

# **RICHLAND COUNTY**

## **COUNTY COUNCIL AGENDA**



**TUESDAY, MARCH 7, 2017**

**6 P.M.**

**COUNCIL CHAMBERS**

<b>The Honorable Joyce Dickerson, Chair</b>	<b>County Council District 2</b>
<b>The Honorable Bill Malinowski, Vice Chair</b>	<b>County Council District 1</b>
<b>The Honorable Yvonne McBride</b>	<b>County Council District 3</b>
<b>The Honorable Paul Livingston</b>	<b>County Council District 4</b>
<b>The Honorable Seth Rose</b>	<b>County Council District 5</b>
<b>The Honorable Greg Pearce</b>	<b>County Council District 6</b>
<b>The Honorable Gwendolyn Kennedy</b>	<b>County Council District 7</b>
<b>The Honorable Jim Manning</b>	<b>County Council District 8</b>
<b>The Honorable Calvin “Chip” Jackson</b>	<b>County Council District 9</b>
<b>The Honorable Dalhi Myers</b>	<b>County Council District 10</b>
<b>The Honorable Norman Jackson</b>	<b>County Council District 11</b>



Richland County Council

Regular Session  
March 07, 2017 – 6:00 PM  
Council Chambers

2020 Hampton Street, Columbia, SC 29201

1. **CALL TO ORDER** The Honorable Joyce Dickerson,  
Chair, Richland County Council
2. **INVOCATION** The Honorable Gwendolyn Kennedy
3. **PLEDGE OF ALLEGIANCE** The Honorable Gwendolyn Kennedy
4. **APPROVAL OF MINUTES** The Honorable Joyce Dickerson
  - a. Regular Session: February 21, 2017 [PAGES 7-14]
5. **ZONING PUBLIC HEARING** The Honorable Joyce Dickerson
  - a. February 28, 2017 [PAGES 15-19]
6. **ADOPTION OF AGENDA** The Honorable Joyce Dickerson
7. **PRESENTATION OF RESOLUTIONS**
  - a. Resolution honoring Satch Krantz for his years of service to  
the Riverbanks Zoo The Honorable Seth Rose
8. **REPORT OF THE COUNTY ATTORNEY FOR EXECUTIVE  
SESSION ITEMS** Larry Smith, County Attorney
  - a. Potential litigation regarding utility easements
  - b. Potential sale of property – Contractual Matter
9. **CITIZENS INPUT**  
For items on the agenda not requiring public hearing.
10. **REPORT OF THE COUNTY ADMINISTRATOR** Gerald Seals, County Administrator
  - a. Introduction of the new Richland County Sheriff's Department  
Community Action Team Deputies
11. **REPORT OF THE CLERK OF COUNCIL** Michelle Onley, Clerk to Council
  - a. REMINDER: Richland 101, Mondays and Thursdays, March 9  
- April 10, 6:00 p.m. - 8:00p.m.
12. **REPORT OF THE COUNTY COUNCIL CHAIR** The Honorable Joyce Dickerson
  - a. Report of the Clerk's Office Ad Hoc Committee.
  - b. Health Insurance Ad Hoc Committee Members.

---

Note: Pursuant to Council Rules, Council will record non-electronic roll call voting for all votes that are not unanimous for second and third reading or one time votes; and which are not merely procedural in nature.

- c. Decker Center Ad Hoc Committee Members.
  - d. Expansion of the Economic Development Committee Membership.
13. **APPROVAL OF CONSENT ITEMS**
- a. 16-041MA The Honorable Joyce Dickerson  
Robert R. Fuller  
RU to OI (10.38 Acres)  
Clemson Road  
R20200-03-45 [SECOND READING] [PAGES 20-21]
  - b. 16-045MA The Honorable Joyce Dickerson  
Johnathan L. Yates  
PDD to PDD (40.01 Acres)  
200 Summit Parkway  
R23011-01-01 [SECOND READING] [PAGES 22-23]
  - c. Designating a “Cultural and Historic Room” in the Decker Center [PAGES 24-35] The Honorable Joyce Dickerson
14. **ORDINANCES – THIRD READING**
- a. An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; so as to restructure the departments of the County [PAGES 36-99] The Honorable Joyce Dickerson
15. **ORDINANCES – SECOND READING**
- a. 16-036MA The Honorable Joyce Dickerson  
Jeff Stallings  
PDD to GC (20 Acres)  
8000 Wilson Boulevard  
TMS # 14400-01-03 & 14402-03-01[100-101 ]
  - b. An Ordinance authorizing deed to the Columbia Automotive Company, LLC for .4312 Acres previously a portion of Terramont Drive, a public road, which was closed by order of the court [PAGES 102-116] The Honorable Joyce Dickerson
16. **REPORT OF DEVELOPMENT & SERVICES COMMITTEE**
- a. Funding the 2017 South Carolina Guard Air & Ground Expo [PAGES 117-135] The Honorable Seth Rose
17. **REPORT OF ADMINISTRATION & FINANCE COMMITTEE**
- a. Adoption of Amended FY18-FY19 – Budget Calendar [PAGES 136-141] The Honorable Greg Pearce
  - b. Project VL: Potential Sale of Property - Contractual Matter [PAGES 142]
18. **REPORT OF RULES & APPOINTMENTS COMMITTEE**
- a. Notification of Vacancies The Honorable Bill Malinowski
    - 1. Accommodations Tax – Five (5) Vacancies (One applicant must have a background in the Cultural Industry; Two applicants must have a background in the Lodging Industry; One applicant must have a background in the

Hospitality Industry; the other is an at-large seat)

2. Community Relations Council – Three (3) Vacancies (Applicants will have fundraising responsibilities)
  3. Hospitality Tax – Three (3) Vacancies (Two applicants must be from Restaurant Industry; the other is an at-large seat)
  4. Internal Audit Committee – One (1) Vacancy (Applicant must be a CPA)
  5. Business Service Center Appeals Board – Two (2) Vacancies (One applicant must be an attorney; the other must be a CPA)
  6. Board of Assessment Appeals – Two (2) Vacancies
  7. Planning Commission – Three (3) Vacancies
  8. Central Midlands Council of Governments (CMCOG) – Two (2) Vacancies
  9. Building Codes Board of Appeals – One (1) Vacancy (Applicant must be from Architecture Industry)
  10. Employee Grievance Committee - One (1) Vacancy (Applicant must be a Richland County employee)
  11. Procurement Review Panel – Two (2) Vacancies – (One applicant must be from the public procurement arena & one applicant must be from the consumer industry)
  12. Transportation Penny Advisory Committee – Five (5) Vacancies
  13. Township Auditorium Board – Two (2) Vacancies
  14. Airport Commission – Two (2) Vacancies (One applicant must reside within one mile of the airport)
- b. Notification of Appointments
1. Planning Commission – 1
    - a) Prentiss McLaurin [PAGES 143-144]
  2. Community Relations Council – 3 (Applicants will have fundraising responsibilities)
    - a) William Riley [PAGES 145-146]
    - b) Dr. Gwendolyn Conner [PAGES 147-149]
    - c) Jonnieka Farr [PAGES 150-152]

The Honorable Bill Malinowski

19. **SECOND CITIZENS INPUT**

Must pertain to items not on the agenda.

20. **SECOND COUNTY ATTORNEY'S REPORT OF EXECUTIVE SESSION ITEMS** Larry Smith, County Attorney
21. **MOTION PERIOD/ANNOUNCEMENTS**
- a. Resolution honoring Dr. David H. Swinton for his years of service as the Benedict College President. The Honorable Seth Rose
  - b. If an employee is in need of sick leave, any employee can donate that leave to a specific person and not just a sharing pool. The Honorable Bill Malinowski
  - c. Move County Council rename the Read Street Extension from the 2700 block of Read through the 2900 block of Read Street in honor of Dr. David H. Swinton. Moving to honor the request of Benedict College of having the segment of Read Street from the 2700 block to the 2900 block be designated as David H. Swinton Way. The Honorable Seth Rose
  - d. Resolution designating April 17-21, 2017 as Community Development Week. The Honorable Greg Pearce
22. **ADJOURN**



## Richland County Council



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.

# **Richland County Council Minutes**

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

### REGULAR SESSION MEETING

February 21, 2017  
6:00 PM  
County Council Chambers

*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*

#### CALL TO ORDER

Mr. Rush called the meeting to order at approximately 6:00 PM

#### INVOCATION

The Invocation was led by the Honorable Dalhi Myers

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Honorable Dalhi Myers

#### APPROVAL OF MINUTES

**Regular Session: February 7, 2017** – Mr. Pearce moved, seconded by Mr. Malinowski, to approve the minutes as distributed.

Mr. C. Jackson requested there be a distinction when listing “Mr. Jackson” in the minutes since there are now two Mr. Jacksons on Council. The Clerk’s Office agreed to clearly distinguish this in the minutes.

The vote in favor was unanimous.

#### ADOPTION OF AGENDA

Ms. Dickerson stated Item #11.b. needed to be changed from “Amending Council Rules” to an “Update on the Clerk’s Office Ad Hoc Committee”.

Mr. N. Jackson moved, seconded by Ms. Dickerson, to adopt the agenda as amended. The vote in favor was unanimous.

#### PRESENTATION OF RESOLUTION

**A Resolution in support of the F-35 Program joining the McEntire Joint National Guard Base [N. JACKSON AND MYERS]** – Mr. N. Jackson and Ms. Myers presented a resolution to representatives of McEntire Joint National Guard Base.



#### Committee Members Present

Joyce Dickerson, Chair  
Bill Malinowski, Vice Chair  
Calvin “Chip” Jackson  
Norman Jackson  
Gwendolyn Davis Kennedy  
Paul Livingston  
Yvonne McBride  
Dalhi Myers  
Greg Pearce  
Seth Rose

#### Others Present:

Gerald Seals  
Kimberly Roberts  
Michelle Onley  
Brandon Madden  
Larry Smith  
Brad Farrar  
Ismail Ozbek  
Beverly Harris  
Laura Renwick  
Janelle Ellis  
Jeff Ruble  
Kevin Bronson  
Tracy Hegler  
Sandra Yudice  
Shahid Khan  
Daniel Driggers  
Rob Perry  
Tiffany Harrison

**REPORT OF THE ATTORNEY FOR EXECUTIVE SESSION**

Mr. Smith stated the following items were potential Executive Session Items:

- a. **Pending Litigation: Jones vs. Richland County**
- b. **Contractual: Assignment and Amendment of Utilities Easement Agreement**
- c. **South Carolina Public Interest Foundation vs. Richland County**
- d. **State Legislation**
- e. **Clemson Road and Sparkleberry Lane Intersection Improvement Project: Right of Way Acquisition**
- f. **Special Purpose District Taxing Authority**
- g. **Update: Richland County vs. SC Dept. of Revenue**

**EXECUTIVE SESSION**

*Council went into Executive Session at approximately 6:15 p.m.  
and came out at approximately 6:54 p.m.*

- a. **Pending Litigation: Jones vs. Richland County** – Mr. Pearce moved, seconded by Ms. Myers, to proceed as discussed in Executive Session.

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	Rose
C. Jackson	Malinowski
N. Jackson	Kennedy
Dickerson	
Livingston	
Kennedy	
Myers	
McBride	

The vote was in favor.

**CITIZENS' INPUT**  
**(For Items on the Agenda Not Requiring a Public Hearing)**

Mr. Jermaine Johnson and Ms. Jacqueline McKie spoke regarding the funding for the Recreation Commission.

**REPORT OF THE COUNTY ADMINISTRATOR**

- a. **Introduction of Transportation Interns** – Mr. Perry introduced the Transportation Interns to Council.

**POINT OF PERSONAL PRIVILEGE** – Ms. Dickerson noted for the record that Ms. McBride had to leave the Council meeting early tonight.

**POINT OF PERSONAL PRIVILEGE** – Mr. Rose recognized that former County Councilwoman Kit Smith was in the audience.

**REPORT OF THE CLERK OF COUNCIL**

- a. **REMINDER: The State of the County to District 11, February 23, 6:00 p.m., Garners Ferry Adult Activity Center** – Ms. Onley reminded Council of the upcoming State of the County to District 11.
- b. **REMINDER: Free Showing of “Rosenwald” film, February 23, 7:00 p.m., Harbison Theatre at Midlands Technical College** – Ms. Onley reminded Council of the free showing of the “Rosenwald” film on February 23<sup>rd</sup>.
- c. **REMINDER: Pine Grove Rosenwald African American Celebration, February 25, 10:00 a.m. – 2:00 p.m., Pine Grove Community Center** – Ms. Onley reminded Council of the Pine Grove Rosenwald African American Celebration.
- d. **REMINDER: NACo Conference, February 25 – March 1, Washington, DC** – Ms. Onley reminded Council of the upcoming NACo Conference and encouraged those not registered to contact the Clerk’s Office.
- e. **REMINDER: Council Individual Headshots, February 28, 4<sup>th</sup> Floor Conference Room** – Ms. Onley reminded Council members of the individual headshots. Council members were instructed to contact the Clerk’s Office to schedule a convenient time to have their headshot taken.
- f. **REMINDER: Matrix Findings Work Session, March 2, 9:00 a.m. – 11:00 a.m. and 1:00 p.m. – 3:00 p.m.; March 3, 1:00 p.m. – 3:00 p.m., Administration Conference Room** – Ms. Onley reminded Council members of the Matrix Findings Work Session. The work sessions have been placed on Council’s calendar.
- g. **REMINDER: Council Group Photo, March 7, 5:45 p.m., Council Chambers** – Ms. Onley reminded Council of the Council group photo on March 7<sup>th</sup>.
- h. **Richland 101, Monday and Thursdays, March 9 – April 10, 6:00 p.m. – 8:00 p.m.** – Ms. Onley reminded Council of the upcoming Richland 101 classes.

**REPORT OF THE CHAIR**

- a. **Council’s Profile** – Ms. Dickerson recognized Mr. Livingston with a proclamation proclaiming February 21st at “Paul Livingston Day”.
- b. **Update on Clerk’s Office Ad Hoc Committee** – Ms. Dickerson stated the committee will continue to meet regarding the Clerk’s Office configuration.

**OPEN/CLOSE PUBLIC HEARINGS**

- **Authorizing the provision of water and sewer infrastructure to the Pineview Industrial Park and the execution of certain agreements related thereto; authorizing an amendment to the master agreement governing the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County (“Park”) to amend the internal distribution to Richland County for property located in the Pineview Industrial Park Area of the park; and other related matters** – Non one signed up to speak.

**APPROVAL OF CONSENT ITEMS**

- **16-037MA, Chip Daniels, RU to GC (2 Acres), 10020 Broad River Road, R04000-02-04 [THIRD READING]**
- **16-038MA, James Randolph, RS-LD to NC (0.45 Acres), Welborn Road, 19203-14-09 [THIRD READING]**
- **16-040MA, Gerald Steele, RS-MD to GC (0.44 Acres, 0.20 Acres, & 0.63 Acres = Total 1.69 Acres), Broad River Rd. R06108-06-05, -06, -07 & -08 [THIRD READING]**

Mr. Livingston moved, seconded by Mr. N. Jackson, to approve the consent items. The vote in favor was unanimous.

**THIRD READING**

**Authorizing the provision of water and sewer infrastructure to the Pineview Industrial Park and the execution of certain agreements related thereto; authorizing an amendment to the master agreement governing the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County (“Park”) to amend the internal distribution to Richland County for property located in the Pineview Industrial Park area of the park; and other related matters** – Mr. Pearce moved, seconded by Ms. Myers, to approve this item.

Mr. Malinowski noted there were duplicate pages in the agenda packet.

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Kennedy	
Myers	

The vote in favor was unanimous.

**An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; so as to restructure the departments of the County** – Mr. Malinowski, moved, seconded by Ms. Kennedy, to defer this item until the March 7<sup>th</sup> Council meeting.

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Kennedy	
Myers	

The vote in favor was unanimous.

### **SECOND READING**

**16-036MA, Jeff Stallings, PDD to GC (20 Acres), 8000 Wilson Boulevard, 14400-01-03 & 14402-03-01** – Ms. Kennedy moved, seconded by Mr. Malinowski, to defer this item until the March 7<sup>th</sup> Council meeting.

The vote in favor was unanimous.

### **FIRST READING**

**An Ordinance authorizing deed to the Columbia Automotive Company, LLC for .4312 Acres previously a portion of Terramont Drive, a public road, which was closed by order of the court** – Mr. Livingston moved, seconded by Ms. Dickerson, to approve this item.

Mr. Malinowski stated he has requested additional information be provided to him prior to Second Reading.

Ms. Myers requested the name of the road be corrected on the agenda document.

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	Malinowski
Rose	
C. Jackson	
N. Jackson	
Dickerson	
Livingston	
Kennedy	
Myers	

The vote was in favor.

**REPORT OF THE TRANSPORTATION AD HOC COMMITTEE**

**Clemson Road and Sparkleberry Lane Intersection Improvement Project** – Mr. Livingston stated the committee recommended approval of this item.

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Kennedy	
Myers	

The vote in favor was unanimous.

**CITIZENS' INPUT  
(Must Pertain to Items Not on the Agenda)**

No one signed up to speak.

**EXECUTIVE SESSION**

*Council went into Executive Session at approximately 7:14 p.m.  
and came out at approximately 7:43 p.m.*

- a. **Contractual: Assignment and Amendment of Utilities Easement Agreement** – Mr. Malinowski moved, seconded by Mr. Livingston, to enter into the easement option agreement. The vote in favor was unanimous.

- b. South Carolina Public Interest Foundation vs. Richland County** – Mr. Livingston moved, seconded by Mr. C. Jackson, to accept as information. The vote in favor was unanimous.
- c. State Legislation** – No action was taken.
- d. Special Purpose District Taxing Authority** – Mr. Pearce moved, seconded by Mr. Malinowski, to direct the Legal Department to proceed as discussed in Executive Session. The vote in favor was unanimous.
- e. Update: Richland County vs. SC Dept. of Revenue** – Mr. Livingston moved, seconded by Mr. C. Jackson, to accept as information. The vote in favor was unanimous.

**MOTION PERIOD**

- a. The City of Columbia is moving aggressively to annex selective parts of unincorporated Richland County. I move that Richland County Council invite the City Council of Columbia to a breakfast, lunch or dinner meeting to discuss any adverse affects to the County and other pressing concerns. Mergers/consolidations, the courthouse, storm drainage and other infrastructure matters [N. JACKSON]** – This item was referred to the City Liaisons Committee.

**ADJOURNMENT**

The meeting adjourned at approximately 8:10 PM.

---

Joyce Dickerson, Chair

---

Bill Malinowski, Vice-Chair

---

Calvin "Chip" Jackson

---

Norman Jackson

---

Gwendolyn Kennedy

---

Paul Livingston

---

Jim Manning

**Richland County Council  
Regular Session Meeting  
Tuesday, February 21, 2017  
Page Eight**

---

Yvonne McBride

---

Dahli Myers

---

Greg Pearce

---

Seth Rose

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

### ZONING PUBLIC HEARING

February 28, 2017  
7:00 PM  
County Council Chambers

*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*

#### CALL TO ORDER

Mr. Rush called the meeting to order at approximately 7:00 PM

#### ADDITIONS/DELETIONS TO THE AGENDA

Ms. Hegler stated there were no additions or deletions to the agenda.

#### ADOPTION OF THE AGENDA

Mr. Manning moved, seconded by Mr. Pearce, to reorder the agenda by moving Item #8: "Case #16-045MA" to Item #4.a. and then adopt the agenda as amended. The vote in favor was unanimous.

#### MAP AMENDMENTS

**16-033MA, Oscar Level, Jr., RU to NC (3.6 Acres), 5480 Bluff Road, R18800-02-29**  
**[FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

The floor to the public hearing was closed.

Ms. Myers moved, seconded by Mr. N. Jackson, to deny the re-zoning request. The vote in favor was unanimous.

**16-034MA, Joseph Gidron, M-1 to RU (0.22 Acres), 116 Elite Street, R14206-02-07**  
**[FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

The floor to the public hearing was closed.



#### Committee Members Present

Joyce Dickerson, Chair  
Bill Malinowski, Vice Chair  
Calvin "Chip" Jackson  
Norman Jackson  
Gwendolyn Davis-Kennedy  
Paul Livingston  
Jim Manning  
Yvonne McBride  
Dalhi Myers  
Greg Pearce  
Seth Rose

#### Others Present:

Tracy Hegler  
Michelle Onley  
Tommy DeLage  
Geo Price  
Larry Smith  
Ashley Powell  
Kimberly Williams-Roberts

**Richland County Council  
Zoning Public Hearing  
Tuesday, February 28, 2017  
Page Two**

Ms. McBride moved, seconded by Mr. Livingston, to deny the re-zoning request. The vote in favor was unanimous.

**16-035MA, Derrick Harris, RU to LI (1.83 Acres), 7708 Fairfield Road, 12000-02-22 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

Mr. Derrick Harris spoke in favor of this item.

Rep. Joe McEachern spoke in opposition of this item.

The floor to the public hearing was closed.

Ms. Kennedy moved, seconded by Ms. McBride, to approve this item.

Mr. Livingston inquired if there were other zoning designations that would meet the applicant's needs.

Mr. Price stated the following zoning designations would allow for the applicant's needs: GC (General Commercial), NC (Neighborhood Commercial), OI (Office Industrial), or RC (Rural Commercial).

Ms. Myers inquired what the salvage yard beside the parcel is zoned.

Mr. Price stated the salvage yard property is zoned HI (Heavy Industrial).

Ms. Kennedy stated she does not understand why the re-zoning of this item is continually denied.

Ms. Kennedy made a substitute motion, seconded by Ms. McBride, to defer this item to the March Zoning Public Hearing. The vote in favor was unanimous.

**16-041MA, Robert R. Fuller, RU to OI (10.38 Acres), Clemson Road, R20200-03-45 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

Mr. Robert Fuller spoke in favor of this item.

The floor to the public hearing was closed.

Mr. Manning moved, seconded by Mr. N. Jackson, to approve this item. The vote in favor was unanimous.

**16-045MA, Johnathan L. Yates, PDD to PDD (40.01 Acres), 200 Summit Parkway, R23011-01-01 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

**Richland County Council  
Zoning Public Hearing  
Tuesday, February 28, 2017  
Page Three**

The floor to the public hearing was closed.

Mr. Manning moved, seconded by Mr. N. Jackson, to approve this item. The vote in favor was unanimous.

**16-042MA, Hugh A. Palmer, RS-MD to RC (5.23 Acres), Corner of Longtown Road East & Rimer Pond Road, R20500-04-27 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

Mr. Hugh Palmer and Mr. Boyd Brown spoke in favor of this item.

Ms. Trudy Garfield, Ms. Kathy Johnson, Ms. Kelly Garity, Mr. Ken Queen, Ms. Nanette Howerin, Rep. Joe McEachern, Mr. Chris Vokaty, Ms. Angie Finch, Ms. Christi Sheppard, Ms. Tiffany Norene, Mr. Bennie Sulton, Mr. David Poole, Ms. Julie Rowland, Mr. Chris Hinchee, Mr. Trey Hair, Mr. Jerry Rega, Ms. Tracy Corson, Ms. Jeannette Payton, and Mr. Barry Hill.

Mr. Pearce moved, seconded by Ms. Myers, to waive Council Rules and allow for an additional 15 minutes of public input.

- | <b><u>FOR</u></b> | <b><u>AGAINST</u></b> |
|-------------------|-----------------------|
| Rose              |                       |
| Pearce            |                       |
| C. Jackson        |                       |
| N. Jackson        |                       |
| Malinowski        |                       |
| Dickerson         |                       |
| Livingston        |                       |
| Kennedy           |                       |
| Manning           |                       |
| Myers             |                       |
| McBride           |                       |

The vote in favor was unanimous.

The floor to the public hearing was closed.

Ms. Kennedy moved to approve this item.

The motion died for lack of a second.

Mr. Pearce moved, seconded by Mr. Malinowski, to deny the re-zoning request.

Mr. C. Jackson thanked the citizens that sent positive emails regarding their concerns pertaining to this rezoning request.

**Richland County Council  
Zoning Public Hearing  
Tuesday, February 28, 2017  
Page Four**

<b><u>FOR</u></b>	<b><u>AGAINST</u></b>
Pearce	Kennedy
Rose	
C. Jackson	
N. Jackson	
Malinowski	
Dickerson	
Livingston	
Myers	
Manning	
McBride	

The vote was in favor of denial of the re-zoning request.

**16-043MA, Carl Gibson, RU to HI (2.5 Acres), Montgomery Lane, R18800-02-39 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

The citizens chose not to speak at this time.

The floor to the public hearing was closed.

Ms. Myers moved, seconded by Mr. Malinowski, to deny the re-zoning request. The vote in favor was unanimous.

**16-044MA, Gabriel McFadden, RU to GC (1.21 Acres), Dutch Fork Road, R01507-02-05 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

The floor to the public hearing was closed.

Mr. Malinowski moved, seconded by Mr. Livingston, to accept the applicant's withdrawal. The vote in favor was unanimous.

**17-02MA, J. Guadalupe Torres, OI to RS-MD, (0.34 Acres), Inland Drive, R06015-01-20 [FIRST READING]**

Ms. Dickerson opened the floor to the public hearing.

No one signed up to speak.

The floor to the public hearing was closed.

Ms. Dickerson moved, seconded by Mr. Malinowski, to defer the item to the March Zoning Public Hearing and to schedule another public hearing on this item. The vote in favor was unanimous.

**ADJOURNMENT**

The meeting adjourned at approximately 8:19 PM

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council

## Richland County Council Request of Action

**Subject:**

16-041MA  
Robert R. Fuller  
RU to OI (10.38 Acres)  
Clemson Road  
R20200-03-45 [SECOND READING] [PAGES ]

First Reading: February 28, 2017

Second Reading:

Third Reading:

Public Hearing: February 28, 2017

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL OF RICHLAND COUNTY  
ORDINANCE NO. \_\_\_\_-17HR

AN ORDINANCE OF THE COUNTY COUNCIL OF RICHLAND COUNTY, SOUTH CAROLINA, AMENDING THE ZONING MAP OF UNINCORPORATED RICHLAND COUNTY, SOUTH CAROLINA, TO CHANGE THE ZONING DESIGNATION FOR THE REAL PROPERTY DESCRIBED AS TMS # 20200-03-45 FROM RU (RURAL DISTRICT) TO OI (OFFICE AND INSTITUTIONAL DISTRICT); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

Section I. The Zoning Map of unincorporated Richland County is hereby amended to change the real property described as TMS # 20200-03-45 from RU (Rural District) zoning to OI (Office and Institutional District) zoning.

Section II. Severability. If any section, subsection, or clause of this Ordinance shall be deemed to be unconstitutional, or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

Section III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section IV. Effective Date. This ordinance shall be effective from and after March 21, 2017.

RICHLAND COUNTY COUNCIL

By: \_\_\_\_\_  
Joyce Dickerson, Chair

Attest this \_\_\_\_\_ day of  
\_\_\_\_\_, 2017.

\_\_\_\_\_  
Michelle M. Onley  
Deputy Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

\_\_\_\_\_  
Approved As To LEGAL Form Only.  
No Opinion Rendered As To Content.

