

RICHLAND COUNTY COUNCIL DEVELOPMENT & SERVICES COMMITTEE

Bernice G. Scott
District 10

Joyce Dickerson
District 2

Norman Jackson, Chair
District 11

Val Hutchinson
District 9

Bill Malinowski
District 1

*February 27, 2007
5:00 PM*

**Richland County Council Chambers
County Administration Building
2020 Hampton Street**

Call to Order

Approval of Minutes – January 23, 2007: Regular Session Meeting [Pages 3 – 5]

Adoption of Agenda

I. Items for Action

- A. An ordinance amending the Richland County Code of Ordinances; Chapter 17, Motor vehicles and traffic; Article II, General traffic and parking regulations; Section 17-9, Through truck prohibited; so as to prohibit through truck traffic on Bakersfield Road in Richland County, South Carolina**
[Pages 6 – 10]
- B. An ordinance amending the Richland County Code of Ordinance, Chapter 21, Roads, highways and bridges; Article 1, In general; Section 21-11, Traffic engineering; so as to permit the construction and maintenance of electric traffic signalization devices for county maintained roads**
[Pages 11 – 16]
- C. Request for approval for the revised Traffic Calming Standard**
[Pages 17 – 38]
- D. Approval of Contract with Lyn-Rich Contracting Company for renovations at the Pine View Road EMS Station**
[Pages 39 – 40]

- E. Request to enter into a partnership with Clemson University's Institute for Economic and Community Development for the purpose of developing a 5 year strategic plan for the County**
[Pages 41 – 47]

III. Items for Discussion / Information

- A. Evaluation of space remaining at the Richland County Landfill and the county recycling program**
[Pages 48 – 50]

IV. Items Pending Analysis

- A. Smoking Ordinance**
[Referred to a D&S Work Session. Date TBD by staff in consultation with the Chair of the D&S Committee.]
- B. Update on Clear Cutting Fines and Rezoning Requests**
[Referred by council motion during February 20, 2007 council meeting.]
- C. Town of Eastover Sewer Collection System**
[Deferred October 24, 2006]
- D. Approval of Construction Contract for the Paving of 2.15 Miles of Dirt Roads in the North Paving Contract**
[Deferred on June 27, 2006]
- E. Endorsement of Richland County / City of Columbia City-County Steering Committee**
[Deferred on July 25, 2006. Awaiting guidance from County Council.]

Adjournment

Staffed by: Joe Cronin

**Richland County Council
Development and Services Committee
January 23, 2007
5:00 PM**



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

Members Present:

Chair: Norman Jackson
Member: Joyce Dickerson
Member: Valerie Hutchinson
Member: Bill Malinowski
Member: Bernice G. Scott

Others Present: Paul Livingston, Joseph McEachern, Damon Jeter, Michelle Cannon-Finch, Milton Pope, Tony McDonald, Joe Cronin, Roxanne Matthews, Larry Smith, Amelia Linder, Chief Harrell, Michael Byrd, Stephany Snowden, Michael Criss, Audrey Shifflett, Teresa Smith, Monique Walters, Michelle Onley

CALL TO ORDER

The meeting was called to order at approximately 5:03 p.m.

ELECTION OF CHAIR

Mr. Malinowski moved, seconded by Ms. Dickerson to nominate Mr. Norman Jackson as Chair of the Development and Services Committee. The vote in favor was unanimous.

APPROVAL OF MINUTES

November 28, 2006 (Regular Session) – Ms. Hutchinson moved, seconded by Ms. Dickerson, to approve the minutes as submitted. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Pope stated that there were some last minute changes and inquired if committee members had been provided with the revised agenda. Mr. Pope further stated that Item I needed to be removed from the agenda.

Ms. Hutchinson Pearce moved, seconded by Ms. Scott, to approve the agenda as amended. The vote in favor was unanimous.

PRESENTATION

Long-Range Strategic Planning for Richland County – Dr. “Mac” Horton, Director, Clemson Institute for Economic and Community Development and Mr. Ben Boozer gave a brief presentation regarding the development of a strategic plan for Richland County.

Ms. Hutchinson moved, seconded by Ms. Scott, to direct staff to bring back to Council the scope of the project. The vote in favor was unanimous.

ITEMS FOR ACTION

Ordinance Authorizing Quit-Claim Deed to Janice Juanita Newbold-Molden and Albert Wallace for a Certain Portion of a Right-of-Way Known as Bluff Oaks Road, Richland County – A discussion took place. Ms. Scott moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Approval of Condemnation Action for a Portion of TMS #20600-10-032 to Obtain Right-of-Way Needed to Pave Wade Kelly Road (North Paving Project) – A discussion took place. Ms. Dickerson moved, seconded by Ms. Scott, to forward this item to Council without a recommendation. The vote in favor was unanimous.

Ordinance Authorizing the Granting of a Water Line Right-of-Way Easement to the City of Columbia Across Property Identified as a Portion of TMS #R16200-03-20, to Serve the New Columbia State Farmers’ Market – Ms. Scott moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Petition to Close Killian Arch Road – A discussion took place. Ms. Scott moved, seconded by Ms. Hutchinson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Emergency Services: Approval of Contract to Hoover Buildings for Construction of Storage Buildings at Gills Creek Emergency Services Station – Ms. Scott moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Emergency Services: Request for Approval to Enter Into an Intergovernmental Agreement with the South Carolina Army National Guard to Provide Fire and EMS Services to the McCrady Training Site – Mr. Michael Byrd briefed the committee regarding this item. A discussion took place.

Ms. Scott moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Ordinances Authorizing the Granting of a Sewer Easement to Ginn-LA University Club LTD, LLP, Across Property Lying to the North of McNulty Street, Blythewood, SC, and Identified as a Portion of TMS #15209-01-04 – Ms. Scott moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Approval of Condemnation Action for Two Parcels at South Side Montgomery Road (TMS #06600-02-15 & 06600-02-18) for Expansion of the Richland County Landfill Buffer – A discussion took place. Ms. Scott moved, seconded by Ms. Hutchinson, to forward this item to Council without a recommendation. The vote in favor was unanimous.

ITEMS PENDING ANALYSIS

Town of Eastover Sewer Collection System – Mr. Pope state that staff would be meeting with the Mayor and his staff next week as directed by Council.

Approval of Construction Contract for the Paving of 2.15 Miles of Dirt Road in the North Paving Contract – Mr. Pope stated that this item was related to the Wade Kelly Road paving.

Endorsement of Richland County/City of Columbia City-County Steering Committee (Awaiting Guidance from County Council) – Mr. Pope stated that he was awaiting direction from Council regarding this item.

ADJOURNMENT

Ms. Scott moved, seconded by Ms. Dickerson, to adjourn.

The meeting adjourned at approximately 5:34 p.m.

Submitted by,

Norman Jackson, Chair

The minutes were transcribed by Michelle M. Onley

Richland County Council Request of Action

Subject: Ordinance to Prohibit Through Truck Traffic on Bakersfield Road (Road S-40-1380)

A. Purpose

County Council is requested to approve an amendment to the ordinance, Article II. General Traffic and Parking Regulations, Section 17-9 prohibiting through truck traffic on Bakersfield Road within Richland County. The amendment will read “(G) All through truck traffic is prohibited on Bakersfield Road in Richland County.”

B. Background / Discussion

Bakersfield Road serves as the main road through the Skyview Terrace Community. The road is bordered on both sides by residential housing.

Bakersfield Road consists of two lanes of traffic. Over the years the large volume of truck traffic has contributed to the deterioration of the road. In addition, it has turned a quiet community road into a major connector.

In discussions with the South Carolina Department of Transportation (SCDOT), there are other routes that trucks can use to avoid Bakersfield Road. The SCDOT requires an ordinance in order to post and enforce no through truck traffic.

C. Financial Impact

There are no financial impacts to Richland County. Bakersfield Road is maintained by the South Carolina Department of Transportation (SCDOT) and will remain so.

D. Alternatives

There are two alternatives that exist for this project and are as follows:

1. Approve an amendment to the ordinance, Article II. General Traffic and Parking Regulations, Section 17-9 prohibiting through truck traffic on Bakersfield Road within Richland County. The amendment will read “(G) All through truck traffic is prohibited on Bakersfield Road in Richland County.”
2. Do not approve the amendment to the ordinance and allow truck traffic to continue to use Bakersfield Road through the Skyview Terrace Community.

