



**Richland County Council**  
**RULES AND APPOINTMENTS COMMITTEE**  
 May 16, 2017 – 4:45 PM  
 4<sup>TH</sup> FLOOR CONFERENCE ROOM  
 2020 Hampton Street, Columbia, SC 29201

Gwendolyn Kennedy District Seven	Bill Malinowski, Chair District One	Norman Jackson District Eleven
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- 1. **CALL TO ORDER**

The Honorable Bill Malinowski
- 2. **APPROVAL OF MINUTES**  
 a. April 18, 2017 [PAGES 4-5]

The Honorable Bill Malinowski
- 3. **ADOPTION OF AGENDA**

The Honorable Bill Malinowski
- 4. **INTERVIEWS**  
 a. Board of Assessment Appeals – 2  
  
 (The Board of Assessment Appeals hears appeals related to assessment of real property)  
  
 1. Devon-Natasha Holliman [PAGES 6-7]  
  
 b. Employee Grievance – 2  
  
 (The Employee Grievance Committee provides a structured process for employees to express their grievances with personnel policies or other actions that directly affect them)  
  
 1. James H. Hill, III [PAGES 8-9]  
  
 c. Planning Commission – 3  
  
 (The Planning Commission plans programs for the physical, social, and economic growth, development, and redevelopment of the unincorporated area of the County)  
  
 1. Chui Ping (Karen) Yip [PAGES 10-11]  
  
 d. Accommodations Tax Committee - 5 (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)

The Honorable Bill Malinowski

(The Accommodations Tax Advisory Committee makes recommendations and provides advisory assistance to the County Council on the expenditure of revenue generated from the Accommodations Tax.)

1. Matthew Lew [PAGES 12-13]

5. **NOTIFICATION OF APPOINTMENTS**

a. Board of Assessment Appeals – 2

1. Devon-Natasha Holliman

b. Employee Grievance – 2

1. James H. Hill, III

c. Planning Commission – 1

1. Chui Ping (Karen) Yip

d. Accommodations Tax – 3

1. Matthew Lew

e. Central Midlands Council of Governments (COG) – 1

1. Douglas J. Fabel [PAGES 14-16]

6. **OTHER BUSINESS**

7. **ADJOURNMENT**



## 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

## SOUTH CAROLINA



### Committee Members Present

Bill Malinowski, Chair  
Gwendolyn Kennedy  
Norman Jackson

### Others Present:

Michelle Onley  
Kimberly Williams-Roberts

## RULES AND APPOINTMENTS COMMITTEE

April 18, 2017  
5:00 PM  
4<sup>th</sup> Floor Conference Room

*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. Malinowski called the meeting to order at approximately 5:02

### APPROVAL OF MINUTES

**April 4, 2017** – Mr. N. Jackson moved, seconded by Ms. Kennedy, to approve the minutes as distributed. The vote in favor was unanimous.

### ADOPTION OF THE AGENDA

The agenda was unanimously adopted as published.

### INTERVIEWS

- a. **Accommodations Tax Committee – 5 (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) --** Ms. Kennedy moved, seconded by Mr. N. Jackson to appoint Mr. Andy Briggs to the Accommodations Tax Committee. The vote in favor was unanimous.

Mr. N. Jackson moved, seconded by Ms. Kennedy, to appoint Mr. David Erbacher to the Accommodations Tax Committee. The vote in favor was unanimous.

- b. **Planning Commission – 3** – Mr. N. Jackson moved, seconded by Ms. Kennedy, to re-appoint Ms. Heather Cairns to the Planning Commission. The vote in favor was unanimous.

Mr. N. Jackson moved, seconded by Mr. Malinowski, to re-appoint Mr. Stephen L. Gilchrist to the Planning Commission. The vote in favor was unanimous.

### NOTIFICATION OF VACANCIES

- a. **Accommodations Tax Committee – Three (3) Vacancies (One applicant must have a background in the Cultural Industry; One applicant must have a background in the Hospitality Industry; the other is an at-large seat)**

- b. Hospitality Tax Committee – Three (3) Vacancies (Two applicants must be from the Restaurant Industry; the other is an at-large seat)**
- c. Internal Audit Committee – One (1) Vacancy (Applicant must be a CPA)**
- d. Business Service Center Appeals Board – One (1) Vacancy (Applicant must be an attorney)**
- e. Board of Assessment Appeals – Two (2) Vacancies**
- f. Planning Commission – One (1) Vacancy**
- g. Central Midlands Council of Governments (CMCOG) – One (1) Vacancy**
- h. Building Codes Board of Appeals – One (1) Vacancy (Applicant must be from Architecture Industry)**
- i. Employee Grievance Committee – One (1) Vacancy (Applicant must be a Richland County employee)**
- j. Procurement Review Panel – Two (2) Vacancies (One applicant must be from the public procurement arena and one applicant must be from the consumer industry)**
- k. Township Auditorium Board – Two (2) Vacancies**
- l. River Alliance Board – One (1) Vacancy (Applicant should be prepared to assist in promoting facilities, services or policies that create citizen benefits from our rivers)**

Mr. N. Jackson moved, seconded by Ms. Kennedy, to advertise for the vacancies. The vote in favor was unanimous.