Public Hearing: February 28, 2017  
First Reading: February 28, 2017  
Second Reading: March 7, 2017  
Third Reading: March 21, 2017

## Richland County Council Request of Action

**Subject:**

16-045MA  
Johnathan L. Yates  
PDD to PDD (40.01 Acres)  
200 Summit Parkway  
R23011-01-01 [SECOND READING] [PAGES ]

First Reading: February 28, 2017

Second Reading:

Third Reading:

Public Hearing: February 28, 2017

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL OF RICHLAND COUNTY  
ORDINANCE NO. \_\_\_\_-17HR

AN ORDINANCE OF THE COUNTY COUNCIL OF RICHLAND COUNTY, SOUTH CAROLINA, AMENDING THE ZONING MAP OF UNINCORPORATED RICHLAND COUNTY, SOUTH CAROLINA, TO CHANGE THE LAND USES WITHIN THE PDD (PLANNED DEVELOPMENT DISTRICT) ZONING DISTRICT FOR THE REAL PROPERTY DESCRIBED AS TMS # 23011-01-01; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

Section I. The Zoning Map of unincorporated Richland County is hereby amended to change the land uses within the PDD (Planned Development District) zoning district for TMS # 23011-01-01, to permit a one-hundred and twenty (120) foot monopole telecommunications tower within the subject parcel designated as School (S) in the PDD.

Section II. Severability. If any section, subsection, or clause of this Ordinance shall be deemed to be unconstitutional, or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

Section III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section IV. Effective Date. This ordinance shall be effective from and after March 21, 2017.

RICHLAND COUNTY COUNCIL

By: \_\_\_\_\_  
Joyce Dickerson, Chair

Attest this \_\_\_\_\_ day of  
\_\_\_\_\_, 2017.

\_\_\_\_\_  
Michelle M. Onley  
Deputy Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

\_\_\_\_\_  
Approved As To LEGAL Form Only.  
No Opinion Rendered As To Content.

Public Hearing: February 28, 2017  
First Reading: February 28, 2017  
Second Reading: March 7, 2017  
Third Reading: March 21, 2017

## Richland County Council Request of Action

**Subject:**

Designating a “Cultural and Historic Room” in the Decker Center

February 28, 2017 - The Committee recommended that Council approve the following directives:

- Create an area in a prominent place in the front of the Decker Center to display a portrait and any additional narratives, as appropriate, of former Chief Magistrate Judge Walter Jones, Sr.
- Identify a space in one of the conference rooms in one of the front courtrooms to be used as a location to retain memorabilia, inclusive of historical items specific to former Chief Magistrate Judge Walter Jones, Sr., that is representative of the history of the Judicial system.
- Set criteria to ensure that any future portraits and / or historical items that are displayed have a level of distinctiveness.
- Name the conference room where the historical memorabilia will be displayed after former Chief Magistrate Judge Walter Jones, Sr.

Staff will work with the Decker Center Ad Hoc Committee to ensure the aforementioned directives are carried out. Additionally, staff will work with the family of former Chief Magistrate Judge Jones’ family relative to the portrait and any related narratives.



**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 3 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Administration

**Item Subject Title:** Designating a "Cultural and Historic Room" in the Decker Center

**Action Taken by Committee previously:** None. This item is appearing before the Committee for the first time.

**Options:**

1. Do not proceed with recommending Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.
2. Proceed with recommending Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.

**Motion Requested Today:** Recommend that Council designate room #C146 as the "Cultural and Historic Room" in the Decker Center.

**Staff Recommendation:** Approve motion request.

**Impact of Action:** Operating Budget: Council's approval of this motion will not have an impact on the operation budget for Court Administration.

Capital Budget: N/A.

**Funding Amount/Source:** The financial impact of this request is minimal, if any, with the Decker Capital Projects fund serving as the funding source for this request.

**Requested by:** Administrator's Office

**Staff Representative:** Gerald Seals, County Administrator

**Outside Representative:** None.

**List of Attachments:**

1. Council Memorandum 2-3

2/10/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator's Office

8  
Council District



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## COUNCIL MEMORANDUM 2 - 3

**To:** County Council  
**From:** County Administrator Gerald Seals  
**Date:** February 10, 2017  
**Subject:** Decker Center Recommendations

---

Recently, the Administrator's Office was made aware of three outstanding items relative to the Decker Center:

1. An approach to recognizing former Chief Magistrate Judge Walter Jones, Sr. and other historical figures relative to the Central Magistrate Court.
2. The need for a mechanism to provide the public with useful information relative to the Court's surrounding host community (e.g., local restaurants, businesses).
3. The planning of a Ribbon Cutting ceremony

The purpose of this memorandum is to share recommendations to address these items.

### Item #1 – Recognizing Walter Jones at the Decker Center

Staff recommends designating a "Cultural and Historic Room" in the Decker Center whereby, the public can view historical points of reference to the history of the Central Magistrate Court. Below are examples of the manner in which this space can be utilized.

- Former judges and staffers can be recognized for their service to the County and its residents (e.g., displaying County Council Resolutions and / or Proclamations).
- The bust of former Chief Magistrate Judge Walter Jones, Sr. can be placed in this section.

Attached is a floor schematic to illustrate to the recommended location of this space which is a jury room. (Attachment 1)

### Item #2 – Providing information to the public

Staff researched a spectrum of options to address this matter. However, pursuant to an opinion issued by the South Carolina Judicial Department's Advisory Committee

on Standards of Judicial Conduct, Magistrate Courts should not post advertisements for local restaurants or other vendors at the courthouse. (Attachment 2)

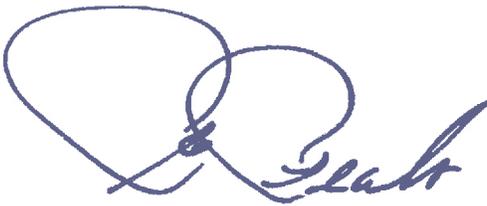
Given this opinion, it does not appear that placing information relative restaurants or vendors is feasible at this time.

Item #3 – Ribbon Cutting Ceremony

I have already directed the County's Public Information Office to begin working on planning a Ribbon Cutting Ceremony for the Decker Center. Public Information Director Beverly Harris will work with the Decker Center staff to finalize the date for the ceremony.

Staff can present its recommendation relative to item #1 to Council at February D&S Committee meeting for its consideration.

In the Spirit of Excellence,

A handwritten signature in blue ink, appearing to read "Gerald Seals". The signature is stylized with large loops and a cursive script.

Gerald Seals

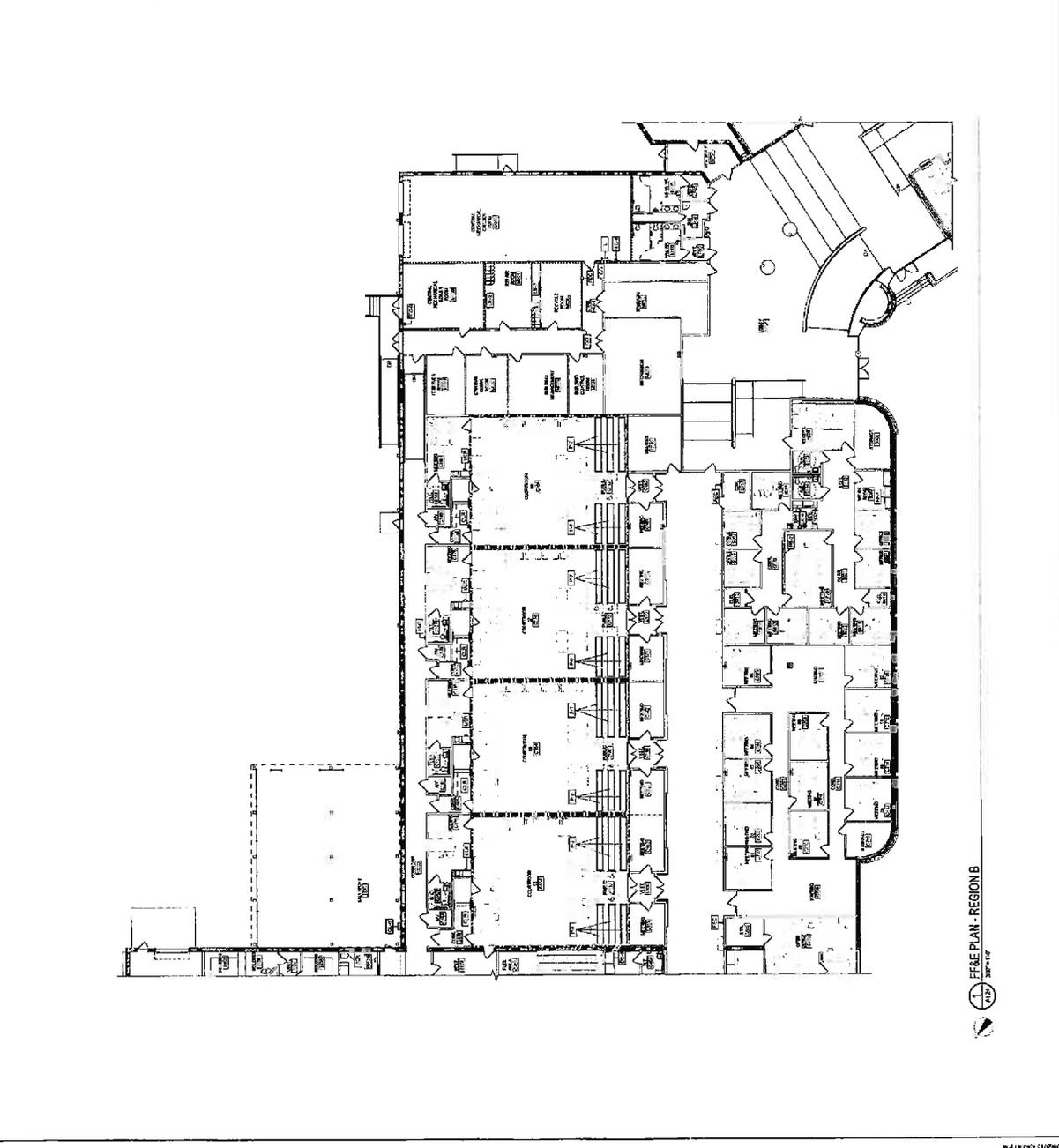
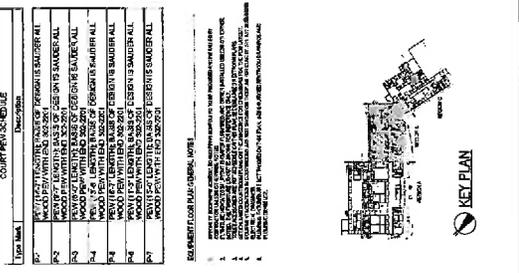
Attachment 1 - Floor schematic to illustrate to locations of the "Cultural and Historic Room"





NO.	REVISION	DATE	DESCRIPTION
1			ISSUED FOR PERMIT
2			ISSUED FOR PERMIT
3			ISSUED FOR PERMIT
4			ISSUED FOR PERMIT
5			ISSUED FOR PERMIT
6			ISSUED FOR PERMIT
7			ISSUED FOR PERMIT
8			ISSUED FOR PERMIT
9			ISSUED FOR PERMIT
10			ISSUED FOR PERMIT

Type	Material	Description
100	100	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
101	101	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
102	102	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
103	103	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
104	104	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
105	105	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
106	106	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
107	107	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
108	108	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
109	109	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
110	110	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
111	111	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
112	112	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
113	113	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
114	114	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
115	115	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
116	116	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
117	117	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
118	118	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
119	119	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
120	120	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
121	121	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
122	122	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
123	123	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
124	124	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
125	125	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
126	126	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
127	127	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
128	128	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
129	129	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
130	130	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
131	131	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
132	132	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
133	133	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
134	134	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
135	135	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
136	136	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
137	137	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
138	138	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
139	139	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
140	140	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
141	141	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
142	142	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
143	143	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
144	144	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
145	145	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
146	146	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
147	147	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
148	148	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
149	149	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
150	150	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
151	151	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
152	152	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
153	153	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
154	154	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
155	155	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
156	156	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
157	157	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
158	158	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
159	159	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
160	160	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
161	161	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
162	162	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
163	163	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
164	164	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
165	165	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
166	166	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
167	167	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
168	168	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
169	169	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
170	170	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
171	171	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
172	172	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
173	173	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
174	174	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
175	175	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
176	176	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
177	177	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
178	178	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
179	179	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
180	180	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
181	181	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
182	182	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
183	183	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
184	184	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
185	185	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
186	186	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
187	187	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
188	188	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
189	189	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
190	190	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
191	191	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
192	192	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
193	193	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
194	194	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
195	195	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
196	196	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
197	197	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
198	198	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
199	199	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER
200	200	REMOVE ENTIRE BASE OF EMBROIDERY RETIARDER



**FF&E PLAN - REGION B**  
 08/14/19



Attachment 2 - Opinion issued by the South Carolina Judicial Department's Advisory  
Committee on Standards of Judicial Conduct

ADVISORY COMMITTEE  
ON STANDARDS OF JUDICIAL CONDUCT

OPINION NO. 2 - 2017

RE: Propriety of the Magistrate's Court placing artwork for sale in the courthouse and also posting advertisements for local restaurants or other vendors.

FACTS

A magistrate judge inquires as to the propriety of placing artwork for sale in the courthouse and also posting advertisements for local restaurants or other vendors. The court utilizes electronic court boards for legal notices and it has been proposed that these electronic boards also include the advertisements.

CONCLUSION

The Magistrate's Court should not place artwork for sale in the courthouse or post advertisements for local restaurants or other vendors.

DISCUSSION

Canon 2B states that a judge "shall not lend the prestige of judicial office to advance the private interest of the judge or others[.]" By placing artwork for sale in the courthouse, the magistrate would appear to be advancing the private interests of the artists whose works are displayed. Likewise, if advertisements for local restaurants and other businesses were displayed in the Magistrate's Court or on the magistrate electronic boards for legal notices, the magistrate's court could appear to be advancing the private interests of those businesses.<sup>1</sup> Thus, the

---

<sup>1</sup> While Commentary to Canon 2 acknowledges that a judge may advertise his or her own publications (as long as the advertising does not exploit the judicial office), the artworks and advertisements here are by third parties.

magistrate cannot place artwork for sale in the courthouse or also post advertisements for local restaurants or other vendors without violating the Code of Judicial Conduct.

S/ A. Camden Lewis  
A. CAMDEN LEWIS, CHAIRMAN

S/ Jocelyn B. Cate  
JOCELYN B. CATE

S/ D. Garrison Hill  
D. GARRISON HILL

January 17, 2017

## Richland County Council Request of Action

**Subject:**

An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; so as to restructure the departments of the County [PAGES]

First Reading: December 13, 2016

Second Reading: December 20, 2016

Third Reading:

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL FOR RICHLAND COUNTY  
ORDINANCE NO. \_\_\_-17HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION; SO AS TO RESTRUCTURE THE DEPARTMENTS OF THE COUNTY.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. The Richland County Code of Ordinances, Chapter 2, Administration; Article III, Administrative Offices and Officers; is hereby amended by the deletion of the language contained therein and the substitution of the following language:

DIVISION 1. GENERALLY.

**Sec. 2-75. Department created.**

The office of the county administrator is hereby created as the chief administrative office of the county with such personnel necessary to assist the county administrator in affecting the proper and efficient administration of the affairs of the county government.

DIVISION 2. COUNTY ADMINISTRATOR

**Sec. 2-76. Position created; term.**

There is hereby created the position of county administrator. The term of office of the county administrator shall be at the pleasure of the council, which may, in its discretion, employ the administrator for a definite term.

**Sec. 2-77. Appointment, qualifications and compensation.**

The county administrator shall be appointed solely on the basis of his/her executive and administrative qualifications with special reference to his/her actual experience in, and knowledge of, the duties of office as hereinafter prescribed. At the time of his/her appointment, the county administrator need not be a resident of the county or of the state. The compensation of the county administrator shall be fixed by the council by contract.

**Sec. 2-78. Chief administrative officer.**

The county administrator shall be the chief administrative officer of the county government. He/She shall be responsible to the council for the proper and efficient administration of the affairs of the county government.

**Sec. 2-79. Powers and duties.**

The powers and duties of the county administrator shall be:

- (1) To direct and supervise the administration of all county officials and departments for which the council is responsible, or may hereafter be responsible, including specifically the construction, maintenance and operation of all county roads, bridges, drainage, buildings and other public works, and the care and maintenance of all personal property owned by the county; the administration of personnel policies, purchase of all supplies and equipment, finance, accounting, budgeting, payroll, auditing and any other administrative responsibilities necessary for implementation of the council's policies;
- (2) To appoint, and when in his/her discretion the welfare of the county requires it, suspend, discharge, transfer, remove or otherwise deal directly with all employees for whom council is responsible, excepting the county attorney, the internal auditor and the clerk of council, and any assistants thereto, who are appointed directly by the council or who are employed in the offices of elected officials and officials appointed by an authority outside county government as those terms are used in South Carolina Code, 1976, section 4-9-30(7);
- (3) To see that all ordinances, resolutions and orders of the council and all laws of the state which are subject to enforcement by him or by officers or department heads and subject, under this article, to his/her direction and supervision are faithfully executed;
- (4) To prepare and submit the annual budget and capital program to the council and to execute the budget and capital program adopted by the council, approving all disbursements and expenditures as budgeted and/or authorized by the council;
- (5) To confer with and advise all other elected or appointed officials of the county who are not under the immediate control of county council, but who receive financial support from the council, such as probate judges, magistrates, solicitor, sheriff, coroner, auditor, treasurer and the like;
- (6) To examine regularly at periods fixed by the council the accounts, records and operations of county boards, commissions, departments, offices, and agencies which receive appropriations from the council; to make regular, monthly reports to the council on county fiscal and other affairs as are appropriate; to keep the council fully advised on the financial conditions and future needs of the county; and to make such recommendations on county affairs as he deems necessary;
- (7) To submit to the council at the end of each fiscal year a complete report on the finances and administrative activities of the county for the preceding year; and
- (8) To execute such other powers and duties as may be prescribed from time to time by the council.

**Sec. 2-80. Relationships with county employees.**

Neither the council nor any of its members shall direct or request the appointment of any person to, or his/her removal from, office by the county administrator or by any of his/her subordinates, or in any manner take part in the appointment or removal of officers and employees in the administrative service of the county, except where, by majority vote of council, an inquiry as to the removal of an officer or employee is demanded. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the county administrator, and no member thereof shall give orders to any county employee or subordinate of the county administrator, either publicly or privately.

**Sec. 2-81. Bond.**

The county administrator shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.

**Secs. 2-82- 2-87. Reserved.**

DIVISION 3. OFFICE OF THE COUNTY ADMINISTRATOR; STAFF ASSISTANT COUNTY ADMINISTRATOR

**Sec. 2-88. Assistant County Administrator. Position created; selection; appointment.**

There are hereby created three (3) positions of assistant county administrator. The assistant county administrators shall be selected and appointed by the county administrator and shall serve at the pleasure of the county administrator with no definite term of office assigned.

**Sec. 2-89. Qualifications; compensation.**

The assistant county administrators shall be appointed solely on the basis of merit, including executive and/or administrative qualifications with special emphasis on education, training, experience and knowledge of the duties of the office. Preference will be given to individuals with a graduate degree in the field(s) of public administration, business administration, or some other related discipline. The assistant county administrators shall be paid an annual salary as recommended by the county administrator and approved by county council.

**Sec. 2-90. Responsibilities, powers and duties.**

The duties and responsibilities of the assistant county administrators shall be:

- (1) To serve as assistant to the county administrator;
- (2) To plan and direct budget studies, research projects and manpower needs;

- (3) To assist in formulating administrative policies;
- (4) To represent and speak for the county administrator in meetings with boards, commissions, citizens groups and officials of various public agencies;
- (5) To collect, compile and interpret data on policies, functions, organization structures, forms and procedures relating to the administration of assigned programs;
- (6) To seek legal opinions and prepare recommendations supported by administration research findings;
- (7) To review departmental reports, proposed programs, supplemental appropriation requests, personnel requisitions, overtime reports, etc., and make or direct investigative reports and recommendations as required;
- (8) To prepare correspondence and reports;
- (9) To act for the county administrator in his/her absence;
- (10) To participate in formulating policies and in developing long range plans; and
- (11) To perform related work as required and as assigned by the county administrator.

**Sec. 2-100. Staff and personnel.**

~~The assistant county administrators may, with the approval of the county administrator, employ such staff and assistants for positions approved through annual budgetary appropriations by county council, as are deemed necessary to the performance of the duties of the position. They shall be subject to the county personnel system and their compensation determined accordingly.~~

**Sec. 2-91. Staff and assistants.**

The county administrator may employ such staff and assistants for positions approved through annual budgetary appropriations by county council as are deemed necessary by the county administrator to the performance of his/her duties. They shall be subject to the county personnel system and their compensation determined accordingly.

DIVISION 4. OFFICE OF THE COUNTY ADMINISTRATOR; OFFICES OFFICE OF STAFF AND HUMAN RESOURCES

**Sec. 2-92. Departmental Offices.**

The office of the county administrator shall also include the following offices:

(1) *Risk Management* - The office of risk management is hereby created and the position of director of risk management, who shall be responsible to the county administrator to eliminate, minimize and transfer risk exposure as much as is feasible, and for losses that do occur, to finance and mitigate them in a manner that is in the best interest of the County, including authority to negotiate and settle workers' compensation, general liability, and vehicle liability claims. Disposition of general liability and vehicle liability lawsuits shall be accomplished in collaboration with the county attorney.

(a) *Fleet Management* - The office of risk management shall include the fleet management program. The program shall work to manage Richland County's fleet.

(b) *Occupational Safety* – The office of risk management shall include the occupational safety program. The program shall work to keep Richland County employees safe at work and ensure OSHA compliance.

(2) *Public Information* - The office of public information is hereby created and the position of public information director, who shall be responsible to the county administrator to assist Council and County departments with media and public outreach efforts; manage Richland County's brand to residents, businesses and news outlets through various multi-media platforms and events.

(3) *Ombudsman* - The office of the ombudsman is hereby created and the position of ombudsman director, who shall be responsible to the county administrator to provide informal assistance to citizens and to assist citizens with county concerns and request for service.

(4) *Court Appointed Special Advocates* – The office of court appointed special advocates is hereby created and the position of court appointed special advocates director, who shall be responsible to the county administrator to advocate for the best interests of abused and neglected children in Richland County Family Court.

(5) *Government and Community Services* - The office of government and community services is hereby created and the position of government and community services director, who shall be responsible to the county administrator to facilitate improved community outreach, administration of government services and resolution to community issues.

#### DIVISION 5. COUNTY ATTORNEY OFFICE OF FINANCE AND BUDGET

**Sec. 2-93. Office established.**

There is hereby established the office of the county attorney, who shall be the chief legal officer of the county. The county attorney shall be retained from the membership of the county bar by the county council and shall serve at its pleasure.

**Sec. 2-94. Eligibility.**

No member of the council or of the county legislative delegation, or any partner of any such member, shall be retained as county attorney or assistant county attorney, or perform any service for compensation as an attorney for the council, any county agency which is funded in whole or in part from county funds, or for any board, commission, committee, or agency of the county over which the council has any appointive powers. No member of any county board, commission, committee, or agency which is funded in whole or in part from county funds, or any board, commission, committee or agency of the county over which the council has any appointive powers, or any partner of any such member, shall be attorney or do any legal work for such board, commission, committee, or agency; provided, however, that, a partner of such member may serve as county attorney or as an assistant county attorney.

**Sec. 2-95. Duties and responsibilities.**

The county attorney shall represent and defend the county and all of its officers in any of the courts of this state or of the United States, shall do such work in connection with county real estate conveyancing, title work and bond issues, shall bring all actions and proceedings that may be necessary to enforce payment and collection of any claims existing in favor of the county or of any of its officers, boards, or agencies, and shall advise the county administrator and all county officers and department heads in all matters wherein they may seek advice or counsel. The county attorney shall meet with the council ~~and the county legislative delegation~~ whenever requested for the purpose of advising them as to any matters that may properly come before them.

**Sec. 2-96. Compensation.**

The county attorney shall receive compensation for his/her services in the amount determined by the council. The annual salary of the county attorney shall constitute his/her total compensation from the county for all of the services enumerated above, except under unusual circumstances as directed by council.

**Sec. 2-97. Annual appropriation.**

The council shall establish in the annual operating budget the compensation of the county attorney. Such budget shall also provide for the compensation of any assistants employed pursuant to section 2-98 of this division.

**Sec. 2-98. Assistants.**

The county attorney may employ such staff and assistants for positions approved through budgetary appropriations by council as are deemed necessary to the performance of the duties of the office.

**Sec. 2-99. Employment of attorney, other than county attorney, by council agencies.**

No officer, board, commission, committee, or agency in the county ~~receiving any county funds or~~ appointed in whole or in part by the council may employ an attorney other than the county attorney, or agree to pay for services out of public funds without first obtaining the county attorney's approval of the employment of such attorney. ~~Provided that, in cases where the amount of outside legal fees to be paid exceeds twenty five hundred dollars (\$2,500.00), the approval of the county council shall be obtained in addition to the approval of the county attorney.~~

**Sec. 2-100. Settlement of claims.**

The county attorney shall have the authority to settle and approve payment of ~~disputed claims submitted to the county in an amount not to exceed fifteen hundred dollars (\$1500.00) and pay the same from the appropriate account.~~ lawsuits, up to an amount approved by County Council in the annual budget, or in his/her discretion brings those matters to County Council for its decision and approval.

The county attorney shall have the sole discretion to decide whether to file an appeal or to waive the filing of same in instances. ~~where the amount in controversy appears to be fewer than seventy five hundred dollars (\$7,500.00).~~

**Sec. 2-101. Bond.**

The county attorney shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.

**DIVISION 6. ~~CLERK OF COUNCIL OFFICE OF OPERATIONAL SERVICES~~**

**Sec. 2-102. Creation; appointment; term of office.**

There is hereby created the office of clerk of council. The clerk of council shall be appointed by the council and shall serve at the pleasure of the council.

