



Richland County Council
ADMINISTRATION AND FINANCE COMMITTEE
MINUTES
July 25, 2023 – 6:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Jessica Mackey, Chair; Jason Branham, Paul Livingston, and Don Weaver

NOT PRESENT: Yvonne McBride

OTHERS PRESENT: Leonardo Brown, Ashiya Myers, Stacey Hamm, Michelle Onley, Angela Weathersby, Lori Thomas, Anette Kirylo, Kyle Holsclaw, Patrick Wright, Chelsea Bennett, Geo Price, Tish Gonzales, Sandra Haynes, Shirani Fuller, Chris Eversmann, and Thomas Gilbert

1. **CALL TO ORDER** – Chairwoman Jessica Mackey called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
 - a. June 27, 2023 – Mr. Livingston moved to approve the minutes as distributed, seconded by Mr. Branham.
In Favor: Branham, Livingston, Weaver, and Mackey
Not Present: McBride
The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Livingston moved to adopt the agenda as published, seconded by Mr. Weaver.
In Favor: Branham, Livingston, Weaver, and Mackey
Not Present: McBride
The vote in favor was unanimous.
4. **ITEMS FOR ACTION**
 - a. Department of Public Works – Jim Hamilton – LB Owens Airport (CUB) Airport- Conditional Approval of Work Authorization (WA) and Associated Grants – Mr. Leonardo Brown, County Administrator, stated this request is to conditionally approve an essential Work Authorization (WA) based on anticipated receipt this summer of two grants to provide 95% of the project funding. The remaining 5% will be paid from the Airport's FY24 Operating Budget. A copy of the WA can be found in the agenda packet. These actions will ensure the project can commence as soon as the grants are received, which may occur prior to the August 29th Special Called Council meeting. Similar conditional approvals by Council have been issued for Airport project previously. The condition of the taxi lane pavement at Hamilton-Owens Airport (CUB) is poor. Wide and deep cracks in this pavement generate Foreign Object Debris (FOD) which can be a safety hazard to people and aircraft. Since there are ten taxi lanes at the Airport future construction may be necessary in phases over multiple grant cycles. The design work being performed in this WA will be organized with this flexibility in mind. Staff's recommendation to award WA #4 to Michael Baker International (MBI) for the design and bidding of the Taxilanes Rehabilitation Project at the Hamilton-Owens Airport.

Mr. Livingston inquired if this was a sole source contract.

Mr. Chris Eversmann, Hamilton-Owens Airport General Manager, responded Council approved the award of a contract with Michael Baker in May 2022, which covers this work authorization.

Mr. Livingston moved to forward to Council with a recommendation to award Work Authorization #4 to Michael Baker International for the design and bidding of the Taxilanes Rehabilitation Project at the Hamilton-Owens Airport, seconded by Mr. Weaver.

In Favor: Branham, Livingston, Weaver, and Mackey
Not Present: McBride

The vote in favor was unanimous.

- b. Department of Public Works – Engineering – Pavement Management System – Mr. Brown stated Public Works currently maintains approximately 640 miles of paved roads. Staff currently tracks the County's network and projects through spreadsheets and GIS. To improve efficiency during the decision-making process, the team finds an automated system necessary to manage this inventory. Roadway Management Technology (RMT) has a product line to capture data daily, store and update road conditions, project deterioration, and assist with fund allocation. This technology is proprietary and includes all hardware, software, and support services to assist the County in managing its inventory. The Engineering Division requests approval for pavement management services from Roadway Management Technology (RMT). The associated cost is \$150,000, which includes all startup costs (hardware, software, importing roadway condition data, and support services from the vendor for one year). An annual subscription cost of \$80,000 is required to continue using the service.

Mr. Weaver inquired if the \$150,000 was coming from the General Fund.

Mr. Brown replied the \$150,000 will come from the Public Works budget.

Mr. Weaver inquired about what led the staff to want the pavement management system.

Mr. Brown indicated staff is currently tracking the information with Excel sheets and GIS. An individual is keeping the data versus having a system where the data is saved, stored, and secured in a way that is user-friendly. Ideally, the system will help us track long-term and reduce errors that transfer when people take over the spreadsheet data input (i.e., someone leaves the County). He noted from his experience you want to have some sort of system where you can track road integrity separately and apart from inputting it into an Excel spreadsheet.

Mr. Weaver inquired if we know of other counties utilizing the system.

