



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Kit Smith	Greg Pearce	Joyce Dickerson, Chair	Kelvin Washington	Valerie Hutchinson
District 5	District 6	District 2	District 10	District 9

**JUNE 23, 2009
6:00 PM**

**2020 Hampton Street
Council Chambers**

CALL TO ORDER

APPROVAL OF MINUTES

1. May 26, 2009: Regular Meeting [Pages 4-5]

ADOPTION OF AGENDA

ITEMS FOR ACTION

2. Request to approve the renewal of a contract with Iron Mountain, Inc. for records storage and management services [Pages 7-8]
3. Request to approve a contract with FleetCor Technologies to provide and maintain the County's Fleet

Fuel Card program for the purchase of gasoline, diesel and other designated fuels [Pages 10-12]

4. Request to award a contract to the Dennis Corporation for construction management services related to the renovation and construction at the Township Auditorium [Pages 14-15]
5. Request to approve the establishment of a list of qualified engineering and surveying firms with whom Richland County may negotiate and award contracts on an “as-needed” basis [Pages 17-18]
6. A resolution to reaffirm the Richland County Emergency Planning Zone (EPZ) for two new power plants to be built at the V.S. Summer Nuclear Station in Fairfield County [Pages 20-24]
7. An ordinance authorizing the issuance and sale of not to exceed \$9,000,000 General Obligation Bonds, Series 2009A, or such other appropriate series designation, of Richland County, South Carolina; Authorizing the bonds to be issued as Build America Bonds, if appropriate; Fixing the form and details of the bonds; Delegating to the County Administrator certain authority related to the bonds; Providing for the payment of the bonds and the disposition of the proceeds thereof; and other matters relating thereto [Pages 26-29]
8. A resolution in support of the issuance by the South Carolina Jobs-Economic Development Authority of its not exceeding \$150,000,000 Hospital Refunding and Improvement Revenue Bonds, in one or more series, pursuant to the provisions of Title 41, Chapter 43, of the Code of Laws of South Carolina 1976, as amended [Pages 31-35]
9. Council Motion (Washington): Request to approve a sponsorship for the South Carolina State University National Alumni Association’s 20th Annual National Convention [Pages 37-42]
10. Request to consider salary adjustments and amendments to existing county policies and procedures for the Columbia Magistrate, Treasurer, and Board of Voter Registration [Pages 44-61]
11. Request to consider a property donation and purchase (\$2 million) proposal from South Capital Group, Inc. for approximately 189 acres of property located on Ridge Road in the Lower Richland Community [Pages 63-66]
12. Purchase offer for property owned by Richland County [*Eligible for Executive Session*]

ADJOURNMENT



Richland County Council Request of Action

Subject

May 26, 2009: Regular Meeting [Pages 4-5]

Reviews

MINUTES OF



RICHLAND COUNTY COUNCIL ADMINISTRATION AND FINANCE COMMITTEE TUESDAY, MAY 26, 2009 6:00 P.M.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

=====

MEMBERS PRESENT

Chair: Joyce Dickerson
Member: Valerie Hutchinson
Member: L. Gregory Pearce, Jr.
Member: Kit Smith
Member: Kelvin E. Washington, Sr.

ALSO PRESENT: Bill Malinowski, Gwendolyn Davis Kennedy, Norman Jackson, Michielle Cannon-Finch, Milton Pope, Tony McDonald, Sparty Hammett, Joe Cronin, Larry Smith, Jennifer Dowden, Tamara King, John Cloyd, Anna Almeida, Michelle Onley

CALL TO ORDER

The meeting started at approximately 6:02 p.m.

APPROVAL OF MINUTES

April 28, 2009 (Regular Session) – Mr. Pearce moved, seconded by Mr. Washington, to approve the minutes as submitted. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Washington moved, seconded by Mr. Pearce, to adopt the agenda as submitted. The vote in favor was unanimous.

ITEMS FOR ACTION

Request to approve purchase orders and contract renewals for the Emergency Services Department contingent upon approval of the FY 2009-10 Budget – Ms. Hutchinson moved, seconded by Mr. Pearce, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Request to release a parcel of property (0.13 Acre) from the lease agreement between Richland County, the Richland Memorial Hospital Board of Trustees, Richland Memorial Hospital, and the Palmetto Health Alliance – Mr. Pearce moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval. A discussion took place.

The vote in favor was unanimous.

Request to delay the 2009 countywide reassessment for a period of one year (JACKSON) – Mr. Washington moved to support the delay the assessment. The motion died for lack of a second.

Ms. Dickerson moved, seconded by Mr. Pearce, to forward this item to Council with a recommendation for denial. The vote was in favor.

ADJOURNMENT

The meeting adjourned at approximately 6:26 p.m.

Submitted by,

Joyce Dickerson, Chair

The minutes were transcribed by Michelle M. Onley

Richland County Council Request of Action

Subject

Request to approve the renewal of a contract with Iron Mountain, Inc. for records storage and management services
[Pages 7-8]

Reviews

Richland County Council Request of Action

Subject: Service Contract Renewal Iron Mountain, Inc.

A. Purpose

County Council is requested to approve the renewal of a five-year contract with Iron Mountain, Inc. It is proposed that this contract be awarded under the SC State Contract, renewable annually for a period of up to five years. A total of \$123,591.00 has been budgeted in FY 2010 for the purpose of providing records storage and related records management services to Richland County offices in the upcoming year.

B. Background / Discussion

- Iron Mountain has provided off-site records storage and related services for Richland county government for the past five years. Our current contract will expire on July 1, 2009. This request is to continue using their services under the terms of their current State contract # 07-S7521.
- This contract will allow us to store approximately 42,000 cubic feet of county record at \$.18 per cubic foot per month. This reflects an increase of \$.02 per cubic foot from our previous contract. Other service charges have increased as well under State Contract but are normal adjustments for the company to maintain their level of service.
- Council approved the initial contract with Iron Mountain to replace our former vendor Consolidated Services five years ago and Iron Mountain has provided good service during the current contract period.

C. Financial Impact

Funds were approved in the FY 2010 budget in the amount of \$123,591.00 in Register of Deeds budget 1830.5226, Service Contracts. The total cost of the contract for FY 2010 and future years will depend on the quantity of services provided (including storage, retrieval, transportation, etc.) during each fiscal year.

D. Alternatives

1. Approve the request to renew the contract with Iron Mountain, Inc. to insure that County Offices have uninterrupted, secure, offsite storage and associated services for county documents and records.
2. Do not approve the request. The County will have to assume the expense of moving 42,000 cubic feet of records to a new off-site storage facility.

E. Recommendation

It is recommended that Council approve the request to renew the contract with Iron Mountain under the State Contract.

Recommended by: Richard W. Rodden **Department:** Register of Deeds **Date:** 6/9/2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments: Contingent upon final approval of FY10 budget.

Procurement

Reviewed by: Rodolfo Callwood

Date: 6/15/09

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Administration

Reviewed by: Joe Cronin

Date: 6/19/2009

Recommend Approval

Recommend Denial

No Recommendation

Comments: Funds are available in the FY10 Budget. Therefore, it is recommend that council approve the renewal of a records management and storage contract with Iron Mountain under the state contract.

Richland County Council Request of Action

Subject

Request to approve a contract with FleetCor Technologies to provide and maintain the County's Fleet Fuel Card program for the purchase of gasoline, diesel and other designated fuels [Pages 10-12]

Reviews

Richland County Council Request of Action

Subject: Fleet Fuel Card Services

A. Purpose

The County Council is requested to approve the award a contract to Fleetcor Technologies to provide and maintain the County's Fleet Fuel Card program for the purchase of gasoline, diesel and other designated fuels at contractor-owned, third party service, and card-lock stations. The program will serve vehicles within the Richland County fleet.

B. Background / Discussion

A request for proposal (RFP) was issued for the Fleet Fuel Card Services initially eleven companies inquired and FleetCor (formerly Fuelman) was the only company to respond. The RFP was issued in August of 2008 for fuel card services and fuel dispensing and management system for our above and below ground fuel dispensers; the RFP had to be amended to request fuel card services only because we were unable to find a company that could provide us exactly what we need for the fuel dispensing and management system.

FleetCor have been the fuel card service provider to Richland County for the last ten years; this action is requested because the current contract will expire on June 30th. FleetCor are one of the largest providers of the requested service in the country, counting many other state/municipal governments among their customers; their experience with the County affords them an excellent understanding of the scope of service and the requirements. Their response addresses our needs expressed in the RFP.

FleetCor will provide "Public Sector" cards to the County for use at all accepting fuel sites, currently numbering approximately one hundred throughout the County. They are also accepted throughout the state of South Carolina and the southeast United States. Fuel information will be tracked to the user level, with reports available on a daily basis. Invoicing will be done weekly, with billing information detail by department. The addition of a local representative will allow FleetCor to provide additional training as needed, and improve communications and customer service to the County. Moving forward, FleetCor may be able to help manage the County sites, as well.

The cost of fuel will be based on Real-Time Retail Oil Price Information Service (OPIS) Branded Average Rack Price at Augusta Terminal. Prices will be adjusted on a weekly basis as the OPIS price changes to reflect oil market conditions. The County will have to pay South Carolina and Federal taxes at approximately .30 cents per gallon on all fuel. We have estimated that the County will save at the pump on unleaded fuel approximately between .07 cents and .08 cents and on diesel approximately .05 cents to .06 cents when utilizing the fuel card.

The proposal was evaluated by the Fleet Manager, Accounts Payable and Procurement

C. Financial Impact

Funds required for this contract is budgeted as a line item in each department budget (commodity 5216, Petroleum, Oil, and Lubricants) for vehicles requiring this type of service.