**Sec. 2-103. Responsibilities; duties.**

The clerk of council shall:

- (a) Record all proceedings of the council and supply copies of certified records as appropriate;

- (b) Distribute copies of the minutes of each meeting to council members prior to the next meeting;
- (c) Review reports and records for completeness and accuracy;
- (d) Prepare ordinances and resolutions for presentation to council and arrange for their publication as approved by council and as directed by the county attorney;
- (e) Attend regular meetings of the council and attend other meetings as requested;
- (f) Type reports and recommendations of all council committees or designee of the clerk;
- (g) Notify councilmen of all council meetings;
- (h) Maintain the council calendar;
- (i) Be custodian of the county seal, minute books and Code of Ordinances;
- (j) Maintain county files and any records which should be kept for quick accessibility;
- (k) Supervise a complete records management system for department;
- (l) Research materials and supply background information as required;
- (m) Take follow-up actions on the following matters (including initial follow-up and subsequent actions necessary to ensure carrying out of council actions):
  - (1) Easements;
  - (2) Contracts, leases and agreements;
  - (3) Bond issues;
  - (4) Damage claims which are submitted to county council for acceptance or rejection;
  - (5) Ordinances;
  - (6) Resolutions; and
  - (7) Appointments;
- (n) Prepare council agenda and advise news media of items to be considered; shall maintain a complete record of all matters pending council consideration;

- (o) Act for the county in attesting and certifying official documents;
- (p) Be responsible for the appointments book; insure appointments are made in timely fashion in accordance with established procedures;
- (q) Maintain a record of leases, contracts, agreements, rights-of-way, grants and bonds;
- (r) Insure that the overall objective of the council office is achieved in an efficient manner;
- (s) Prepare and monitor budget for operating expenses for the clerk of council office and the council services budget; and
- (t) File documents, as required, with the clerk of court.

**Sec. 2-104. Compensation; employee status.**

The council shall approve in the annual budget the compensation of the clerk of council. Such budget shall also provide for assistants to the clerk if employed pursuant to the following section. The clerk and any **full-time** assistants shall be employees of the county and eligible for all insurance, retirement and other benefits of county employees.

**Sec. 2-105. Assistants.**

The council may appoint such assistant or assistants to the clerk of council as may be deemed necessary, who shall perform varied secretarial and stenographic tasks for the council and who shall exercise the duties of the clerk of council in the event of the clerk's absence or disability.

SECTION II. The Richland County Code of Ordinances, Chapter 2, Administration; Article IV, Code of Ethics; is hereby renumbered beginning with section number 2-106 and proceeding accordingly.

SECTION III. The Richland County Code of Ordinances, Chapter 2, Administration; Article V, County Departments; is hereby amended by the deletion of the language contained therein and the substitution of the following language: **(now alphabetized)**

DIVISION 1. ~~UTILITIES~~ ANIMAL SERVICES CARE

**Sec. 2-122. Creation; director.**

There is hereby created the animal **services eare** department, and the position of animal **services eare** director who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The director shall be appointed by the

county administrator and his/her term of office shall be at the pleasure of the county administrator.

**Sec. 2-123. Qualifications of director; selection; compensation.**

The director of animal services shall possess education, training, and experience that are satisfactory to the county administrator.

**Sec. 2-124. Responsibilities; powers; duties.**

The director of animal services shall supervise the divisions of animal care and vector control.

**Sec. 2-125. Departmental Divisions.**

The animal services department shall include the following divisions:

(1) Animal care – The division shall enforce all the provisions of Chapter 5 of the Richland County Code of Ordinances as it pertains to animal control and/or care and the manager of the division shall serve as the chief animal control officer.

(2) Vector Control – The division of vector control shall be charged with the following duties:

- (a) Management of the mosquito control program, including abatement in accordance with the policies of the program.
- (b) Provide technical advice, education and assistance about vectors to the county's citizens.
- (c) Conduct vector-borne disease surveillance and response.
- (d) Enforce county ordinances related to vector control.
- (e) Commensal rat abatement in accordance with division policies.
- (g) Respond to inquiries, investigate complaints, conduct evaluations to help reduce or eliminate public hazards and nuisance conditions associated with vectors and disease transmission.
- (h) Other programs or functions assigned to the department by the county administrator or county council.

DIVISION 2. PUBLIC WORKS COMMUNITY PLANNING AND DEVELOPMENT

**Sec 2-126. Creation; director.**

There is hereby created the community planning and development department, and the position of community planning and development director who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator and his/her term of office shall be at the pleasure of the county administrator.

**Sec. 2-127. Qualifications of director; selection; compensation.**

The director of community planning and development shall possess education, training, and experience that are satisfactory to the county administrator.

**Sec. 2-128. Responsibilities; powers; duties.**

The director of community planning and development shall supervise the divisions of planning, building, community development, conservation, business service center, assessor, and register of deeds.

**Sec. 2-129. Departmental Divisions.**

The community planning and development department shall include the following divisions:

(1) Planning – The division of planning is hereby created and the position of planning manager, who shall be responsible to the community planning and development director to direct and coordinate the operations and activities of the division. The planning manager shall be a graduate of an accredited college or university, preferably with a degree in planning, engineering, architecture or related field; and shall have had at least five (5) years of responsible, practical experience in urban planning and/or in a municipal or county regulatory agency. The planning division shall undertake the permitting and enforcement provisions of the county's zoning and land development regulations.

~~DIVISION 4. PLANNING AND DEVELOPMENT SERVICES~~

**Sec. 2-216. Creation; director.**

~~There is hereby created the Planning and Development Services Department, and the position of Planning Director, who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The county administrator shall appoint the director and his/her term of office shall be at the pleasure of the county administrator.~~

**Sec. 2-217. Qualifications of director; selection; compensation.**

~~The Planning Director shall be a graduate of an accredited college or university, preferably with a degree in planning, engineering, architecture or related field; and shall have had at least five (5)~~

~~years of responsible, practical experience in urban planning and/or in a municipal or county regulatory agency. The director shall possess education, training and experience related to planning and/or code enforcement that is satisfactory to the county administrator.~~

**~~Sec. 2-218. Responsibilities; powers; duties.~~**

~~The Planning Director shall direct and supervise all functions of the department, including the permitting and enforcement provisions of the county's zoning and land development regulations. The director shall adhere to the county's comprehensive plan and shall work closely with the county officials responsible for planning and code enforcement activities. The director shall be responsible for establishing liaisons and/or working relationships with all private and public agencies engaged in economic and/or industrial development. The director shall recommend amendments to the comprehensive plan and to the county's zoning and land development regulations, and shall present such recommendations to the Planning Commission and/or County Council.~~

**~~Sec. 2-219. Staff; personnel.~~**

~~The staff and personnel assigned to the Planning Director shall be subject to the county personnel system and their compensation determined accordingly.~~

(2) *Building Inspections* - The division of building inspections is hereby created, and the position of building codes and inspections manager who shall be responsible to the community planning and development director to direct and coordinate the operations and activities of the division. The building codes and inspections manager shall be a graduate of an accredited college or university, preferably with a degree in engineering, architecture, construction or related field; and shall have had at least five (5) years of responsible, practical experience in construction, inspections, administration and/or in a municipal or county regulatory agency. The manager shall hold South Carolina registration as a Certified Building Official. The building division shall be responsible for the permitting and enforcement provisions of the county's building code regulations.

**~~DIVISION 4A. BUILDING CODES AND INSPECTIONS~~**

**~~Sec. 2-222. Creation; director.~~**

~~There is hereby created the Building Codes and Inspections Department, and the position of Building Codes and Inspections Director who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The county administrator shall appoint the director and his/her term of office shall be at the pleasure of the county administrator.~~

**~~Sec. 2-223. Qualifications of director; selection; compensation.~~**

~~The Building Codes and Inspections Director shall be a graduate of an accredited college or university, preferably with a degree in engineering, architecture, construction or related field;~~

~~and shall have had at least five (5) years of responsible, practical experience in construction, inspections, administration and/or in a municipal or county regulatory agency. The director shall possess education, training, and experience related to inspections and construction for commercial and residential property and/or code enforcement that is satisfactory to the county administrator. In addition, the director shall hold South Carolina registration as a Certified Building Official.~~

**~~Sec. 2-224. Responsibilities; powers; duties.~~**

~~The Building Codes and Inspections Director shall direct and supervise all functions of the department, including the permitting and enforcement provisions of the county's building code regulations. The director shall adhere to the county's adopted codes and ordinances and shall work closely with the county officials responsible for planning and code enforcement activities. The director shall be responsible for establishing liaisons and/or working relationships with all private and public agencies engaged in economic and/or industrial development. The director shall recommend amendments to the building code regulations, and shall present such recommendations to the County Council.~~

**~~Sec. 2-225. Staff; personnel.~~**

~~The staff and personnel assigned to the Building Codes and Inspections Director shall be subject to the county personnel system and their compensation determined accordingly.~~

~~(3) New Development - The new development division shall be responsible to the to the community planning and development director to direct and coordinate the operations and activities of the division~~

~~(4) Community Development - The division shall administer grants from the U.S. Department of Housing and Urban Development to improve low-income neighborhoods. The community development manager shall be responsible to the community planning and development director to direct and coordinate the operations of the division.~~

~~(5) Conservation - The division of conservation is hereby created, and the position of conservation manager, who shall be responsible to the community planning and development director to direct and coordinate the operations and activities of the division. The conservation manager shall be a graduate of an accredited college or university, with a master's degree in environmental or agricultural science or engineering, hydrology, water resources management or closely related field; and shall have had at least five (5) years of responsible, practical experience in the above fields. The conservation manager shall direct and supervise all functions of the division and implement the responsibilities of the Richland County Conservation District and Richland County Conservation Commission. The manager shall consult with and advise the community planning and development director regarding the conservation and protection of the county's natural, cultural and historical resources. The division shall also interact with federal and State agencies, other counties and municipalities, institutions of higher education, and not for profit conservation and environmental organizations to support the responsibilities of the division, District and Commission.~~

## DIVISION 6A. CONSERVATION

### ~~Sec. 2-243. Creation; director.~~

~~There is hereby created the Conservation Department, and the position of Conservation Director, who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The county administrator shall appoint the director and his/her term of office shall be at the pleasure of the county administrator.~~

### ~~Sec. 2-244. Qualifications of director; selection; compensation.~~

~~The Conservation Director shall be a graduate of an accredited college or university, with a master's degree in environmental or agricultural science or engineering, hydrology, water resources management or closely related field; and shall have had at least five (5) years of responsible, practical experience in the above fields. The director shall possess education, training and experience related to conservation and environmental issues that is satisfactory to the county administrator.~~

### ~~Sec. 2-245. Responsibilities; powers; duties.~~

~~The Conservation Department shall be responsible for working directly with the Richland Soil and Water Conservation District Commissioners and the Richland County Conservation Commissioners. The Conservation Director shall direct and supervise all functions of the department and implement the responsibilities of the District and Commission. The director shall consult with and advise the county council and the county administrator regarding the conservation and protection of the county's natural, cultural and historical resources. The department shall establish working relationships with other county departments including, but not limited to, Administration, Public Works, and Planning and Development Services. The department shall also interact with federal and State agencies, other counties and municipalities, institutions of higher education, and not for profit conservation and environmental organizations to support the responsibilities of the department, District and Commission.~~

### ~~Sec 2-246. Staff; personnel.~~

~~The staff and personnel assigned to the Conservation Director shall be subject to the county personnel system and their compensation determined accordingly.~~

(a) Sustainability Program – The Conservation division shall include the Sustainability Program. The program shall work to ensure Richland County's operations and decision making reflect our commitment to environmental, social and economic sustainability and to provide innovative solutions to decrease energy demand through energy efficiency and conservation, create livable sustainable communities, and promote the green economy.

(6) *Business Service Center* – The business service center division is hereby created,

and the position of manager of the business service center. The manager of the business service center – and every employee therein – shall give to the county a surety bond in an appropriate amount for the faithful performance of his/her duties as such officers; such bond shall be filed in the office of the clerk of court. The manager of the business service center shall be responsible to the community planning and development director for the performance of the duties and responsibilities of the department, which shall be to:

- (a) Issue licenses and permits for businesses needing these licenses and permits by county ordinance to operate lawfully, including, but not limited to (unless otherwise preempted and/or prohibited by federal or state law):
  1. Business licenses,
  2. Fireworks licenses, and/or
  3. Hazardous Materials permits.
- (b) Collect the payments, via the Internet and/or other convenient methods, for the aforementioned licenses and permits in subsection (1) above, as well as for other business fees and taxes (not otherwise preempted and/or prohibited by federal or state law), including, but not limited to:
  1. Hospitality Taxes,
  2. Sewer Fees,
  3. Sewer Tap fees,
  4. Water Fees,
  5. Landfill Fees, and/or
  6. Solid Waste Fees.
- (c) Make business forms and information available in many diverse and convenient ways to assist businesses operate as required by applicable county ordinances.
- (d) Inspect and audit businesses for compliance with applicable county ordinances regarding these licenses, permits, fees, and taxes.
- (e) Serve as a liaison to the business community on behalf of Richland County on issues relating to issuances and collections of the Business Service Center.
- (f) Serve as the single point of contact for businesses required to comply with applicable county ordinances.
- (g) Serve as the catalyst for integrating Business Service Center services with other county departments, State agencies, and other groups or organizations.

~~DIVISION 7A. BUSINESS SERVICE CENTER~~

**~~Sec. 2-252. Creation; director.~~**

~~There is hereby created the department of the Business Service Center and the position of director of the Business Service Center. The director shall be appointed by the county administrator and his/her term of office shall be at the pleasure of the county administrator.~~

**~~Sec. 2-253. Qualifications of director.~~**

~~The director of the Business Service Center shall be a person with education, training, skills, and/or experience that is satisfactory to the county administrator.~~

**~~Sec. 2-254. Staff; personnel.~~**

~~The director of the Business Service Center shall have such staff and assistants as are necessary to the operation of the department and the performance of his/her duties. They shall be subject to the county personnel system and their compensation determined accordingly.~~

**~~Sec. 2-255. Responsibilities; powers; duties.~~**

~~The director of the Business Service Center shall be responsible to the county administrator for the performance of the duties and responsibilities of the department, which shall be to:~~

~~(1) — Issue licenses and permits for businesses needing these licenses and permits by county ordinance to operate lawfully, including, but not limited to (unless otherwise preempted and/or prohibited by federal or state law):~~

~~a. Business licenses;~~

~~b. Fireworks licenses, and/or~~

~~c. Hazardous Materials permits.~~

~~(2) — Collect the payments, via the Internet and/or other convenient methods, for the aforementioned licenses and permits in subsection (1) above, as well as for other business fees and taxes (not otherwise preempted and/or prohibited by federal or state law), including, but not limited to:~~

~~a. Hospitality Taxes;~~

~~b. Sewer Fees;~~

~~c. Sewer Tap Fees;~~

~~d. Water Fees;~~

~~e. Landfill Fees, and/or~~

~~f. — Solid Waste Fees.~~

~~(3) — Make business forms and information available in many diverse and convenient ways to assist businesses operate as required by applicable county ordinances.~~

~~(4) — Inspect and audit businesses for compliance with applicable county ordinances regarding these licenses, permits, fees, and taxes.~~

~~(5) — Serve as a liaison to the business community on behalf of Richland County on issues relating to issuances and collections of the Business Service Center.~~

~~(6) — Serve as the single point of contact for businesses required to comply with applicable county ordinances.~~

~~(7) — Serve as the catalyst for integrating Business Service Center services with other county departments, State agencies, and other groups or organizations.~~

**~~Sec. 2-256. Bond required.~~**

~~The director of the Business Service Center and every employee therein shall give to the county a surety bond in an appropriate amount for the faithful performance of his/her duties as such officers; such bond shall be filed in the office of the clerk of court.~~

**~~DIVISION 3A. TAX ASSESSOR~~**

**~~Sec. 2-212. Creation; tax assessor.~~**

~~There is hereby created the Tax Assessor Department, and the position of Tax Assessor, who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The county administrator shall appoint the director and his/her term of office shall be at the pleasure of the county administrator.~~

**~~Sec. 2-213. Qualifications of tax assessor; selection; compensation.~~**

~~The Tax Assessor shall be a person with education, training, skills, and/or experience that is satisfactory to the county administrator.~~

**~~Sec. 2-214. Responsibilities; powers; duties.~~**

~~The powers, duties, and responsibilities of the Tax Assessor shall be those set forth by state law.~~

**~~Sec. 2-215. Staff; personnel.~~**

~~The staff and personnel assigned to the Tax Assessor shall be subject to the county personnel system and their compensation determined accordingly.~~

(7) Register of Deeds – The register of deeds division is hereby created, pursuant to state law, along with the position of register of deeds, such office to be located in the county courthouse at the discretion of the clerk of court. The register of deeds 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/her duties, such bond to be lodged in the office of the state treasurer. The register shall be responsible and under the direct supervision of the community planning and development director, for the performance of the duties of this office which include, but are not limited to:

- (a) Directing the division of mesne conveyances and supervising its staff and activities;
- (b) 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;
- (c) Maintaining books for recording business establishments, corporate charters, U.S. military and naval forces discharges;
- (d) Maintaining a notary public register;
- (e) Maintaining an index of cross-index books for all instruments of record logged in the office;
- (f) Collecting necessary fees for the recording of records as set by law;
- (g) Answering requests and giving assistance to those seeking information from the records of the office;
- (h) Preparing a division budget; and
- (i) Rebinding books and records.

(8) Assessor – The tax assessor division, and the position of tax assessor, who shall be responsible to the community planning and development director to direct and coordinate the operations and activities of the division. The tax assessor shall be a person with education, training, skills, and/or experience that is satisfactory to the county administrator. The powers, duties, and responsibilities of the tax assessor shall be those set forth by state law.

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

~~**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.~~

~~(b) *Reserved.*~~

~~(c) *Elections.* The division of elections shall serve as the operational unit of the county election commission and shall be directed by a director of elections. The county election commission is appointed by the Governor of South Carolina, pursuant to South Carolina Code of Laws, 1976, as amended, section 7-13-70, and said commission shall be appoint the director of elections. Employees of this department shall work at the pleasure of the director of elections. The director and all other employees of this department shall have all rights of regular county employees, but shall not have grievance rights as set forth elsewhere in this Code, unless the director of elections chooses to place all department employees under the county grievance procedures. The department shall be responsible to:~~

~~(1) — Conduct all general and county special elections, municipal and primary elections and, if appropriate and convenient, the elections of schools, colleges, fraternal and other groups;~~

~~(2) — Maintain all voting equipment and facilities required for their proper storage and custody of such voting equipment; and~~

~~(3) — Operate an office to serve the general public and maintain the records, files and all other relevant information and/or data on all elections.~~

~~(d) *Voter registration.* The department of voter registration shall be the operational unit for the county board of voter registration, with each board member being responsible for administrative functions within the department. The board shall be appointed by the Governor of South Carolina, with advice and consent of the county senatorial delegation, and shall be directed by the chair of the board of voter registration, who is appointed by the Governor in the same manner as above. The department shall comply with the requirements of the South Carolina Code of Laws, 1976, as amended, sections 7-5-10 through 7-5-30, and all other relevant state laws. Such board members shall have all rights of regular county employees, but shall not have grievance rights as set forth elsewhere in this Code. The department shall be responsible to:~~

~~(1) — Provide for the proper registration of all persons qualified to vote;~~

~~(2) — Maintain all equipment, books and records necessary to effect such registration of voters in the county; and~~

~~(3) — Operate an office to serve the general public and maintain the records, files and all other relevant information and/or data on voter registration.~~

~~4) — Establish absentee and fail safe voting precincts.~~

### ~~**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.~~

### DIVISION 3. ANIMAL CARE DETENTION CENTER

#### **Sec 2-130. Creation; director.**

There is hereby created the detention center department, and the position of detention center director who shall be responsible to the county administrator to direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator and his/her term of office shall be at the pleasure of the county administrator. The manager shall have the following duties and responsibilities:

- (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/her direction and be responsible for all equipment and supplies needed to operate the detention center.

#### **Sec. 2-131. Departmental Divisions.**

The detention center department shall include the following divisions:

(1) *Security* – The division of security is hereby created and the position of security manager, who shall be responsible to the detention center director to ensure the detention remains secure.

(2) *Operations* – The division of operations is hereby created and the position of operations manager, who shall be responsible to the detention center director to facilitate and execute the operation of the detention center.

(3) *Programs* – The division of programs is hereby created and the position of programs manager, who shall be responsible to the detention center director to

successful implement the programmatic initiatives of the detention center.

(4) Support – The division of support is hereby created and the position of support manager, who shall be responsible to the detention center director to support the detention center director and contribute to the effective functioning of the detention center.

**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.~~

~~(b) Reserved.~~

**DIVISION 4. PLANNING AND DEVELOPMENT SERVICES ECONOMIC DEVELOPMENT OFFICE**

**Sec. 2-132. Creation; director.**

There is hereby created the economic development office and the position of director of the economic development office.

**Sec. 2-133. Qualifications of director; selection; compensation.**

The director of the economic development office shall possess education, training, and experience that are satisfactory to the county administrator.

**Sec. 2-134. Responsibilities; powers; duties.**

The director shall work to assist new companies considering locating in Richland County and existing companies considering expand their operations. The office shall have the following duties and responsibilities:

(1) Maintain demographic and economic data on Richland County;

(2) Conduct building and site tours for prospective companies;

(3) Facilitate meetings with existing industry to discuss human resources and labor force issues;

(4) Conduct community tours for prospective companies;

(5) Negotiate incentive proposals on behalf of the County.

## DIVISION 5. PUBLIC SAFETY EMERGENCY SERVICES

### **Sec. 2-135. Creation; director.**

There is hereby created the emergency services department and the position of director of emergency services, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator, and his/her term of office shall be at the pleasure of the county administrator.

### **Sec. 2-136. Qualifications of director; selection.**

The director of emergency services shall possess education, training, and experience that are satisfactory to the county administrator.

### **Sec. 2-137. Responsibilities; powers; duties.**

The director of the department of emergency services shall be the county fire ~~marshall~~ marshal. The director of the department of emergency services shall enforce all provisions of this Code of Ordinances pertaining to the operation of emergency services within the county.

### **Sec. 2-229. Qualifications; selection; compensation.**

~~(a) Qualifications, requirements, job descriptions and pay grades of the director of emergency services and each deputy director shall be determined by the county personnel department utilizing professional consultant services in accordance with existing personnel policies and ordinances.~~

~~(b) Each of the deputy directors shall be professionally qualified, preferably with a degree from a recognized college or university in a field related to the activities with which he/she is associated, and each with no less than five (5) years of responsible experience in the field of public safety. Deputy directors shall be appointed by and shall serve at the pleasure of the director of department of emergency services.~~

~~(c) The compensation paid to each deputy director shall be an amount recommended by the county administrator and approved by the county council in the county's annual operating budget(s).~~

~~**Sec. 2-230. Staff; personnel.**~~

~~The staff and assistants authorized by the county administrator for the director of the department of emergency services and each of the deputy directors shall be subject to the county personnel system, and their compensation shall be determined accordingly.~~

**Sec. 2-138. Departmental Divisions.**

The emergency services department shall include the following divisions:

(1) *Emergency Medical Services* - The emergency medical services division ~~shall be headed by the manager of emergency medical services and~~ shall provide county-wide 911 emergency medical services designed to respond to medical emergencies and to provide initial medical response and/or treatment as a means of stabilizing accident and/or trauma victims for transportation to medical facilities for primary, secondary and/or tertiary care or treatment as may be required.

(a) Fees for ambulance services to the general public within the boundaries of the county and outside of the boundaries of the county shall be determined from time to time by council.

(b) Fees for ambulance services will be limited to the maximum allowed under the health care insurance plan for each county employee. These fee schedules are subject to amendment, repeal, or deletion by the county council from time to time.

(c) The county council hereby grants permission for the operation of private convalescent transport units within the county.

Private convalescent transport units are any vehicle making nonemergency calls within the county and to destinations within the county as scheduled to a physician's office or hospital for treatment, routine physical examinations, x-rays, or laboratory tests which is used for transporting within the county, patients upon discharge from a hospital or nursing home to a hospital, nursing home or residence, or a vehicle making any other calls dispatched within the county as nonemergency. Such vehicles are described in S.C. Code 1976, § 44 61 10 et seq. (as amended).

(d) The division department of emergency services is hereby authorized to promulgate and enforce rules and regulations governing and controlling such private convalescent transport units and the nonemergency ambulances as deemed

by the department to be necessary pursuant to federal, state and applicable regulating agency requirements.

Further, all nonemergency private ambulances that originate calls within the county shall be required to comply with the provisions of this Code of Ordinances, including the business license ordinance [chapter 16], and reporting requirements promulgated by the division.

(2) *Fire, ~~special responses and safety services~~* - The fire division ~~shall be headed by the fire manager and~~ shall be responsible for providing countywide fire, ~~special responses and safety~~ services. ~~The duties of the manager of fire shall include~~, but not be limited to the following:

- (a) Coordination and supervision of the development and operation of a county fire service system in the unincorporated areas and participating municipalities; to include coordination, supervision, and monitoring or any of the fire duties which may be contracted out to third parties pursuant to contract or intergovernmental agreements;
- (b) ~~Coordination and supervision of the training of fire service personnel;~~ Emergency communications;
- (c) ~~Development of a comprehensive record system and supervision of its maintenance;~~ Determine the Cause and Origin of fires;
- (d) The provision of assistance to the various units of the fire service in resolving technical problems;
- (e) Coordination of the management of all county fire service units;
- (f) Enforcement of county ordinance and the county fire prevention code;
- (g) Coordination of the emergency services department special response and rescue capabilities; ~~and~~
- (h) ~~Serve as the county safety officer.~~

(3) *Emergency Management Division Preparedness ~~agency~~*- The emergency ~~preparedness management~~ division ~~shall be headed by the emergency preparedness manager and~~ shall be responsible for ensuring the complete and efficient utilization of all the county facilities to combat disaster from enemy attack, manmade or natural disaster; ~~The emergency preparedness manager shall be responsible~~ for directing the day-to-day operations of the office and coordinating the activities of county and city governments during a period of disaster. The ~~manager~~ department shall be empowered and required to coordinate with and render assistance to county and city officials in the development of plans for the use of all facilities, equipment, manpower and other resources of the county and the municipalities existing within the county for

the purpose of minimizing or preventing damage to persons or property in disaster situations. The ~~manager-~~ department shall further direct the efforts of the county emergency management preparedness division in the implementation of the provisions of this subsection.

The emergency preparedness management division shall be the coordinating agency for all activity in connection with integrated emergency management; and it shall be the instrument through which the county government shall exercise its authority under the laws of this state during an attack against this county, its political subdivisions, or any part of the state, or during manmade or natural disasters. This subdivision will not relieve the county or any city department existing within the county of the normal responsibilities and/or authority given to is by general laws or local resolution or ordinance, nor will it limit the work of the American Red Cross or other volunteer agencies organized for relief in natural disaster.

As used in this subsection:

*Attack* shall mean a direct assault against the county, its political subdivisions, or any part of the state, by forces of a hostile nation, including assault by nuclear, chemical or biological warfare, espionage or sabotage.

*County* shall mean Richland County, including all municipalities and political subdivisions.

*Emergency preparedness management* shall have a broad meaning and shall include preparations against and relief from the effects of attack on the county, or any part of the state, by the forces of any enemy nation; and it shall also include such activity in connection with manmade or natural disaster as defined herein. It shall not include any activity that is the responsibility of the military forces of the United States.

*Emergency preparedness management organization* shall mean all county and municipal officials and employees of the county and municipalities, together with those volunteer forces enrolled to aid them during a disaster, and persons who may, by agreement or operation of law, be charged with duties incident to the protection of life and property in the county, city and towns during times of disaster.

*Manmade disaster* shall mean such disasters as those caused by hazardous material or radiation accidents or incidents and terrorist activities.