Ms. Shirani Fuller, County Engineer, responded they have not met with anyone in South Carolina that is utilizing the software. She noted the spreadsheet is only updated every six years when a new pavement management study is done. This system will allow Public Works to have constant data collection so they always know the condition of each road.

Mr. Branham inquired about how the County became aware of the software.

Ms. Fuller replied Roadway Management Technology had reached out to the County. Over the last six months, Public Works contacted vendors to set up demos to review different pavement management systems. During that timeframe, Roadway Management Technology happened to reach out to them.

Mr. Branham inquired about what neighboring municipalities or government agencies were utilizing.

Ms. Fuller indicated Lexington County recently had their pavement management system approved in their budget. Previously, they were also utilizing Excel spreadsheets. The City of Columbia is using a program that is a step up from what the County will be utilizing but requires a lot of manual input. She noted the Roadway Management Technology system has hardware and software. The software makes projections for deterioration. You can also input values, so we can input the districts and the allocation of funds per district so that it can give you options for the type of treatment we should do.

Ms. Mackey inquired if staff expects increases in the annual costs.

Ms. Fuller replied we knew in the first year there would be a significant investment to get all of the manual data into the system. The following year we will only be doing the upkeep.

Ms. Mackey inquired if there would be an additional training period.

Ms. Fuller responded there would be a bit of a curve because they have to install all the hardware on the vehicles and then start riding the roads to collect the data.

Mr. Livingston moved to forward to Council with a recommendation to approve pavement management services from Roadway Management Technology, seconded by Mr. Branham.

In Favor: Branham, Livingston, and Mackey

Opposed: Weaver

Not Present: McBride

The vote was in favor.

- c. Community Planning & Development – Planning Services – Town of Blythewood Intergovernmental Agreement – Mr. Brown noted County and Blythewood staff have requested this item be deferred until the September committee meeting.

Mr. Livingston moved to defer this item until the September committee meeting, seconded by Mr. Branham.

In Favor: Branham, Livingston, Weaver, and Mackey

Not Present: McBride

The vote in favor was unanimous.

- d. I move the County Council to authorize the County Administrator to enter into negotiations with Divine Auro Development, LLC or its Assignee regarding the potential sale of the property located at 1430 Colonial Life Blvd., also known as, the old Haverty's property. [EXECUTIVE SESSION] [TERRACIO – July 11, 2023] – Mr. Branham moved to go into Executive Session, seconded by Mr. Weaver.

In Favor: Branham, Livingston, Weaver, and Mackey

Not Present: McBride

The vote in favor was unanimous.

***The Committee went into Executive Session at approximately 6:17 PM
and came out at approximately 6:38 PM***

Mr. Livingston moved to come out of Executive Session, seconded by Ms. Mackey.

In Favor: Branham, Livingston, Weaver, and Mackey

Not Present: McBride

The vote in favor was unanimous.

Ms. Mackey indicated no action was taken in Executive Session

5. **ITEMS FOR INFORMATION**

- a. Animal Services – Animal Care Ordinance Revisions – Assistant County Administrator Aric Jensen noted it had been several years since the County's Animal Care Ordinance was substantially updated. There have been minor amendments, but it is time to take a holistic look at the ordinance. He indicated they have been in discussions with various community partners. A proposed schedule is included in the agenda packet. The process should take approximately a year to complete.

Ms. Tish Gonzales, Assist County Attorney, advised that the Legal Department has been made a part of this process and will continue to be a part to ensure legal and practical considerations are made so the process is not derailed and does not usurp Council members' time unnecessarily.

Ms. Mackey requested the list of stakeholders be provided to the committee members.

Mr. Weaver noted he receives many emails regarding the County's animal services.

Ms. Mackey inquired if the emails Council receives and this are the same thing. She noted many of the animal care issues have been tied to the City of Columbia.

Mr. Jensen responded they will be holistically looking at everything from our internal practices all the way through the code. He mentioned that you cannot update the code without looking at how you operate. He indicated we currently partner with the City of Columbia for shelter services.

Mr. Livingston inquired if we would wait until September 2024 to deal with the current issues.

Mr. Jensen maintained everything would not be put on hold while this is moving forward. Items that are of immediate concern will be dealt with. Dealing with the overall code will take time because we must engage stakeholders.

6. **ADJOURNMENT** – Mr. Livingston moved to adjourn the meeting, seconded by Mr. Weaver.

In Favor: Branham, Livingston, Weaver, and Mackey

Not Present: McBride

The vote in favor was unanimous.

The meeting adjourned at approximately 6:44 PM.