D. Alternatives

There are two alternatives available to the Council:

1. Approve the request to award the County Fleet Fuel Card contract to FleetCor Technologies. The award would be for one year renewable annually not to exceed five years as agreed on by both parties; this will allow the County users, particularly the Public Safety Departments, to continue to fuel their units using the system already in place, with improved customer service.
2. Do not approve the request to award the County Fleet Fuel Card contract to FleetCor Technologies. This could restrict the movement and leave the County users without access to a fuel card and diminish ability to travel throughout the entire County and without a suitable alternative available at this time.

E. Recommendation

It is recommended that County Council approve the request to award a contract to FleetCor Technologies to provide and maintain the County's Fleet Fuel Card program.

Recommended by: Rodolfo Callwood **Department:** Procurement **Date:** June 9, 2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments: Recommendation contingent upon budgeted appropriation

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Administration

Reviewed by: Tony McDonald

Date: 6/16/09

Recommend Approval

Recommend Denial

No Recommendation
Comments:

Richland County Council Request of Action

Subject

Request to award a contract to the Dennis Corporation for construction management services related to the renovation and construction at the Township Auditorium [Pages 14-15]

Reviews

Richland County Council Request of Action

Subject: Construction Manager Services

A. Purpose

The County Council is requested to approve the award of a contract to Dennis Corporation to provide construction management services for the new construction and renovation project at the Township Auditorium.

B. Background / Discussion

Request for proposal RC-000-P-0708 for Construction Manager Services for the renovation and new construction at the Township Auditorium was issued on June 5, 2008; the eight proposals submitted were evaluated by an assigned team composed of two members of the Township Auditorium Board and three County employees. The companies who submitted a proposal are as shown below:

- Bethel Construction Management
- Dennis Corporation;
- DESA Inc.
- GMK CONSTRUCTION SERVICES
- Heery International, PC
- MB Kahn, Construction;
- Mashburn Construction/ Christman;
- Southern Management Group

There was a written evaluation of which a presentation was conducted by the top two evaluated companies; after the presentation it was determined that the Dennis Corporation was most advantageous to the County needs.

The Dennis Corporation demonstrated that they held in-house skills to perform all the requirements to perform the responsibilities outlined in the County request; they are certified in chapter 1 and 17 for all special tests required to be completed by the owner. Their offer includes a fulltime onsite manager and a commitment to provide 15% Disadvantage Business Enterprises.

Dennis Corporation's pricing is the most aggressive, clear, inclusive, fair and advantageous to the County; their cost proposal provides the required services as stipulated.

C. Financial Impact

The Township Auditorium has approximately \$2.5 million remaining after construction cost with contingency; the award to Dennis Corporation will not be more than 2.3 percent of the present total construction cost of approximately \$7.5 million or 1.5 percent of the budgeted \$11million of the project after professional service cost.

D. Alternatives

1. Approve the request to award a contract to Dennis Corporation to provide construction management for the renovation and new construction at the Township Auditorium.
2. Do not approve and the County will have to hire someone with experience and knowledge to provide the extensive required services of coordination, communication, price and cost analysis; scheduling, coordinate the numerous request for information (RFI'S), interpretation and clarification; to review and make recommendations on change orders and pay request; to attend the weekly meetings and coordinate between the Architect of record, the General Contractor and the County. The County presently does not have the human resources that it takes to provide construction management.

E. Recommendation

It's recommended that Council approve the request to award a contract for construction manager services to Dennis Corporation to allow them to assist the County in insuring the project is within budget and on time.

Recommended by: Rodolfo Callwood **Department:** Procurement **Date:** 6/09/09

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 6/15/09

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments: Recommend approval based upon Procurements position as outlined in the ROA.

Administration

Reviewed by: Tony McDonald

Date: 6/16/09

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Richland County Council Request of Action

Subject

Request to approve the establishment of a list of qualified engineering and surveying firms with whom Richland County may negotiate and award contracts on an "as-needed" basis [Pages 17-18]

Reviews

Richland County Council Request of Action

Subject: Qualified Engineering Firms

A. Purpose

The purpose of this report is to request County Council's consideration of establishing a qualified list of engineering and surveying firms with whom we may negotiate and award a contract- to provide services on an "as-needed" basis for County projects

B. Background / Discussion

An ongoing request for qualification for Engineering and Surveying Services was established under solicitation number RC-005-Q-0708. A total of twenty (20) engineering firms have been evaluated as qualified to date. Each qualification has been evaluated by a selection and evaluation team in determining the different areas in which each firm or company is qualified to assist the County in providing required engineering and surveying service and consulting. Many of the listed firms/companies have been providing services to and conducting business with the County for over ten years; each company is required to update their qualifications at least every three years. The firms/companies evaluated as qualified are listed as follows:

American Engineering Consultants, Inc.
Chao & Associates
Cox & Dinkins
Dyer, Riddle, Mills & Precourt Inc.
Engineering Resources Corporation
Fuss & Oneil
Hybrid Engineering Inc.
Joel E. Woods & Associates
McGill & Associates
Thomas & Hutton Engineering, Co.

BP Barber Engineering & Surveying
Civil Engineering Consulting Services
Dennis Corporation
Earthworks Planning & Design
Florence & Hutchinson, Inc
Genesis Group
Jordan, Jones & Goulding
MACTEC Engineering & Consulting
The LPA Group
Wilbur Smith Associates

C. Financial Impact

The services of the listed recommended firms/companies will be utilize to provide engineering and surveying services at a minimum for enterprise, grants, bond, and C funded projects and any projects directly funded by the County. All cost above the authorized approval threshold of the County Administrator will be brought to County Council prior to award at which time a funding source will be identified.

D. Alternatives

1. Approve establishing a list of qualified engineering and surveying firms from which we can negotiate and award contracts on an as needed basis.

Under this alternative each firm would have the opportunity to compete for projects as they arise.

2. Do not approve; under this alternative, each time there is a need for engineering and surveying services we will have to publish a formal solicitation, conduct an evaluation; and seek County Council approval when needed which could take a minimum of 3 month process.

E. Recommendation

It is recommended that Council approve the request to establish a qualified list of engineers and surveyors thus continuing the streamlining process that as allowed us to have pre-qualified professionals to provide service as needed.

Recommended by: Rodolfo Callwood **Department:** Procurement **Date:** 6/09/09

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Administration

Reviewed by: Tony McDonald

Date: 6/19/09

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Richland County Council Request of Action

Subject

A resolution to reaffirm the Richland County Emergency Planning Zone (EPZ) for two new power plants to be built at the V.S. Summer Nuclear Station in Fairfield County [Pages 20-24]

Reviews

Richland County Council Request of Action

Subject: Emergency Planning Zone Resolution

A. Purpose

The purpose of this report is to obtain Council approval for a resolution establishing the V.C. Summer Nuclear Plant Site Emergency Planning Zone. It is necessary to reaffirm the Richland County Emergency Planning Zone (EPZ) for two new power plants.

A. Background / Discussion

The Emergency Services Department - Emergency Management Division, constantly plans for emergencies at the V.C. Summer Nuclear Power Plant. The Emergency Planning Zone (EPZ) for the plant extends into Richland County. Richland County's emergency operations plan for the plant and EPZ area includes alerting residents, coordinating an evacuation, monitoring the residents at our reception center for contamination and decontaminating those that may be contaminated. It also includes checking vehicles for potential contamination, processing the victims and providing long term shelter if needed. The current power plant sits on a multi-acre site which will be used to build the two new plants. The attached council resolution establishes the EPZ for the new sites. Because the new plants will be located on the existing site, Richland County's EPZ should remain the same.

B. Financial Impact

There is no change in the financial impact for this item. Richland County Emergency Services currently must plan, prepare, train, and practice for potential plant emergencies. These efforts will be maintained.

C. Alternatives

1. Approve the resolution for the EPZ.
2. Recommend an expanded EPZ.
3. Do not approve the resolution verifying the established EPZ.

D. Recommendation

It is recommended that Council approve the resolution to maintain the existing EPZ for the new power plants at the V.C. Summer site.

Recommended by: Michael A. Byrd **Department:** Emergency Services **Date:** June 9, 2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

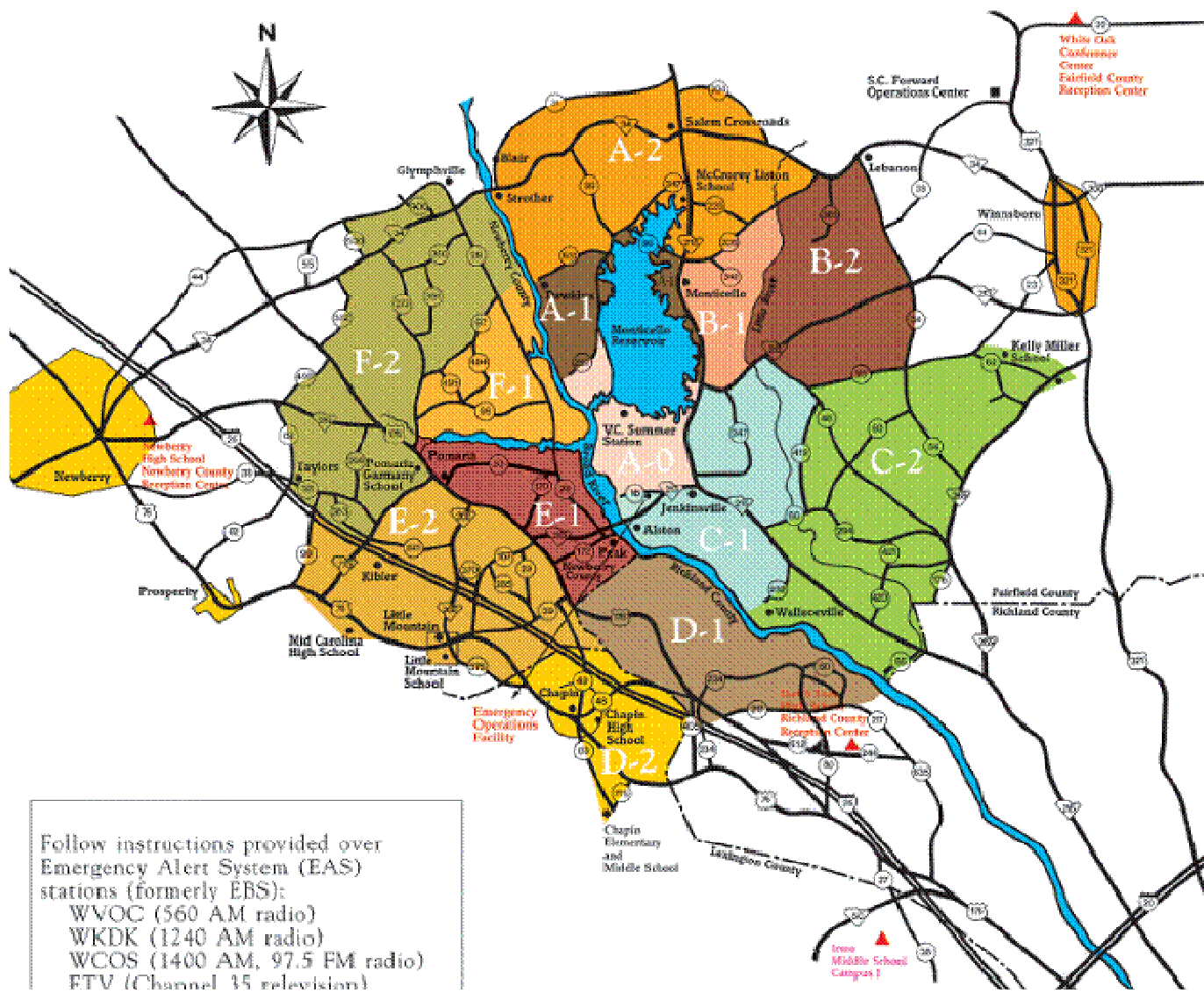
- Recommend Approval
 - Recommend Denial
 - No Recommendation
- Comments:

Legal

- Reviewed by: Larry Smith
Date:
 Recommend Approval
 Recommend Denial
 No Recommendation
- Comments:

Administration

- Reviewed by: Tony McDonald
Date: 6/16/09
 Recommend Approval
 Recommend Denial
 No Recommendation
- Comments:



Adopted in meeting duly assembled on this ____ day of June 2009.

Paul Livingston, Chair
Richland County Council

ATTEST this ____ day of _____, 2009

Michielle R. Cannon-Finch
Clerk of Council

Richland County Council Request of Action

Subject

An ordinance authorizing the issuance and sale of not to exceed \$9,000,000 General Obligation Bonds, Series 2009A, or such other appropriate series designation, of Richland County, South Carolina; Authorizing the bonds to be issued as Build America Bonds, if appropriate; Fixing the form and details of the bonds; Delegating to the County Administrator certain authority related to the bonds; Providing for the payment of the bonds and the disposition of the proceeds thereof; and other matters relating thereto [Pages 26-29]

Reviews

Richland County Council Request of Action

Subject: Sheriff Vehicles / Public Safety Building / Capital Projects

A. Purpose

The purpose of this request is to ask the Administration & Finance Committee to make a recommendation to County Council to enact an ordinance authorizing the issuance of not to exceed \$9,000,000 general obligation bonds for the purchase of vehicles for use by the Sheriff's Department for fiscal year 2009-2010; to fund constructing and equipping a public safety building, and to fund other capital projects. The bond proceeds will also be used to fund a conversion to digital radios.

B. Discussion

The projects funded as follows:

\$2.0m Sheriff Vehicles - Beginning in 2003, the County has followed a plan of issuing general obligation bonds on an annual basis to fund the acquisition of 80 replacement vehicles for use by the Sheriff's Department. At this time, it is appropriate to implement the plan for issuing bonds to purchase the vehicles for the 2009-2010 fiscal year.

\$1.6m Public Safety facility – In 2007 Council approved a capital improvement plan to move leased County public safety facilities to owned properties. This will be the second issue in the plan.

\$1.5m for other capital replacement items – This portion funds the replacement of operating capital items up to an amount equal to the prepayment for the joint Animal Shelter project with the City of Columbia.

\$3.8m for radio conversion project – The total project is \$5.5 million but only \$3.8 will be borrowed funds. Annual debt service payment will be made using \$1.0m per year from the capital replacement millage.

The Ordinance will authorize the Bonds to be offered for sale as traditional tax-exempt bonds of as Build America Bonds.

The American Recovery and Reinvestment Act of 2009 permits any governmental issuer to issue any tax-exempt bond as a taxable bond, otherwise known as "Build America Bonds" or "BABs." BABs must comply with all requirements applicable to the issuance of tax-exempt governmental bonds. The BABs would have higher interest rates than corresponding tax-exempt bonds but provide tax credits equal to 35% of the annual interest payments on the BABs. The BABs may either be issued so that the bondholder may claim the tax credit or the issuer may receive a direct payment rebate from the Federal government.

Recently, the number of investors/purchasers for BABs has expanded beyond those which have historically purchased tax-exempt municipal debt. Additionally, the market continues to evolve with terms and conditions which are more closely related to traditional tax-exempt bonds which are

important to municipal issuers. The result has been to make BABs more attractive to both issuers and investors/purchasers by offering a better product for all parties.

The recommended process would be to competitively offer the bonds as traditional tax-exempt debt and as BABs to allow flexibility in achieving the lowest cost of borrowing. On the date of sale, a determination would be made as to the most economically advantageous form of debt for the County.

C. Financial Impact

The amount needed for annual debt service will need to be appropriated in the applicable fiscal year's debt service budget. Based on debt service estimates, the debt service payments for the sheriff's vehicles, the public safety building and the capital projects will require a millage increase of not to exceed .4 mills. This increase may be less once the value of a mill is determined in the fall of 2009. The funding of the conversion to digital radios will be from a separate source of revenue.

D. Alternatives

1. Approve the request to issue the bonds.
2. Do not approve the request, in which case an alternative method of funding must be identified.

E. Recommendation

It is recommended the Council approve alternative one

Recommended by: Daniel Driggers **Department:** Finance **Date:** May 26, 2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Administration

Reviewed by: Tony McDonald

Date: 6/19/09

Recommend Approval

Recommend Denial

No Recommendation

Comments:

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE ISSUANCE AND SALE OF NOT TO EXCEED \$9,000,000 GENERAL OBLIGATION BONDS, SERIES 2009A, OR SUCH OTHER APPROPRIATE SERIES DESIGNATION, OF RICHLAND COUNTY, SOUTH CAROLINA; AUTHORIZING THE BONDS TO BE ISSUED AS BUILD AMERICA BONDS, IF APPROPRIATE; FIXING THE FORM AND DETAILS OF THE BONDS; DELEGATING TO THE COUNTY ADMINISTRATOR CERTAIN AUTHORITY RELATED TO THE BONDS; PROVIDING FOR THE PAYMENT OF THE BONDS AND THE DISPOSITION OF THE PROCEEDS THEREOF; AND OTHER MATTERS RELATING THERETO.

Richland County Council Request of Action

Subject

A resolution in support of the issuance by the South Carolina Jobs-Economic Development Authority of its not exceeding \$150,000,000 Hospital Refunding and Improvement Revenue Bonds, in one or more series, pursuant to the provisions of Title 41, Chapter 43, of the Code of Laws of South Carolina 1976, as amended [Pages 31-35]

Reviews

Richland County Council Request of Action

Subject: Palmetto Health JEDA Bond Issuance

A. Purpose

County Council is requested to hold a joint public hearing with the South Carolina Jobs-Economic Development Authority (“JEDA”) in connection with JEDA’s issuance of not exceeding \$150,000,000 Hospital Refunding and Improvement Revenue Bonds, in one or more series, to benefit Palmetto Health. County Council is also requested to adopt a resolution supporting the bond issuance as required by Title 41, Chapter 43 of the Code of Laws of South Carolina 1976, as amended (the “Enabling Act”).

B. Background / Discussion

The Enabling Act authorizes JEDA to utilize any of its program funds to establish loan programs to reduce the cost of capital to business enterprises meeting the eligibility requirements of Section 41-43-150 and for other purposes described in Section 41-43-160 thereof, and thus provide maximum opportunities for the creation and retention of jobs and improvement of the standard of living of the citizens of the State of South Carolina. The Enabling Act further provides that JEDA may issue bonds upon receipt of a certified resolution by the county in which the project will be located supporting the project and evidence of a public hearing held not less than fifteen days after publication of notice in a newspaper of general circulation in the county in which the project is or will be located.

Palmetto Health is a nonprofit corporation (the “Corporation”) which leases and operates Palmetto Health Richland, Palmetto Health Baptist Columbia (both located in Richland County), and Palmetto Health Baptist Easley (located in Pickens County) as unincorporated divisions of the Corporation. Richland County and Pickens County are herein collectively referred to as the “Counties”. The Corporation also employs practicing physicians and owns or operates numerous other facilities offering preventive, ambulatory, specialty, home care, secondary, tertiary, and hospice services. The Corporation serves approximately 825,000 residents in and around Richland County and approximately 116,000 residents in Pickens County in northwestern South Carolina.

The Corporation has requested that JEDA issue its economic development revenue bonds in the aggregate principal amount of not exceeding \$150,000,000 and to lend the proceeds of the sale of such bonds to the Corporation (i) to refund the \$105,000,000 South Carolina Jobs-Economic Development Authority Variable Rate Hospital Refunding Revenue Bonds (Palmetto Health Alliance) Series 2003B (the “Prior Bonds”) previously issued to finance and refinance the costs of the acquisition of land, buildings or other improvements thereon, machinery, equipment, office furnishings and other depreciable assets, constituting hospital facilities located in the Counties, (ii) to finance certain additions, expansions and enlargements to its existing hospital facilities and certain acquisitions of machinery, equipment, office furnishings and other depreciable assets all constituting hospital facilities located in Richland County (the “Project”), (iii) to fund a debt service reserve fund if deemed necessary or advisable by JEDA or the Corporation, (iv) to pay a portion of the interest on the Bonds, if deemed necessary or advisable

by JEDA or the Corporation, (v) to provide working capital, if deemed necessary or advisable by JEDA or the Corporation, (vi) to pay other fees and expenses, including, but not limited to, swap termination payments, and (vii) to pay other fees and expenses incurred in connection with the acquisition, construction and financing thereof and the refunding of the Prior Bonds.