E. Recommendation

It is recommended that County Council approve an amendment to the ordinance, Article II. General Traffic and Parking Regulations, Section 17-9 prohibiting through truck traffic on

Bakersfield Road within Richland County. The amendment will read “(G) All through truck traffic is prohibited on Bakersfield Road in Richland County.”

Recommended by: Teresa Smith, Director

Department: Public Works

Date: 2/1/2007

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 2/14/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Amelia Linder

Date: 2/15/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Both alternatives are legally sufficient; therefore, this request is at the discretion of County Council. A draft ordinance is attached.

Administration

Reviewed by: Tony McDonald

Date: 2/15/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend that surrounding businesses whose trucks use this route be given notice prior to the posting.



South Carolina
 Department of Transportation
 District One Engineering
 1400 Shop Road
 Columbia, South Carolina 29201-4844
 (803) 737-6680 • FAX (803) 253-6401

Aiken County
 Kershaw County
 Lee County
 Lexington County
 Richland County
 Sumter County

RECEIVED

06 DEC 22 AM 10:56

December 15, 2006

RICHLAND COUNTY
 ADMINISTRATORS OFFICE

Mr. J. Milton Pope, Interim Administrator
 Richland County Government
 2020 Hampton Street
 Columbia, South Carolina 29202

Re: Traffic Investigation – Richland County
 Bakersfield Road (Road S-1380)

Dear Mr. Pope:

As requested by a resident along Bakersfield Road, SCDOT has conducted a review to consider prohibiting through trucks on Bakersfield Road from Dutch Square Boulevard to Morninghill Drive.

Based on our review of this request, we have no objections to prohibiting through trucks on Bakersfield Road. However, before the signs can be installed, it will be necessary for Richland County Council to pass an ordinance stating that through trucks are prohibited. If the county passes the ordinance, our maintenance forces will proceed with having the necessary signs erected.

Thank you for your assistance in this matter. If you have any questions, please feel free to contact me.

Sincerely,

M. Thad Brunson
 District Engineering Administrator

MWN:jwb
 cc: Ms. Linda Abee, 1007 Bakersfield Road, Columbia, South Carolina 29210
 File: D1/Richland/CLP

AN EQUAL OPPORTUNITY/
 AFFIRMATIVE ACTION EMPLOYER

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ___-07HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES; CHAPTER 17, MOTOR VEHICLES AND TRAFFIC; ARTICLE II, GENERAL TRAFFIC AND PARKING REGULATIONS; SECTION 17-9, THROUGH TRUCK TRAFFIC PROHIBITED; SO AS TO PROHIBIT THROUGH TRUCK TRAFFIC ON BAKERSFIELD ROAD IN RICHLAND COUNTY, SOUTH CAROLINA.

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 THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. The Richland County Code of Ordinances; Chapter 17, Motor Vehicles and Traffic; Article II. General Traffic and Parking Regulations; Section 17-9, Through Truck Traffic Prohibited; is hereby amended by the deletion of the language contained therein and the substitution of the following language:

Section 17-9. Through truck traffic prohibited.

- a. All through truck traffic is prohibited on Sparkleberry Lane in Richland County, South Carolina.
- b. All through truck traffic is prohibited on Congress Road between Leesburg Road and Garners Ferry Road in Richland County, South Carolina.
- c. All through truck traffic is prohibited on Bynum Road in Richland County, South Carolina.
- d. All through truck traffic is prohibited on Summit Parkway in Richland County, South Carolina.
- e. All through truck traffic is prohibited on Valhalla Drive in Richland County, South Carolina.
- f. All through truck traffic is prohibited on Olympia Avenue between Heyward Street and Bluff Road in Richland County, South Carolina.
- g. All through truck traffic is prohibited on Bakersfield Road in Richland County.

SECTION II. Severability. If any section, subsection, or clause of this Ordinance shall be held by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such finding shall not affect the validity of the remaining sections, subsections, and clauses of this Ordinance.

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 _____, 2007.

RICHLAND COUNTY COUNCIL

BY: _____
Joseph McEachern, Chair

ATTEST this the _____ day of
_____, 2007

Michielle R. Cannon-Finch
Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

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

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

Richland County Council Request of Action

Subject: Ordinance to Permit the Electric Traffic Signalization of County Roads

A. Purpose

County Council is requested to make a policy decision as to whether the county should attempt to construct and maintain Electric Traffic Signalization for County Roads. If new policy is approved, any proposed signal installations must meet the appropriate criteria in the “Manual on Uniform Traffic Control Devices”.

B. Background / Discussion

As Richland County continues to grow at a rapid rate, traffic volumes on our existing road network will continue to grow. With more and more vehicles on the road network, there is an increased percentage of existing county roads/intersections that will require the installation and maintenance of electric traffic signals. In an effort to provide a reasonable and continuous means by which these needs and any subsequent installations can be affected, Richland County must look closer at electric traffic signalization installations.

The county currently has at least one major intersection that is under consideration for signalization, which is the reason for this request. However, we do have other request for installations where the need is not so apparent. The current request is at the intersection of Summit Parkway and Summit Ridge Drive in the Summit Subdivision. This intersection consists of two multilane streets that simply cannot provide for the efficient and safe movement of traffic with three way stops on multi-lanes.

There are many established standards for meeting all the technical requirements for traffic signalization, from; verifying the need for one to be installed to training staff electricians to work on maintaining traffic signals. We are looking for initial overall direction in possible pursuit of a new policy to handle new traffic signals on existing county roads and/or roads that we anticipate may need signalization, at a time long past the initial development period. The County should require any traffic signal installations that may be needed to accommodate new development or major redevelopment projects be the responsibility of developer. However, when that occurs, maintenance must take place in perpetuity.

We could utilize the Summit Parkway/Summit Ridge intersection as a pilot project, at least for construction and maintenance. If it is determined that the County is willing to allow installations, then the County ordinance would have to be revised as indicated below:

Sec.21-11. Traffic engineering.

(a) Traffic engineering on county maintained highways, streets and roads shall be in accordance with the South Carolina Manual on Uniform Traffic Control Devices.

(b) Traffic control ~~signs~~ **devices** on county maintained highways, streets and roads shall comply with the standards contained in the South Carolina Manual on Uniform Traffic Control Devices.

(c) The developer of any new subdivision constructed within the jurisdiction and authority of the county is responsible for the initial installation of all necessary traffic control ~~signs~~ **devices** in accordance with an approved signage plan. The department of public works shall maintain the ~~signs~~ **devices** after acceptance of the streets.

(d) (Code 1976, § 8-1005; Ord. No. 005-03HR, § I, 1-21-03; Ord. No. 052-05HR, §I, 7-12-05)

However, if this code revision is changed we will need to determine how we will pay for construction and maintenance of signals.

Construction may be funded by the County, by the County transportation committee (CTC) or individual developers and maintained by the County, via private contract. It should be noted that the SCDOT and City of Columbia, both of which have existing signal maintenance forces, etc. Discussions were held to identify potential areas of support with each and they have initially indicated an unwillingness to take over maintenance of such signal, on a County facility, due mostly to liability concerns.

It should also be noted that any proposed new developments, that would merit a signal, could not require the developer to install one to be dedicated to the county because the County does not have a policy that allows them and does not have an ordinance that addresses signal maintenance.

C. Financial Impact

There are currently no funds for electric traffic signalization, be it: signal design, construction, maintenance and/or repairs.

All costs associated with addressing new standards, processing requests for signals, signal plan review, etc. will be absorbed within current funding levels by existing county staff with some possible occasional outside assistance.

The cost of design and construction of the simplest and cheapest installation is currently estimated at \$45,000 and can range as high as \$100,000. Currently, the County Transportation Committee (CTC) has agreed to possibly fund a \$45,000 signal construction at the Summit intersection, if the County Council is agreeable to changing the ordinance to allow electric signals and is willing to fund the maintenance of said installation.

Annual electric bill is about \$500. Typical annual maintenance cost for a signal are dictated almost exclusively by unpredictable instances such as auto accident, lightning or unpredictable malfunction. Based on our possible small initial inventory of signalized intersections, it is suggested the County would be best suited to retain a private contractor for semi-annual maintenance and inspection. In addition, this contractor would also serve the

County on an “on-call” basis for the replacement/repair items as needed. The County would set aside an initial amount of \$50,000 for replacement costs that may be required during the course of the year. If the signal were damaged due to an accident, the county could potentially recoup its repair cost by filing a claim with the responsible party’s insurance. If the events were otherwise, the County would have to cover the expense.