### **ADJOURNMENT**

The meeting adjourned at approximately 5:25 PM.

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



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

Name: Devon-Natasha Holliman
Home Address: 833 Ambergate Ln Columbia SC 29229
Telephone: (home) (757) 758-4933 (work) (803) 737-3922
Office Address: 1122 Lady St. Columbia SC 29201
Email Address: hollimandevon@gmail.com
Educational Background: Masters of Public Admin
Professional Background: Program Coordinator, state of SC
Male [ ] Female [x] Age: 18-25 [ ] 26-50 [x] Over 50 [ ]

Name of Committee in which interested: Board of Assessment Appeals
Reason for interest: To ensure grievances of assessments and values are handled in accordance of the code of laws
Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

A detailed knowledge of deciphering codes and implementing as such.

Presently serve on any County Committee, Board or Commission? n/a

Any other information you wish to give? us Army veteran

Recommended by Council Member(s): n/a

Hours willing to commit each month: 30-40 hours

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  \_\_\_\_\_

### 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  \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*R. Moll*  
Applicant's Signature

*4/6/2017*  
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.**

<b>Staff Use Only</b>	
Date Received: <u><i>4-10-17</i></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	



**EMPLOYEE GRIEVANCE COMMITTEE APPLICATION**

Must be a Richland County Government Employee to apply.

Name: James H. Hill III

Home Address: 161 Montauk Dr, Lexington, SC 29072

Telephone: (home) 520-4456 (work) 576-2470

Office Address: 400 Powell Rd, Columbia, SC 29203

Email Address: hillja@rcgov.us

Educational Background: BBA(South University), MSIT(Florida Tech), MPA(Upper Iowa)

Professional Background: Assistant Director of Animal Care

Male  Female  Age: 18-25  26-50  Over 50

Name of Committee in which interested: Employee Grievance Committee

Reason for interest: Desire to take part in an integral part of the County's due process for it's employees.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission:  
I am a critical thinker who thinks "outside of the box" when necessary. I am also astute at researching and analyzing facts in order to make an informed decision.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? No

Recommended by Council Member(s): \_\_\_\_\_

Hours willing to commit each month: At least 20

**CONFLICT OF INTEREST POLICY**

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through discussion or debate, or any other way, decisions of the Committee, Board or Commission affecting those personal and financial interests.

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*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.*

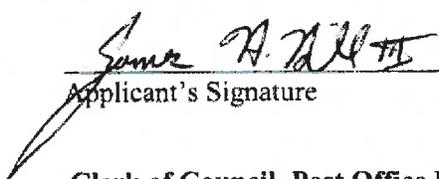
Yes \_\_\_\_\_ No **X** \_\_\_\_\_

### 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

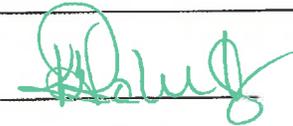
  
Applicant's Signature

11/10/16  
Date

**Return to:**  
Clerk of Council, Post Office Box 192, Columbia, SC 29202. You may fax the form to (803) 576-2136 or email: [rccoco@rcgov.us](mailto:rccoco@rcgov.us)  
For more information call (803) 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.**

<b>Staff Use Only</b>	
Date Received: <u>4-5-17</u>	Received by: 
Date Sent to Council: _____	
Status of Application: <input checked="" 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: Chui Ping (Karen) Yip

Home Address: 7600 Yorkhouse Road, Columbia, SC 29223

Telephone: (home) 803-546-2112 (work) 803-388-8798

Office Address: 1608 Taylor Street, Columbia, SC 29201

Email Address: yip4homes@yahoo.com

Educational Background: B.A.- Public Relations/Marketing, University of South Carolina

Professional Background: Real Estate since 2003. Broker/Owner of Yip Premier Real Estate

Male  Female  Age: 18-25  26-50  Over 50

Name of Committee in which interested: Planning Commission

Reason for interest: I would like to become more involved in Richland County's community planning.

Your characteristics/qualifications, which would be an asset to Committee, Board or  
Commission:

As a native to the Columbia area and lifelong Richland County resident, I am very familiar with our city.

In my opinion, this familiarity coupled with my 14 year background in Real Estate could be beneficial to the Planning Commission.