The Corporation anticipates that the assistance of JEDA through the issuance of the bonds and the loan of the proceeds thereof to the Corporation for such purposes will result in the maintenance of permanent employment in the Counties and adjacent areas for approximately 7,879 people and will stimulate the economy of the Counties and surrounding areas by increased payrolls, capital investment and tax revenues.

A draft resolution in support of the Project is submitted with this request for action.

C. Financial Impact

No funds from Richland County are requested. There will be no pledge of the credit of Richland County, JEDA or any other governmental entity with respect to the bonds.

D. Alternatives

1. Approve Richland County's support of the issuance of bonds by JEDA for the benefit of Palmetto Health, and authorize a public hearing to be held on July 21, 2009, both as required by the Enabling Act.
2. Do not approve Richland County's support of the issuance of bonds by JEDA for the benefit of Palmetto Health as required by the Enabling Act.

E. Recommendation

It is recommended that County Council support the issuance of bonds by JEDA for the benefit of Palmetto Health and authorize a public hearing to be held on July 21, 2009.

Recommended by: Lynn L. Coe, Jones Day, Bond Counsel

Date: 06/09/09

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments:

Legal

Reviewed by: Larry Smith

Date:

- Recommend Approval
 - Recommend Denial
 - No Recommendation
- Comments:

Administration

Reviewed by: Tony McDonald

Date: 6/16/09

- Recommend Approval
- Recommend Denial
- No Recommendation

Comments: Approval does not obligate the County in any way from a financial perspective.

STATE OF SOUTH CAROLINA)
)
COUNTY OF RICHLAND)

**A RESOLUTION OF THE
RICHLAND COUNTY COUNCIL**

A RESOLUTION IN SUPPORT OF THE ISSUANCE BY THE SOUTH CAROLINA JOBS-ECONOMIC DEVELOPMENT AUTHORITY OF ITS NOT EXCEEDING \$150,000,000 HOSPITAL REFUNDING AND IMPROVEMENT REVENUE BONDS, IN ONE OR MORE SERIES, PURSUANT TO THE PROVISIONS OF TITLE 41, CHAPTER 43, OF THE CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED.

WHEREAS, the South Carolina Jobs-Economic Development Authority (the “Authority”) is authorized and empowered under and pursuant to the provisions of Title 41, Chapter 43, of the Code of Laws of South Carolina 1976, as amended (the “Act”), to utilize any of its program funds to establish loan programs for the purpose of reducing the cost of capital to business enterprises which meet the eligibility requirements of Section 41-43-150 of the Act and for other purposes described in Section 41-43-160 of the Act and thus provide maximum opportunities for the creation and retention of jobs and improvement of the standard of living of the citizens of the State of South Carolina; and

WHEREAS, the Authority is further authorized by Section 41-43-110 of the Act to issue revenue bonds payable by the Authority solely from a revenue producing source and secured by a pledge of said revenues in order to provide funds for any purpose authorized by the Act; and

WHEREAS, the Authority and Palmetto Health, a South Carolina nonprofit corporation (the “Corporation”), entered into an Inducement Agreement (the “Inducement Agreement”), pursuant to which and in order to implement the public purposes enumerated in the Act, and in furtherance thereof to comply with the undertakings of the Authority pursuant to the Inducement Agreement, the Authority proposes, subject to such approval of the State Budget and Control Board of South Carolina and Richland County, South Carolina (the “County”) as may be required by law, to issue not exceeding \$150,000,000 aggregate principal amount of its Hospital Refunding and Improvement Revenue Bonds (Palmetto Health), in one or more series (the “Bonds”), under and pursuant to Section 41-43-110 of the Act (i) to refund the \$105,000,000 South Carolina Jobs-Economic Development Authority Variable Rate Hospital Refunding Revenue Bonds (Palmetto Health Alliance) Series 2003B (the “Prior Bonds”) previously issued to finance and refinance the costs of the acquisition of land, buildings or other improvements thereon, machinery, equipment, office furnishings and other depreciable assets, constituting hospital facilities located in the County and Pickens County, South Carolina (collectively, the “Counties”), (ii) to finance certain additions, expansions and enlargements to its existing hospital facilities and certain acquisitions of machinery, equipment, office furnishings and other depreciable assets all constituting hospital facilities located in the County (together with the refunding of the Prior Bonds, the “Project”), (iii) to fund a debt service reserve fund if deemed necessary or advisable by the Authority or the Corporation, (iv) to pay a portion of the interest on the Bonds, if deemed necessary or advisable by the Authority or the Corporation, (v) to provide working capital, if deemed necessary or advisable by the Authority or the Corporation, (vi) to pay other fees and expenses, including, but not limited to, swap termination

payments, and (vii) to pay other fees and expenses incurred in connection with the acquisition, construction and financing thereof; and

WHEREAS, the Corporation is projecting that the assistance of the Authority by the issuance of the Bonds will result in the maintenance of permanent employment in the Counties and adjacent areas for approximately 7,879 people, and will stimulate the economy of the Counties and surrounding areas by increased payrolls, capital investment and tax revenues; and

WHEREAS, the County Council of the County (the “County Council”) and the Authority have on this date jointly held a public hearing, duly noticed by publication in a newspaper having general circulation in the County, not less than 15 days prior to the date hereof, at which all interested persons have been given a reasonable opportunity to express their views;

NOW THEREFORE, BE IT RESOLVED by the County Council of Richland County, South Carolina, as follows:

SECTION 1. As required by the Act, it is hereby found, determined and declared that (a) the Project will subserve the purposes of the Act; (b) the Project is anticipated to benefit the general public welfare of the County by providing services, employment, recreation or other public benefits not otherwise provided locally; (c) the Project will give rise to no pecuniary liability of the County or a charge against its general credit or taxing power; (d) the amount of bonds required to finance the Project is not exceeding \$150,000,000 (based on such information as provided by the Corporation); and (e) the documents to be delivered by the Corporation and the Authority with respect to the Bonds will provide, among other things, (i) for the amount necessary in each year to pay the principal of and interest on the Bonds, (ii) whether reserve funds of any nature will be established with respect to the retirement of the Bonds and the maintenance of the Project (and, if any such reserve funds are to be so established, the amount necessary to be paid each year into such funds), and (iii) that the Corporation shall maintain the Project and carry all proper insurance with respect thereto.

SECTION 2. The County Council supports the Authority in its determination to issue the Bonds to finance the Project.

SECTION 3. All orders and resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed, and this resolution shall take effect and be in full force from and after its adoption.

Adopted this 21st day of July, 2009.

Paul Livingston, Chair
Richland County Council

(SEAL)

Attest: _____
Michielle R. Cannon-Finch
Clerk to County Council

Richland County Council Request of Action

Subject

Council Motion (Washington): Request to approve a sponsorship for the South Carolina State University National Alumni Association's 20th Annual National Convention [Pages 37-42]

Reviews

Richland County Council Request of Action

Subject: SC State University National Alumni Association Sponsorship

A. Purpose

County Council is requested to approve a request to sponsor the SC State University National Alumni Association's 20th national convention.

B. Background / Discussion

During the motion period on June 16, 2009, Councilman Kelvin Washington referred to the A&F Committee a request from the SC State University National Alumni Association for sponsorship of the group's 20th national convention. This year's convention will be held at the Columbia Marriott (located within the corporate limits of the City of Columbia) from July 30, 2009 through August 2, 2009

The SC State University National Alumni Association is seeking sponsorships for this event. Sponsorship packages range from \$500 to \$5,000. The Association is a registered non-profit organization that is in good standing with the South Carolina Secretary of State's Office.

C. Financial Impact

This request is made outside of the council's normal budget process. No funding source has been identified, and no sponsorship amount has been specified. Therefore, a financial impact cannot be made at this time.

D. Alternatives

1. Approve the request, identify a funding source, and specify the level of sponsorship.
2. Do not approve the request.

E. Recommendation

This request is at council's discretion.

Submitted by:
Kelvin Washington

Department:
County Council

Date:
June 16, 2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

✓ No Recommendation

Comments: Decision to fund is a council decision. Approval would require the identification of a funding source and may require a budget amendment.

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

✓ No Recommendation

Comments: Council discretion

Administration

Reviewed by: Tony McDonald

Date: 6/17/09

Recommend Approval

Recommend Denial

✓ No Recommendation

Comments: This is left to the Council's discretion. Please note that because this request was not included in the budget process, an amount and funding source will need to be identified.



WASHINGTON MOTION

SOUTH CAROLINA STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION, INC.

NATIONAL OFFICERS

PRESIDENT
Patricia B. Lott
755 Five Chop Road
Orangeburg, SC 29115
(803) 534-7484 (H)
(267) 276-0927 (F)
Email: lotr6813@bellsouth.net

September 30, 2008

FIRST VICE PRESIDENT
COL (Ret) Jerry A. Hubbard
6316 Skinner Drive
Burke, VA 22015
(703) 250-0912 (H)
E-mail: jhubbard5@cox.net

Greetings,

On behalf of the SC State University National Alumni Association, I am writing you to solicit your support for our 20th national convention. This year's convention is being hosted by the Greater Columbia Chapter, Columbia, South Carolina, July 30-August 2, 2009 at the Columbia Marriott.