*Natural disaster* shall mean any condition seriously threatening public health, welfare, or security as a result of a severe fire, explosion, flood, tornado, hurricane, earthquake, or similar natural or accidental cause which is beyond the control of public or private agencies ordinarily responsible for the relief of such conditions.

*Volunteer* shall mean contributing service, equipment or facilities to the emergency preparedness organization without remuneration or without formal agreement or contract of hire. While engaged in such services, volunteer personnel shall have the same immunities as persons and employees of the county performing similar duties.

- (a) The ~~manager of the~~ emergency ~~preparedness management division~~ shall maintain liaison with the state and federal authorities, and the authorities of other nearby political subdivisions, so as to ensure the most effective operation of the emergency plan. The ~~manager's~~ duties shall include, but shall not be limited to, the following:
1. Development and publication of emergency plans in conformity with state emergency plans for the immediate use of all of the facilities, equipment, manpower and other resources of the county for the purpose of minimizing or preventing damage to persons or property, and protecting and restoring to usefulness governmental services and public utilities necessary for the public health, safety, and welfare.
  2. Control and necessary recordkeeping for funds and property which may be made available from the federal, state, county and municipal governments.
  3. Submission of annual budget requirement to the state, federal and county governments.
  4. Signing such documents as are necessary in the administration of the county emergency preparedness program, to include project applications and billing for purchases under project applications.
  5. Coordination of the recruitment and training of the volunteer personnel and agencies to augment the personnel and facilities of the county emergency preparedness purposes.
  6. Through public information programs, education of the civil population as to the actions necessary and required for the protection of their persons and property in case of enemy attack or natural disaster.
  7. Conducting simulated disaster exercise and public practice alerts to ensure efficient operations of the emergency plans and to familiarize residents of the county and municipalities with civil defense regulations, procedures and operations.
  8. Coordination of the activity of all other public and private agencies engaged in any emergency preparedness programs.
  9. Negotiation with owners or persons in control of building or other property for the use of such buildings or property for ~~civil~~ defense emergency management purposes, and designating

suitable buildings as public fallout shelters.

10. Development of a community shelter plan. ~~which, will have as its ultimate goal an assigned fallout shelter space for every citizen of the county.~~
  11. Assumption of such authority and conducting such activity as may be necessary to promote and execute the emergency operations plan.
- (b) The chairman of the county council shall be responsible for meeting the problems and dangers to the county and its municipalities and their residents resulting from disasters of any origin and may issue proclamation and regulations concerning disaster relief and related matters which during an emergency situation shall have the full force and effect of law.
- (c) ~~A copy of the county emergency plan shall be located at the following locations: County Administrator's office, Emergency Services Department, Richland County Sheriff's Department, City of Columbia, Columbia Fire Department, City of Forest Acres, City of Eastover, City of Blythewood, Gadsden EMS/Fire Station, Hopkins EMS/Fire Station, Killian EMS/Fire Station, North Richland EMS/Fire Station, Ballentine EMS/Fire Station, Upper Richland EMS/Fire Station, Dentsville/Sandhill EMS/Fire Station, Lower Richland EMS/Fire Station, Richland School District One, Richland School District Two and Richland County Public Works.~~
- ~~(d)~~ (c) In accordance with annex K of the emergency plan, emergency shelters may be opened during an emergency and may be housed at schools, churches and other locations. ~~the following locations: Spring Valley High School, Dent Middle School, Bethel-Hanberry Middle School, St. Andrews Middle School, Keenan High School, C.A. Johnson High School, Hopkins Middle School, McCants Elementary School, Burnside School, W. G. Sanders Middle School, Alcorn Middle School, Gibbs Middle School, Lower Richland High School, A. C. Flora High School, Eau Claire High School, Caughman Road Elementary School, Dreher High School, and Webber School.~~ The type and location of an emergency will determine which shelters will be opened. After shelters are opened, the public will be notified and given instructions through the public information officer. Emergency Broadcast System.
- ~~(e)~~ (d) Notwithstanding any other provision of the law, authority in an emergency in the county shall be determined by the current County Code of Ordinance and the County Emergency Plan ~~and the Emergency Powers Act. (S.C. Code § 6-11-1410)~~

~~(f)~~ (e) A state of disaster may be declared by the chairman of the county council with the knowledge of officials of the affected municipalities if he determines that a disaster has occurred, or that the ~~thread~~ threat thereof is imminent, and extraordinary emergency measures are deemed necessary to cope with the existing or anticipated situation. Once declared, that state of emergency shall continue until terminated by the chairman of county council. All proclamations of a disaster issued pursuant to this section shall indicate the nature of the disaster, the area or areas affected, the conditions which required the proclamation of the disaster, and the conditions under which it will be terminated. In addition to any other powers conferred by law, the county and municipal governments may, under the provisions of this subsection:

1. Suspend existing laws and regulations prescribing the procedures for conduct of county or municipal business if strict compliance with the provisions of any statutes, order, rule or regulation would in any way prevent, hinder or delay necessary action in coping with the emergency.
2. Utilize all available resources of county and municipal government as reasonably necessary to cope with a disaster emergency.
3. Transfer the direction, personnel or functions of county and municipal departments and agencies or units thereof for purposes of facilitating or performing emergency services as necessary or desirable.
4. Compel performance by government officials and employees of the duties and functions assigned in the county emergency plan.
5. Contract, requisition and compensate for goods and services from private sources.
6. Direct evacuations of all or part of the population from any stricken or threatened area within the county or municipality if such action is deemed necessary for preservation of life or other disaster mitigation, response or recovery.
7. Prescribe routes, modes of transportation and destinations in connection with evacuations.
8. Control ingress and egress to and from a disaster area, the

movement of persons within the area and the occupancy of premises therein.

9. Suspend or limit the sale, dispensing or transportation of alcoholic beverages, firearms, explosives and combustibles.
10. Make provisions for the availability and use of temporary housing.
11. Suspend or limit nonemergency activities and prohibit public assemblies.

12. Implement curfews during declared disaster events.

~~(g)~~ (f) All employees of departments, commissions, boards, institutions and other agencies of the county and municipalities who are designated as civil emergency forces shall cooperate with ~~the manager of~~ the emergency ~~preparedness agency management division~~ in the formulation of the county emergency plan shall comply with the requests of ~~the manager of~~ emergency ~~preparedness agency management personnel~~ when such requests are issued pursuant to the provisions of this subsection. County and city personnel shall include in such plans the restoration of governmental services and public utilities necessary for the health, safety and welfare of the general public.

~~(h)~~ (g) All such civil emergency forces shall notify the ~~deputy~~ director of ~~preparedness agency emergency services~~ of conditions in the county or municipalities resulting from enemy attack or natural disaster, and they shall inform the ~~deputy~~ director ~~of emergency preparedness agency~~ of any conditions threatening to reach the proportions of a natural disaster as defined herein.

~~(i)~~ (h) County and municipal employees assigned to duty as part of the civil emergency forces pursuant to the provisions of this subsection shall retain all the rights, privileges and immunities of their employment and shall receive the compensation incident to that employment.

~~(j)~~ (i) The ~~manager~~ ~~director~~ of emergency ~~preparedness agency services~~ may at any time make the appointment of volunteer citizens to augment personnel in the time of ~~civil~~ emergency. Such volunteer citizens may be enrolled as civil emergency volunteers in cooperation with the heads of the county or municipal department affected, and they shall be subject to the rules and regulations set forth by their department for such volunteers.

~~k.~~ (j) ~~The manager of emergency preparedness agency director~~ may appoint

volunteer citizens or from the personnel of a civil emergency service for which the county or municipalities have no counterpart. He may also appoint volunteer citizens as public shelter managers, who, when directed by the ~~deputy director of emergency preparedness agency~~ director, shall open public shelters and take charge of all stocks of food, water and other supplies and equipment stored in the shelter; admit the public according to the community shelter plan; and take whatever control measures are necessary for the protection and safety of the occupants.

(k) The director of emergency services may appoint and permit volunteers to operate privately owned vehicles to respond to disasters and emergencies using lights and sirens after first meeting the established rules and criteria promulgated by the emergency services department for volunteer privately owned vehicle response.

l. The emergency services department public information officer shall serve as public information officer for the emergency ~~preparedness management~~ division.

m. This subsection is an exercise by the county and city of their governmental authority for the protection of the public peace, health and safety; and county or municipal agents and representatives, or any individual, receiver firm, partnership, corporation, association, or trustee, or any of the agents thereof in good faith carrying out, complying with, or attempting to comply with any order, rule or regulation promulgated pursuant to the provisions of this subsection shall not be liable for any damage sustained by persons or property as a result of such activity.

n. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants the county the right to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an authorized civil emergency practice exercise shall not be civilly liable for the death of or injury to any person on or about such real estate or premises under such license, privilege or other permission, or for loss of or damage to the property of such person.

o. It shall be unlawful for any persons to violate any of the provisions of this subsection or the regulations issued pursuant to the authority contained herein or willfully to obstruct, hinder or delay any member of the civil emergency organization in the enforcement of the provisions of this subsection or any regulation issued thereunder. Any violation of this subsection shall be considered as a misdemeanor and shall be punished by a fine of not more than ~~one~~ five hundred dollars (~~\$100~~500.00) or confinement of not more than thirty (30) days.

(4) *Hazardous Materials ~~control services~~ Division* The hazardous materials division ~~shall be headed by the manager of hazardous materials. The duties of the manager of the hazardous materials division~~ shall include, but not be limited to the location, identification, monitoring and/or control of all hazardous/toxic waste(s) existing in or transported through the county. Such control shall include the permitting and enforcement of all relevant codes and the coordination of effort with other county and public agencies assigned public safety responsibilities in the field of hazardous/ toxic wastes.

(5) *Emergency 911 Communications Center*

(a) Funding for emergency 911 telephone system

It is the desire of Richland County Council to shorten the time and to simplify the methods required for a resident of Richland County to request and to receive emergency aid. It is the further intent of the County Council to provide funding by which to allow operation, maintenance and enhancements of E911 by levying a monthly charge of ~~thirty eight (38)~~ fifty (50) cents upon each local exchange access facility subscribed by telephone subscribers whose local exchange access lines are in the area served by or which would be served by the E911 service and/or system of Richland County. Wireless E911 fees will be levied as outlined in South Carolina Code of Laws Section 23-47-50., provided, however, that subscribers with multiple lines shall pay the subscriber rate up to a maximum of fifty (50) lines per account.

(b) E911 Service fee, billing and collection.

(1) The E911 Service Fee shall include charges as may be required by the Service Suppliers and agreed upon by Richland County and such charges for support, planning, operation and current or future enhancements that are required by Richland County and outlined in South Carolina Code Sections 23-47-10 through 80.

(2) A monthly charge shall be levied upon each local exchange access facility subscribed to by telephone subscribers whose local exchange access lines are in the area served by or which would be served by the 911 service and/or system of the jurisdiction of the county as provided for in this section, in amounts permitted by the Office of Information Resources State of the South Carolina Budget and Control Board, provided that the amount of such levy shall be set forth precisely in each annual, or supplemental budget ordinance as appropriate, together with a provision providing that such charges were tax enforceable under South Carolina Code 23-47-50(B). Said E911 Service Fee rate shall include funding for only such expenses and costs as are authorized under provisions of

South Carolina Code Section 23-47-40(A)(B), and (D) as amended from time to time, as may be approved by the Richland County Council attendant to the normal adoption of the County's Ordinary and Capital Budgets. Said budget shall clearly delineate the estimated E911 Service Fee revenue and the associated expense, and sources of revenue and authorized expenses from sources other than the E911 Service Fee, by budget account and line item.

- (3) The E911 Service Fee shall be uniform and not vary according to the type of local Exchange access.
- (4) Coin operated telephones are toll free 911 calls, but certain locations, such as detention centers or institutions may be denied access to 911 at the discretion of the emergency services director. Other coin operated telephones where it can be clearly justified as not being in the public interest to continue or have access to 911 may also be denied such access.
- (5) The Service Suppliers shall remit to Richland County E911 Service Fee Collections within 45 calendar days following the end of the month of collections of such funds and, upon receipt of a monthly bill from the Service Supplier, Richland County will remit payment.
- (6) An audit and budget reconciliation shall be conducted annually. The audit shall comply with the requirements of the South Carolina Code Section 23-47-50(E).

(c) Accounting and management.

- (1) As provided in South Carolina Code Section 23-47-50(C), Richland County is responsible for the collection of delinquent accounts having access to the E911 system. The emergency services director and finance director shall cause procedures to be established with the Service Supplier and shall forward such information to the appropriate authority for collection procedures.
- (2) The emergency services director is responsible within Richland County for the administration of this section and South Carolina Code Sections 23-47-10 through 80.

(d) Addressing and road name. All road naming activity shall be coordinated with the public works department, the planning division of the Community Planning and Development Department and if applicable the City of Columbia. Public safety is of the highest priority and road names contribute significantly to the efficiency of the emergency response

system.

(e) It shall be a violation for any person to misuse or abuse the 911 system or to make a false 911 call. Any person in violation of this section shall be subject to the penalties set forth in (f).

(f) Penalties. Any person who shall violate any provision of this section, including the provisions of South Carolina Code Title 23, Chapter 47, shall be guilty of a misdemeanor and, upon conviction of such offense, shall be fined not more than ~~two~~ five hundred dollars (\$~~200~~500.00) or imprisoned for not more than thirty (30) days, and in addition, shall pay all costs and expenses involved in the case. Each and every day or portion thereof during which any violation continues shall be considered a separate offense.

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

**Sec. 2-139. Creation; director.**

There is hereby created the finance department and the position of director of finance, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The department shall be responsible for all facets of finance administration including budget preparation and budgetary control, accounting, financial reporting, and other related financial/fiscal activities. It shall be responsible also for insurance; payroll and leave administration; and, in cooperation with the department of human resources, shall be responsible for development and implementation of a personnel data and information management system; and such other responsibilities as may be assigned by the county administrator. The director of finance shall give to the county a surety bond in the value of thirty thousand dollars (\$30,000.00) for the faithful performance of his/her duties as such officer, such bond to be filed in the office of the clerk of court.

**Sec. 2-140. Qualifications of director; selection.**

The director of finance shall be a person with education, training and/or experience in finance and money management satisfactory to the county administrator. The county administrator shall recommend and the council shall provide in the annual budget the compensation of the director of finance.

**Sec. 2-141. Responsibilities; powers; duties.**

The director of finance shall be the chief administrative finance officer of the county, responsible to the county administrator for the performance of his/her duties and responsibilities which shall be to:

- (1) Direct the finance department and supervise its staff and activities;

- (2) Approve all warrants issued by officers of the county and draw drafts in payment thereof;
- (3) Maintain current accounts of all county budget expenditures and make periodic reports thereon as required by the county administrator;
- (4) Maintain a current inventory of all county property, real and personal; and collect and account for all income from rental or sale of same;
- (5) Receive all requests from county offices and agencies in excess of budget allowances, and prepare recommendations for the county administrator to submit to the council for consideration thereof;
- (6) Obtain and supervise contracting and payments for all insurance on county property, including liability and related insurance;
- (7) Cooperate with the county council, treasurer, attorney and other officers concerned in the preparation and sale of all county bond issues and other long-term financial transactions;
- (8) Cooperate with the county auditor, treasurer and other county officers in securing annual and special audits of all county accounts as required by law or directed by council; and
- (9) Serve as the trust officer of the county and be granted authority to sign necessary documents and create accounts for the proper maintenance of such funds, provided that such procedures shall be approved by the county administrator.

#### ~~DIVISION 5. OFFICE OF FINANCE AND BUDGET~~

#### ~~Sec. 2-117. Office of finance and budget, generally.~~

~~The office of finance and budget is hereby created and shall be responsible for all facets of finance administration including budget preparation and budgetary control, accounting, financial reporting, and other related financial/fiscal activities. It shall be responsible also for insurance and such other responsibilities as may be assigned by the county administrator. This office shall be managed by the director of finance and budget and shall be responsible also for payroll and leave administration and, in cooperation with the office of staff and human resources, shall be responsible for development and implementation of a personnel data and information management system.~~

~~(Ord. No. 1908-89, § II, 9-5-89)~~

#### ~~Sec. 2-118. Position of director—Created; selection; appointment.~~

~~There is hereby created the position of director of finance and budget. The director of~~

~~finance and budget shall be selected and appointed by, and shall serve at the pleasure of the county administrator.~~

**~~Sec. 2-119. Same—Qualifications; compensation.~~**

~~The director of finance and budget shall be a person with education, training and/or experience in finance and money management satisfactory to the county administrator. The county administrator shall recommend and the council shall provide in the annual budget the compensation of the director of finance and budget.~~

**~~Sec. 2-120. Same—Responsibilities, powers and duties.~~**

~~The director of finance and budget shall be the chief administrative finance officer of the county, responsible to the county administrator for the performance of his duties and responsibilities which shall be to:~~

- ~~(1) — Direct the county office of finance and budget and supervise its staff and activities;~~
- ~~(2) — Approve all warrants issued by officers of the county and draw drafts in payment thereof;~~
- ~~(3) — Maintain current accounts of all county budget expenditures and make periodic reports thereon as required by the county administrator;~~
- ~~(4) — Maintain a current inventory of all county property, real and personal; and collect and account for all income from rental or sale of same;~~
- ~~(5) — Receive all requests from county offices and agencies in excess of budget allowances, and prepare recommendations for the county administrator to submit to the council for consideration thereof;~~
- ~~(6) — Obtain and supervise contracting and payments for all insurance on county property, including liability and related insurance;~~
- ~~(7) — Cooperate with the county council, treasurer, attorney and other officers concerned in the preparation and sale of all county bond issues and other long-term financial transactions;~~
- ~~(8) — Cooperate with the county auditor, treasurer and other county officers in securing annual and special audits of all county accounts as required by law or directed by council; and~~
- ~~(9) — Serve as the trust officer of the county and be granted authority to sign necessary documents and create accounts for the proper maintenance of such funds, provided that such procedures shall be approved by the county administrator.~~

**~~Sec. 2-121. Staff and assistants.~~**

~~The director of finance and budget shall have such staff and assistants as are necessary to the~~

~~operation of the office and the performance of his duties. They shall be subject to the county personnel system and their compensation determined accordingly.~~

**Sec. 2-122. Bond.**

~~The director of finance and budget shall give to the county a surety bond in the value of thirty thousand dollars (\$30,000.00) for the faithful performance of his duties as such officer, such bond to be filed in the office of the clerk of court.~~

**Sec. 2-142. Departmental Divisions.**

The finance department shall include the following divisions:

(1) *Accounting* – There is hereby created the division of accounting and the position of accounting manager, who shall be responsible to the finance director to prepare annual financial statements and other financial reports as required or requested by federal and state agencies, County Council, Administration, or financial markets.

(2) *Budget* – There is hereby created the division of budget and the position of budget manager, who shall be responsible to the finance director to create and maintain the County's Annual Budget.

(3) *Procurement* - There is hereby created the division of procurement and the position of procurement manager. The procurement manager shall be a person with education, training and/or experience in purchasing, contract administration, and inventory. The division of procurement shall be responsible for the following:

(a) Purchasing all supplies, materials, equipment, and contractual services required by county agencies and performing the purchasing-related functions required of the director of procurement herein;

(b) Negotiating contracts for ~~personal~~ professional services and submitting them for approval and award as provided herein;

(c) Using standard specifications wherever they are applicable to purchase orders and contracts and ensuring compliance with such specifications through adequate inspection of deliveries;

(d) Transferring between agencies, supplies, materials and equipment which are no longer needed by a holding agency but which can be used by the receiving agency;

(e) Exchanging, trading in or selling those supplies, materials and equipment which are surplus, obsolete or unused and which are found by

the county administrator not to be required for public use;

(f) Developing, with the approval of the county attorney as to legal sufficiency, standard forms and conditions for invitations to bid, requests for proposals, purchase orders, and contracts; developing and prescribing the use by agencies of other forms required in carrying out the provisions of this article; and amending or eliminating any such forms;

(g) Upon request of the council, and subject to its approval of each transaction, performing all delegable functions in connection with acquisition and disposal of real property;

(h) Acting as the procurement, purchasing and contracting agent for all officers, offices and agencies of the county, subject to regulations promulgated by the council and approval authority of the director of finance;

(i) Establishing and maintaining a central purchasing warehousing and supply system for all county offices and agencies, providing for requisition of materials and supplies by county offices and agencies authorized by the council;

(j) Placing, with a newspaper to be determined pursuant to the requirements of Chapter 2, Article X, "Purchasing," of this Code, all requests for advertising by a county agency or department. Any agency or department requiring advertisement shall prepare the advertisement and present same to the division of procurement for the purposes of processing it for publication. The division of procurement shall have the responsibility of determining the most practical and least costly medium of advertising. In connection with this subsection, the office of procurement shall provide each county agency and department a schedule of processing time allowance so that the requesting agency or department will be assured of the actual date of publication of the advertisement. However, any advertising which is not paid for with county funds, or for which the county is reimbursed by a private individual or company, may be exempt from the provisions of this subsection;

(k) Other duties as directed by the director of finance or county administrator.

#### ~~DIVISION 9. OFFICE OF PROCUREMENT~~

#### ~~Sec. 2-153. Creation of the office of procurement; generally.~~

~~There is hereby created the office of procurement and the position, director of procurement. The office of procurement shall be responsible for the following:~~

- ~~(1) — Purchasing all supplies, materials, equipment, and contractual services required by county agencies and performing the purchasing-related functions required of the director of procurement herein;~~
- ~~(2) — Negotiating contracts for personal services and submitting them for approval and award as provided herein;~~
- ~~(3) — Using standard specifications wherever they are applicable to purchase orders and contracts and ensuring compliance with such specifications through adequate inspection of deliveries;~~
- ~~(4) — Transferring between agencies, supplies, materials and equipment which are no longer needed by a holding agency but which can be used by the receiving agency;~~
- ~~(5) — Exchanging, trading in or selling those supplies, materials and equipment which are surplus, obsolete or unused and which are found by the county administrator not to be required for public use;~~
- ~~(6) — Developing, with the approval of the county attorney as to legal sufficiency, standard forms and conditions for invitations to bid, requests for proposals, purchase orders, and contracts; developing and prescribing the use by agencies of other forms required in carrying out the provisions of this article; and amending or eliminating any such forms;~~
- ~~(7) — Upon request of the council, and subject to its approval of each transaction, performing all delegable functions in connection with acquisition and disposal of real property;~~
- ~~(8) — Acting as the procurement, purchasing and contracting agent for all officers, offices and agencies of the county, subject to regulations promulgated by the council and approval authority of the county administrator;~~
- ~~(9) — Establishing and maintaining a central purchasing warehousing and supply system for all county offices and agencies, providing for requisition of materials and supplies by county offices and agencies authorized by the council;~~
- ~~(10) — Placing, with a newspaper to be determined pursuant to the requirements of Chapter 2, Article X, “Purchasing,” of this Code, all requests for advertising by a county agency or department. Any agency or department requiring advertisement shall prepare the advertisement and present same to the office of procurement for the purposes of processing it for publication. The office of procurement shall have the responsibility of determining the most practical and least costly medium of advertising. In connection with this subsection, the office of procurement shall provide each county agency and department a schedule of processing time allowance so that the requesting agency or department will be assured of the actual date of publication of the advertisement. However, any advertising which is not paid for with county funds, or for which the county is reimbursed by a private individual or company, may be exempt from the provisions of this subsection;~~

~~(11) — Other duties as directed by the county administrator.~~

~~**Sec. 2-153.5. Divisions.**~~

~~The office of procurement shall include the office of small business opportunity division, which shall manage and administer the SLBE program (see Section 2-639 et seq.) and shall undertake other functions and duties as assigned by the director of the office of procurement, the county administrator or county council.~~

~~**Sec. 2-154. Position of director—Created; appointment; responsibilities.**~~

~~There is hereby created the position of director of the office of procurement also known as the director of procurement. The director shall serve at the pleasure of the county administrator. The director shall also fulfill the responsibilities formerly fulfilled by the purchasing agent.~~

~~**Sec. 2-155. Same—Qualifications; compensation.**~~

~~The director of the office of procurement shall be a person with education, training and/or experience in purchasing, contract administration, and inventory. The county administrator shall recommend and the council shall provide in the annual budget the compensation of the director of the office of procurement.~~

~~**Sec. 2-156. Staff and assistants.**~~

~~The director of the office of procurement shall have such staff and assistants as are necessary for the operation of the office and the performance of his duties. They shall be subject to the county personnel system and their compensation determined accordingly.~~

~~DIVISION 7. JUDICIAL SERVICES HUMAN RESOURCES~~

~~DIVISION 7. JUDICIAL SERVICES~~

~~**Sec. 2-247. Created; magisterial court administrator; appointment; management of department.**~~

~~There is hereby created a department of judicial services which shall operate under the direction of the magisterial court administrator.~~

~~**Sec. 2-248. Qualifications of administrator; selection; compensation.**~~

~~The magisterial court administrator shall serve as the chief administrative officer of the magisterial system of the county and as such shall serve such system mainly through the chief magistrate. The magisterial court administrator shall be selected and appointed by the county administrator on the basis of his education, training and professional experience which shall be~~

~~no less than five (5) years in a court-related activity. He shall be compensated as authorized by the county administrator and approved by the county council in the county's annual budget(s).~~

**~~Sec. 2-249. Responsibilities of administrator; powers; duties.~~**

~~The magisterial court administrator shall serve as the chief administrative officer and shall direct and manage the central fines processing office, and transact all administrative matters not handled directly by the chief magistrate and the other magistrates who constitute the magisterial system of the county.~~

**~~Sec. 2-250. Staff; personnel.~~**

~~The staff and assistants of the magisterial court administrator shall be subject to the county personnel system and their compensation determined accordingly.~~

**~~Sec. 2-251. Home Detention Program.~~**

~~(a) — Purpose. The purpose of this section is to provide for a pilot Home Detention Program in Richland County as an alternative to confinement in the Alvin S. Glenn Detention Center, in accordance with the Home Detention Act of 1990 (S.C. Code 1976, § 24-13-1510 et seq, as amended).~~

~~(b) — Home Detention Program provided. Pursuant to S.C. Code 1976, § 24-13-1530, electronic and nonelectronic home detention programs may be used by the magistrates of Richland County as an alternative to incarceration for low risk, nonviolent adult and juvenile offenders, as selected by the court. Applications for home detention by persons who are awaiting trial or by offenders whose sentences do not place them in the custody of the Department of Corrections may hereafter be made to the magistrates of Richland County as an alternative to incarceration. The county's home detention program shall comply with all applicable state and local laws and regulations, including S.C. Code 1976, § 24-13-1510 et seq.~~

**Sec. 2-143. Creation; director.**

The department of human resources ~~office of staff and human resources~~ is hereby created and shall be responsible for the development and implementation of a modern personnel program employing whatever resources and assistance are needed from the ~~office of finance department and budget and the office of operational services~~. The human resources department shall be managed by the director of human resources who shall be responsible also for administrative and legislative research, economic and community development, public affairs, data information management, and such other responsibilities as may be assigned by the county administrator. The director of the human resources department shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.