D. Alternatives

1. Approve the ordinance change and approve the installation of the electric traffic signals on County roads, conditioned upon CTC funding the design & construction and the County setting aside a minimum of \$50,000 for signal maintenance.
2. Approve the installation of the electric traffic signals and the County funding the design and installation at current (average) estimate of \$50,000 and the County setting aside a minimum of \$50,000 for signal maintenance.
3. Approve the concept of electric traffic signalization and explore funding options.
4. Do not approve ordinance change to allow electric signals by the County.

E. Recommendation

It is recommended that County Council approve the change of county ordinance to allow electric traffic signals and provide the necessary funding to either construct and/or maintain these signals.

Recommended by: Teresa Smith, Director **Department:** Public Works
Date: 2/6/2007

F. Reviews

Finance

Reviewed by: Daniel Driggers Date: 2/15/07
 Recommend Council approval Recommend Council denial
Comments regarding recommendation:

Legal

Reviewed by: Amelia Linder Date: 2/15/07
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: All of the alternatives appear to be legally sufficient; therefore, this request is at the discretion of County Council. A draft ordinance is attached.

Administration

Reviewed by: Tony McDonald Date: 2/22/07
 Recommend Council approval Recommend Council denial

Comments regarding recommendation: Recommend approval in concept, but funding issues need to be further explored. For example, to lessen the burden on the County's general fund, assessment districts could be set up in communities that desire traffic signals, or an additional road maintenance fee could be charged to those communities benefiting from the traffic signals, or regime fees could be used to fund the signals, or developers could share in the cost, etc. While these funding alternatives have not been tested from a legal perspective, they need to be explored as a possible means of providing signalization without overwhelming the County's general fund.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ___-07HR

AN ORDINANCE AMENDING THE RICHLAND COUNTY CODE OF ORDINANCES, CHAPTER 21, ROADS, HIGHWAYS AND BRIDGES; ARTICLE I, IN GENERAL; SECTION 21-11, TRAFFIC ENGINEERING; SO AS TO PERMIT THE CONSTRUCTION AND MAINTENANCE OF ELECTRIC TRAFFIC SIGNALIZATION DEVICES FOR COUNTY MAINTAINED ROADS.

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 21, Roads, Highways and Bridges; Article I, In general; Section 21-11, Traffic Engineering; is hereby amended to read as follows:

Sec.21-11. Traffic engineering.

(a) Traffic engineering on county maintained highways, streets and roads shall be in accordance with the South Carolina Manual on Uniform Traffic Control Devices.

(b) Traffic control ~~signs~~ devices on county maintained highways, streets and roads shall comply with the standards contained in the South Carolina Manual on Uniform Traffic Control Devices.

(c) The developer of any new subdivision constructed within the jurisdiction and authority of the county is responsible for the initial installation of all necessary traffic control ~~signs~~ devices in accordance with an approved signage plan. The department of public works shall maintain the ~~signs~~ devices after acceptance of the streets.

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 July 12, 2005.

RICHLAND COUNTY COUNCIL

BY: _____
Joseph McEachern, Chair

ATTEST THIS THE ____ DAY

OF _____, 2007

Michielle R. Cannon-Finch
Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

Approved As To LEGAL Form Only
No Opinion Rendered As To Content

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

Richland County Council Request of Action

Subject: Request for approval of the revised Traffic Calming Standard

A. Purpose

County Council is requested to approve changes to the previously approved Traffic Calming Standard. The current standard outlines the procedure by which the installation of speed humps will be reviewed and constructed. The proposed changes would incorporate more options to affect the needed impact on traffic and be more comprehensive in the consideration of all affected parties.

B. Background / Discussion

Council approved a traffic calming standard in May of 2005. That standard allows speed humps, exclusively, with many other standard practices excluded. The current standard also outlines citizen and county participation requirements that exclude some critical inputs, particularly, County EMS, Sherriff and maintenance personnel.

In an effort to provide a wider variety of options and continuous means by which speed can be controlled, Richland County must look closer at a multitude of other traffic calming devices that may be utilized and in some cases be more applicable to certain situations.

C. Financial Impact

There are currently funds set aside to implement the Traffic Calming Standard and fund the construction of traffic calming devices. All costs associated with data collection and processing requests will be absorbed within current funding levels. The cost of construction will be borne by funding already set aside with the previously approved traffic calming standard.

D. Alternatives

There are two alternatives that exist for this project and are as follows:

1. Approve the Traffic Calming Standard revisions, as presented.
2. Do not approve the Traffic Calming Standard revisions and forfeit the opportunity to improve the level of input and the variety of devices available.

E. Recommendation

It is recommended that County Council approve the Revised “Traffic Calming Standard”, as attached.

Recommended by: Teresa Smith, Director

Department: Public Works

Date: 2/6/2007

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 2/14/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Amelia Linder

Date: 2/15/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Amending the proposed Traffic Calming Standards is at the discretion of County Council.

Administration

Reviewed by: Tony McDonald

Date: 2/22/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Approval of the revised Traffic Calming Standards will make available a more comprehensive list of measures that can be utilized for traffic calming purposes.



DEPARTMENT OF PUBLIC WORKS
BEST MANAGEMENT PRACTICE STANDARD

F.

STANDARD #31.27(O)

TITLE:	Traffic Calming Standard	NUMBER OF PAGES:	8
EFFECTIVE DATE:	Pending	LEAD AGENCY:	Engineering Division
PREPARED BY:	Howard Boyd, PE County Engineer	AUTHORIZED BY:	Teresa Smith, PE Public Works Director
REFERENCES:	County Traffic Calming Standard , 2006 Revisions	REVIEW DATE:	Effective Date plus (5) years

I. Purpose

To establish criteria and considerations that will allow Richland County to install traffic calming devices on County and State maintained streets in order to mitigate or reduce the negative impact of speeding through residential areas.

II. Definitions

Arterial Highways - Roads that carry longer-distance traffic between important activity and populations centers.

Functional Classification - Refers to the different types or classes of highways that comprise a complete road system.

Impacted Area - Area that is generally a neighborhood area, but can be the same as a petition area, as determined by the Richland County Department of Public Works (DPW) for County maintained streets and in cooperation with the South Carolina Department of Transportation (SCDOT) for State maintained streets.

Local Residential - A street in a residential area used primarily for access to abutting properties and to feed traffic to collector streets.

Mean Speed - The arithmetic average of individual vehicle speeds passing a point on a roadway or lane in miles per hour (mph).

Minor Collector - Roads that link the local system with arterial highways.

Petition Area - Area bounded by surrounding collector or arterial roads, as determined by DPW for County maintained streets and in cooperation with the SCDOT for State maintained streets.

Speed Hump - A raised area of pavement intended to reduce traffic speeds to at or below the posted speed limit.

Traffic Calming Devices (defined by illustration)- See appendix A for details.

III. Background

As Richland County continues to grow at a rapid rate, traffic volumes on our existing road network will continue to grow. With more and more vehicles on the road network, there is an increased percentage of high travel speeds. In an effort to provide a reasonable and continuous mean by which speed can be controlled, Richland County must look closer at **wide range of** traffic calming devices.

IV. Policy

A. General

E effective traffic calming measures **can** safely reduce vehicle speeds on streets when installed in accordance with **standard** provisions. For **traffic calming devices** to be effective, they must be located specifically in accordance with well defined traffic engineering criteria for the sole purpose of mitigating documented speeding situations.

The Traffic Calming Standards identifies criteria used to determine the viability of **traffic calming** installations. Also outlined in **typical** standards is the mandatory neighborhood support needed for approving installations and cost responsibilities associated with the installation of the **traffic calming devices**.

The Department of Public Works (DPW) will be responsible for the implementation of the Traffic Calming Standard for all public streets, to include all County maintained streets, within Richland County, excluding areas within the City of Columbia.

In addition, any municipalities within Richland County that currently have an Intergovernmental Agreement with Richland County will be responsible for sharing equally, legal liability for the installation of **traffic calming devices** on all streets.