SECOND VICE PRESIDENT
Vernell T. Brown
P. O. Box 251
Johns Island, SC 29457
(843) 559-3801 (H)
E-mail: vernell310@bellsouth.net

Our theme is, "Giving Back to the University is Not Just Our Responsibility, it is Our Obligation". With your contribution we will be in position to assist more students to reach their educational potential.

FINANCIAL SECRETARY
Carl Johnson, Jr.
P.O. Box 38754
Charlotte, NC 28278
(704) 697-0787 (H)
E-mail: uni-que@carolina.rr.com

We are asking for contributions beginning at \$500.00 and up. Enclosed are the levels of giving for you to select from. You will be recognized at the convention according to your level of giving.

RECORDING SECRETARY
Mary S. Wade
13406 Vandiver Court
Upper Marlboro, MD 20774
(301) 249-3450 (H)
E-mail: mawade7@aol.com

Please help to make this the most productive sponsorship year ever. Your generosity will be greatly appreciated.

CORRESPONDING SECRETARY
Ramona B. Manning
677 Callahan Street
Winter Park, FL 32789
(407) 629-5089 (H)
E-mail: manningr65@aol.com

With Enthusiasm,

Handwritten signature of Patricia B. Lott

TREASURER
Curtis A. Stevens
8715 Carriage Hills Drive
Columbia, MD 21046
(410) 381-9310 (H)
E-mail: StevensCu61@Verizon.net

Patricia B. Lott, President
South Carolina State University
National Alumni Association

CHAPLAIN
Rev. Dr. Willie J. Heggins II
565 Gue Road
Orangeburg, SC 29115
(803) 534-2619 (H)
(803) 534-8831 (F)
E-mail: julianhegg@aol.com

PARLIAMENTARIAN
COL (Ret) Ned E. Felder
5205 Pine Crossing Lane
Burke, VA 22015
(703) 323-5374 (H)
E-mail: nefelder@peoplepc.com

20th ANNUAL
SOUTH CAROLINA STATE UNIVERSITY NATIONAL ALUMNI
CONVENTION
SPONSORSHIP PACKAGE

LEVELS

PLATINUM	\$5,000
GOLD	\$2,000 – \$4,999
SILVER	\$1,000 – \$1,999
GOLD	\$500 – \$999

PLATINUM LEVEL

\$5,000 +

- Eight (8) Tickets to Convention Reception
- VIP table (tickets for 8 guest) at Friday Luncheon
- VIP table (tickets for 8 guest) at Convention Souvenir Journal
- Full Page Ad with Photo in Convention Banquet/Special Saturday Night Event
- Recognition throughout Convention
- Recognition in 2008 Football Season Game Booklet
- Complimentary Souvenir Program Booklet

GOLD LEVEL

\$2,000 - \$4,999

- Four (4) Tickets to Convention Reception
- Four (4) Tickets to Friday Luncheon
- VIP seating for Four (4) at convention Banquet/Special Saturday Night Event
- Full Page Ad with Photo in Convention Souvenir Journal
- Recognition Throughout Convention
- Recognition in 2009 Football Season Game Booklet
- Complimentary Souvenir Program Booklet

SILVER LEVEL

1,000- 1,999

- Two (2) tickets to convention Reception
- VIP seating for Two (2) at Convention Banquet/Special Saturday Night Event
- Full Page Ad in Convention Souvenir Journal
- Recognition Throughout Convention
- Recognition in 2009 Football Season Game Booklet
- Complimentary Souvenir Program Booklet

BULLDOG LEVEL

\$500- \$999

- VIP seating for Two (2) at Convention Banquet/Special Saturday Night
Event
- One half (1/2) Page Ad in Convention Souvenir Journal
- Recognition during the Convention
- Complimentary Souvenir Program Booklet

Richland County Council Request of Action

Subject

Request to consider salary adjustments and amendments to existing county policies and procedures for the Columbia Magistrate, Treasurer, and Board of Voter Registration [Pages 44-61]

Reviews

Richland County Council Request of Action

Subject: Magistrate, Treasurer, and Voter Registration Salary Questions or Requests

A. Purpose

- Magistrate Hudnell – Amend County Magistrate Pay Plan to enable Magistrate Hudnell to be paid at the same rate as other Richland County Magistrates with the same years of service since appointment, without consideration to education.
- Treasurer David Adams – County Council give consideration to the salary of the Tax Collector and Treasurer in Greenville County and Charleston County to make a decision on whether to increase salary of Richland County Treasurer David Adams.
- Voter Registration Chair Lillian McBride and Voter Registration Board Members – Request from Voter Registration Chair is to review Chair and Board Members positions and bring salary up to fair market value.

B. Background / Discussion

➤ **Magistrate – Clevette Hudnell**

Richland County has adopted a Pay Plan for Magistrates and The State of SC annually publishes a pay schedule for Magistrates. Both the Richland County and the State of SC plan outline minimum salary based on education and tenure as a Magistrate. In order to comply with both the Richland County Magistrate Pay Plan and the State of SC Magistrate Pay Plan, annually Human Resources prepares a chart that includes each Richland County Magistrate, their date appointment as Magistrate, current salary, new pay rate under State of SC Magistrate Pay Plan, and new pay rate under Richland County Magistrate Pay Plan. Human Resources then proposes the higher pay rate of the two plans for each respective Magistrate based on their qualifications in comparison to the respective pay plan. Human Resources sends this list to the Chief Magistrate for review. Upon confirmation from the Chief Magistrate the appropriate pay change actions are processed.

In 1998, Richland County Council took action that “grandfathered” Magistrates hired on or before July 1, 1998. Magistrates appointed after that date would be subject to the greater minimum salary outlined in either the Richland County Pay Plan or subsequently the State of SC Pay Plan. The Richland County Magistrate Pay Plan pays slightly higher in most cases for Magistrates appointed at the same time and the same education degree(s). For example, a Magistrate appointed after July 1, 1998 without a 4 year degree would be paid at a lower pay rate than a Magistrate without a 4 year degree but appointed before July 1, 1998 because of the “grandfathered” language.

Magistrate Hudnell was appointed in 2001 and does not have a 4 year degree, therefore her pay rate is the lower pay schedule under the Richland County Magistrate Pay Plan.

➤ **Treasurer – David Adams**

Richland County has a policy that covers pay for Elected Officials. Part of that policy covers periodic salary surveys, a section covers re-election increases, and another section of the policy references CPI increases. It has been the practice of Richland County for a newly hired Elected Official to get the same salary as the Elected Official that was in office. Because of CPI increases and re-election increases, the salary of an Elected Official who has been in office for many years is likely to be greater than if the Elected Official had not been re-elected.

In accordance with County policy usually every three years, Human Resources will conduct a salary survey for Elected Officials and provide to the County Administrator for submission to the County Council. Usually, only Charleston County, SC and Greenville County, SC are included in the survey of salaries for Elected Officials.

There are not consistent organizational structure standards for all counties in South Carolina. Consequently, some counties have some jobs that other counties don't have, some counties have some functions reporting to different areas in the government, and some counties have some office combined that others don't.

The Treasurer had raised a specific example of the inconsistent structure involving the "Tax Collector" job. In some counties, they have both a "Tax Collector" job and a "Treasurer". Richland County does not have a job titled "Tax Collector". The Treasurer, Mr. Adams, has put forth the point that because Richland County does not have a job of "Tax Collector" he serves both roles as Treasurer and Tax Collector and consequently this should be a consideration in comparing and setting his salary.

➤ **Voter Registration Board Members and Chair – Lillian McBride**

The Board Members and Chair of the Voter Registration Board are appointed by the Richland County Legislative Delegation. Because these positions are appointed by an authority outside of the Richland County Council, personnel in these positions for the purposes of pay increases are treated like other Appointed Officials of Richland County. Annually they receive the CPI increase authorized for Elected and Appointed Officials.

Voter Registration Board Members and Chair jobs are not classified (i.e. unclassified, the County does not have a pay range). This is consistent with all other Elected and Appointed Officials. Salaries for Elected and Appointed Officials are determined by the policy and/or discretion of the County Council. Historically the County has done salary surveys but has not conducted classification studies on the jobs of Elected and Appointed Officials to establish a job classification, pay range, or salary. Unless specified in a County ordinance or by SC State law, Richland County Appointed Officials increases must be authorized by County Council.

Richland County Voter Registration Office is structured unique to all other SC County Voter Registration Offices. The County's research found that all large counties have combined their Voter Registration and Election Commission Office into a single office or department. In addition, we found the structure of their jobs to be different from the "Board Member" and "Chair" jobs in Richland County. The result is that it was not possible to obtain an appropriate job match via survey to establish for wage and salary comparison purposes. Therefore, it is not an "apples to apples" comparison when

looking at Charleston County or Greenville County because they have combined Voter Registration and Election Commission into one department or office. In addition, Human Resources asked the consultant, MGT, to search for a job match in South Carolina and they were not able to locate an appropriate job match either. Consequently, Richland County “Board Member” and “Chair” jobs appear to be a unique hybrid job at least in South Carolina.

Richland County’s unique organizational structure for Voter Registration compared to other counties in South Carolina combined with the fact that the County has not been able to locate comparable job matches in other SC counties has resulted in the situation that now exists.

C. Financial Impact

MAGISTRATE HUDNELL – Approximately \$6,500.00 plus associated benefits annually. This is the difference in what Magistrate Hudnell’s salary compared to a Richland County Magistrate with a 4 year degree or a Richland County Magistrate hired prior to the implementation of the Richland County Magistrate Pay Plan.

TREASURER – The cost of any increase approved by County Council and associated benefits.

VOTER REGISTRATION – Because no specific amount has been requested and/or not amount has been authorized by County Council, it is not possible to determine a cost at this time. The cost of any increase approved by County Council and associated benefits.

D. Alternatives

MAGISTRATE HUDNELL

The options before County Council relating to increase Magistrate Hudnell’s pay rate include:

1. Take no action.
2. Recommend Magistrate Hudnell obtain 4 year degree.
3. Amend the County’s Magistrate Pay Plan.

TREASURER

The options before County Council are:

1. Take no action.
2. Continue to follow County policy and practice.
3. Consider the salary of the Tax Collector and Treasurer when establishing the salary for the Treasurer, as proposed by Mr. Adams.