**Sec. 2-144. Qualifications of director; selection.**

The director of human resources shall be appointed solely on the basis of merit including administrative qualifications with special emphasis on education, training, experience and knowledge of the requirements of the office. The director shall be selected and appointed by the county administrator with no definite term of office assigned. Preference will be given to individuals with a graduate degree in the field(s) of public administration, business administration or some other related discipline. The director of the human resources department shall be paid an annual salary as recommended by the county administrator and approved by county council.

**Sec. 2-145. Responsibilities; powers; duties.**

The duties and responsibilities of the director of human resources shall be:

- (1) To serve as personnel director and, as such to plan, organize, direct and coordinate the personnel program of the county;
- (2) To formulate and recommend operating policies and procedures to the county administrator for the effective administration of the county's personnel program;
- (3) To direct and control the county's research resources and activities serving the administrative and legislative branches of the government;
- (4) To provide leadership and support in the areas of economic and community development and, in so doing, establish effective liaison and working relationships with all appropriate private and public enterprises as related to economic and industrial development, and with all appropriate civic groups/associations, as related to community development;
- (5) To administer a program of public affairs and, to that end, establish effective relationships with the media and the general public through the development of viable public information programs;
- (6) To organize, direct, and administer management information and word processing programs assigned to receive, store and provide organizational data and information on a timely and well-organized basis as a service to the entire organization; and
- (7) To perform such other related work as may be required and as assigned by the county administrator.

**Sec. 2-146. Departmental Divisions.**

The human resources department shall include the following divisions:

- (1) Compensation, Benefits, and Classification – This division shall manage the compensation, benefits and classification related services for the human resources department.

(2) Operations- This division shall manage the operations of the human resources department.

#### ~~DIVISION 4. OFFICE OF STAFF AND HUMAN RESOURCES~~

##### ~~Sec. 2-107. Office of staff and human resources, generally.~~

~~The office of staff and human resources is hereby created and shall be responsible for the development and implementation of a modern personnel program employing whatever resources and assistance are needed from the office of finance and budget and the office of operational services. The office of staff and human resources shall be managed by the director of staff and human resources who shall be responsible also for administrative and legislative research, economic and community development, public affairs, data information management, and such other responsibilities as may be assigned by the county administrator.~~

##### ~~Sec. 2-108. Position of director—Created; selection; appointment.~~

~~There is hereby created the position of director of staff and human resources. The director of staff and human resources shall be selected and appointed by the county administrator with no definite term of office assigned.~~

##### ~~Sec. 2-109. Same—Qualifications; compensation.~~

~~The director of staff and human resources shall be appointed solely on the basis of merit including administrative qualifications with special emphasis on education, training, experience and knowledge of the requirements of the office. Preference will be given to individuals with a graduate degree in the field(s) of public administration, business administration or some other related discipline. The director of staff and human resources shall be paid an annual salary as recommended by the county administrator and approved by county council.~~

##### ~~Sec. 2-110. Same—Responsibilities; duties.~~

~~The duties and responsibilities of the director of staff and human resources shall be:~~

- ~~(1) — To serve as personnel director and, as such to plan, organize, direct and coordinate the personnel program of the county;~~
- ~~(2) — To formulate and recommend operating policies and procedures to the county administrator for the effective administration of the county's personnel program;~~
- ~~(3) — To direct and control the county's research resources and activities serving the administrative and legislative branches of the government;~~

~~(4) — To provide leadership and support in the areas of economic and community development and, in so doing, establish effective liaison and working relationships with all appropriate private and public enterprises as related to economic and industrial development, and with all appropriate civic groups/associations, as related to community development;~~

~~(5) — To administer a program of public affairs and, to that end, establish effective relationships with the media and the general public through the development of viable public information programs;~~

~~(6) — To organize, direct, and administer management information and word processing programs assigned to receive, store and provide organizational data and information on a timely and well-organized basis as a service to the entire organization; and(7) — To perform such other related work as may be required and as assigned by the county administrator.~~

**~~Sec. 2-111. Staff and personnel.~~**

~~The director of staff and human resources shall have such staff and assistants as are deemed necessary to the performance of his duties and operation of the office and approved by the county administrator. They shall be subject to the county personnel system and their compensation determined accordingly.~~

**~~Sec. 2-112. Bond.~~**

~~The director of staff and human resources shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.~~

**DIVISION 8. INFORMATION TECHNOLOGY**

**Sec. 2-147. Creation; director.**

There is hereby created the information technology department and the position of director of information technology, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator, with the term of office being at the pleasure of the county administrator. The department shall be responsible for all providing the technological vision and leadership to deploy the appropriate technology that will contribute towards an enriched community and providing timely, efficient, effective, and proactive technology support to the employees of Richland County.

**Sec. 2-148. Qualifications of director; selection.**

The director of information technology shall be the chief information officer and shall be appointed solely on the basis of merit including administrative qualifications with special emphasis on education, training, experience and knowledge of the requirements of the office. Preference will be given to individuals with a graduate degree in the field(s) of information

technology, public administration, business administration or some other related discipline. The director of the information technology department shall be paid an annual salary as recommended by the county administrator and approved by county council.

**Sec. 2-149. Departmental Divisions.**

The information technology department shall include the following divisions:

- (1) Network & Telecommunications – This division shall ensure a secure and fully resilient technical environment that supports all of the county’s software, hardware, mobile, and cloud technologies, as well as future technologies. The division shall be responsible for the telecommunication system(s) serving the entire organization, including wired and wireless, Voice over Internet Protocol phone system, cell phones, data lines, cabling, and the county’s tower at Fort Jackson. The division is also responsible for mission critical cybersecurity. The division shall propose new or amended county policies as needed to ensure that the county responds to new threats and / or opportunities. The division shall also partner with other local / state agencies and private industry to expand broadband to citizens in Richland County.
- (2) Business Systems – This division shall provide proactive, realistic, and fiscally sound solutions to short, middle and long-range business goals whenever application software and / or project management can facilitate. The division shall develop new business software, oversee vendor software, perform feasibility studies and research, confer with departments to identify business needs and desired outcomes, perform business analysis, project management, quality assurance / quality control, and application training. The division will prepare procurement solicitations for new vendor systems and oversee implementation projects from start to finish. The division shall oversee and support all business software, from small on-department systems, to enterprise-wide software systems. The division also provides a county-wide training program for all county employees on various software tools to enhance productivity and on cybersecurity best practices. The division shall also manage the county website’s technical platform.
- (3) GIS - The division of geographic information system (GIS), as well as the manager of GIS, is hereby established to furnish various county departments with tools to measure, model, and map data regarding geographically related phenomena. While data, in and of itself, cannot assist in making decisions or policy, the information created from such data is a valuable tool in executing county business. As a work product, the data will be used to produce thematic information that can be combined to assist county personnel in the decision-making process.

GIS data will be continuously updated and improved as technology and county capabilities improve. The county council understands that to sustain the county’s

utility and effectiveness, data must be maintained. The county council also recognizes that the nature of accurate local data and the potential of GIS are reflected in the value of spatial data to entities other than Richland County. Thus, to provide for costly maintenance of the GIS and to lessen the burden of annual budget requests, system data elements will be available for purchase pursuant to an established fee schedule. Such fee schedule may be modified ~~as described in subparagraph (d)(3)~~ below from time to time by council.

- (a) For the purposes of this section, and unless the context specifically indicates otherwise, the following general terms shall have the meanings designated below:

*Applicant.* Any person who submits a request for GIS products or services.

*Customer.* Any applicant who executes a contract for GIS products or services, or purchases copies of standard system products, custom hard copy system products, digital data, technical assistance, or other products or services.

*Data.* Recorded quantitative and qualitative observational measurements and facts.

*Data steward.* The person, or his/her designee, responsible for the maintenance and security of GIS data elements within a particular county department.

*Geographic Information System (GIS)* is an organized collection of computer hardware, software, geographic data, and personnel designed to efficiently capture, store, update, use, analyze, and display all forms of geographically referenced material.

*Information.* The result(s) obtained from processing, classifying, or interpolating data.

*Open records.* Standard system products as defined herein and non-digital source documents.

*Standard system products.* Paper products generated from GIS databases for internal use and for the purpose of meeting requests submitted under current state law concerning open records.

*Subscriber.* Customer who purchases GIS service or products on a regular, frequent, and on-going basis.

- (b) Data and information distribution.

1. Information derived from the county GIS and presented in a geographic context may be made available to the public via the Internet. Furthermore, standard system products will be made available on digital media or, if requested, in hard copy pursuant to S.C. Code 1976, § 30-4-30, as amended.
2. All GIS-related data requests must be approved by both the data steward of the department in possession of such data and the GIS division of the information technology department. Once approved, the GIS division is responsible for filling the request. All GIS data customers must enter into a non-transferable data license agreement with the county. Each license agreement shall identify limitations in the use of county GIS data and shall indemnify and hold harmless Richland County, its elected officials, officers, agents, and employees from loss, damage, or other liability arising from the use of the data.
3. A fee shall be collected from customers for copies of GIS data. An initial fee schedule of individual data elements will be reviewed by county council. The fee schedule will include a description of each thematic data element to be sold, distribution format, file format, and unit pricing information. The county administrator, as necessary, may update the fee schedule. Regardless of changes in data product fees, a county GIS data fee schedule will be submitted annually to the county council as an informational update. For good cause, the county administrator may waive or reduce fees for GIS data when such actions result in serving the best interest of the county.
4. Customers requesting data on a regular basis may request to receive data at a subscription rate, but must enter into a non-transferable data license agreement with the county.
5. All GIS-related information constituting a public record, as defined by S.C. Code 1976, § 30-4-20, as amended, may be provided at no charge via Internet access or at a minimal charge if such information is in digital or hard copy format. The minimal fees for digital or hard copy public record information shall be included in the approved fee schedule.

#### ~~DIVISION 2A. SPECIAL SERVICES~~

#### ~~Sec. 2-200. Creation; director.~~

~~There is hereby created the department of special services and the position of director of special services. The director shall be appointed by the county administrator and his/her term of office shall be at the pleasure of the county administrator.  
(Ord. No. 058-05HR, § III, 9-6-05)~~

~~**Sec. 2-201. Qualifications of director; selection; compensation.**~~

~~The director of special services shall possess education, training and experience that are satisfactory to the county administrator.~~

~~**Sec. 2-202. Responsibilities; powers; duties.**~~

~~The special services department shall be responsible for:~~

- ~~(1) — Effectively managing a labor pool of community service and inmate labor personnel in support of county operations, such as picking up trash along the road right of ways and beautifying the community through a clean sweep program; and~~
- ~~(2) — Helping communities become self sufficient through sponsoring community cleanups; and~~
- ~~(3) — Holding community forums to address participants' questions about the clean sweep program and neighborhood cleanups.~~

DIVISION 9. OPERATIONAL SERVICES

**Sec. 2-150. Creation; director.**

There is hereby created the support services department and the position of director of support services, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The support services department shall be responsible to administer the internal or housekeeping needs of the county government. It shall be responsible for the maintenance, custody and security of the entire physical plant and all of the support services required to keep the plant and all equipment at an acceptable level of operation and usability. The office shall be managed by the director of support services and shall be responsible also ~~for the communication system(s) serving the entire organization,~~ for coordinating a program of records management through the county archivist, and for such other responsibilities as may be assigned by the county administrator. The director of support services shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.

**Sec. 2-151. Qualifications of director; selection.**

The director of support services shall be appointed solely on the basis of merit including technical and administrative qualifications with special emphasis on education, training,

experience and knowledge of the requirements of the office. The director of support services shall be selected and appointed by the county administrator with no definite term of office assigned. Preference will be given to individuals with a degree in engineering, public administration, business administration, or some other related discipline. The director of support services shall be paid an annual salary as recommended by the county administrator and approved by county council.

**Sec. 2-152. Responsibilities; powers; duties.**

The duties and responsibilities of the director of support services shall be:

- (1) To develop and implement a comprehensive program of maintenance, custody and security for the county's physical plant, including all buildings and facilities owned and operated by the county government;
- (2) To formulate and submit to the county administrator recommendations for continued improvement and effective utilization of the county's physical plant;
- (3) To establish a working relationship and liaison with all department and agency heads relative to their specific operational and/or space office requirements and needs;
- ~~(4) To develop through the same working relationship with all department and agency heads an understanding of the communication requirements and needs, and the development of a communication system(s) to meet those requirements and needs;~~
- (4) To provide assistance for all county departments and agencies to obtain auxiliary and/or housekeeping support and services;
- (5) To coordinate through the county archivist, a program of records management designed to serve all county departments and agencies; and
- (6) To perform such other related work as may be required and so assigned by the county administrator.

**Sec. 2-153. Departmental Divisions.**

The support services department shall include the following divisions:

- (1) Facilities and Grounds – This division shall perform routine maintenance on Richland County owned facilities and grounds.
- (2) Central Services –This division shall manage and operate the Richland County mailing services.

## DIVISION 10. PUBLIC WORKS

### **Sec. 2-154. Creation; director.**

There is hereby created the public works department and the position of director of public works, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator, and his/her term of office shall be at the pleasure of the county administrator.

### **Sec. 2-155. Qualifications of director; selection.**

The director of public works shall be a graduate of an accredited college or university with a major in civil engineering. The director shall possess a certified license as a professional civil engineer and shall have had at least five (5) years of previous experience as a public works director/engineer including supervisory, administrative and engineering experience. Such director shall possess training and/or experience in both public works and engineering which is satisfactory to the county administrator.

### **Sec. 2-156. Responsibilities; powers; duties.**

The director of public works shall be responsible for the custody, security and maintenance of public works and physical properties of the county and shall be responsible to and under the supervision of the county administrator in the performance of his/her duties.

### **Sec. 2-157. Departmental Divisions.**

The public works department shall include the following divisions:

- (1) *Administration* – This division shall coordinate all department-level administrative support, including personnel management, safety, training, standardization, finance, budget, payroll, material management, procurement, and geographic information services (GIS).
- (2) *Engineering* – This division, which shall be managed by a registered professional engineer, shall provide engineering services in support of county operations and infrastructure development, including the management and coordination of capital improvement projects.
- (3) *Stormwater ~~management~~* – This division shall provide stormwater management services in support of positive public drainage and “receiving water” quality.
- (4) *Roads and Drainage ~~maintenance~~* – This division shall maintain and improve the county road maintenance network and drainage infrastructure.
- (5) *Airport* – This division shall manage the Jim Hamilton Owens Airport operations.

- (6) *Solid Waste and recycling*– This division shall provide residential collection of municipal solid waste (MSW) and recyclable materials within the unincorporated county, provide limited construction & demolition (C&D) landfill services, manage the Solid Waste stream within the county, and promote cost-effective recycling.
- (7) *Special Services* – This division shall be responsible for:
1. Effectively managing a labor pool of community service and inmate labor personnel in support of county operations, such as picking up trash along the road right of ways and beautifying the community through a clean sweep program; and
  2. Helping communities become self-sufficient through sponsoring community cleanups; and
  3. Holding community forums to address participants’ questions about the clean sweep program and neighborhood cleanups.

#### ~~DIVISION 6. OFFICE OF OPERATIONAL SERVICES~~

##### ~~Sec. 2-125. Office of operational services.~~

~~The office of operational services is hereby created and shall be responsible to administer the internal or housekeeping needs of the county government. It shall be responsible for the maintenance, custody and security of the entire physical plant and all of the support services required to keep the plant and all equipment at an acceptable level of operation and usability. The office shall be managed by the director of operational services and shall be responsible also for the communication system(s) serving the entire organization, for coordinating a program of records management through the county archivist, and for such other responsibilities as may be assigned by the county administrator.~~

##### ~~Sec. 2-126. Position of director—Created; selection; appointment.~~

~~There is hereby created the position of director of operational services. The director of operational services shall be selected and appointed by the county administrator with no definite term of office assigned.~~

##### ~~Sec. 2-127. Same—Qualifications; compensation.~~

~~The director of operational services shall be appointed solely on the basis of merit including technical and administrative qualifications with special emphasis on education, training, experience and knowledge of the requirements of the office. Preference will be given to individuals with a degree in engineering, public administration, business administration, or some other related discipline. The director of operational services shall be paid an annual salary as~~

~~recommended by the county administrator and approved by county council.~~

**~~Sec. 2-128. Same—Responsibilities; duties.~~**

~~The duties and responsibilities of the director of operational services shall be:~~

- ~~(1) — To develop and implement a comprehensive program of maintenance, custody and security for the county's physical plant, including all buildings and facilities owned and operated by the county government;~~
- ~~(2) — To formulate and submit to the county administrator recommendations for continued improvement and effective utilization of the county's physical plant;~~
- ~~(3) — To establish a working relationship and liaison with all department and agency heads relative to their specific operational and/or space office requirements and needs;~~
- ~~(4) — To develop through the same working relationship with all department and agency heads an understanding of the communication requirements and needs, and the development of a communication system(s) to meet those requirements and needs;~~
- ~~(5) — To provide assistance for all county departments and agencies to obtain auxiliary and/or housekeeping support and services;~~
- ~~(6) — To coordinate through the county archivist, a program of records management designed to serve all county departments and agencies; and~~
- ~~(7) — To perform such other related work as may be required and so assigned by the county administrator.~~

**~~Sec. 2-129. Staff; personnel.~~**

~~The director of operational services shall have such staff and assistants as are deemed necessary to the performance of his duties and operation of the office and approved by the county administrator. They shall be subject to the county personnel system and their compensation determined accordingly.~~

**~~Sec. 2-130. Bond.~~**

~~The director of operational services shall be bonded to the county in an appropriate amount for the faithful performance of the duties as such officer.~~

DIVISION 11. TRANSPORTATION PENNY

**Sec. 2-158. Creation; director.**

There is hereby created the transportation penny department and the position of director

of the transportation penny department, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator, and his/her term of office shall be at the pleasure of the county administrator. The transportation penny department shall manage all items of the Transportation Penny Program approved by voters in November 2012.

**Sec. 2-159. Qualifications of director; selection.**

The director of the transportation penny department shall be appointed solely on the basis of merit including technical and administrative qualifications with special emphasis on education, training, experience and knowledge of the requirements of the office. Preference will be given to individuals with a degree in engineering, public administration, business administration, or some other related discipline. The director shall be paid an annual salary as recommended by the county administrator and approved by county council.

**Sec. 2-160. Responsibilities; powers; duties.**

The duties and responsibilities of the director of the transportation penny department shall be:

- (1) To develop and implement the Richland County Transportation Program
- (2) Serve as the liaison with the South Carolina Department of Transportation on all joint transportation projects
- (3) Coordinates all transportation projects with the Central Midlands Council of Governments
- (4) Oversees design and construction of all transportation projects
- (5) Coordinate and manage the distribution of transportation program information to the Transportation Advisory Committee
- (6) Study and pursue outside funding sources for the Richland County Transportation Program

**DIVISION 12. UTILITIES**

**Sec. 2-161. Creation; director.**

There is hereby created the department of utilities and the position of director of utilities, who shall be responsible to the county administrator and who shall direct and coordinate the operations and activities of the department. The director shall be appointed by the county administrator, and his/her term of office shall be at the pleasure of the county administrator.

**Sec. 2-162. Qualifications of director; selection.**

The director of utilities shall possess education, training and experience that are satisfactory to the county administrator.

**Sec. 2-163. Responsibilities; powers; duties.**

The utilities department shall be responsible for enforcing all the provisions of Chapter 24, Utilities, and Chapter 24.5, Special Sewer Assessment Districts, of the Richland County Code of Ordinances.

**Sec. 2-164. Departmental Divisions.**

The utilities department shall include the following divisions:

- (1) *Administration* – This division shall coordinate all department level administrative support, including personnel management, standardization, finance, budget, payroll, material management and procurement.
- (2) *Operations* – This division shall provide professional operation of county water and wastewater treatment facilities, laboratory facilities and shall administer provisions of the county’s pre-treatment program.
- (3) *Maintenance* – This division shall manage, maintain, and improve all county utility systems, including facilities, grounds, water and sewer lines and associated apparatus.
- (4) *Engineering* - This division shall provide engineering services in support of county utility operations and infrastructure development, including the management and coordination of capital improvement projects funded by both public and private sources. Also develops and maintains the department mapping and geographic information system.

**DIVISION 1. UTILITIES**

**~~Sec. 2-185. Creation; director.~~**

~~There is hereby created the department of utilities and the position of director of utilities. The director shall be appointed by the county administrator and his/her term of office shall be at the pleasure of the county administrator.~~

**~~Sec. 2-186. Qualifications of director; selection; compensation.~~**

~~The director of utilities shall possess education, training and experience that are satisfactory to the county administrator.~~

**Sec. 2-187. Responsibilities; powers; duties.**

~~The utilities department shall be responsible for enforcing all the provisions of Chapter 24, Utilities, and Chapter 24.5, Special Sewer Assessment Districts, of the Richland County Code of Ordinances.~~

**Sec. 2-188. Departmental divisions.**

~~The department of utilities shall be divided into the following functional divisions:~~

~~(1) *Administration division.* This division shall coordinate all department-level administrative support, including personnel management, standardization, finance, budget, payroll, material management and procurement.~~

~~(2) *Engineering division.* This division shall provide engineering services in support of county utility operations and infrastructure development, including the management and coordination of capital improvement projects funded by both public and private sources. Also develops and maintains the department mapping and geographic information system.~~

~~(3) *Maintenance division.* This division shall manage, maintain, and improve all county utility systems, including facilities, grounds, water and sewer lines and associated apparatus.~~

~~(4) *Operations division.* This division shall provide professional operation of county water and wastewater treatment facilities, laboratory facilities and shall administer provisions of the county's pre-treatment program.~~

~~(5) *Special project division.* This division shall provide administrative functions relating to the design and construction of utility system improvements in various communities as determined by County Council. This division administers the safety and training programs for the department.~~

SECTION IV. The Richland County Code of Ordinances, Chapter 21, Roads, Highways, and Bridges; Article I, In General; is hereby amended by the addition of the following sections and amendment of reserved sections:

**Sec. 21-25. Use of county equipment by private parties and during public emergencies.**

(a) Use and operation of county equipment. Only authorized employees of the county shall be allowed to use and operate equipment owned by the county. No such equipment may be used at any time on private property or for private purposes except for public emergencies as hereinafter defined and as duly authorized by the director of public works and/or the county administrator.

(b) Public emergency. A public emergency is hereby defined as a flood (as defined under Section 26-22 of this Code of Ordinances), earthquake, tornado, hurricane, plane

crash, train wreck, vehicular wrecks involving five (5) or more vehicles and/or ten (10) or more persons, fires and other occurrences, natural or man-made, where the public health is threatened or the potential of extensive damage to private property exists and immediate, emergency steps are necessary to protect life, health, the environment, and prevent substantial property loss.

(c) Records. In the event of such public emergency, the department of public works must, as soon thereafter as possible, make a record of the nature of the emergency, the property and/or owner involved, the operator of the equipment, the names of county employees utilized, the date(s) thereof, and the man-hours involved.

(d) Reimbursement. The director of public works and/or the county administrator may apply for reimbursement for the services rendered by county employees and equipment where the private party either had or has insurance available for such services or where federal or state funds are available, such as disaster aid.

(e) Violation. The failure to comply with this section shall be grounds for suspension, removal or termination.

#### **21-26. Burial of paupers and cremains.**

The public works department shall bury paupers at a site designated for that purpose when directed to do so by the county administrator. Further, cremains originating from medical schools may be buried within the county cemetery by appropriately authorized personnel of such schools. Medical schools wishing to enter into these arrangements shall provide a list of names of authorized personnel and shall execute appropriate releases and hold-harmless agreements prior to any burials.

#### **Secs. 21-27--21-33. Reserved.**

SECTION V. The Richland County Code of Ordinances, Chapter 1, General Provisions; is hereby amended by the addition of the following section:

#### **Sec. 1-17. Home Detention Program. *(just moved from another area of the code)***

(a) *Purpose.* The purpose of this section is to provide for a pilot Home Detention Program in Richland County as an alternative to confinement in the Alvin S. Glenn Detention Center, in accordance with the Home Detention Act of 1990 (S.C. Code 1976, § 24-13-1510 et seq, as amended).

(b) *Home Detention Program provided.* Pursuant to S.C. Code 1976, § 24-13-1530, electronic and nonelectronic home detention programs may be used by the magistrates of Richland County as an alternative to incarceration for low risk, nonviolent adult and juvenile offenders, as selected by the court. Applications for home detention by persons who are awaiting trial or by offenders whose sentences do not place them in the custody of the Department of Corrections may hereafter be made to the magistrates of Richland

County as an alternative to incarceration. The county's home detention program shall comply with all applicable state and local laws and regulations, including S.C. Code 1976, § 24-13-1510 et seq.

SECTION VI. Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION VII. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION VIII. Effective Date. This ordinance shall be effective from and after \_\_\_\_\_, 2017.