B. Criteria for Traffic Calming Installation

Traffic calming devices shall be considered for installation only when a location meets all of the criteria. **Exceptions may be allowed, by vote of Council.** The criteria are as follows:

1. The **traffic Calming devices** shall be located on a paved street with a Functional Classification designation of a “local residential” or “minor collector”;
2. The street shall not have more than one moving lane in each direction and shall be at least 1000 feet in length;
3. Traffic volumes on the street shall be more than 500 vehicles per day but less than 4000 vehicles per day;
4. The street must have a speed limit of 30 miles per hour (mph) or less.
5. The street shall have a minimum of 40% cut through traffic (State maintained streets only);
6. The mean speed on the street shall be at last 5 miles per hour (mph) over the posted speed limit;
7. The street shall not be a route that is heavily used due to the close proximity of emergency vehicle facilities;
8. Primary accesses to commercial or industrial sites are not eligible.
9. Any street selected for the installation of speed humps shall not be resurfaced within 5 years of the installation of the speed humps.

IV. Procedures

A. Request for Traffic Calming Devices

The procedure to request the installation of **traffic calming devices** in Richland County shall be as follows:

1. The installation of **traffic calming devices** shall be considered only upon written request of a resident living on the subject street where the speed humps are requested or a written request from the President of an organized Home Owner’s Association (HOA). All requests shall be sent to the following:

Richland County
Department of Public Works (DPW)
400 Powell Road

Columbia, South Carolina, 29203
Director of Public Works

2. The written formal request shall assign a Point of Contact (POC) to represent the HOA or subject street. The POC must be willing to serve as a contact person with whom DPW can work with throughout the **traffic calming devices** request process. Other duties for the POC are described below.
3. The written formal request shall also include the Payment Method selected by the requesting neighborhood/community or HOA. The Payment Methods are described in the below Section C. **traffic calming device** Costs.
4. Upon receiving the request, DPW will perform a review of the subject street to ensure that the street meets all criteria referenced in the Traffic Calming Standard. DPW will perform all necessary vehicle counts and speed evaluations. **DPW will contact Maintenance, Sherriff and EMS for their input on the requests.**
5. If the street is County maintained, DPW will determine the eligibility of the street. A written formal response will be sent to the POC. The response will report the findings of the review and if the subject street meets all of the criteria for **traffic calming devices** installation.
6. If the street is maintained by the State, DPW will forward all data collected to the District Traffic Engineer for South Carolina Department of Transportation (SCDOT) for their concurrence.
7. Subject streets that are not eligible for **traffic calming devices** installation may re-request the **traffic calming device** installation after a two-year waiting period.

B. Neighborhood Support Documentation

Once a request has passed the criteria for **traffic calming device** installation, the support of the neighborhood and the impacted areas must be documented as described below:

1. If a street is determined eligible for consideration, a petition area will be defined by DPW for County maintained streets and in conjunction with the SCDOT for State maintained streets.
2. After a petition area is determined, DPW will meet with the designated POC for the request to discuss the petition area and the POC's responsibilities. In addition, DPW will supply the POC with petition forms (See Appendix C) to complete.
3. The POC will be responsible for obtaining a minimum of 75% of the total occupied households or businesses within the designated petition area. The POC

will have 3 months (a deadline will be given at the meeting) to complete the petition process and submit the documentation to DPW.

4. If the minimum 75% concurrence within the petition area is not met, the request for **traffic calming devices** will be denied. In addition, if the petition process is not complete within the 3 month time frame, the request for **traffic calming devices** will be denied. A written formal response will be sent to the POC indicating that the request is denied and the appropriate reason.
5. If the minimum 75% concurrence within the petition area is met and submitted within the 3 month time frame, the request will be approved and the location of the **traffic calming devices** will be determined.

C. Traffic Calming Costs

1. Payment Method 1

If all criteria are satisfied and all neighborhood support documented as described above, the Home Owner's Association (HOA) will be responsible for payment of all costs associated with the installation of the **traffic calming devices**. If a HOA is not established in a neighborhood, then the residents of the subject petition area will be responsible for payment of all costs associated with the installation of the **traffic calming devices**. Payment will include costs of material, construction, signing, and striping. However, due to availability of staff and funding, the following restrictions apply:

- a. No more than 5 requests will be accepted and processed each calendar year for the installation of **traffic calming devices** paid by others. Payment must be made to RICHLAND COUNTY prior to advertisement of contract and the amount will be based on engineer's estimate of construction cost.
- b. After 5 requests are processed; the remainder will be placed on a waiting list for processing in the next calendar year. Requests will be processed on a first come, first serve basis based on the date of the written formal request received by DPW.

2. Payment Method 2

If all criteria are satisfied and the neighborhood support documented as described above, the DPW will be responsible for payment of all costs associated with the installation of **traffic calming devices**. Payment will include costs of material, construction, signing, and striping. However, due to availability of staff and funding, the following restrictions apply:

- a. No more than 5 requests will be accepted and processed each calendar year for the installation of **traffic calming devices** paid by DPW. If costs of

approved requests exceeds available funds, construction will take place on devices in chronological order of receipt of request.

- b. After 5 requests are processed; the remainder will be placed on a waiting list for processing in the next calendar year. Requests will be processed on a first come, first serve basis based on the date of the written formal request.

See Appendix B for some typical costs of various devices.

D. Location of *Traffic Calming Devices*

DPW staff, under the direct supervision of the County Engineer, will determine the final location of all **traffic calming devices** in accordance with these standards, in accordance with safe engineering principles and based on, but not limited to, the following guidelines:

1. The **traffic calming devices** shall not be located within 200 feet of a stop sign or a traffic signal on the selected street;
2. The **traffic calming devices** shall not be located within a horizontal curve with a 300 foot radius or less;
3. The **traffic calming devices** shall be installed in a vertical curve with inadequate stopping sight distance and with a grade of 8% or less;
4. Drainage on the street shall not be compromised due to the installation of the **traffic calming devices**;

E. Scheduling and Construction

DPW will process a maximum of 10 requests for **traffic calming devices** per calendar year. The cut off to receive a request to be considered is September 30th of each year. Any request received after September 30th will be processed in the next calendar year.

Construction of the approved **traffic calming devices** will occur in the next calendar year. For example, after 10 requests are processed in calendar year 2006, the construction of the approved **traffic calming devices** resulting from the requests will be constructed in Calendar year 2007. The following is a general outline of the time frame for the approval and installation of **traffic calming devices**:

September 30th Deadline for all requests for that particular calendar year

December 31st Deadline for staff review period (3 month time frame)

February 28th Deadline for petition submission (2 month time frame)

March	Include approved traffic calming devices in Engineer's contract for resurfacing
April	Advertise construction of traffic calming devices with yearly resurfacing project. Payment must be in hand for neighborhood's selecting payment option #1.
May	Open Bids and send results to Development & Services Committee
June	Council approval of award of contract and meeting minutes
July	Award contract and issue Notice to Proceed (NTP)

In addition, all **traffic calming devices** will be constructed in accordance with SCDOT Construction Details. Please refer to SCDOT Manual "Traffic Calming Guidelines".

F. Traffic calming devices Removal

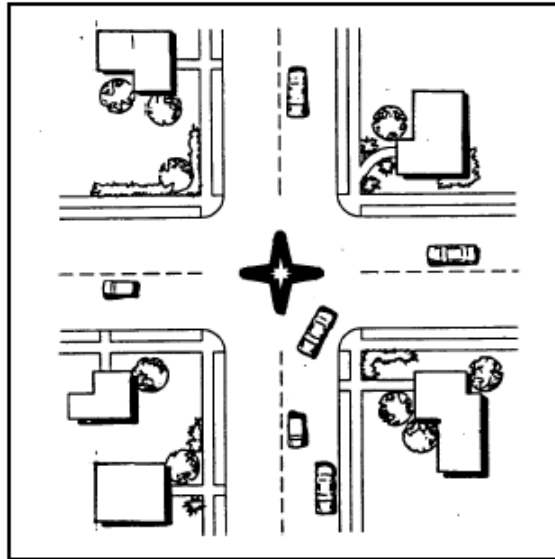
In order to have **traffic calming devices** removed, the following criteria must be applied:

1. The **traffic calming devices** considered for removal must be in place for a minimum of two years.
2. If one **traffic calming device** is requested to be removed on a street with multiple **traffic calming devices**, the DPW will review all locations to determine if additional **traffic calming devices** must be included in the removal process. The removal of one **traffic calming device** in a series may have an adverse impact on traffic speeds on that street.
3. In order for **traffic calming devices** to be removed, a formal written request must be sent to the Director of Public Works. A POC must be assigned in this request.
4. A petition must be obtained from the original designated petition area. The POC will be given this information by DPW.
5. The POC will be responsible for obtaining a minimum of 75% of the total occupied households or businesses within the designated petition area.
6. If a request fails to meet the 75% minimum, the request to remove the **traffic calming devices** will be denied.
7. If a request meets the 75% minimum, the requested and/or designated **traffic calming devices** will be removed by DPW at the expense of the requesting neighborhood/community, HOA or by the residents along the subject street. Costs associated with the removal of **traffic calming devices** will not be incurred by Richland County.