4. Consider on the salary of the Treasurer from Greenville County and Charleston County when setting the salary for the Treasurer.

VOTER REGISTRATION

The options before Council:

1. Take no action.
2. Amend ordinance to implement a method for Voter Registration Board Members and Chair to get regular salary increases in addition to or instead of CPI.
3. Authorize one time pay increases for Board Members and Chair of Voter Registration.

E. Recommendation

Staff is seeking council's guidance as to whether or not council wishes to amend existing policies to allow for the requested salary adjustments.

Recommended by: J. Milton Pope

Department: Administration

Date: 6/18/2009

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments: This is a policy decision for council. Approval of a plan that would have a fiscal impact on the current budget would require the identification of budget dollars.

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

No Recommendation

Comments: As to the issue related to the Magistrate that matter had previously been formally appealed to County Council pursuant to the SC. Code of Laws. I would recommend that the Council determine the status of that appeal is before there is any action taken to change the Magistrate Pay Plan.

As to the Treasurer, that is a policy decision of Council.

As to the Office of Voter Registration, I have provided a legal opinion to Administration, Human Resources as well as Voter Registration. I will e-mail this opinion to members of the committee under separate cover.

Administration

Reviewed by: J. Milton Pope

Date: 6/18/2009

Recommend Approval

Recommend Denial

No Recommendation

Comments: Staff is seeking council's guidance as to whether or not council wishes to amend existing policies to allow for the requested salary adjustments.

Sec. 2-262. Salaries of certain elected officials.

(a) The following elected officials shall be excluded from the County's pay and classification plan: auditor, clerk of court, coroner, probate judge, sheriff, and treasurer.

(b) The salary of the auditor, clerk of court, coroner, sheriff, and treasurer shall be determined through the County's budget process, and does not include any supplemental appropriations from the state of South Carolina or from any other source.

(c) Each year elected officials listed in (b) above shall receive a pay increase commensurate with the percentage increase of the Consumer Price Index (CPI) over the previous year, which number is distributed to the County from the State Department of Revenue through the South Carolina Association of Counties for budgetary purposes, but not to exceed 4% for that year; provided, however, elected officials' salaries shall be reviewed at the same time that other County positions are reviewed for market comparisons, but in no event longer than three years. If it is determined that an elected official's salary is higher than others surveyed in similar sized counties, the elected official shall not receive a CPI pay increase for the first year following such review. Pay increases, when applicable, shall take effect starting with the first pay period in July.

(d) Upon re-election, the elected officials listed in (a) above, shall receive a 5% pay increase, which shall take effect at the beginning of the new term of office.

(e) A newly elected official, or an individual appointed to fill an existing term of office, shall receive the salary of the previous incumbent, but shall not receive the 5% pay increase that re-elected officials receive.

(Ord. No. 1261-85, § I, 1-8-85; Ord. No. 080-00HR, § I, 12-19-00; Ord. No. 057-05HR, § I, 9-6-05; Ord. No. 028-07HR, § I, 3-20-07)

TREASURER AND TAX COLLECTOR

County	Charleston	Greenville	Richland
Do they have a Treasurer and Tax Collector?	Yes, they have both: Treasurer and Delinquent Tax Collector	Yes, they have both: Treasurer and Manager of Tax Collections	No
Is the Treasurer appointed or elected?	Elected	Elected	Elected
Is the Tax Collector appointed or hired by County Administrator?	Hired by County Administrator	Hired by County Administrator	n/a
Salary of Treasurer (without supplement)	\$67,686	\$78,976	\$63,450
Salary of Tax Collector	\$83,179	\$63,713	n/a
Sources of Information	Maria Rapchick- Chareston County HR www.charlestoncounty.org SC Association of Counties Wage and Salary Report 2009	Stephanie Brown- Greenville County HR www.greenvillecounty.org SC Association of Counties Wage and Salary Report 2009	Richland County HR

South Carolina Association of Counties
ANNUAL WAGE AND SALARY SURVEY REPORT
 Survey Group: 1

Job Title: **GIS TECHNICIAN II**

Job Code: **175**

County	Hours	Staff Totals	Pay Range		Actual or Mid-Point	Percent Spread
			Minimum	Maximum		
AIKEN	40.0	2	31,717	44,404	38,060	40%
BERKELEY	37.5	1	26,187	41,890	34,038	59%
FLORENCE	37.5	1	31,824	47,239	39,531	48%
LEXINGTON	40.0	2	36,111	50,555	43,333	39%
RICHLAND	37.5	4	30,398	51,191	40,794	68%
LOWEST REPORTED SALARIES:			26,187	41,890	34,038	
HIGHEST REPORTED SALARIES:			36,111	51,191	43,333	
ARITHMETIC AVERAGE:			31,247	47,055	39,151	50%

Job Title: **GIS TECHNICIAN I**

Job Code: **176**

County	Hours	Staff Totals	Pay Range		Actual or Mid-Point	Percent Spread
			Minimum	Maximum		
ANDERSON	37.5	1	21,916	37,169	29,542	69%
BERKELEY	0.0	2	22,914	36,662	29,788	59%
CHARLESTON	37.5	1			40,768	
GREENVILLE	37.5	1	28,023	44,008	36,015	57%
HORRY	40.0	6	29,065	46,597	37,831	60%
LEXINGTON	40.0	1	29,112	40,757	34,934	40%
PICKENS	37.5	3	28,129	42,193	35,161	49%
RICHLAND	37.5	1	26,330	44,333	35,331	68%
SUMTER	37.5	1	19,509	27,313	23,411	40%
LOWEST REPORTED SALARIES:			19,509	27,313	23,411	
HIGHEST REPORTED SALARIES:			29,112	46,597	40,768	
ARITHMETIC AVERAGE:			25,624	39,879	33,642	55%

Job Title: **COUNTY TREASURER (not including salary supplement)**

Job Code: **210**

County	Hours	Staff Totals	Pay Range		Actual or Mid-Point	Percent Spread
			Minimum	Maximum		
AIKEN	40.0	1	58,921	82,490	70,705	40%
ANDERSON	37.5	1	41,050	69,621	55,335	69%
BEAUFORT	40.0	1			61,228	
BERKELEY	40.0	1			56,800	
CHARLESTON	40.0	1			67,686	
FLORENCE	40.0	1			60,758	
GREENVILLE	37.5	1			78,976	
HORRY	40.0	1			76,108	
LEXINGTON	40.0	1			56,512	
PICKENS	37.5	1	52,339	78,509	65,424	50%
RICHLAND	37.5	1			63,450	
SPARTANBURG	37.5	1			75,384	
SUMTER	37.5	1			58,701	
YORK	40.0	1			67,876	
LOWEST REPORTED SALARIES:			41,050	69,621	55,335	
HIGHEST REPORTED SALARIES:			58,921	82,490	78,976	
ARITHMETIC AVERAGE:			50,770	76,873	65,353	53%

South Carolina Association of Counties
ANNUAL WAGE AND SALARY SURVEY REPORT
 Survey Group: 1

Job Title: **TAX CLERK**

Job Code: **215**

County	Hours	Staff Totals	Pay Range		Actual or Mid-Point	Percent Spread
			Minimum	Maximum		
AIKEN	40.0	2	21,139	31,711	26,425	50%
ANDERSON	37.5	19	15,397	31,770	23,583	106%
BEAUFORT	40.0	11	23,798	33,317	28,557	39%
BERKELEY	37.5	2	24,005	38,408	31,206	60%
CHARLESTON	37.5	19			30,920	
FLORENCE	37.5	7	22,889	33,837	28,363	47%
GREENVILLE	37.5	6	21,121	33,277	27,199	57%
LEXINGTON	40.0	12	25,613	35,858	30,735	39%
PICKENS	37.5	1	24,094	36,141	30,117	50%
RICHLAND	37.5	6	25,879	38,935	32,407	50%
YORK	40.0	6	24,085	33,720	28,902	40%
LOWEST REPORTED SALARIES:			15,397	31,711	23,583	
HIGHEST REPORTED SALARIES:			25,879	38,935	32,407	
ARITHMETIC AVERAGE:			22,802	34,697	28,946	53%

Job Title: **COUNTY TAX COLLECTOR**

Job Code: **216**

County	Hours	Staff Totals	Pay Range		Actual or Mid-Point	Percent Spread
			Minimum	Maximum		
AIKEN	40.0	1	54,387	76,142	65,264	40%
ANDERSON	37.5	1	23,704	40,203	31,953	69%
BEAUFORT	40.0	1	28,145	39,404	33,774	40%
BERKELEY	37.5	1	52,375	83,799	68,087	59%
CHARLESTON	40.0	1			83,179	
FLORENCE	40.0	1	34,801	51,706	43,253	48%
GREENVILLE	37.5	1	50,455	76,972	63,713	52%
HORRY	40.0	1	40,327	60,492	50,409	50%
LEXINGTON	40.0	1	44,859	62,803	53,831	40%
PICKENS	37.5	1	39,225	58,838	49,031	50%
SPARTANBURG	37.5	1	62,510	100,016	81,263	60%
SUMTER	37.5	1	23,006	32,208	27,607	39%
YORK	40.0	1	45,874	64,224	55,049	40%
LOWEST REPORTED SALARIES:			23,006	32,208	27,607	
HIGHEST REPORTED SALARIES:			62,510	100,016	83,179	
ARITHMETIC AVERAGE:			41,639	62,233	54,339	48%

DIVISION 6. DETENTION, ELECTIONS, VOTER REGISTRATION, AND REGISTER OF MESNE CONVEYANCES

Cross reference(s)--Medical indigent care program, § [14-41](#) et seq.

Sec. 2-235. Creation; department directors; management of department.