RICHLAND COUNTY COUNCIL

BY: \_\_\_\_\_  
Joyce Dickerson, Chairwoman

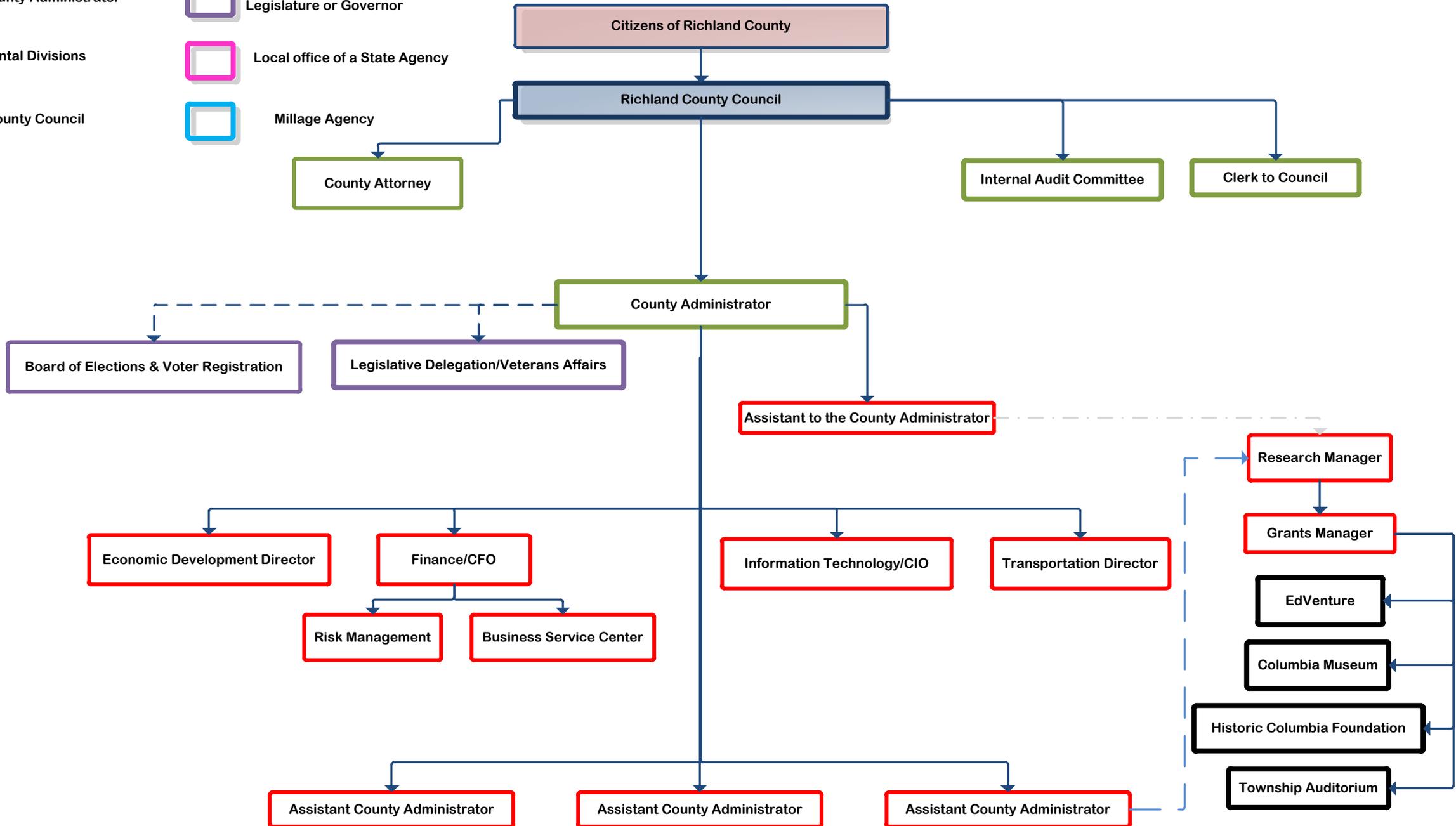
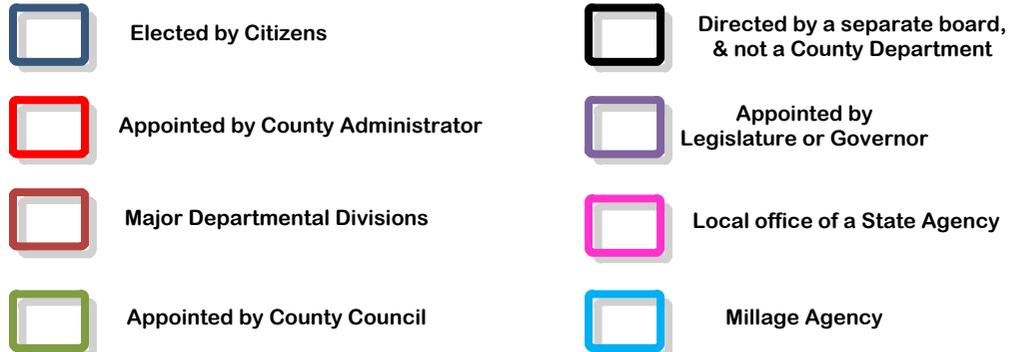
Attest this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

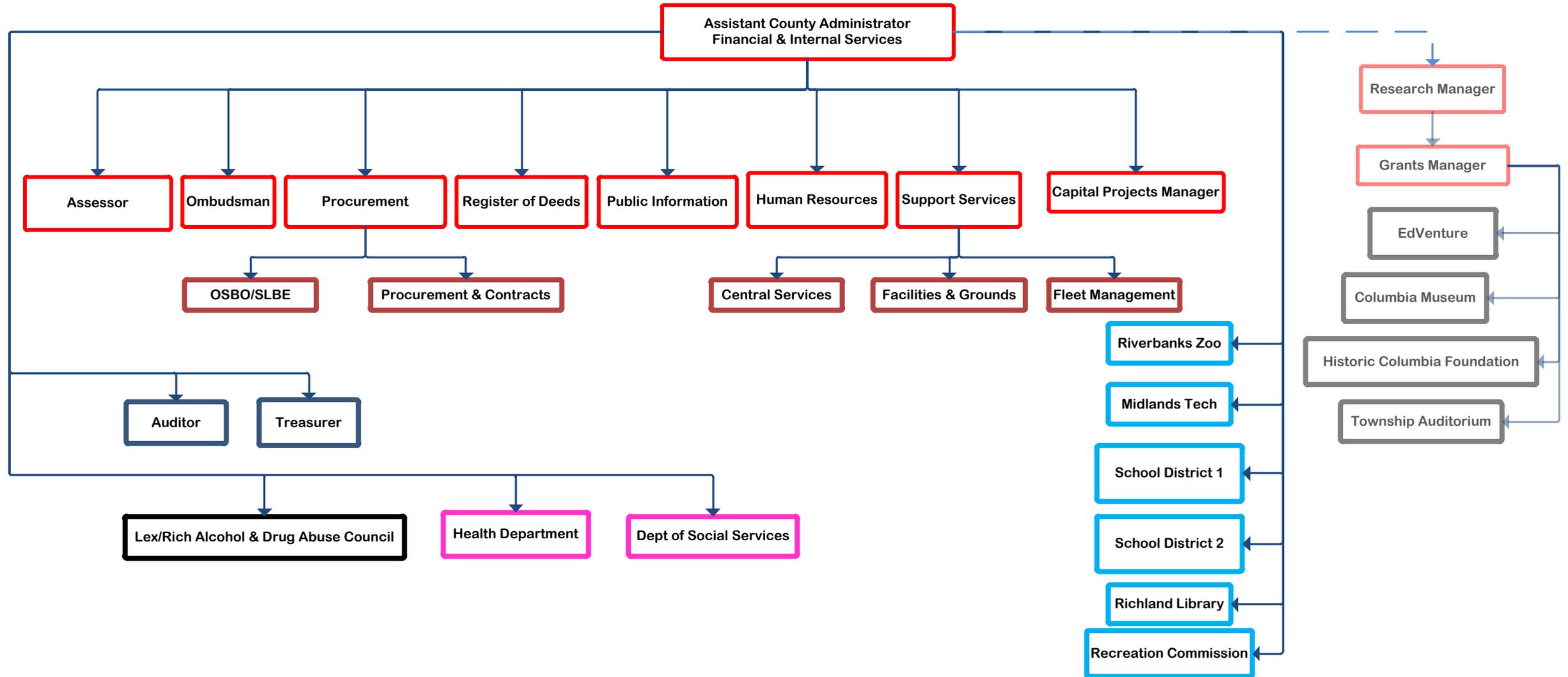
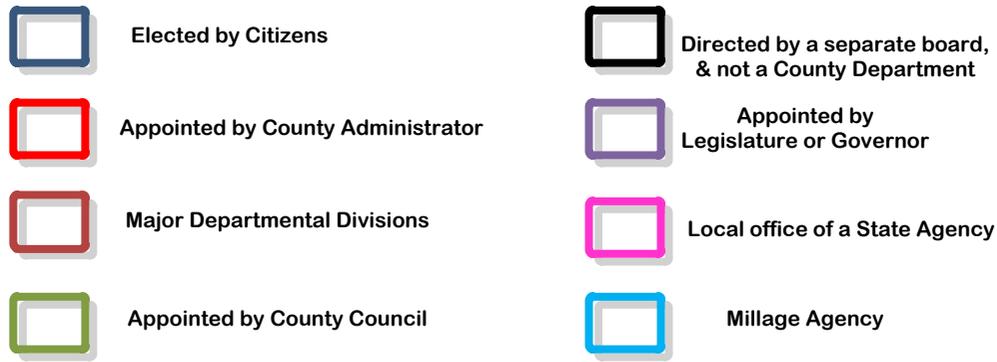
\_\_\_\_\_  
Michelle Onley  
Deputy Clerk of Council

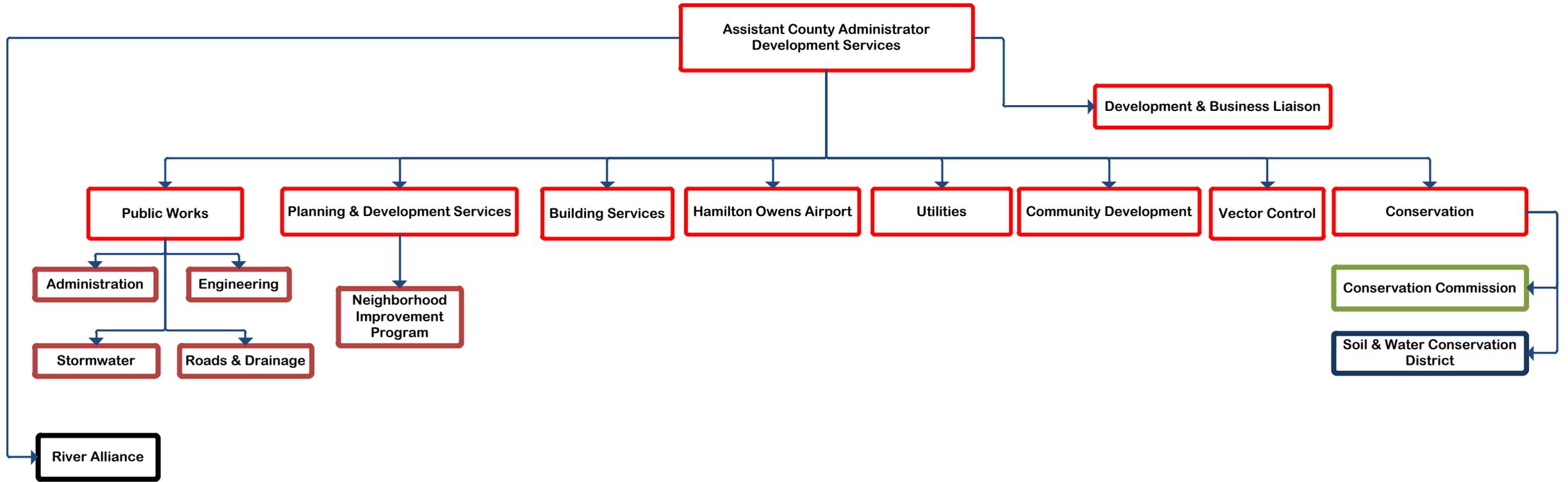
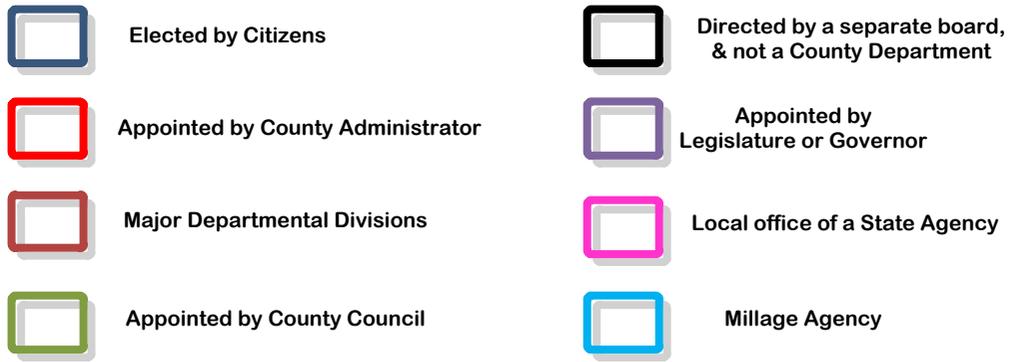
RICHLAND COUNTY ATTORNEY'S OFFICE

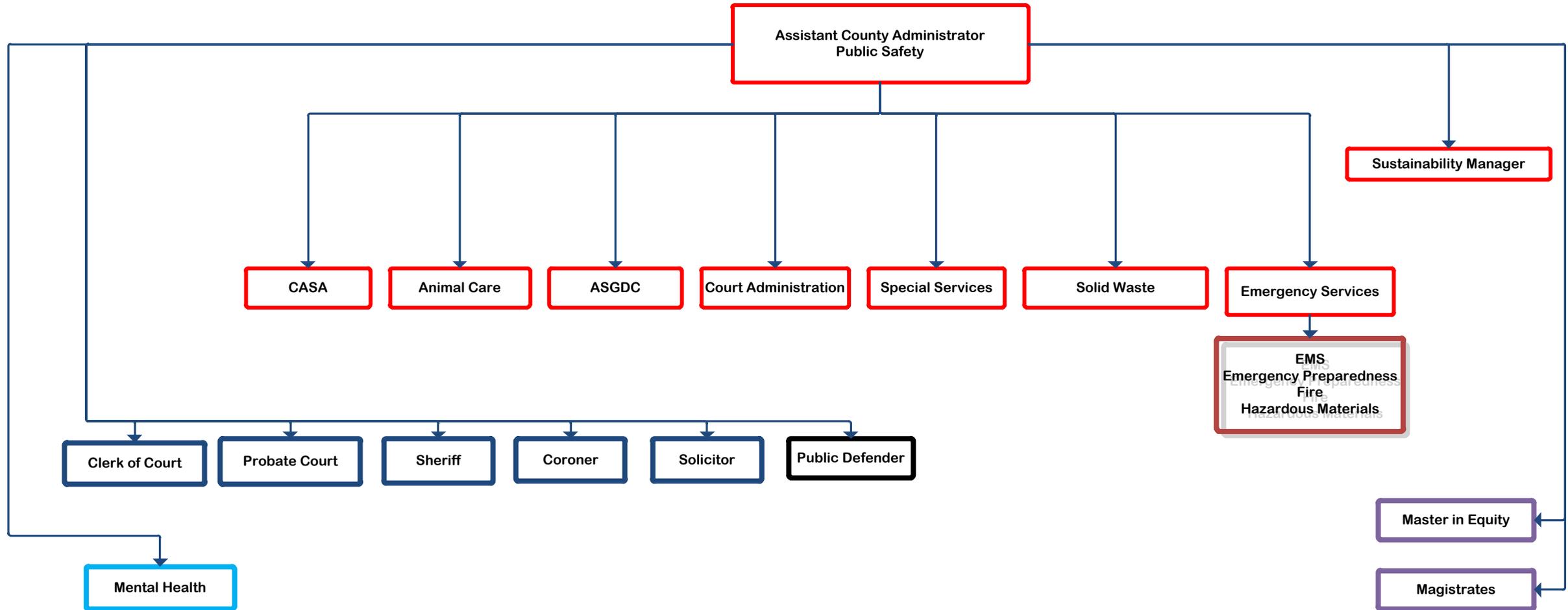
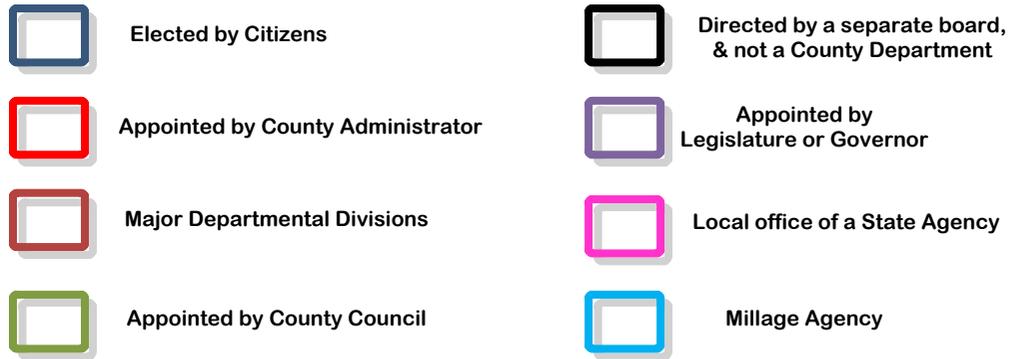
\_\_\_\_\_  
Approved As To LEGAL Form Only.  
No Opinion Rendered As To Content.

First Reading:  
Second Reading:  
Third Reading:  
Public Hearing:



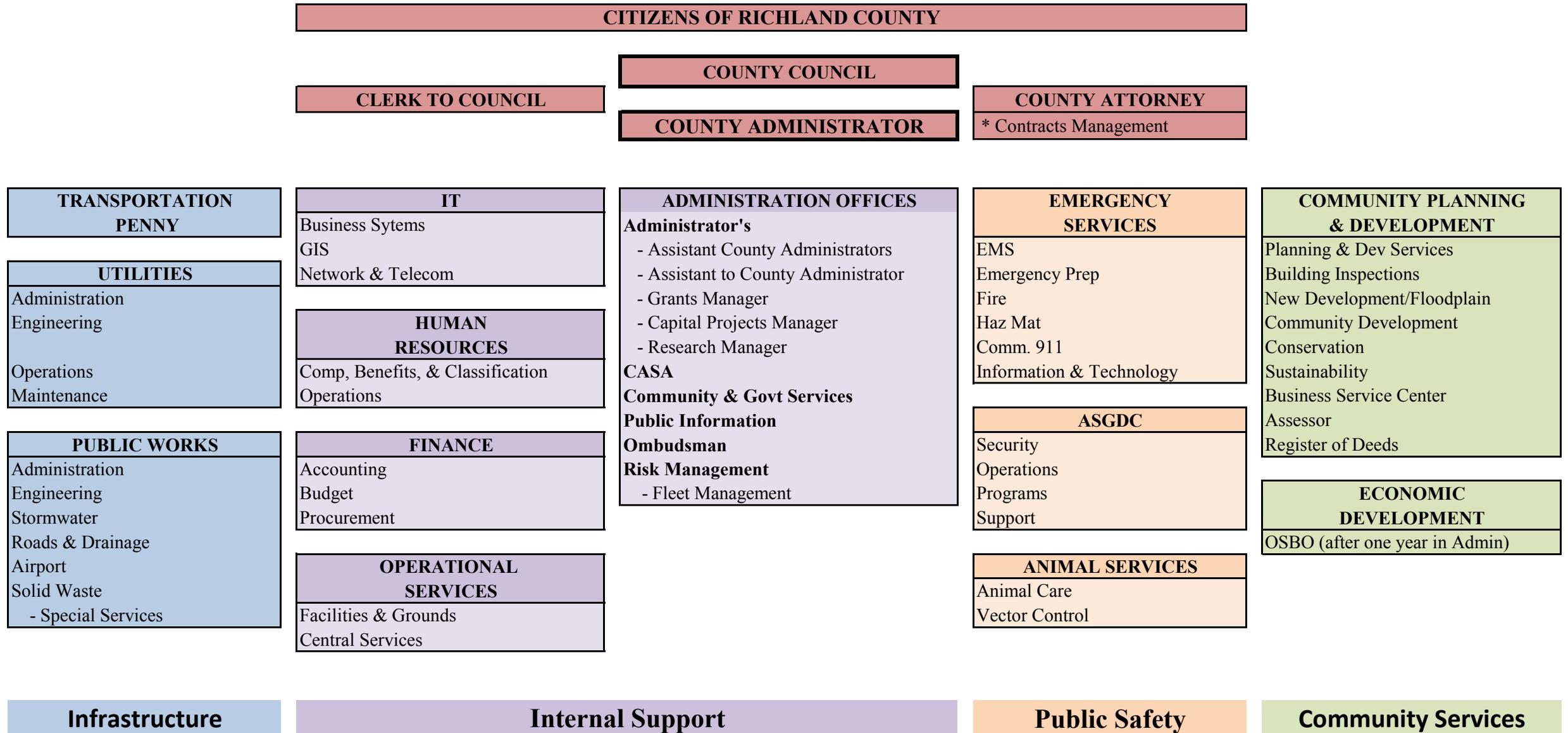






# Richland County Organizational Structure (Proposed)

Note: Each box under Administration represents a Department (it is not a reporting organizational chart)



## Richland County Council Request of Action

**Subject:**

16-036MA  
Jeff Stallings  
PDD to GC (20 Acres)  
8000 Wilson Boulevard  
TMS # 14400-01-03 & 14402-03-01

First Reading: December 20, 2016

Second Reading:

Third Reading:

Public Hearing: December 20, 2016

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL OF RICHLAND COUNTY  
ORDINANCE NO. \_\_\_\_-17HR

AN ORDINANCE OF THE COUNTY COUNCIL OF RICHLAND COUNTY, SOUTH CAROLINA, AMENDING THE ZONING MAP OF UNINCORPORATED RICHLAND COUNTY, SOUTH CAROLINA, TO CHANGE THE ZONING DESIGNATION FOR THE REAL PROPERTY DESCRIBED AS TMS # 14400-01-03 and 14402-03-01 FROM PDD (PLANNED DEVELOPMENT DISTRICT) TO GC (GENERAL COMMERCIAL DISTRICT); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

Pursuant to the authority granted by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

Section I. The Zoning Map of unincorporated Richland County is hereby amended to change the real property described as TMS # 14400-01-03 and 14402-03-01 from PDD (Planned Development District) zoning to GC (General Commercial District) zoning.

Section II. Severability. If any section, subsection, or clause of this Ordinance shall be deemed to be unconstitutional, or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

Section III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section IV. Effective Date. This ordinance shall be effective from and after \_\_\_\_\_, 2017.

RICHLAND COUNTY COUNCIL

By: \_\_\_\_\_  
Joyce Dickerson, Chair

Attest this \_\_\_\_\_ day of  
\_\_\_\_\_, 2017.

\_\_\_\_\_  
Michelle M. Onley  
Deputy Clerk of Council

Public Hearing: December 20, 2016  
First Reading: December 20, 2016  
Second Reading: March 7, 2017 (tentative)  
Third Reading: March 21, 2017 (tentative)

## Richland County Council Request of Action

**Subject:**

An Ordinance authorizing deed to the Columbia Automotive Company, LLC for .4312 Acres previously a portion of Terramont Drive, a public road, which was closed by order of the court

First Reading: February 21, 2017

Second Reading:

Third Reading:

Public Hearing:

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL FOR RICHLAND COUNTY  
ORDINANCE NO. \_\_\_\_\_-17HR

AN ORDINANCE AUTHORIZING DEED TO THE COLUMBIA  
AUTOMOTIVE COMPANY, LLC FOR .4312 ACRES PREVIOUSLY A  
PORTION OF TERRAMONT DRIVE, A PUBLIC ROAD, WHICH WAS  
CLOSED BY ORDER OF THE COURT.

Pursuant to the authority by the Constitution of the State of South Carolina and the General Assembly of the State of South Carolina, BE IT ENACTED BY RICHLAND COUNTY COUNCIL:

SECTION I. The County of Richland and its employees and agents are hereby authorized to grant a deed to a portion of Terramont Drive, a public road, which was closed by order of the Court; the particular dimensions of which are specifically described in the attached Quit Claim Deed, which is attached hereto and incorporated herein.

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after \_\_\_\_\_.

RICHLAND COUNTY COUNCIL

By: \_\_\_\_\_  
Joyce Dickerson, Chair

Attest this \_\_\_\_\_ day of  
\_\_\_\_\_, 2017.

\_\_\_\_\_  
Michelle Onley  
Deputy Clerk of Council

First Reading:  
Second Reading:  
Public Hearing:  
Third Reading:



TO HAVE AND TO HOLD all and singular the Premises before mentioned unto the said Grantee, and the Grantee's successors and assigns, forever, the Premises and all appurtenances thereto belonging or in anywise appertaining, and all the estate, right, title, interest and claim whatsoever of Grantor, if any. GRANTOR makes no warranty, express or implied, as to title to the property hereinabove described.

**(Signature Page Follows)**

IN WITNESS HEREOF, the GRANTOR, has caused these presents to be signed and sealed this \_\_\_\_\_ day of February, in the year 2017.

SIGNED, SEALED AND DELIVERED

GRANTOR:

IN THE PRESENCE OF:

**Richland County**

\_\_\_\_\_  
*(#1 witness sign here)*

By: \_\_\_\_\_

Name:

Title:

\_\_\_\_\_  
*(Notary sign as #2 witness)*

**STATE OF SOUTH CAROLINA** )

) **ACKNOWLEDGMENT**

**COUNTY OF RICHLAND** )

On the \_\_\_\_\_ day of February, 2017, before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared \_\_\_\_\_, who acknowledged himself to be the \_\_\_\_\_ of Richland County, who acknowledged to me that s/he executed the foregoing instrument; and who is personally known to me, or who was proved to me on the basis of satisfactory evidence to be the person who executed the foregoing instrument for the purposes therein contained.

WITNESS my hand and seal the day and year aforesaid.

\_\_\_\_\_  
Notary Public  
for the State of South Carolina

My Commission Expires: \_\_\_\_\_

**EXHIBIT A**

Property Description:

ALL that certain piece, parcel, or tract of land lying wholly in Richland County, South Carolina, containing 18,783 square feet and 0.4312 acres, more or less, designated as "Previously Terramont Drive To Be Removed From Dedication And Combined With TMS#R17400-09-18" on a plat entitled "Closing of Terramont Drive" prepared by R. B. Pharr & Associates, P.A. dated January 18, 2017 and recorded February \_\_\_\_, 2017 in Plat Book \_\_\_\_\_ at Page \_\_\_\_\_ with the Richland County ROD, reference to which is craved as a part and parcel of this description.

This being a portion of the roads in Killian Commons Phase I conveyed to the Grantor herein by deed dated November 25, 2008 and recorded January 13, 2010 with the Richland County ROD at RB1581, Page 1562.

To be combined with Richland County TMS#R17400-09-18

**NOTES:**

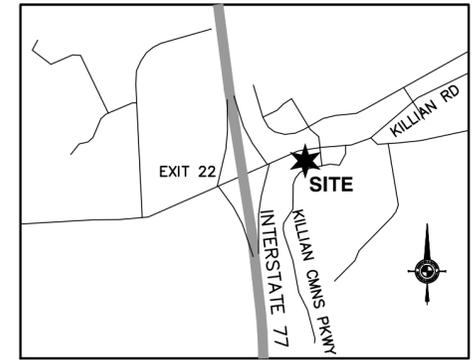
1. ALL CORNERS MONUMENTED AS SHOWN.
  2. THE LOCATION OF UNDERGROUND UTILITIES SHOWN ON THIS MAP IS APPROXIMATE, BASED ON INFORMATION PROVIDED BY OTHERS OR BY FIELD LOCATION. UTILITY LOCATIONS AS SHOWN HEREON ARE INTENDED FOR PLANNING ONLY. ACTUAL LOCATION, SIZE, OR DEPTH OF LINE SHOULD BE VERIFIED WITH THE INDIVIDUAL UTILITY COMPANY BEFORE CONSTRUCTION.
  3. BROKEN LINES UNLESS THEY HAVE A METES AND BOUNDS DESCRIPTION, INDICATE PROPERTY LINES NOT SURVEYED.
  4. THE OFF-SITE RIGHT-OF-WAY SHOWN HEREON IS FOR ILLUSTRATIVE PURPOSES ONLY. THE UNDERSIGNED CERTIFIES ONLY TO THE RIGHT-OF-WAYS SURVEYED, AND DOES NOT CERTIFY TO THE RIGHT OF WAY WIDTH OF ANY ADJACENT PROPERTIES.
  5. THE PURPOSE OF THIS PLAT IS TO CLOSE THE SECTION OF TERRAMONT DRIVE BETWEEN KILLIAN ROAD AND KILLIAN COMMONS PARKWAY.
  6. THIS CONVEYANCE/ROAD ABANDONMENT AND CLOSURE IS MADE SUBJECT TO ALL EASEMENTS, RESTRICTIONS, COVENANTS AND EXISTING UTILITIES THAT HAVE A RECORDED EASEMENT OR CAN BE LOCATED BY AN INSPECTION OF THE PROPERTY.
- ALSO, THIS CONVEYANCE/ROAD ABANDONMENT AND CLOSURE IS MADE SUBJECT TO AN EXISTING 15' EXCLUSIVE WATER EASEMENT AND AN EXISTING 15' SANITARY SEWER EASEMENT GRANTED TO THE CITY OF COLUMBIA FROM NORTHEAST LAND PROPERTIES, LLC, DATED 6/20/2006 AND RECORDED ON 6/22/2006 IN THE OFFICE OF THE REGISTER OF DEEDS FOR RICHLAND COUNTY IN RECORD BK. R1197 AT PAGE 904.