8. DPW will receive a cost from a contractor currently under contract or solicit three quotes to remove the **traffic calming devices**. This cost will be submitted to the POC. Once a check is received from the POC to Richland County, the work to remove the speed humps will start.

Appendix A

STAR DIVERTER

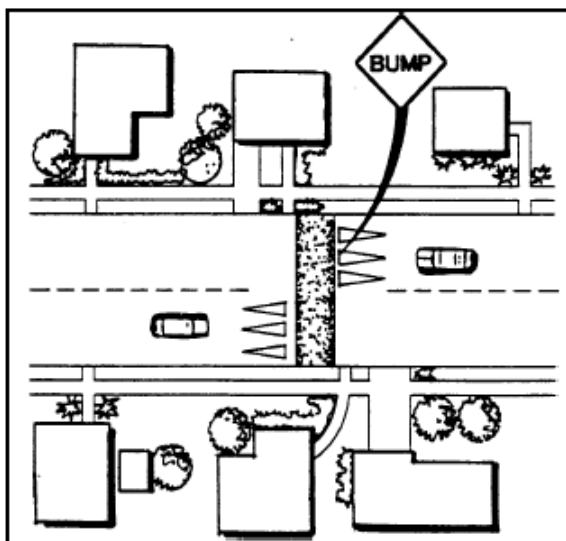


The **star diverter** is a raised island permitting only right turns at an intersection, similar to a forced turn island. They are often compared to the traffic circle (see *Speed Control Measures*), but are more restrictive. Star diverters are the least common installations among volume control measures.

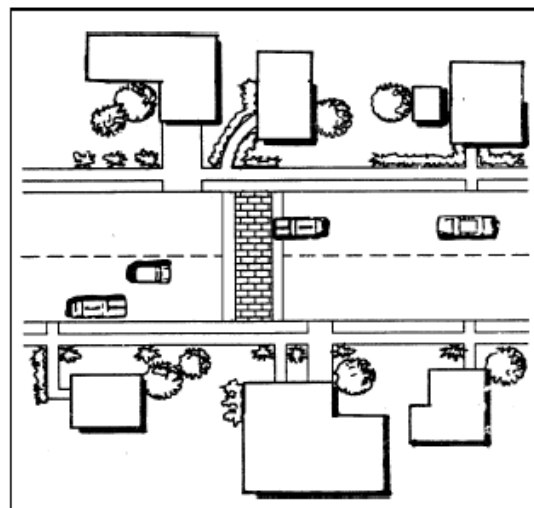
Star diverters can typically be designed and constructed for approximately \$10k.

Phase II - Speed Control Measures are primarily used to address speeding problems

SPEED HUMPS (road humps, undulations)



SPEED TABLES (trapezoidal humps, speed platform)

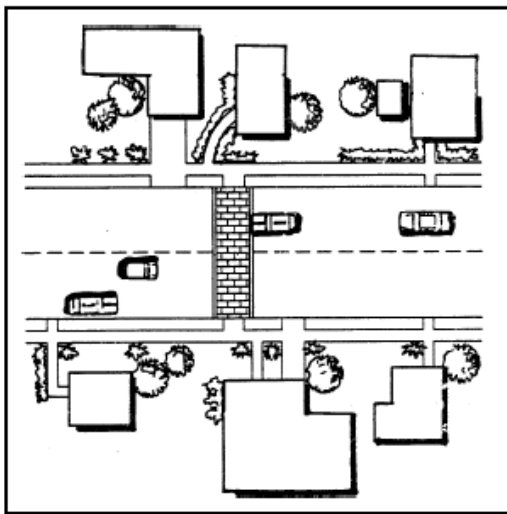


by changing vertical alignment, changing horizontal alignment, or narrowing the roadway. Their intent is to slow traffic in an area.

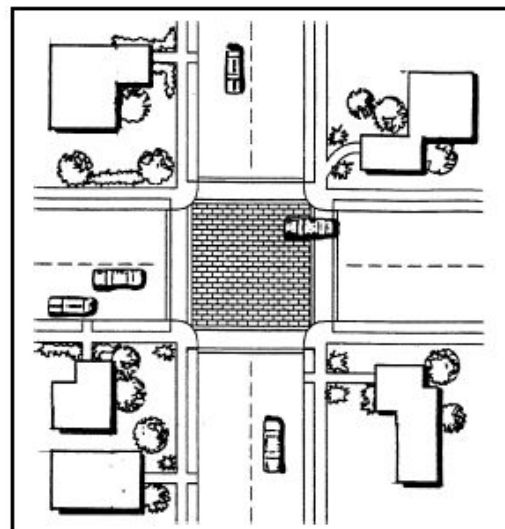
Speed humps are rounded raised areas placed across the road. ITE recommends that a speed hump be 12 feet long (in the direction of travel), 3 to 4 inches high, parabolic in shape, and have a design speed of 15 to 20 mph. Other humps have also been used successfully, including 22-foot long humps and humps with rounded, sinusoidal, and circular profiles. They have been rated well for low cost and effectiveness in reducing vehicle speed and negatively for appearance and legal liability. To alleviate controversy from emergency services, the “split” or “offset” speed humps were created. Split humps extend from curb to centerline on one side of the street and then, separated by a gap, continue on the other side allowing fire trucks to weave around them.

Speed tables are essentially flat-topped speed humps often constructed with brick or other textured materials on the flat section. The textured surface provides a visual cue to the driver that the road is changing who must adapt by slowing. The most common speed table (designed by Seminole County, FL) is 3 to 4 inches high and 22 feet long (in the direction of travel), with 6-foot ramps at the ends and a 10-foot field on top. Speed tables have an 85th percentile speed of 25 to 30 mph, are less jarring than the standard speed hump, and have better aesthetic appeal. The speed table can be used on higher classification roads and is more expensive than the speed hump.

RAISED CROSSWALKS
(raised crossings, sidewalk extension)



RAISED INTERSECTIONS
(raised junctions, intersection humps, plateaus)

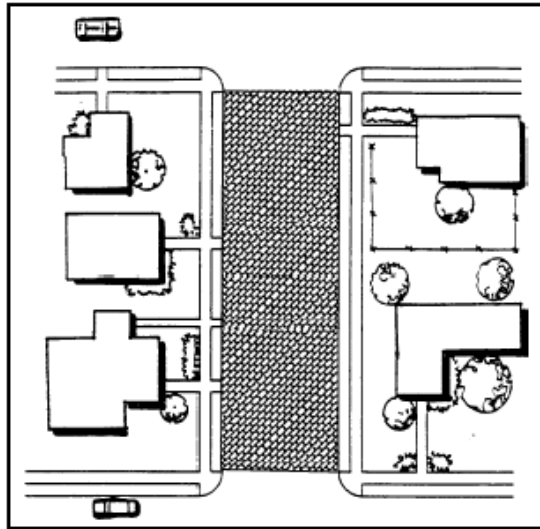


Speed humps and speed tables can be installed for costs ranging from \$1k to \$7K (per unit), depending on the type and design.

Raised crosswalks are mid-block speed tables using with crosswalk markings and signage to indicate the pedestrian crossing to drivers and direct pedestrians to the crossing. A raised crossing brings the street up to sidewalk level, or slightly below to provide a “lip” for the visually impaired. Slowed traffic and enhanced pedestrian visibility improve safety at the crossing.