The office of register of mesne conveyances, and the department of elections, voter registration and the detention center are established as departments within the county government.

(Ord. No. 1858-89, § III, 4-4-89; Ord. No. 101-96HR, § I, 12-10-96)

Sec. 2-236. Directors; qualifications; selection; compensation.

The office of the register of mesne conveyances, and the departments of elections, voter registration and the detention center shall be directed by individuals qualified by virtue of their education, training and experience. Compensation for the directors shall be in accordance with the county pay and classification plans as approved in the annual budget(s) by the county council.

(Ord. No. 101-96HR, § I, 12-10-96)

Sec. 2-237. State divisional heads; qualifications; selection; compensation.

The "state units" including the division of social services and the division of health and environmental control shall be directed by individuals qualified, selected, and compensated by the appropriate agency of the state.

Sec. 2-238. Departmental responsibilities; powers; duties.

(a) *Detention center.* The detention center shall be directed by the director of the detention center who shall be appointed by the county administrator and directly responsible thereto. The director shall be responsible to:

- (1) Operate and manage the county detention center, and any prison camps or other detention facilities that may be established;
- (2) Provide for the proper care and custody of all prisoners assigned to county detention facilities;
- (3) Be responsible for the effective and efficient operation of the detention center and any related buildings and grounds;
- (4) Control all employees under his direction and be responsible for all equipment and supplies needed to operate the detention center.

Sec. 2-238.1. Register of mesne conveyances.

(a) *Office created, location.* There is hereby created the office of register of mesne conveyances pursuant to Act 453 of S.C. General Assembly 1973, such office to be located in the county courthouse with the clerk of court's office.

(b) *Department director.* A position of register, who shall serve as the departmental director, is hereby established.

(c) *Term of office.* The register shall be appointed by and serve at the pleasure of the county administrator.

(d) *Qualifications; county employee.* The register shall be a person with training and/or experience in responsible office work providing a familiarity with the laws and regulations pertaining to the management of records. The register shall be a member of the county employee classification system and enjoy all the privileges and rights of county employees, with compensation to be determined accordingly.

(e) *Responsibility and duties.* The register shall be responsible and under the direct supervision of the county administrator, for the performance of the duties of this office which include, but are not limited to:

(1) Directing the division of mesne conveyances and supervising its staff and activities;

(2) Indexing and recording all deeds, conditions, restrictions, contracts, agreements, descriptions of real estate from the probate judge's office, cemetery plots, easements, leases, mortgages on chattel and real property, satisfactions, assignments, releases, modifications, mechanics' liens, state, federal and employment security

commission tax liens, plats and financial statements under the Uniform Commercial Code; provided, however, that no deed shall be accepted for recordation unless it bears the tax map number of the property being conveyed;

(3) Maintaining books for recording business establishments, corporate charters, U.S. military and naval forces discharges;

(4) Maintaining a notary public register;

(5) Maintaining an index of cross-index books for all instruments of record logged in the office;

(6) Collecting necessary fees for the recording of records as set by law;

(7) Answering requests and giving assistance to those seeking information from the records of the office;

(8) Preparing a division budget; and

(9) Rebinding books and records.

(f) *Bond.* The register of mesne conveyances shall give to the county a surety bond in the value of twenty-five thousand dollars (\$25,000.00) for the faithful performance of his duties, such bond to be lodged in the office of the state treasurer.

(g) *Deputy.* The register may recommend candidates for appointment as a deputy. Such appointment shall be made by the county administrator and shall be evidenced by a certificate thereof, signed by the administrator.

(h) *Staff and assistants.* Upon recommendation of the register, the county administrator shall employ such staff and assistants as are necessary to the performance of the duties of that office. They shall be subject to the county classification system and their compensation determined accordingly.

(i) *Officers to cooperate.* All officers of the county, whether elected or appointed, and their deputies and assistants, shall cooperate with and assist the register of mesne conveyances in the performance of the duties prescribed in this section.

(Code 1976, §§ 3-3041--3-3048; Ord. No. 1858-89, § III, 4-4-89; Ord. No. 1864-89, § I, 7-1-89; Ord. No. 101-96HR, § I, 12-10-96)

Secs. 2-239--2-246. Reserved.

EMAIL FROM CHAIR OF VOTER REGISTRATION TO COUNTY COUNCIL MEMBERS

From: LILLIAN MCBRIDE
Sent: Wednesday, June 03, 2009 2:06 PM
To: Council Members
Subject: Bd of Voter Registration
Importance: High

Good afternoon, Chairman Paul Livingston and Council Members,

To clarify and put the issue with the Board of Voter Registration in perspective my issues were not of PEP or County Ordinance, but on the fact that the Board of Voter Registration positions were not reviewed but overlooked and not brought up to fair market value in the county last two studies. Please see attachment on original request of ROA.

Lillian A. McBride

Director of Board of Voter Registration

2020 Hampton St Columbia S.C 29202

(803) 576-2240

(803) 576-2249 (fax)

mcbriDEL@rcgov.us

RICHLAND COUNTY DEPARTMENTAL COMPENSATION PLAN	
TITLE: Magistrate Supplemental Pay Plans	Number: 2
EFFECTIVE DATE: 7/1/1998	Page: 1 of 3
PREPARED BY: Human Resources Department	AUTHORIZED BY: TDH

POLICY:

To establish pay plans for Richland County magistrates, subject to appropriations by Council in the Richland County Budget Ordinance.

PROCEDURE:

1. As of July 1, 1998, a full-time magistrate with a two year associate degree or four year Bachelors degree and having obtained four (4) years judicial experience or having a total of twelve (12) years judicial experience as an equivalent shall be paid at a salary rate of sixty percent (60%) of that of a Circuit Court Judge's salary of this state. A newly appointed magistrate would progress to the full time rate as follows:
 - 1.1. A newly appointed magistrate with a four (4) year Bachelor degree should be paid according to the "A" scale below. The term "Newly Appointed" for scale "A" means a person with a Bachelor degree never before serving as a magistrate for his/her first four year term or the remainder of an unexpired term of a former magistrate. A newly appointed magistrate does not have the requisite experience.
 - 1.2. A newly appointed magistrate without a four (4) Bachelor degree shall be paid according to the "B" scale below. The term newly appointed for the purposes of "B" scale means a person who meets the state minimum requirement and does not have a bachelor degree and does not have the requisite experience.

2. SCALE A

- 2.1. Upon first appointment a magistrate with a four year Bachelors degree shall be paid forty two percent (42%) of the a circuit court judge for South Carolina.
- 2.2. Upon completion of the orientation school sponsored by the South Carolina Court Administration and certification by the Magistrate Board of Certification, a newly appointed magistrate shall be paid forty eight percent (48%) of a circuit court judge for South Carolina.
- 2.3. Upon completion of the anniversary of the second year as a magistrate, the magistrate shall be paid fifty one percent (51%) of a circuit court judge for South Carolina;
- 2.4. Upon completion of the anniversary of the third year in office, year as a magistrate, the magistrate shall be paid fifty four percent (54%) of a circuit court judge of South Carolina;

RICHLAND COUNTY DEPARTMENTAL COMPENSATION PLAN	
TITLE: Magistrate Supplemental Pay Plans	Number: 2
EFFECTIVE DATE: 7/1/1998	Page: 2 of 3
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2.5. Upon completion of the anniversary of the fourth year in office, a magistrate shall be paid at a rate designated in section 1 above; that is sixty percent (60%) of the rate of salary of circuit judge of the state.

3. SCALE B

3.1. Upon initial appointment the magistrate shall be paid at the state base rate.

3.2. Upon the second (2nd) anniversary the magistrate shall be paid at a rate of forty percent (40%) of a circuit judge's salary.

3.3. Upon the fourth (4th) anniversary the magistrate shall be paid at rate of forty four percent (44%) of a circuit judge's salary.

3.4. Upon the sixth (6th) anniversary the magistrate shall be paid at a rate of forty eight (48%) of a circuit judge's salary.

3.5. Upon the eighth (8th) anniversary the magistrate shall be paid at the rate of fifty two percent (52%) of a circuit judge's salary.

3.6. Upon the tenth (10th) anniversary the magistrate shall be at the rate of fifty six percent (56%) of a circuit judge's salary.

3.7. Upon the twelfth (12th) anniversary the magistrate shall be paid at a rate of sixty (60%) percent of a circuit judge's salary.

4. The annual salary adjustment for a magistrate will be the normal progression as outlined in Scale A and Scale B. Once the adjustment under Scale A and B has been achieved, any subsequent adjustments will be consistent with those of a circuit court judge. This will be inclusive of any cost of living adjustments given to State employees.

5. Magistrate and ministerial magistrates shall have the same perquisite as those employees of the County of similar position and salary.

6. Any part-time magistrate or ministerial magistrate shall be paid a prorated salary based on hours worked and length of service.

7. A full-time Chief Magistrate for administrative purposes shall be paid a yearly stipend of five thousand dollars (\$5,000.00) for such added responsibilities as require by such position and such stipend shall be forfeited when that person is no longer Chief Magistrate for administrative purposes for the county.

RICHLAND COUNTY DEPARTMENTAL COMPENSATION PLAN	
TITLE: Magistrate Supplemental Pay Plans	Number: 2
EFFECTIVE DATE: 7/1/1998	Page: 3 of 3
PREPARED BY: Human Resources Department	AUTHORIZED BY: TDH

8. As a participant in the criminal justice system, each magistrate shall be assigned to the Police Officers retirement System (PORS) with the county contributing the full employer portion.

9. Magistrates requesting to be converted to PORS will have conversion funds contributed by the County equal to the amount due for the time served as a magistrate. Any other State retirement years required to be converted will be at the individual's expense.