# CLOSING OF TERRAMONT DRIVE

BETWEEN KILLIAN DRIVE AND KILLIAN COMMONS PARKWAY

CITY OF COLUMBIA, RICHLAND COUNTY, SC  
TAX PARCEL NO: R17400-08-17, & -18

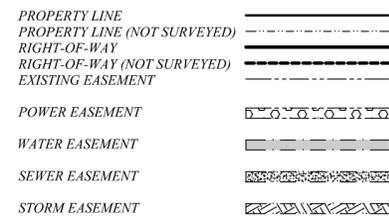
AREA OF STREET CLOSING: 18,783 SQ. FT. OR 0.4312 ACRES



VICINITY MAP  
NOT TO SCALE

**LEGEND:**

- C&G - CURB AND GUTTER
- CP - CALCULATED POINT
- D.B. - DEED BOOK
- ECM - EXISTING CONCRETE MONUMENT
- EIP - EXISTING IRON PIPE
- EIR - EXISTING IRON ROD
- EN - EXISTING NAIL
- M.B. - MAP BOOK
- NCM - NEW CONCRETE MONUMENT
- N.G.S. - NATIONAL GEODETIC SURVEY
- NIR - NEW IRON ROD
- NN - NEW NAIL
- PIN - PARCEL IDENTIFICATION NUMBER
- PG. - PAGE
- PP - POWER POLE
- PVC - PLASTIC PIPE
- R/W - RIGHT-OF-WAY
- RCP - REINFORCED CONCRETE PIPE
- SDMH - STORM DRAIN MANHOLE
- SSMH - SANITARY SEWER MANHOLE
- WM - WATER METER
- WV - WATER VALVE



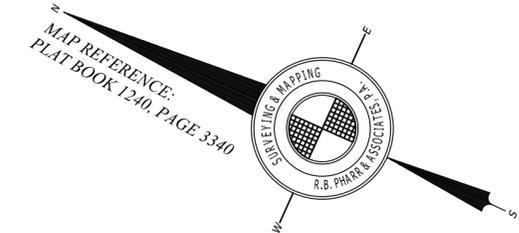
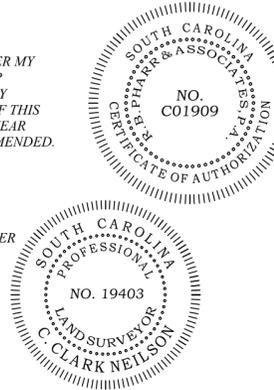
**SURVEYOR'S CERTIFICATE:**

STATE OF SOUTH CAROLINA  
COUNTY OF RICHLAND  
I, THE UNDERSIGNED SURVEYOR, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (MAP REFERENCE: 1240-3340); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION AS REFERENCED ON THE FACE OF THIS PLAT; THAT THE RATIO OF PRECISION AS CALCULATED EXCEEDS 1: 10,000 LINEAR FEET; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 18th DAY OF JANUARY, A.D., 2017.

THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY OR OTHER EXCEPTIONS TO THE DEFINITION OF A SUBDIVISION.

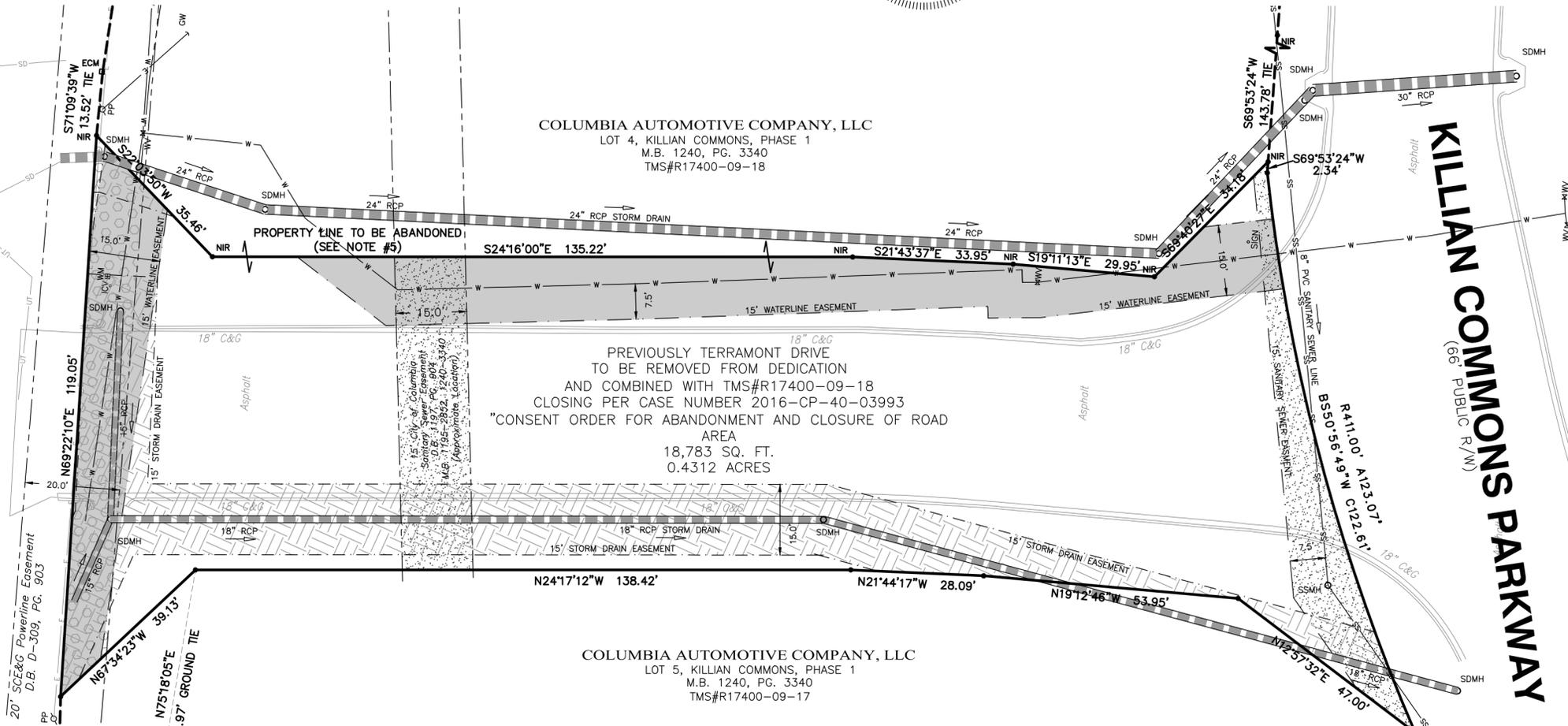
PRELIMINARY

C. CLARK NEILSON  
SCPLS. L-19403  
cneilson@rbpharr.com



**KILLIAN ROAD**  
(VARIABLE PUBLIC R/W)

**KILLIAN COMMONS PARKWAY**  
(66' PUBLIC R/W)



**GRAPHIC SCALE**



( IN FEET )  
1 inch = 20 ft.

**REVIEW OFFICER:**

I, \_\_\_\_\_ REVIEW OFFICER OF RICHLAND COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER \_\_\_\_\_ DATE \_\_\_\_\_

**FLOOD CERTIFICATION**  
THIS IS TO CERTIFY THAT THE SUBJECT PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SHOWN ON MAPS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FEDERAL INSURANCE ADMINISTRATION, DATED SEPTEMBER 9, 2010  
MAP NUMBER: 45079C0140K, ZONE X

CREW:	DRAWN:	REVISED:
RBP	BZM	
<b>R.B. PHARR &amp; ASSOCIATES, P.A.</b> SURVEYING & MAPPING LICENSE NO. C-1471		
420 HAWTHORNE LANE CHARLOTTE, N.C. 28204 TEL: (704) 376-2186		
SCALE:	DATE:	FILE NO. XX-4417
1" = 20'	JANUARY 18, 2017	JOB NO. 86246



STATE OF SOUTH CAROLINA )

COUNTY OF RICHLAND )

Columbia Automotive, LLC, d/b/a )  
Midlands Honda, )

Petitioner, )

v. )

Richland County, South Carolina, )

Respondent. )

IN THE COURT OF COMMON PLEAS

Case No.: 2016-CP-40-03993

**CONSENT ORDER  
FOR ABANDONMENT AND  
CLOSURE OF ROAD**

2016 DEC 12 PM 12:09  
FILED  
CLERK OF COURT

This matter is before me on motion by Petitioner Columbia Automotive, LLC, d/b/a Midlands Honda ("Midlands Honda") with consent from Respondent, Richland County ("Richland County"). Based on the pleadings, affidavits and other documents filed with this court, I find and conclude as follows:

1. This petition is brought pursuant to S.C. Code Ann. 57-9-10, *et seq.* for the purpose of closing and abandoning the public road known as Terramont Drive ("Subject Road") located in Richland County, South Carolina.

2. Richland County has been served with the Petition in this matter and has filed an answer stating that it has no objection to the closing of the Subject Road.

3. Petitioner is the owner of the following tracts of real property located in Richland County which are adjacent to the Subject Road:

a. That parcel located at 124 Killian Commons Parkway consisting of approximately 11.99 acres, known as TMS# R17400-04-17, being the same property conveyed to Petitioner by deed of Northeast Land Properties, LLC recorded June 30, 2006 in Book 1200, page 3842 in the records of the Office of the Register of Deeds for Richland County.

b. That parcel located at 120 Killian Commons Parkway consisting of approximately 1.11 acres, known as TMS#: R17400-09-18, being the same property

conveyed to Petitioner by Killian Holdings, LLC by deed recorded at Book 2118, page 2884 in the records of the Office of the Register of Deeds of Richland County.

4. The Subject Road is owned by Richland County. It was conveyed by a deed of all of the roads in Killian Commons Phase I by deed dated November 25, 2008 and recorded January 13, 2010 at RB1581, Page 1562, and shown on the plat recorded at RB1240, Page 3340.

5. The Subject Road is a one block long street that formerly connected Killian Road and Killian Commons Parkway. In the summer of 2013 the South Carolina Department of Transportation closed the Subject Road by barricading both ends of the street. At a later time the barricades at the intersection with Killian Commons Parkway were removed. However, the closing of the intersection of the Subject Road and Killian Road is permanent and the Subject Road is now a one block long, dead-end road. The only parcels that are served by the Subject Road are the two parcels listed in Paragraph 3 above and which are both owned by the Petitioner.

6. Petitioner is an "interested person" with regard to the Subject Road, as defined under S.C. Code Ann. § 57-9-10, by virtue of the fact that it owns both properties that are located on the Subject Road.

7. Petitioner advertised for three (3) consecutive weeks in The Columbia Star, a newspaper published in Richland County, a "Notice of Intention to File Petition to Close Road" in compliance with S.C. Code Ann § 57-9-10. The "Notice of Intention to File Petition to Close Road" was published on May 20, 2016, May 27, 2016 and June 3, 2016, as evidenced by the Affidavit of Publication filed with this court.

8. Notice has been physically posted along the Subject Road by Petitioner, pursuant to the requirements set forth in S.C. Code of Regulations R. 63-1000, as evidenced by the affidavit of Caleb Richardson filed with this court.

9. Richland County currently owns and maintains the Subject Road and it has consented to the relief requested by Petitioner.

10. It is in the best interest of all concerned parties that the Subject Road be abandoned and closed.

11. Pursuant to S.C. Code Ann. § 57-9-10 *et. al.*, Petitioner is entitled to an order permanently closing and abandoning the Subject Road and vesting all portions of the Subject in the name of Petitioner.

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED as follows:

- a. The Subject Road is hereby permanently closed, abandoned, discontinued and vacated;
- b. All rights and obligations held by Respondent and the general public with regard to the Subject Road are hereby permanently terminated;
- c. The Subject Road is hereby vested in the name of Petitioner, its successors and assigns.
- d. Pursuant to S.C. Code Ann. § 57-9-30, the Register of Deeds of Richland County, South Carolina shall immediately record this Order and index the same in the book of deeds to real property.
- e. In order to clearly establish the exact boundaries of the Subject Road, Petitioner shall obtain a plat of survey denoting same (the "Plat"). Upon approval of the Plat for recording by Richland County, Richland County shall execute a quit claim deed in form and substance as set forth on Exhibit "A" hereto and incorporated herein conveying the Subject Road to Respondent by craving reference to the Plat.

IT IS SO ORDERED.

Dec. 7, 2016.  
Columbia, South Carolina.

Judge Joseph M. Strickland  
Master in Equity  
Fifth Judicial Circuit

CERTIFIED TRUE COPY  
OF ORIGINAL FILED,  
*Jeannette W. M. Brade*  
C.C.C.P.&G.S. 305  
RICHLAND COUNTY  
SOUTH CAROLINA



IN WITNESS HEREOF, the GRANTOR, has caused these presents to be signed and sealed this \_\_\_\_\_ day of December, in the year 2016.

SIGNED, SEALED AND DELIVERED

GRANTOR:

IN THE PRESENCE OF:

**Richland County**

\_\_\_\_\_  
(#1 witness sign here)

By: \_\_\_\_\_

Name:

Title:

\_\_\_\_\_  
(Notary sign as #2 witness)

STATE OF SOUTH CAROLINA

)

) **ACKNOWLEDGMENT**

COUNTY OF RICHLAND

)

On the \_\_\_\_\_ day of December, 2016, before me, the subscriber, a Notary Public in and for the State and County aforesaid, personally appeared \_\_\_\_\_, who acknowledged himself to be the \_\_\_\_\_ of Richland County, who acknowledged to me that s/he executed the foregoing instrument; and who is personally known to me, or who was proved to me on the basis of satisfactory evidence to be the person who executed the foregoing instrument for the purposes therein contained.

WITNESS my hand and seal the day and year aforesaid.

\_\_\_\_\_  
Notary Public  
for the State of South Carolina

My Commission Expires: \_\_\_\_\_

**EXHIBIT A**

Property Description:

Derivation of title:

To be combined with Richland County TMS#

STATE OF SOUTH CAROLINA  
 COUNTY OF RICHLAND  
 IN THE COURT OF COMMON PLEAS

FORM 4  
 JUDGMENT IN A CIVIL CASE

CASE NO. 2016-CP-40-03993

Columbia Automotive, LLC, d/b/a Midlands  
 Honda,  
 PLAINTIFF(S)

Richland County, South Carolina  
 DEFENDANT(S)

Submitted by: Frank R. Ellerbe, III

Attorney for :  Plaintiff  Defendant  
 or  
 Self-Represented Litigant

DISPOSITION TYPE (CHECK ONE)

- JURY VERDICT.** This action came before the court for a trial by jury. The issues have been tried and a verdict rendered.
- DECISION BY THE COURT.** This action came to trial or hearing before the court. The issues have been tried or heard and a decision rendered.  See Page 2 for additional information.
- ACTION DISMISSED (CHECK REASON):**  Rule 12(b), SCRPC;  Rule 41(a), SCRPC (Vol. Nonsuit);  Rule 43(k), SCRPC (Settled);  Other
- ACTION STRICKEN (CHECK REASON):**  Rule 40(j), SCRPC;  Bankruptcy;  Binding arbitration, subject to right to restore to confirm, vacate or modify arbitration award;  Other
- DISPOSITION OF APPEAL TO THE CIRCUIT COURT (CHECK APPLICABLE BOX):**  
 Affirmed;  Reversed;  Remanded;  Other

NOTE: ATTORNEYS ARE RESPONSIBLE FOR NOTIFYING LOWER COURT, TRIBUNAL, OR ADMINISTRATIVE AGENCY OF THE CIRCUIT COURT RULING IN THIS APPEAL.

IT IS ORDERED AND ADJUDGED:  See attached order (formal order to follow)  Statement of Judgment by the Court: \_\_\_\_\_

ORDER INFORMATION

This order  ends  does not end the case.  
 Additional Information for the Clerk : \_\_\_\_\_

INFORMATION FOR THE JUDGMENT INDEX		
Complete this section below when the judgment affects title to real or personal property or if any amount should be enrolled. If there is no judgment information, indicate "N/A" in one of the boxes below.		
Judgment in Favor of (List name(s) below)	Judgment Against (List name(s) below)	Judgment Amount To be Enrolled (List amount(s) below)
		\$
		\$
		\$
If applicable, describe the property, including tax map information and address, referenced in the order.		

The judgment information above has been provided by the submitting party. Disputes concerning the amounts contained in this form may be addressed by way of motion pursuant to the SC Rules of Civil Procedure. Amounts to be computed such as interest or additional taxable costs not available at the time the form and final order are submitted to the judge may be provided to the clerk. Note: Title abstractors and researchers should refer to the official court order for judgment details.

Circuit Court Judge *MAST*

2097  
 Judge Code

Dec. 7, 2016  
 Date



# Richland County Council Request of Action

**Subject:**

Funding the 2017 South Carolina Guard Air & Ground Expo



**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4 Meeting Date: 2/28/2017

To: Chair (TBD), Development and Services Committee

From: Administrator's Office

Department: Administration

**Item Subject Title:** Funding the 2017 South Carolina Guard Air & Ground Expo

**Action Taken by Committee previously:** None. This item was referred to Committee at the February 7, 2017 Council Meeting.

- Options:**
1. Proceed with recommending Council giving first reading approval of the budget amendment in the amount of \$200,000 to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.
  2. Proceed with recommending Council giving first reading approval of the budget amendment in the amount as determined by the Committee to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.
  3. Do not proceed with recommending Council giving first reading approval of the budget amendment.

**Motion Requested Today:** Recommend that Council give first reading approval of the budget amendment in the amount of \$200,000 to the SC Air National Guard to assist in funding for advertisement and promotion of the 2017 South Carolina Guard Air & Ground Expo.

**Staff Recommendation:** Approve motion request.

**Impact of Action:** Operating Budget: If approved, this action prompt the draw down of funds from the Hospitality Tax fund balance in the amount of \$200,000, and budgets the aforementioned funds into an account specifically established to provide \$200,000 to the SC Air National Guard.

Capital Budget: N/A.

**Funding Amount/Source:** \$200,000 / Hospitality Tax Fund Balance

**Requested by:** Administrator's Office via a request from Councilwoman Myers

**Staff Representative:** Gerald Seals, County Administrator

**Outside Representative:** SC Air National Guard

**List of Attachments:**

1. Budget Amendment
2. Council Memorandum 2 – 2

2/7/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator's Office

10 & 11  
Council District

STATE OF SOUTH CAROLINA  
COUNTY COUNCIL FOR RICHLAND COUNTY  
ORDINANCE NO. SR\_HT\_02

AN ORDINANCE AMENDING THE FISCAL YEAR 2016-2017 HOSPITALITY TAX FUND ANNUAL BUDGET TO APPROPRIATE \$200,000.00 OF HOSPITALITY FUND BALANCE TO THE SC AIR NATIONAL GUARD TO ASSIST IN FUNDING FOR ADVERTISEMENT AND PROMOTION OF THE 2017 SOUTH CAROLINA GUARD AIR & GROUND EXPO.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. That the amount of Two Hundred Thousand Dollars (\$200,000.00) be appropriated to assist in funding for advertisement and promotion of the South Carolina Guard Air & Ground Expo. Therefore, the Fiscal Year 2016-2017 Hospitality Tax Annual Budget is hereby amended as follows:

REVENUE

Revenue appropriated July 1, 2016 as amended:	\$ 10,967,500
Appropriation of Hospitality Tax Fund Balance:	\$ <u>200,000</u>
Total Hospitality Tax Fund Revenue as Amended:	\$ 11,167,500

EXPENDITURES

Expenditures appropriated July 1, 2016 as amended:	\$ 10,967,500
2017 South Carolina Guard Air & Ground Expo:	\$ <u>200,000</u>
Total Hospitality Tax Fund Expenditures as Amended:	\$ 11,167,500

SECTION II Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after \_\_\_\_\_, 2017.

RICHLAND COUNTY COUNCIL

BY: \_\_\_\_\_  
Joyce Dickerson, Chair

ATTEST THIS THE \_\_\_\_\_ DAY

OF \_\_\_\_\_, 2017

\_\_\_\_\_  
Michelle Onley  
Clerk of Council

RICHLANDCOUNTYATTORNEY'S OFFICE

\_\_\_\_\_  
Approved As To LEGAL Form Only.  
No Opinion Rendered As To Content.

First Reading:  
Second Reading:  
Public Hearing:  
Third Reading:





**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**COUNCIL MEMORANDUM 2 -- 2**

**To** County Council  
**From** Gerald Seals, County Administrator  
**Date** February 3, 2017  
**Subject** SC Air National Guard – 2017 SC Guard Air and Ground Expo Funding Request

The purpose of this memorandum is to apprise Council of the background details of this request, along with staff’s recommended funding plan.

**Background**

In Council Memorandum 12 – 2 (see attached) staff provided funding recommendations for the construction of Centennial Park on the Fort Jackson Military Base and the 2017 SC Guard Air and Ground Expo. This memorandum was subsequently amended after County staff received information that its funding recommendation for the 2017 SC Guard Air and Ground Expo was to be presented at a future Council meeting. Accordingly, this memorandum appraises Council of the background details for the funding of the McEntire Joint National Guard Base for the 2017 SC Guard Air and Ground Expo.

**2017 Guard Air and Ground Expo**

The SC Guard Air and Ground Expo is a statewide event that will take place at McEntire Joint National Guard Base on May 5-7, 2017. The 169th Fighter Wing will host the event in coordination with the SC Army National Guard.

The event is in conjunction with the commemoration of the 50 Year Anniversary of the Vietnam War, which includes a two-day concert immediately following the Air and Ground Expo.

Attached is synopsis of the planned events, including its budget projections, as provided by the SC Army National Guard.

**Recommended Funding Plan**

Given the intent of this project, the Hospitality Tax Fund would be an appropriate funding source. Staff recommends a multi-year funding approach utilizing the Hospitality Tax fund balance as the funding source. Thus, the following funding schedule applies:

<b>Year</b>	<b>Funding Source</b>	<b>Funding Amount</b>
FY17	Hospitality Tax Fund Balance	\$200,000
<b>Total Funding Commitment</b>		<b>\$200,000</b>

The said commitment can be absorbed through the funding available in the County's Hospitality Tax fund balance. Additionally, it is expected that the SC Air National Guard will adhere to the County's hospitality tax guidelines and policies.

**Next Steps**

Pursuant to abovementioned funding schedule, Council's first reading approval of the budget amendment for this request can be given in the amount of \$200,000 at its February 7, 2017 Council meeting.

Council may consider approving the following motion:

"Move to give first reading of a budget amendment in the amount of \$200,000 from the Hospitality Tax fund balance to be allocated to the SC Air National Guard for the promotion of the SC Guard Air and Ground Expo"

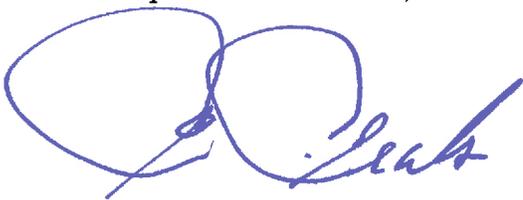
Approval of the aforementioned motion will prompt the following actions:

1. Draws down funds from the County's Hospitality Tax fund balance in the amount of \$200,000.
2. Budgets the abovementioned funds into an account specifically established to provide \$200,000 to the SC Air National Guard.

Any funding allocated to the SC Air National Guard will be monitored pursuant to the County's Hospitality Tax requirements, including the submission of the following:

- A grant application or a funding narrative outlining the purpose and intent of the project or program and detailing the use of the Council awarded funding to support the funded project or program.
- A signed grant agreement and conditions

In the Spirit of Excellence,



Gerald Seals, County Administrator



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## COUNCIL MEMORANDUM 12 - 2

**To** County Council  
**From** Gerald Seals, County Administrator  
**Date** December 9, 2016  
**Subject** Fort Jackson Centennial Park Funding Request

---

**December 13, 2016** - This Council Memorandum has been amended pursuant to additional information received by County staff. Thus, staff has updated its recommended funding plan relative to the request to fund the construction of Centennial Park on the Fort Jackson military base.

### **Background**

At the November 15, 2016 County Council meeting, Councilmember Manning brought forth the following motion:

“Seed Funding for Commemorating Fort Jackson’s 100th Birthday”

Pursuant to that motion, the Gateway to the Army Association (Association) is requesting financial assistance from the County for the purposes of constructing a park on Fort Jackson to commemorate its 100<sup>th</sup> year of inception. The construction of the park will be presented as gift to the Army as part of a multi-day event, celebrating Fort Jackson. Per the Association, its intent is to provide a place where those connected to Fort Jackson and Fort Jackson’s friends, amongst other events, can congregate; conduct graduations, retirements and awards ceremonies, while honoring and appreciating what Fort Jackson does and has done since its inception in 1917.

The funding is being requested to initiate the development of this project and will serve as a concrete testament of the County’s support for Fort Jackson and its Military community. Gifts presented to a military installation must have approval from the Secretary of the Army. Based on the information presented by the Association, they are in the process of obtaining that approval.

**Centennial Park**

The Association intends to construct an approximately 4.5 acre park, inclusive of the following features:

- U.S. Army Soldier Statue
- Ceremonial Amphitheater
- Pathway of Patriots
- Wartime Theater Memorial
- Six covered Pavilions

Attached are design renderings of the park, along with a summary of park details provided by the Association. The public will have access to the park in a manner that is similar to the access policy currently in place with the existing waterpark on the Fort Jackson campus.

The City of Columbia has approved the allocation of \$300,000 to the Association for the construction of the park over a period of multiple funding cycles.

The City of Forest Acres has approved the allocation of \$50,000 to the Association for the construction of the park.

**Recommended Funding Plan**

The Association requested a commitment of \$500,000, which is approximately 20% of the \$2.7 million estimated construction cost of the project. Given the intent of this project, the Hospitality Tax Fund would be an appropriate funding source. Staff recommends a multi-year funding approach utilizing the Hospitality Tax fund balance as the funding source. Thus, the following funding schedule applies:

<b>Year</b>	<b>Funding Source</b>	<b>Funding Amount</b>
Year 1 (FY17)	Hospitality Tax Fund Balance	\$200,000
Year 2 (FY18)	Hospitality Tax Fund Balance	\$150,000
Year 3 (FY19)	Hospitality Tax Fund Balance	\$150,000
<b>Total Funding Commitment</b>		<b>\$500,000</b>

The said commitment can be absorbed through the funding available in the County’s Hospitality Tax fund balance, which currently stands at approximately \$10 million dollars. Additionally, it is expected that the Association will adhere to the County’s hospitality tax guidelines and policies.