Raised intersections are speed tables covering entire intersections, with ramps on all approaches using brick or other textured materials on the flat section. The textured surface provides a visual cue to the driver to slow down. These intersections rise to sidewalk level, or slightly below to provide a “lip” for the visually impaired. They make entire intersections into pedestrian territory.

TEXTURED PAVEMENTS

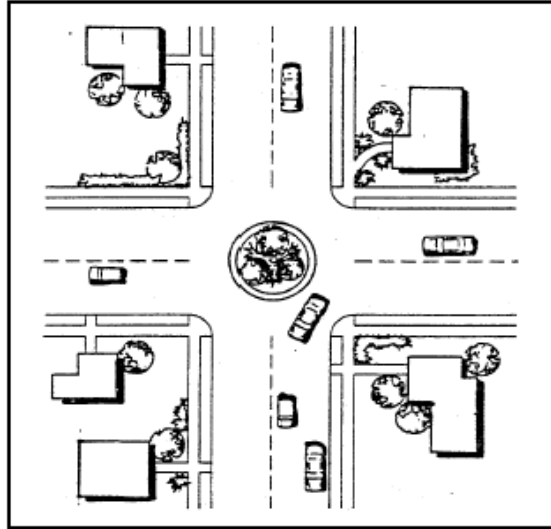


The cost for installation of raised crosswalks and raised sidewalks will range from \$150 to \$250 per square foot.

Textured pavements are roadway surfaces paved with brick, concrete pavers, stamped asphalt, or other surface materials that produce constant small changes in vertical alignment. These surfaces also provide a visual cue that the road is changing and the driver must adapt by slowing. Textured pavements aim to mimic the effect of old cobblestone and brick streets on travel speeds. However, they can present difficulties to pedestrians and bicycles, particularly in wet conditions.

Textured pavement can be installed for a cost ranging from \$20k to \$40k per city block (500 feet), depending upon the texture type selected.

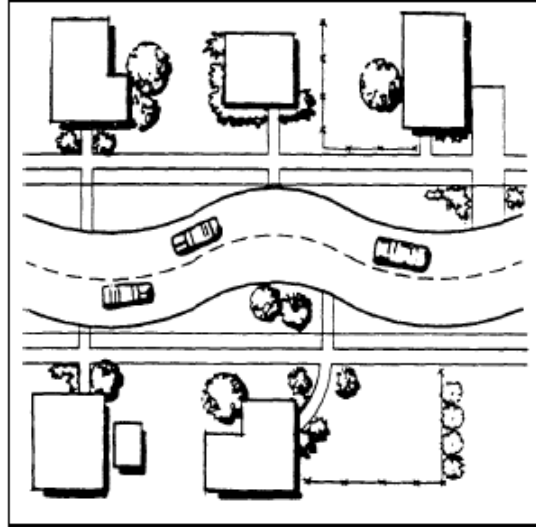
NEIGHBORHOOD TRAFFIC CIRCLES (intersection islands)



Traffic circles are raised islands, placed in intersections, around which traffic circulates. They are typically controlled by YIELD signs on all approaches. Traffic circles impede the through movement and force drivers to slow down to yield. Traffic circles are not as controversial as speed humps, but also raise concerns such as the inability of large vehicles to turn at small-radius curves. This impact to truck movements has led some jurisdictions allow the left movement through the circle.

Traffic circles can be designed and installed for costs ranging between \$4k and \$40k, depending upon the type and dimensions of the circle. This cost could also increase significantly if street reconstruction is required to expand the traffic circle geometrics to roundabout proportions – for higher volume applications.

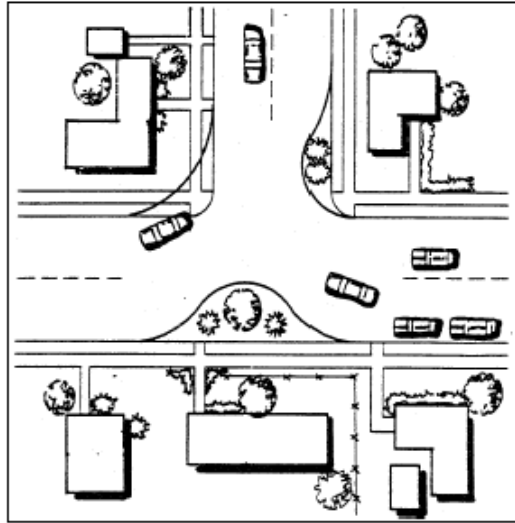
CHICANES (deviations, serpentine, reversing curves, twists)



Chicanes utilize a series of curb extensions alternating from one side of the street to the other and form S-shaped curves. They are less common than traffic circles, partly because of the high costs of curb realignments and potential relocation of drainage structures. Improperly designed chicanes may still permit speeding by drivers cutting straight paths across the centerline.

Typically, Chicanes may require total street reconstruction over several blocks to realize the desired effects. The cost of this reconstruction can range between \$20,000 and \$60,000 per city block (500'), depending on the desired aesthetic treatment.

REALIGNED INTERSECTIONS (modified intersections)

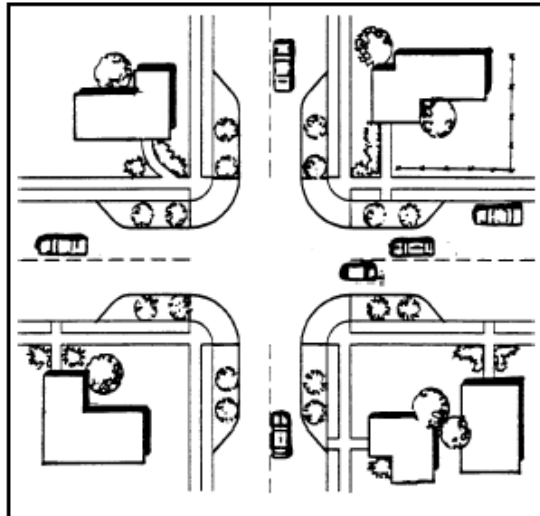


Realigned intersections involve changes to the road alignment that convert T-intersections with straight approaches into curving streets that meet at right angles. A former through movement along the top of the T becomes a turning movement.

The cost for this alternative can be extremely high. In most cases, significant roadway reconstruction and drainage adjustments are required. In addition, this alternative can also require additional right-of-way acquisition, and can create substantial impacts to adjacent properties. It is roughly estimated that this alternative treatment can be implemented for a cost ranging from \$10k, to over \$100k.

NECKDOWNS

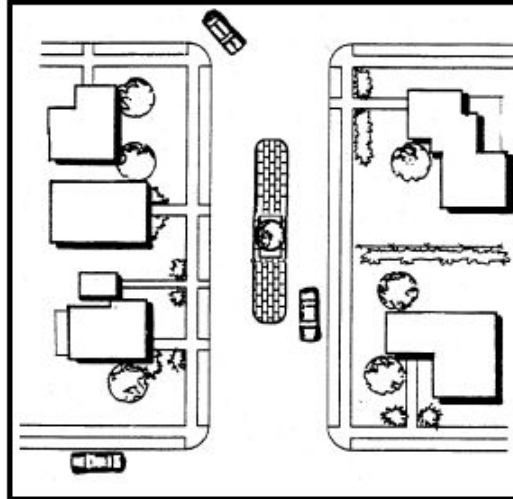
(nubs, bulbouts, knuckles, intersection narrowings, corner bulges, safe crosses)



Neckdowns utilize curb extensions at intersections to reduce roadway width thereby shortening pedestrian crossing distance and enhancing pedestrian visibility. Neckdowns are the most common type of street narrowing. Issues to consider with neckdowns include drainage structure relocation, parking or truck movements, landscaping, and location of bus stops.

Neckdowns can typically be designed and constructed for costs ranging from \$5k to \$100k.