	Richmond County	Charleston County	Lexington County	Greenville County	Mecklenburg County, NC
Department Budget	\$657,023	\$1,491,674	\$395,112	\$602,078	\$4,235,843
Personnel Budget	\$334,993	\$827,735	\$254,442	\$532,039	\$1,896,593
Number of Employees	9	15	13	1241	
Voters Registration & Election Commission Structure	Separate	Combined	Combined	Combined	Combined
County Population (2006 est)	348,226	331,917	240,160	417,166	827,445
Budget to Population Ratio	1.88	4.49	1.64	1.65	5.11

Charleston County Pay Structure	
Executive Director	\$69,992 - \$105,892
Administrative Coordinator	\$32,281 - \$48,734
Project Coordinator	\$32,281 - \$48,734
Voter Service Coordinator	\$38,929 - \$57,907
Voter Services Representative	\$27,144 - \$41,017

Greenville County Pay Structure	
Manager, Reg & Election	\$50,456 - \$76,972
Administrative Assistant	\$28,023 - \$44,009
Administrative Support Specialist	\$22,846 - \$38,269
Service Representative	\$21,121 - \$33,277

Richmond County	
Chair	\$27,317 - \$51,001
Board Member	\$20,220 - \$34,057
Motor Vehicle Clerk	\$21,044 - \$33,671
Voter Registration Clerk	\$21,044 - \$33,671

Lexington County	
Director of Reg & Elections	\$46,009 - \$65,253
Reg & Elections Mng	\$34,361 - \$48,106
Reg & Elections Deputy Reg	\$29,112 - \$40,757
Clerk Typist II/Voter Reg	\$25,613 - \$35,838
PT Clerical Assistant	\$25,613 - \$35,838
Clerk I/PT	\$23,863 - \$33,408

Title 7 Chapter 5 Section 10 (7-5-10)

Appointment and removal of members of boards of registration.

Between the first day of January and the fifteenth day of March in every even-numbered year the Governor shall appoint, by and with the advice and consent of the Senate, not less than three nor more than five competent and discreet persons in each county, who are qualified electors of that county and who must be known as the board of registration of _____ County. The Governor shall notify the State Election Commission in writing of the appointments. The members appointed are subject to removal by the Governor for incapacity, misconduct, or neglect of duty.

HISTORY:

1988 Act No. 422, Section 1, eff March 28, 1988.

Richland County Council Request of Action

Subject

Request to consider a property donation and purchase (\$2 million) proposal from South Capital Group, Inc. for approximately 189 acres of property located on Ridge Road in the Lower Richland Community [Pages 63-66]

Reviews

Richland County Council Request of Action

Subject: Southeast Property Donation / Purchase Proposal

A. Purpose

The purpose of this Request of Action is to make a determination as to the acceptance of a donation / purchase proposal from South Capital Group, Inc.

B. Background / Discussion

The purchase of property was discussed in Executive Session at the Regular Session Council Meeting on June 2, 2009. Council forwarded this item to the June A&F Committee.

In correspondence dated May 1, 2009 (attached), the president of South Capital Group, Inc. proposes to donate 90 +/- acres to Richland County, provided that the County purchases 100 additional adjoining acres. The property is located off of Lower Richland Boulevard in the southeast section of the County.

The 100 acres is being offered at \$2,000,000, or \$20,000 per acre. The property has been surveyed, and a phase one environmental has been completed. (Staff does not currently have this information.)

Further, South Capital Group, Inc. has controlling interest in nearly 300 additional acres, should the County desire more land.

C. Financial Impact

The 100 acres is being offered at \$2,000,000, or \$20,000 per acre.

D. Alternatives

1. Accept and proceed with the donation / purchase proposal.
2. Do not accept nor proceed with the donation / purchase proposal.

E. Recommendation

This is a policy decision of Council. This donation / purchase proposal was unsolicited.

F. Reviews

(Please **SIGN** your name, ✓ the appropriate box, and support your recommendation before routing. Thank you!)

Finance

Reviewed by: Daniel Driggers

Date: 6/12/09

Recommend Approval

Recommend Denial

✓ No Recommendation

Comments: Approval of alternative one would require the identification of a funding source and may require a budget amendment.

Legal

Reviewed by: Larry Smith

Date:

Recommend Approval

Recommend Denial

✓ No Recommendation

Comments: Council discretion

Administration

Reviewed by: J. Milton Pope

Date: 6-17-09

Recommend Approval

✓ **Recommend Denial**

No Recommendation

Comments: Staff requests clear specific direction from Council regarding the purchase of any future purchases of property for recreational purposes. Council direction should include funding sources for future property purchases.

**South Capital Group, Inc.
29 Governor's Hill
Columbia, SC 29201**

RECEIVED
09 MAY - 8 AM 11:15
RICHLAND COUNTY
ADMINISTRATORS OFFICE

May 1, 2009

J. Milton Pope
Richland County Administrator
2020 Hampton Street
Columbia, SC 29201

Re: 189.182 Acres Ridge Road

Dear Mr. Pope:

Please find this letter as a formal offer to donate 90+/- acres to Richland County, provided, Richland County purchases the 100 adjoining acres in the southeast section of the county.

South Capitol Group is offering to sell this property for \$2,000,000.00.

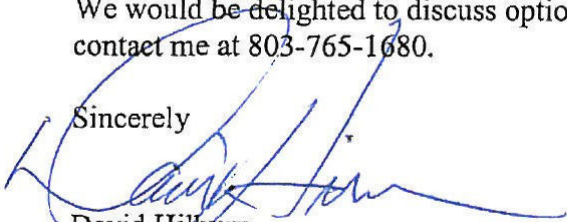
The 189.182 acres is located off Ridge Road, TMS # 24900-07-03. (See attached site map) The property has been surveyed and phase one has been completed.

This site is an excellent site for the proposed Southeast Recreation Facility; easy access and centrally located. The large tract will allow for golf course, ball fields, tennis, swimming facilities and future growth of the facilities.

We have controlling interest of nearly 300 additional acres should Richland County desire more land.

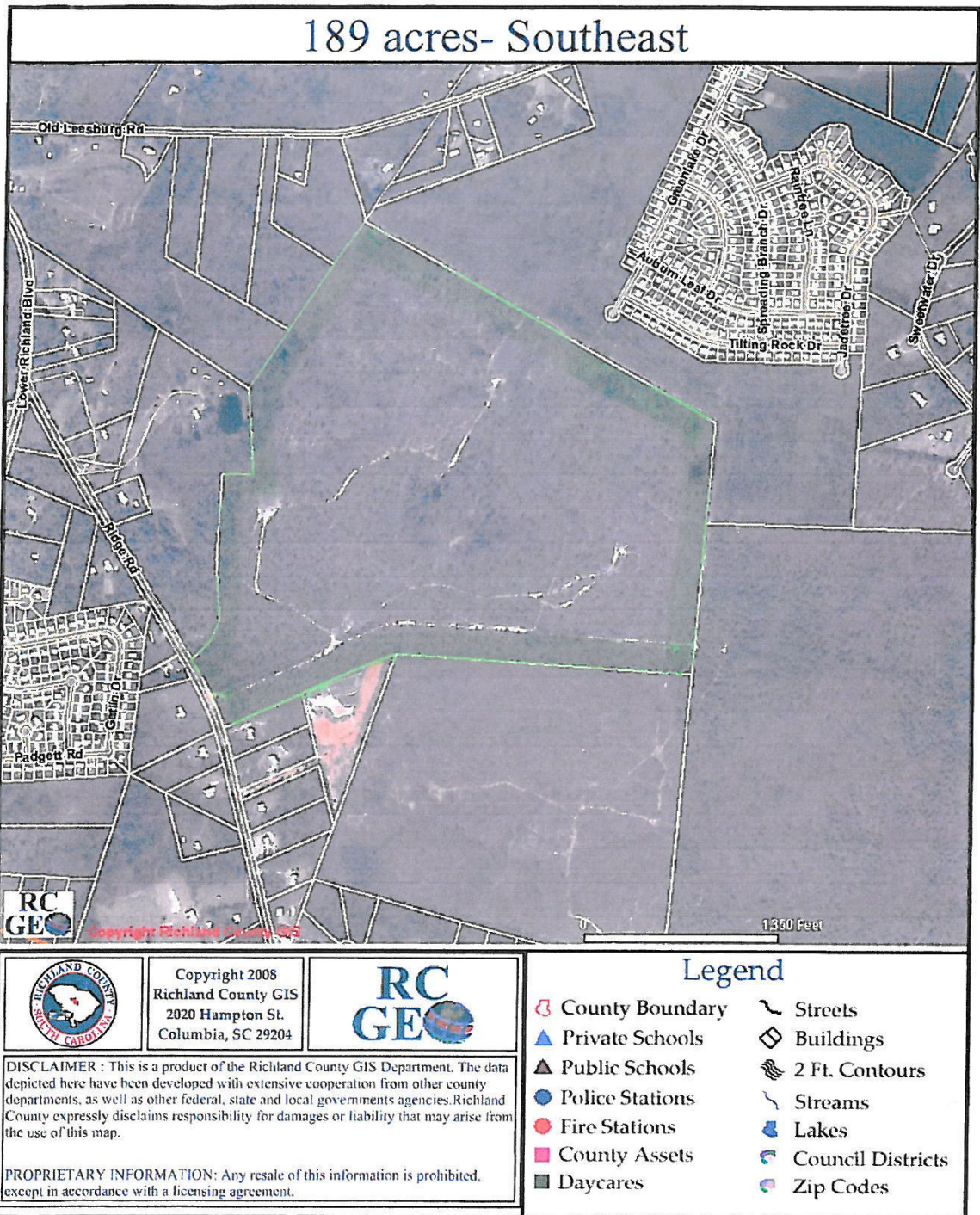
We would be delighted to discuss options and the donation in further detail. Please contact me at 803-765-1680.

Sincerely


David Hilburn
President

Item# 11

Attachment number 1
Page 3 of 4



Richland County Council Request of Action

Subject

Purchase offer for property owned by Richland County *[Eligible for Executive Session]*

Reviews