Given this information, Council may consider approving the following motion:

“Move to give second reading approval of a budget amendment in the amount of \$200,000 from the Hospitality Tax fund balance to be allocated to the Gateway to the Army Association for the construction of Centennial Park”

Approval of the aforementioned motion will prompt the following actions:

1. Draws down funds from the County’s Hospitality Tax fund balance in the amount of \$200,000.
2. Budgets the abovementioned funds into an account(s) specifically established to provide \$200,000 to the Gateway to the Army Association for the construction of the Centennial Park

Staff will include the Year 2 and Year 3 funding amounts of \$150,000, respectively, for the Association’s Centennial Park in its Biennium Budget I request to Council for its consideration.

In the Spirit of Excellence,



Gerald Seals  
County Administrator

Type Act	Organization	Type Show	Appearance + Operating	Rooms	Nights	Cars
Single Ship Jet Demo	RCAF CF-18	F-18 TAC DEMO	Free	8	4	4
	ACC Tac Demo	F-22	Free	6	4	4
Formation Team	AEROSHELL	4xAT-6 Formation Aerobatics	\$32,500	4	4	2
WWII Warbirds	Vlotto Linuk	P-51 Demo	\$5,700	2	3	1
	Jim Tobul	F-4U Demo	\$7,500	3	3	1
	Military Aviation Museum	Messerschmitt ME-262	\$13,000	1	4	1
		Messerschmitt BF-109	\$10,500	1	4	1
		Focke Wulf FW-190	\$8,500	1	4	1
	American Airpower Museum	Supermarine Spitfire	\$8,500	1	4	1
		L39 Demo	\$9,500	1	4	1
		B-25 Mitchell	\$8,575	3	4	2
		AT-28	\$5,500	1	4	1
	Swamp Fox	P-40 Acro	\$6,700	1	4	1
City of Monroe (Warriors & Warbirds)	P-51 Static	\$5,000	1	4	1	
Night	Redline Airshows	Tinker Belle	\$5,500	6	3	1
	Younkin Airshows	RV-8 Formation / Night	\$17,500	2	3	1
	Manfred Radius	Twin Beech / Night	\$14,830	3	3	1
Helo's	Celebrate Freedom	Glider / Night Pyro	\$6,000	1	4	1
	Sky Soldiers	AH-1 Cobra & Ground Displays	\$8,000	NA	NA	NA
Pyro	Black Daggers	2 x Cobra's / Huey Reenactment	\$18,000	6	4	3
	Gary Ward	USASOC Parachute Team	\$12,000	12	4	6
	Tiger Aerobatics	Gary Ward Demo	\$7,000	1	3	1
PA	Mach 1 Productions	Formation Yak w/ smoke	\$15,000	2	4	1
Announcer	Rob Reider	Pyrotechnics	\$35,000	8	4	3
Air Boss	George Cline	PA	\$7,000	1	4	NA
	NCVHPA	Announcer	\$4,700	1	4	1
	Gunslinger	Air Boss	\$3,500	1	4	1
		6 Static Display Helicopters	\$3,200	12	4	NA
		Monster Truck	\$5,000	2	4	NA
Performance / Operating			\$283,705	92	106	42
Porta Potties		200 Porta Poties / Servicing	\$24,100			
Waste		3 Trucks / Recycling / Roll Carts	\$16,500			
Military Hotel Rooms	Mil Static Performers	65 room / 3-4 Nights per room	\$16,500			40
Per Diem	Mil Per Diem	\$59/day	\$11,000			
	Slogan's Advertising Agency	Statewide marketing	\$105,000			
		Performer Hotel Rooms	\$26,500			
		Performer Rental Cars	\$20,000			
Overhead			\$219,600			
Total			\$503,305			

# SC GUARD EXPO

1 Mar 2017

Members of Council,

The requested budget for the SC Guard Air and Ground Expo and Welcome Home to Carolina Commemorative Concert are outlined below. In addition, the planning factors for the previously submitted economic impact are detailed. The figures on this document are a synopsis of what can be found line by line in the attachment. Any funds from Richland County will be received by the SC Military Support Foundation (501c3), which is acting as a pass through for Angels and Heroes Org. while their 501c3 application is processed. Angels and Heroes Org is the primary supporter of both the SC Guard Air and Ground Expo and the Welcome Home to Carolina Commemorative Concert.

The South Carolina Air National Guard will expend resources to prepare McEntire JNGB for the open house. These basic functions include waste removal, porta potties, crowd control measures, hotel rooms and per diem for military members on TDY.

The remaining requirements for the SC Guard Air and Ground Expo are broken down into appearance fees, operating costs, advertising, hotel rooms and rental cars. The Welcome Home to Carolina Vietnam Commemoration Concert will be broken down separately.

## Planning factors

Appearance Fees – Significant variance exists in appearance fees due to the type of appearance. Some aircraft perform aerial demonstrations whereas others are static exhibits. Many of the aircraft require compensation for to and from travel expenses. Many of the aircraft utilize smoke oil for their performance.

Hotel rooms (all hotel rooms will be in Richland County) - \$100 per night for 4 nights (Thursday – Monday).

Rental cars - \$50 per day

AVGAS (100LL) - \$4 per gallon

JET A - \$3 per gallon

# SC GUARD EXPO

## Costs

Appearance / Operating -	\$283,705
Statewide Advertising -	\$105,000
Hotel Rooms (Performers) -	\$26,500
Mil Hotel Rooms/Per Diem -	\$27,500
Rental Cars -	\$20,000
Porta Potties -	\$24,100
Waste Removal -	\$16,500

---

SC Guard Air & Ground expo total \$503,305

The Welcome Home to Carolina Vietnam Commemorative Concert costs are categorized as event production, performer fees, security fees and stage fees. The Angels and Heroes Org is in contract negotiations at this time. The fees below are projected expenditures.

Event production - \$100,000

These fees include equipment rental, sound engineer, accommodations and advertising.

Performer fees -	\$300,000
Security -	\$25,000
Stage -	\$200,000

---

Welcome Home to Carolina total \$625,000

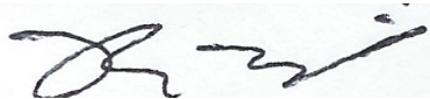
# SC GUARD EXPO

Below are the planning factors used to account for the projected economic impact. These numbers were derived using a 125,000 person attendance for the overall event.

- Restaurant sales in excess of \$1.5 Million dollars.
  - 75% of attendees purchase a meal/refreshments at \$15/meal – \$1.4M
  - 20% of attendees stop in Richland County to dine to / from event at \$15 / meal - \$300,000
  
- Fuel sales in excess of \$500,000 dollars.
  - Average attendee drives 50 miles in a car with 20 mpg – 5 Gallons Gas
  - \$2 / Gallon of Gas
  - Average car load is 2.5 people per car (50,000 cars)
  - AVGAS Costs are in excess of \$25,000
  
- Hotel sales in excess of \$200,000 dollars.
  - \$43,000 in performer rooms
  - 2 Occupants per room for 1 night
  - \$100 per room per night
  - 3% of attendees = 3,750 / 2 occupants – 1875 rooms

Thank you for your time and support. We look forward to providing a marquis event that will bring the community together.

Sincerely,



Ryan Madrid, Maj, SC ANG  
SC Guard Air and Ground Expo  
Coordinator



## McEntire Air National Guard A, B,C, marketing proposals for 2017 events

### Package A

Package A encompasses a 6 week buy with estimates based on average market size. Anticipate full matching PSA schedules at no additional charge. Extra added value will be 50% or greater.

#### Columbia

TV / Web: \$15,000 (Approximately 3 network stations and 1 Cable network)

Radio / Web: \$15,000 (Minimum of 6 radio stations)

Billboards: \$6,000 (20 poster boards)

#### Augusta

TV / Web: \$5,000 (1 network and 1 cable network)

Radio / Web: \$7,000 (3 radio stations)

Billboards: \$4,000 (10 poster boards)

#### Greenville

TV / Web: \$5,000 (1 network and 1 cable network)

Radio / Web: \$6,000 (3 radio stations)

Billboards: \$4,000 (8 poster boards)

#### Charlotte

TV / Web: \$5,000 (1 network)

Radio / Web: \$10,000 (3-4 radio stations)

Billboards: \$6,000 (14 poster boards)

#### Charleston:

TV / Web: \$5,000 (1 network station)

Radio / Web: \$8,000 (3 stations)

Billboards: \$4,000 (10 poster boards)

**Plan A: Grand Total \$105,000**



## Package B

Package B encompasses a 4 week buy with estimates based on average market size. Anticipate full matching PSA schedules at no additional charge. Extra added value will be 35%-50%.

### Columbia

TV / Web: \$10,000 (Approximately 1 network stations and 1 Cable network)

Radio / Web: \$10,000 (Minimum of 4-5 radio stations)

Billboards: \$6,000 (20 poster boards)

### Augusta

TV / Web: \$5,000 (1 network and 1 cable network)

Radio / Web: \$8,000 (4 radio stations)

### Greenville

TV / Web: \$5,000 (1 network and 1 cable network)

Radio / Web: \$6,000 (2-3 radio stations)

### Charlotte

TV / Web: \$5,000 (1 network)

Radio / Web: \$10,000 (3-4 radio stations)

### Charleston:

TV / Web: \$5,000 (1 network station)

Radio / Web: \$8,000 (3 stations)

**Plan B: Grand Total \$78,000**



## Package C

Package C encompasses a 2 week buy with estimates based on average market size. Anticipate full matching PSA schedules at no additional charge. Extra added value will be 20%-35%.

### Columbia

TV: \$6,000 (Approximately 1 network stations and 1 Cable network)

Radio: \$10,000 (Minimum of 3-4 radio stations)

Billboards: \$2,000 (6 poster boards)

### Augusta

Radio: \$6,000 (2-3 radio stations)

Billboards: \$2,000 (6 poster boards)

### Greenville

Radio: \$6,000 (2 radio stations)

Billboards: \$2,000 (6 poster boards)

### Charlotte

Radio: \$7,000 (2-3 radio stations)

Billboards: \$2,000 (4 poster boards)

### Charleston:

Radio: \$5,000 (2 stations)

Billboards: \$2,000 (6 poster boards)

**Plan C: Grand Total \$ 50,000**



Each package includes all creative, production, talent and editing fees. Added value may include increased number of commercials, increased exposure time and/or more stations to original package estimates. Based on buying power and available packages from media groups, value may further increase. Slogan's Advertising Agency waives retainers for Military and nonprofit organizations. Value based estimates are not exact and will be adjusted based on market value. All values are based on cash up front pricing and 3 weeks minimum must be allowed for production prior to any advertising.

08/11/16

Amy Weaver

---

President Slogan's Advertising Agency

[Amy@slogansadagency.com](mailto:Amy@slogansadagency.com)

PO Box 84872

Lexington S.C. 29073

803-341-1676



Amy Weaver  
Owner/Media Planner

(803) 341-1676 phone  
[amy@slogansadagency.com](mailto:amy@slogansadagency.com)  
[www.slogansadagency.com](http://www.slogansadagency.com)

PO Box 84872  
Lexington SC 29073

# Richland County Council Request of Action

**Subject:**

Adoption of Amended FY18-FY19 – Budget Calendar



## REQUEST OF ACTION SUMMARY SHEET

Agenda Item No.: 2 Meeting Date: 2/28/2017

To: Chair (TBD), Administration & Finance Committee

From: Daniel Driggers, Director of Finance

Department: Finance

**Item Subject Title:** Adoption of Amended FY18-FY19 – Budget Calendar

**Action Taken by Committee previously:** None. This item is appearing before the Committee for the first time.

- Options:**
1. Proceed with recommending Council approve amending the FY18-FY19 – Budget Calendar as recommended by staff.
    - May 25, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of budget and millage ordinance (Grants only) 6PM.
    - May 30, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of Budget and Millage Ordinance (Non-Grant items) – 6PM.
    - June 8, 2017 – Special Called Meeting – 3<sup>rd</sup> reading and adoption of Budget Ordinance continued – 6PM.
  2. Do not proceed with recommending Council approve amending the FY18-FY19 – Budget Calendar at recommended by staff.

- Motion Requested Today:**
1. Council approve amending the FY18-FY19 – Budget Calendar at recommended by staff.
    - May 25, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of budget and millage ordinance (Grants only) 6PM.
    - May 30, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of Budget and Millage Ordinance (Non-Grant items) – 6PM.
    - June 8, 2017 – Special Called Meeting – 3<sup>rd</sup> reading and adoption of Budget Ordinance continued – 6PM.

**Staff Recommendation:** Approve motion request.

**Impact of Action:** Operating Budget: N/A

Capital Budget: N/A.

**Funding Amount/Source:** This is a policy decision for Council with no direct financial impact.

**Requested by:** Daniel Driggers, Director of Finance

**Staff Representative:** Daniel Driggers, Director of Finance

**Outside Representative:** None.

**List of Attachments:**

1. Request of Action

2/21/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator's Office

N/A  
Council District

## Richland County Council Request of Action

**Subject:** FY18-FY19 – Budget Calendar

**A. Purpose**

To resolve meeting conflicts scheduled on the Richland County FY18-FY19 Biennial Budget Calendar. As well as finalize the Biennial Budget Calendar as discussed during the recent Council Retreat.

**B. Background / Discussion**

There are two Council meetings conflicting with the Budget Calendar (draft).

May 23, 2017 – Administration & Finance Committee meeting is scheduled for 6PM.

June 6, 2017 – Regular Session Council meeting is scheduled for 6PM.

**C. Legislative / Chronological History**

These are Council Member requests. Therefore, there is no Legislative history.

**D. Alternatives**

1. Amend the dates of the budget calendar.
  
2. Do not amend the dates of the budget calendar.

**E. Final Recommendation**

Amend the dates of the budget calendar per the following dates:

- May 25, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of budget and millage ordinance (Grants only) 6PM.
  
- May 30, 2017 – Special Called Meeting – 2<sup>nd</sup> reading of Budget and Millage Ordinance (Non-Grant items) – 6PM.
  
- June 8, 2017 – Special Called Meeting – 3<sup>rd</sup> reading and adoption of Budget Ordinance continued – 6PM.



## **Budget Calendar for Fiscal Year 2018 – 2019**

October 3, 2016	Biennial Budget Presentation to Council Members
November 4	Preliminary Property Tax Revenue Estimates
November 4	Biennial Budget Presentation to Department Directors & Elected Officials
November 10	Biennial Budget Memo to Departments communicating Council priorities
November 10	Budget parameters sent to Departments
December 9	Other Revenues Review
<b>January 3, 2017</b>	All Internal Department Budget Worksheets are due to Finance Office
January 10	Discretionary, Hospitality, Accommodation and Contractual & Statutory Grant requests due to Budget Manager
January 10 – February 3	Budget Meetings with Budget Team and Department Directors to review individual departmental requests.
February 3	Discretionary, Hospitality, Accommodation and Contractual & Statutory Grant requests due to Budget Manager
March 2	Recommended Budget Presentation, First Admin Review
March 23	Revenue Update Review
March 30	Recommended Budget Presentation, Second Admin Review
April 13	Recommended Budget Finalized
April 27	Council Work Session: Presentation of Recommended Budget by County Administrator; First Reading of County budget and millage ordinances (title only) by Council
May 2	Council Work Session 4-6pm (General Fund)
May 3	Millage Agency Budget Requests are due to Richland County Finance Office
May 9	Council Work Session 4-6pm (Special Rev., Enterprise, & Millage Agencies)
May 11	Council Work Session 4-6pm (Grants)
May 18	Public Hearing – 6pm
May 25	Special Called Meeting – 2 <sup>nd</sup> reading of Budget and Millage Ordinance (Grants Only) – 6pm

May 30	Special Called Meeting – 2 <sup>nd</sup> reading of Budget and Millage Ordinance continued (All non-grant items) – 6pm
June 8	Special Called Meeting – 3 <sup>rd</sup> reading and adoption of Budget Ordinance – 6pm
July 1	Begin new fiscal year with implementation of adopted budget
July 6	Special Called Meeting – 3 <sup>rd</sup> reading and adoption of 2 <sup>nd</sup> Fiscal Year Budget

## Richland County Council Request of Action

**Subject:**

Potential Sale of Property - Contractual Matter (Executive Session)

February 28, 2017 – The committee forwarded this item without a recommendation.

First Reading:

Second Reading:

Third Reading:

Public Hearing:



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: PRENTISS McLAURIN
Home Address: 100 TRADITION CIRCLE COLUMBIA SC 29229
Telephone: (home) 803 736-5633 (work) N/A
Office Address: N/A

Email Address: PMCLAURIN001@SC.TT.COM

Educational Background: BS LIMESTONE COLLEGE

Professional Background: USAF 26 YRS RETIRED 2008 / VETERAN SUPERVISOR DEPARTMENT OF WORKFORCE 2010-2014
Male [X] Female [ ] Age: 18-25 [ ] 26-50 [ ] Over 50 [ ]

Name of Committee in which interested: Planning Commission

Reason for interest: TO HELP EXPAND RICHLAND COUNTY & HELP THE RESIDENTS OF RICHLAND

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: Understanding Progress, leadership,

Presently serve on any County Committee, Board or Commission? None

Any other information you wish to give? HAVE BEEN ON THE COMMUNITY RELATION COUNCIL 4 YRS

Recommended by Council Member(s): COUNCILMAN RUSH

Hours willing to commit each month: 12 HRS

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

*Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.*

Yes \_\_\_\_\_ No X \_\_\_\_\_

**STATEMENT OF FINANCIAL OR PERSONAL INTERESTS**

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes \_\_\_\_\_ No X \_\_\_\_\_

If so, describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Robert McQueen*

Applicant's Signature

1-7-17

Date

**Return to:**

**Clerk of Council, Post Office Box 192, Columbia, SC 29202.**

**For information, call 576-2060.**

**One form must be submitted for each Committee, Board or Commission on which you wish to serve.**

**Applications are current for one year.**

Staff Use Only	
Date Received: <u>1-9-17</u>	Received by: <u><i>[Signature]</i></u>
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

2



**APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION**

**Applicant must reside in Richland County.**

Name: William Riley

Home Address: 656 Village Market Drive

Telephone: (home) (803) 932-8383 (work) (803) 255-8190

Office Address: 2711 Middleburg Drive Suite 305 Columbia SC 29204

Email Address: williamriley13@gmail.com

Educational Background: Bachelors Business-Masters Human Resources-Masters Religio

Professional Background: Retired Army- 15 Human Resources Management and Safety

Male  Female  Age: 18-25  26-50  Over 50

Name of Committee in which interested: Community Relations Counsel

Reason for interest: To have a vested interest in improving community realltions, and help to provide open lines of communication between businesses and communities.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:

Experience working within the community and on community projects. I have also provided guidance and expertise to new and established businesses around the state.

Presently serve on any County Committee, Board or Commission? Not at this time

Any other information you wish to give? Not at this time

Recommended by Council Member(s): n/a

Hours willing to commit each month: How every many hours ar needed

**CONFLICT OF INTEREST POLICY**

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

*Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.*

Yes \_\_\_\_\_ No <sup>x</sup> \_\_\_\_\_

#### STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes \_\_\_\_\_ No <sup>x</sup> \_\_\_\_\_

If so, describe: \_\_\_\_\_

\_\_\_\_\_

  
Applicant's Signature

1/13/17  
Date

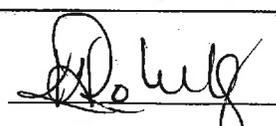
**Return to:**

**Clerk of Council, Post Office Box 192, Columbia, SC 29202.**

**For information, call 576-2060.**

**One form must be submitted for each Committee, Board or Commission on which you wish to serve.**

**Applications are current for one year.**

Staff Use Only	
Date Received: <u>1-17-17</u>	Received by: 
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	

2



APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Dr. Gwendolyn Conner

Home Address: 840 Sparkleberry Lane, Apt. 1605, Columbia, SC

Telephone: (home) N/A (work) (803) 416-8831

Office Address: 300 S. Catawba Street, Lancaster, SC 29720

Email Address: isirendab4u@gmail.com

Educational Background: Ed.D., M.S., B.S., A.S.

Professional Background: See Bio

Male  Female  Age: 18-25  26-50  Over 50

Name of Committee in which interested: Community Relations Council

Reason for interest: To further promote the mission and vision of Richland County's Leadership Team.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:

See Bio

Presently serve on any County Committee, Board or Commission? yes

Any other information you wish to give? See Bio

Recommended by Council Member(s): Chairman Torrey Lush

Hours willing to commit each month: As needed

CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

*Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.*

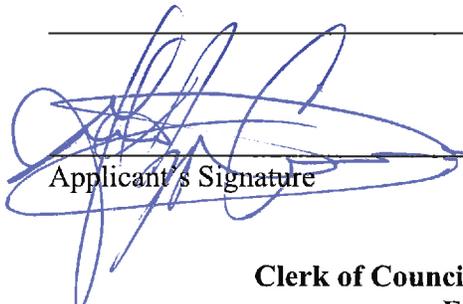
Yes \_\_\_\_\_ No *lpc* \_\_\_\_\_

**STATEMENT OF FINANCIAL OR PERSONAL INTERESTS**

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes \_\_\_\_\_ No *lpc* \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
Applicant's Signature

12/16/2016  
Date

**Return to:**  
**Clerk of Council, Post Office Box 192, Columbia, SC 29202.**  
**For information, call 576-2060.**

**One form must be submitted for each Committee, Board or Commission on which you wish to serve.**

**Applications are current for one year.**

Staff Use Only	
Date Received: _____	Received by: _____
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file

2

## Biography

Dr. Gwendolyn Conner is a native of Aiken County. She is employed as Director of Human Resources with the Lancaster County School District, Lancaster, SC. Her leadership career experiences include 14.5 years in government, three years in manufacturing and the past eight and a half years in education. Dr. Conner earned her doctorate degree in Organizational Leadership with a minor in Conflict Resolution from Nova Southeastern University, Ft. Lauderdale, FL; M.S. degree in Human Resources Management, Nova Southeastern University, Ft. Lauderdale, FL; B.S. degree in Business Administration, Limestone College; and A.S. degree in Secretarial Science, Aiken Technical College.

She is an active member of the York County Regional Chamber of Commerce (Government Relations Task Force), the Lancaster County School District's Education Hall of Fame Selection Committee, and serves as Co-chair of the SC Teacher Loan Program Advisory Committee. She is also a member in good standing with the American Educational Research Association (AERA), the South Carolina Association of School Administrators (SCASA) and the National Society of Human Resources Management Association (SHRM).

Dr. Conner served as Chair of the Board of Directors for the Committee on Human Relations for the City of Rock Hill. She is former Chair of the Minority Advisory Council for the Lower Savannah Areas, 2nd Congressional District; a former Executive Board Member and Region 6 Representative for AASPA; former President of the SCASA Personnel Division; former Director General for the SC Baptist Congress of Christian Education; former Vice President of Board of Directors for Aiken Habitat for Humanity; former Vice President of Board of Directors for the Aiken Helping Hands, Inc.; former member of Board of Directors for the Education Foundation for Rock Hill School District Three; former member of the Advisory Board of the Aiken County Career and Technology Center; and former Division Leader for the United Way/Business Management Services Division. Dr. Conner is also a former Adjunct Professor (Business Law) and graduate of Aiken County, York County, and Lancaster County Leadership Programs.

Her recent civic achievements include being a 2015 Inductee into the Phi Gamma Sigma International Professional Society and Golden Key International Honour Society. She was also a 2014 Inductee into the Delta Epsilon Iota Academic Honor Society. Dr. Conner recently published an article on The Role of Human Resources Administrators in Transforming Public Education in South Carolina. She is the recipient of numerous awards and levels of recognition including, but not limited to School Board of Trustees Awards and being named the 2012-2013 Personnel Administrator of the Year by the South Carolina Association of School Administrators (SCASA).

###



**APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION**

**Applicant must reside in Richland County.**

Name: Jonnieka Farr

Home Address: 308 Denby Circle Columbia, SC 29229

Telephone: (home) 803 699 0991 (work) 803 724 5949

Office Address: 1628 Browning Road Columbia, SC 29210

Email Address: jfarr77@yahoo.com

Educational Background: Bachelor of Arts Sociology

Professional Background: 18 years of Human Services experience; 15 of which serving the citizens of South Carolina via the Department of Social Services.

Male      Female x      Age: 18-25      26-50 x      Over 50

Name of Committee in which interested: Community Relations Council

Reason for interest: I have always had a passion for service to others within my community. I believe this Council's appointment would allow me to do this at a greater capacity.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:

In my field of Social Work, I have garnered a great deal of experience in working with families within our community at their most vulnerable moments. This places me in a position to view relations in our community from a more distinctive standpoint. My experience has afforded me opportunities to problem solve issues with "out of the box" solutions. Moreover, my experience places me in the position of being a Mediator to ensure positive outcomes for all parties involved. Lastly, I have a great deal of experience working with diverse populations. Considering that I am a former Military "Brat" and Spouse, I have lived and worked in several different states throughout our Country as well as Europe. Our community is changing vastly with a great deal of the population coming from diverse areas of our nation as well as other

countries. My understanding of different cultures and family dynamics would be an asset to a Council such as this.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? Integrity is very important to me. I believe this is integral in any form of public service.

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: I am unsure of the requirements but am willing to commit, at the minimum, 6-8 hours each month.

### CONFLICT OF INTEREST POLICY

It is the policy of Richland County to require disclosure of any personal or financial interest that may be influenced by decisions of the Committee, Board or Commission for which any citizen applies for membership.

Such conflict of interest does not preclude service but shall be disclosed before appointment. The Clerk of Council shall be notified of any change on an annual basis and members of all Committees, Boards or Commissions shall be required to abstain from voting or influencing through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

All statements so filed shall be signed and verified by the filer. The verification shall state that the filer has used all reasonable diligence in its preparation, and that to the best of his or her knowledge, it is true and complete.

Any person who willfully files a false or incomplete statement of disclosure or no change of condition, or who willfully fails to make any filing required by this article, shall be subject to such discipline, including censure and disqualification from the Committee, Board or Commission, by majority vote of the council.

*Have you been convicted or pled no contest of a crime other than minor traffic violations; checking yes does not automatically preclude you from consideration for appointment.*

Yes \_\_\_\_\_ No x \_\_\_\_\_

### STATEMENT OF FINANCIAL OR PERSONAL INTERESTS

Do you have any financial or personal interest in any business or corporation (profit or not-for-profit) that could be potentially affected by the actions of the Committee, Board or Commission?

Yes \_\_\_\_\_ No x \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
Applicant's Signature

10-1-16  
Date

**Return to:**  
**Clerk of Council, Post Office Box 192, Columbia, SC 29202.**  
**For information, call 576-2060.**

**One form must be submitted for each Committee, Board or Commission on which you wish to serve.**

**Applications are current for one year.**

Staff Use Only	
Date Received: <u>12-2-16</u>	Received by: 
Date Sent to Council: _____	
Status of Application:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file