Presently serve on any County Committee, Board or Commission? No

Any other information you wish to give? N/A

Recommended by Council Member(s): N/A

Hours willing to commit each month: 2-4

**CONFLICT OF INTEREST POLICY**

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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.*

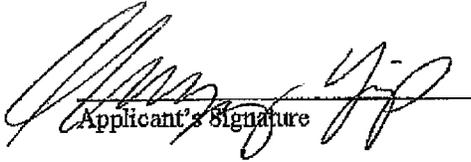
Yes \_\_\_\_\_ No  \_\_\_\_\_

**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  \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

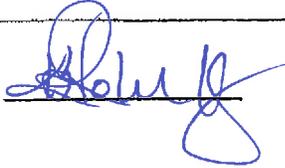
  
Applicant's Signature

4/21/17  
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.**

Date Received: <u>4/24/17</u>	Staff Use Only
Date Sent to Council: _____	Received by: 
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	



APPLICATION FOR SERVICE ON RICHLAND COUNTY COMMITTEE, BOARD OR COMMISSION

Applicant must reside in Richland County.

General mgr

Name: Matthew Lew

Home Address: 132 Cobblers Glen Ct. Lexington, SC 29072

Telephone: (home) 864-601-4969 (work) 803-252-8700

Office Address: 200 Stoneridge Dr. Columbia, SC 29210

Email Address: matthew.lew@hilton.com

Educational Background: BS PRTM Clemson University

Professional Background: 10+ years in Hotel Industry

Male  Female

Age: 18-25  26-50  Over 50

Name of Committee in which interested: Accommodations Tax

Reason for interest: Served 2 years on the board in Greenville, SC + being a native of Columbia I am very passionate about our city.

Your characteristics/qualifications, which would be an asset to Committee, Board or

Commission:

Native of Columbia. Previous Board Experience. Involved with SCRLA + CURB

Presently serve on any County Committee, Board or Commission? Yes Greenville A-Tax

Any other information you wish to give? \_\_\_\_\_

Recommended by Council Member(s): Mayor Steve Benjamin

Hours willing to commit each month: 40

CONFLICT OF INTEREST POLICY

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*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  \_\_\_\_\_

#### 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  \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

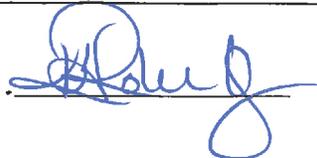
  
Applicant's Signature

3/26/17  
Date

**Return to:**  
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**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>3-29-17</u>	Received by: 
Date Sent to Council: _____	
Status of Application: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> On file	



**APPLICATION FOR SERVICE ON RICHLAND COUNTY  
COMMITTEE, BOARD OR COMMISSION**

**Applicant must reside in Richland County.**

Name: Douglas J. Fabel

Home Address: 1217 Hinnants Store Rd., Winnsboro, SC 29180 (This is within Richland Co.)

Telephone: (home) 803 786-5092 (work) \_\_\_\_\_

Office Address: \_\_\_\_\_

Email Address: \_\_\_\_\_aesop1217@yahoo.com

Educational Background: B.S. in Business Administration, Master of Public Administration, USC

Professional Background: 32-year career with SCDHEC Environmental Quality as manager and grants administrator. Board member and immediate past president of SC Chapter of Partners of the Americas, an international NGO

Male

Over 50

Name of Committee in which interested: Central Midlands Council of Governments

Reason for interest: I have a strong interest in and expertise in public policy and regional planning and in many of the types of planning categories that the COG is involved with, e.g. environmental, economic development, aging, and transportation.

Your characteristics/qualifications, which would be an asset to Committee, Board or Commission: I have the desire, the relevant experience, the expertise, and the time that would provide the COG with knowledgeable and dedicated service. I am a former member of the COG's Environmental Planning Advisory Comm. (EPAC). I served for many years as DHEC's representative and could provide valuable knowledge and perspective to the environmental issues the EPAC currently deals with.

Presently serve on any County Committee, Board or Commission? No \_\_\_\_\_

Any other information you wish to give?:

As a political independent, I believe that I could provide non-partisan, honest, impartial decision making for the Council. As a long time Richland County resident, I would like the opportunity to give back to the community through service on the COG. \_\_\_\_\_

Recommended by Council Member(s): Joyce Dickerson, Greg Pearce \_\_\_\_\_

Hours willing to commit each month: As needed \_\_\_\_\_

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Yes \_\_\_\_\_ No \_\_\_\_\_

**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 \_\_\_\_\_

If so, describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Douglas Fabel  
Applicant's Signature

1/16/17  
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>1-18-17</u>	Received by:	<u>[Signature]</u>
Date Sent to Council: _____		
Status of Application:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied <input type="checkbox"/> On file