CENTER ISLAND NARROWINGS
(midblock medians, median slowpoints, median chokers)

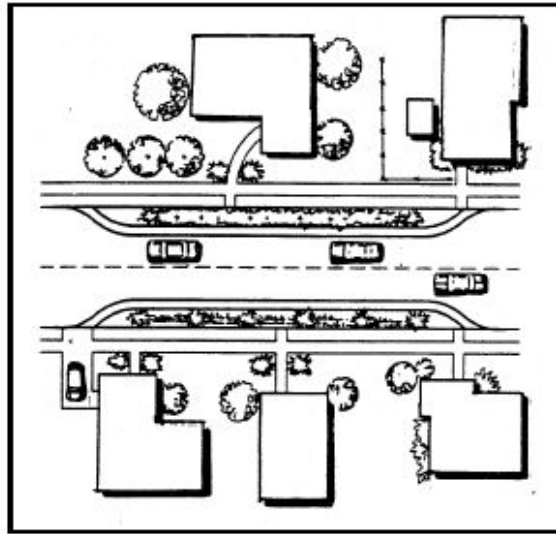


Center island narrowings are raised islands installed along the centerline of a street to narrow the travel lanes at that location. They are often landscaped to provide a visual amenity and neighborhood identity. When used as short interruptions to an otherwise open street cross-section, they can result in slowed average traffic speeds.

Center island narrowing can be installed for costs similar to median barriers, as discussed in the preceding section.

CHOKERS

(pinch points, midblock narrowings, midblock yield points, constrictions)



Chokers utilize curb extensions at midblock to narrow a street by widening the sidewalk or planting strip. Chokers can leave the street cross-section with two narrow lanes or just one lane. If the roadway is narrowed down to one lane, the lane may be parallel to the alignment (*parallel choker*) or angled to the alignment (*angled choker*). Chokers will typically result in a net reduction of on-street parking space.

Construction of Chokers is very similar in scope as installation of traffic diverters and neckdowns. In these cases, the redesign must include provisions for curb and gutter, adjustment/installation of catch basins, and landscaping appurtenances. For planning purposes, it is estimated that chokers can be installed for cost ranging between \$7k and \$50k per city block, depending on the design chosen.

Speed Reduction Note:

It is generally agreed that changes in horizontal alignment (e.g., Chicanes) or vertical alignment (e.g., Speed Humps) will typically result in the most effective means to physically control speed. Alternatively, neckdowns, island narrowing, and chokers are installed to reduce speed by reducing the available lane widths to drivers. Research indicates that speed reduction through narrowing of lanes may result in only minor impacts on average travel speeds, and will usually have little or no effect on maximum speeds. Combining lane narrowing (10' or less) with other treatments which psychologically impact driver perception (e.g., foliated trees near the roadway, minimum building setbacks, etc.) will usually (but not always) result in a net slowing effect.

Appendix B

Table B-1. Cost Estimates for Typical Traffic Calming Measures

Traffic Calming Measure	Sample Cost Estimates			
	Low Estimate	High Estimate	Aesthetic Treatment Possible?	Annual Maint. Cost
Full Closures	\$5,000	\$30,000	Yes	1%-5%
Half Closures	\$5,000	\$25,000	Yes	1%-5%
Diagonal Diverters	\$15,000	\$40,000	Yes	1%-5%
Median Barriers	\$50,000	\$20,000	Yes	1%-5%
Forded Turn Islands	\$5,000	\$10,000	Not typically	Min.
Speed Humps/Tables	\$1,000	\$5,000	No	Min.
Raised Intersections	\$20,000	\$75,000	Yes	1%-5%
Traffic Circles	\$3,500	\$30,000	Yes	1%-5%
Chicanes	\$10,000	\$100,000	Yes	1%-5%
Chokers	\$7,000	\$70,000	Yes	1%-5%

Richland County Council Request of Action

Subject: Approval of Contract with Lyn-Rich Contracting Company for renovations at the Pine View Road EMS Station

A. Purpose

The purpose of this report is to obtain Council's approval to award a contract to Lyn-Rich Contracting Company for the renovation of the Pine View Road EMS Station. Funding is available. No other funds are needed.

B. Background / Discussion

The Emergency Services Department purchased a building located at 1910 Pine View Road to be used as an EMS station. The building will replace a trailer currently being used as the station. The Pine View Road building must be renovated to meet the requirements of EMS including an enclosed bay for the ambulance. Three bids were received:

Lyn-Rich Contracting Company	\$175,800
Monteray Construction	\$210,200
Custom Steel Fabricators	\$222,000

The lowest responsible and responsive bidder is Lyn-Rich Contracting Company for \$175,000. The Procurement Department recommends adding a fifteen (15%) contingency of \$26,370. The total amount of the award to include the contingency is \$202,170.

C. Financial Impact

Funds are budgeted in the Emergency Services construction bond and are available for this project in account 2210348. No other funds are needed.

D. Alternatives

1. Accept the bid and award the contract to Lyn-Rich Contracting Company.
2. Do not accept the bids and re-bid the project.
3. Continue to use the trailer as a station.

E. Recommendation

It is recommended that Council award the bid to Lyn-Rich Contracting Company for \$175,800 and allocating a contingency of \$26,370 for a total of \$202,170.

Recommended by: Michael A. Byrd **Department:** Emergency Services **Date:** 02/13/07

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 2/15/07

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Funds are available in EMS capital project bond.

Procurement

Reviewed by: Rodolfo Callwood

Date: 2/16/07

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Amelia Linder

Date: 2/20/07

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Administration

Reviewed by: J. Milton Pope

Date: 2/20/07

✓ Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend approval...budgeted funds are available.

Richland County Council Request of Action

Subject: Request to enter into a partnership with Clemson University's Institute for Economic and Community Development for the purpose of developing a 5 year strategic plan

A. Purpose

Council is request to review the proposed scope of services and approve entering into a partnership with Clemson University's Institute for Economic and Community Development for the purpose of developing a 5 year strategic plan for the County.

B. Background / Discussion

During the 2007 annual retreat, Council directed the County Administrator to look into the feasibility of forming a partnership with Clemson University's Institute for Economic and Community Development (CIECD) for the purpose of developing a strategic plan for the county. Following an initial meeting with county staff, Dr. Mac Horton and Mr. Ben Boozer spoke to the Development and Services committee on January 23, 2007 and explained the strategic planning services that they could offer to the county. The committee directed staff to have a follow up meeting with representatives from the institute to develop a scope of services and determine any related costs to be assumed by the county.

Staff met with representatives from the CIECD in February 2007 to discuss the scope of services, timeline, and costs relating to the development of a strategic plan. The county presented a draft scope of services and timeline, based on the citizen-centered model used in Prince William County, Virginia, for consideration by the CIECD. The proposed draft incorporated several phases to be conducted over a yearlong process:

- Phase 1:** Data Collection
- Phase 2:** Data Analysis
- Phase 3:** Council Work Sessions
- Phase 4:** Task Force Meetings / Drafting of Strategic Plan
- Phase 5:** Council Consideration and Adoption
- Phase 6:** Implementation
- Phase 7:** Evaluation

Following the meeting, CIECD staff reviewed the information and presented to the County Administrator with a draft proposal for the development of a strategic plan for Richland County. In its proposal, the CIECD has offered to undertake most of the responsibilities listed under each of the phases, such as holding community meetings in each council district, working with council and appointed task forces, and assisting in annual evaluation of the plan's implementation. The draft document is included as attachment for council's consideration.

C. Financial Impact

The Clemson Institute for Economic and Community Development has offered to bear the full cost of implementing the scope of services, with a few exceptions.

The CIECD has requested that staff be responsible for developing issue papers during Phase II (data analysis) of the planning process. These issue papers are an informational tool used by members of council and staff when considering and prioritizing issues for inclusion into the strategic plan. Issue papers will illustrate the current state of the top ten issue areas identified by citizens during community meetings, and provide baseline statistics which the county can use to evaluate progress in future years. Due to staffing limitations, the County Administrator has recommended that this function can be undertaken largely by interns from local graduate programs hired during the summer months. The cost of hiring interns may be absorbed in the Administrator's budget.

Clemson has also requested that the county appoint a staff member to act as the primary liaison between the county and the CIECD, as well as provide marketing support for the dissemination of information regarding community meetings. These requests can be fulfilled without any additional staffing or funding needs.

Additionally, the county would be responsible for any work requested that would require the use of consultants.

D. Alternatives

1. Approve the request to enter into a partnership with Clemson University's Institute for Economic and Community Development for the purpose of developing a 5 year strategic plan for the County.
2. Do not approve the request.

E. Recommendation

Approval of this item is at the discretion of County Council.

Recommended by: Joe Cronin **Department:** Administration **Date:** February 12, 2007

F. Reviews

Finance

Reviewed by: Daniel Driggers

Date: 2/23/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Legal

Reviewed by: Amelia Linder

Date: 2/23/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Both alternatives appear to be legally sufficient; therefore, this request is at the discretion of County Council.

