote in favor was unanimous.
- Consent** **C. Request to approve the purchase of Microsoft Software Assurance from ASAP SOFTWARE in an amount not to exceed \$118,501** – The committee recommended that council approve the purchase. The vote in favor was unanimous.
- Consent** **D. Request to approve acceptance of a Hazardous Materials Emergency Preparedness (HMEP) training grant of \$5,000 from the S.C. Emergency Preparedness Division (No personnel, no match)** – The committee recommended that council that council accept the grant. The vote in favor was unanimous.
- Consent** **E. A budget amendment to transfer interest earned on the Vista TIF funds to the General Fund and appropriate an increase in the General Fund budget for legal and accounting fees by the amount of money previously spent to finalize the TIF agreement with the City of Columbia** – The committee recommended that council approve the budget amendment. The vote in favor was unanimous.
- Consent** **F. Request to award construction contracts to Monteray Construction (\$1,722,000) for the construction of the Elders Pond EMS station and Tyler Construction Company (\$740,000) for construction of the Horrell Hill EMS station** – The committee recommended that council approve both contracts. The vote in favor was unanimous.
- Consent** **G. A budget amendment to increase the Board of Voter Registration Department budget by \$20,000.00 for the purpose of providing for part-time employees** – The committee recommended that council give first reading approval to the budget amendment. The vote in favor was unanimous.
- Consent** **H. An ordinance amending the Richland County Code of Ordinances; Chapter 2, Administration; Article V, County Departments; Division 4, Planning and Development Services; and to add a new division entitled “4.A. Building Codes and Inspections”; so that a new county department will be created** – The committee recommended that council give first reading approval to the ordinance with the following amendment: Section 2-217 be amended to require that the Director of Planning and Development Services possess a degree in planning, engineering, architecture, or a related field *and* at least five years of responsible experience.

- Consent I. An ordinance calling for a referendum and ballot question to authorize the South Carolina Department of Revenue to issue temporary permits for off-premises sales of beer and wine without regard to the days or hours of sale** – The committee recommended that council give first reading approval to the ordinance. The vote in favor was unanimous.

III. ITEMS FOR DISCUSSION / INFORMATION

- A. Amendment to Business License Fee Schedule to require all businesses using trailers in the course of doing work in the unincorporated areas of Richland County to obtain a decal for those trailers** – This item was kept in committee.
- B. Sample policies for retaining outside legal counsel** – This was presented as information only. No action was taken.
- C. Farrow Road Business Improvement District (BID)** – The committee requested that this item be added to the retreat agenda. This item was also requested to be considered as part of the FY 08-09 budget.
- D. CMRTA Audit** – Mr. Pope informed the committee that the CMRTA’s financial audit would not be completed until February. This item will be brought back to the committee once the audit is complete.
- E. Animal Care MOU** – The committee made a recommendation to council that the bond ordinance should appear for third reading and a public hearing during the February 19th council meeting, that the MOU with Lexington County should also appear on the same agenda, and that the ad hoc committee meet with representatives from Lexington County prior to third reading of the bond ordinance. The vote in favor was unanimous.

Adjournment

Staffed by Joe Cronin