Administration

Reviewed by: J. Milton Pope

Date: 2/23/07

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Approval of this request is necessary for Richland County to strategically prioritize programs and service needs of our community over the next four or five years.

DRAFT

A PROPOSAL

FOR

THE DEVELOPMENT OF A STRATEGIC PLAN FOR RICHLAND COUNTY

It is proposed that Richland County enter into a partnership with Clemson University through its Institute for Economic and Community Development located in Columbia for the purpose of developing a 5 year strategic plan for the County.

This process would begin on April 1, 2007 and be completed by March 31, 2008 and would follow the scope of services detailed below:

The Clemson Institute for Economic and Community Development would:

- > Conduct at least 2 public meetings in each of the eleven County Council Districts to determine issues important to the residents of those districts
- > Conduct other fact finding exercises as may be deemed appropriate.
- > Based on the citizen input determine priority issues facing the County
- > Summarize the citizen responses.
- > Meet with County Council in a work session to review the citizen response and reach consensus on the 5 most critical and strategic issues
- > Work with County staff to develop white papers on each of the prioritized issues
- > Meet with Council to craft a vision, mission and values statements.
- > Work with Council to create 5 task forces (one for each issue area) to include Council members (2) representatives of municipalities, civic groups, non-profits, business representatives, university representatives and citizens at large
- > Facilitate the task forces in the development of goals, strategic objectives and measurable outcomes for each issue area.
- > Compile the task force outputs into a draft strategic plan
- > Meet with Council to review, revise, and refine the draft strategic plan.
- > Provide opportunities for citizen comment on the proposed plan during a special public hearing.
- > Work with County Council and staff to adopt the plan.
- > Conduct annual evaluations of implementation progress.

This effort will be staffed by the Clemson Institute for Economic and Community Development and selected field staff. The CIECD staff will be responsible for all logistics and marketing for the public meetings.

The County agrees to provide such maps, planning studies or such other documents as may be necessary for the successful promulgation of this partnership effort.

The County also agrees to designate a primary contact through with the CIECD will work in scheduling meetings with County Council and will assist the CIECD with marketing the meetings and will develop the white papers indicated above.

The Clemson Institute for Economic and Community Development will bear the full cost of implementing the scope of services described above. Should the County request additional work that might require the hiring of outside consultants, that cost must be borne by the County.

Richland County Strategic Plan

Proposed Timeline

Richland County Administration & Clemson University IECD

Goal: Develop a five-year strategic plan that will proactively guide county policies in certain strategic issue areas as identified by the community.

Phase I – Data Collection (March – June 2007)

- A series of community meetings will be held throughout the county to receive input from interested members of the community.
 - Two community meetings will be held in each Council district (22 total meetings)
 - Participants will be asked to respond to three key questions:
 - Where do you want your community to be five years from today? (*Vision*)
 - What do you expect from Richland County government? What is its proper role in the community? (*Mission, Values*)
 - What are the most important issues that the county should address over the next five years? (*Priorities*)
- Focus groups will be held with elected and appointed officials from each of the six municipalities in Richland County.

Phase II – Data Analysis (June – August 2007)

- The list of priorities identified by the community will be consolidated and/or narrowed down to a more manageable number (ten issue areas.)
 - Work papers will be developed for each of the ten highest priority issues identified by the community.
 - These work papers will survey the current status and provide relevant statistics for each of the ten issue areas.
 - Work papers will give council a more thorough understanding in each issue area, allowing for more informed decisions to be made.
 - Work papers may also identify base line numbers which can be used in evaluating progress towards goals and objectives in the future.
- Citizen responses to questions about the county's vision, mission, and values will be summarized for presentation to council.

Phase III – Council Work Sessions (September 2007)

- Council will hold a work session to develop a vision, mission, and values statement.
- Council will hold a second work session to consider the ten issue areas identified by the community and analyzed by staff.
 - During this meeting, Council will select approximately five issue areas for inclusion into the five year strategic plan.

Phase IV – Task Force Meetings / Drafting the Strategic Plan (October – December 2007)

- Council will create specialized task forces to study and make recommendations on each of the five issue areas.
 - Administration recommends that two council members participate on each of the five task forces.
 - Council will select additional task force members, including representatives from the business community, non-profits, civic groups, colleges and universities, other municipalities, as well as interested citizens.
 - The county administrator will select appropriate staff members to act as liaisons to each of the task forces.
 - Task forces will develop goals, strategies, objectives, and measurable outcomes for each of the five issue areas.
 - Task force recommendations will be compiled into a draft strategic plan.

Phase V – Consideration and Adoption of the Strategic Plan (January – February 2008)

- The draft strategic plan will be presented to council for discussion during the 2008 annual retreat.
 - Council will review the draft strategic plan, and make any updates or changes, as needed.
 - Any changes to the strategic plan will be incorporated into a final draft.
- The final draft of the strategic plan will be made public.
- Council will hold a special public hearing, and citizens will be invited to comment on the proposed strategic plan.
- Council adopts the strategic plan.

Phase VI – Implementation (Budget Year 2008-09)

- Assuming the strategic plan is adopted by council in early 2008, the plan will be implemented beginning with the 2008-09 budget.
 - The plan will guide county policy for the 2008-09, 2009-10, 2010-11, 2011-12, and 2012-13 fiscal years.

Phase VII – Annual Evaluation (Ongoing through 2013)

- At the conclusion of each fiscal year, data will be collected and analyzed to assess whether progress is being made toward reaching the plan's stated outcomes.
 - Based on the analysis, staff will recommend changes in policy, service delivery, and funding levels in subsequent budget years to achieve the plan's desired outcomes.
- The plan will be updated on an annual basis.
- Beginning in 2012, the strategic planning process will begin anew. The new plan will be adopted in early 2013, and implemented in the 2013-14 budget year.

Richland County Council Item for Information

Subject: Status of Landfill Space and Recycling in Richland County

A. Purpose

To provide Council information on the status of Landfill Space and Recycling in Richland County.

B. Background / Discussion

There currently are two active Municipal Solid Waste (MSW) landfills in Richland County, Screaming Eagle owned by Waste Management and one other owned by Allied. Using projections based on information provided in the South Carolina Department of Environmental Compliance 2005 Annual Report, Screaming Eagle has approximately nine (9) years of remaining capacity at the current disposal rate and the MSW owned by Allied has less than one year.

There have been no options identified beyond the life of these two facilities for disposal of MSW in Richland County if these two facilities are not allowed to expand.

There are thirteen (13) years remaining on Richland County's contract for disposal of MSW with Waste Management at Screaming Eagle. This is a 25 year contract that started in 1995 and renews every five years.

The Richland County landfill is the only active Construction & Demolition (C&D) landfill in Richland County. There is a life expectancy of approximately 2 years remaining in the current active cell. A permit has been issued to develop an additional cell with a life expectancy of 12 years and adequate space exists for one additional cell within the current property boundaries which has a life expectancy of approximately 8 years. In total, the Richland County C&D landfill has a life expectancy of up to 22 years based on current disposal rates, available real estate, and current SCDHEC requirements.

C. Financial Impact

There is no financial impact associated with this request.

D. Alternatives


Receive as information.

E. Recommendation

This item is for information only.

Submitted by: Teresa C. Smith, P.E. **Department:** Public Works **Date:** 02/13/07

 Residential Recycling -  Annual Material Tonnage - 2006

 The figures presented below are annual totals for your jurisdiction. They have been normalized from other units (if any) to **tons**.

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Glass	2006 data Tons Collected	2005 data <i>Tons Collected</i>
CONTAINERS & PACKAGING - BROWN - Tons All Programs		243.27
CONTAINERS & PACKAGING - CLEAR - Tons All Programs		211.13
CONTAINERS & PACKAGING - GREEN - Tons All Programs		371.10
CONTAINERS & PACKAGING - (NOT SORTED BY COLORS) - Tons All Programs	65.35	

Total Glass **65.35** **825.50**

Metal	2006 data Tons Collected	2005 data <i>Tons Collected</i>
ALUMINUM CANS - Tons All Programs	65.00	208.50
STEEL CANS - Tons All Programs	130.70	417.20
OTHER/MIXED SCRAP METAL - Tons All Programs	1,120.82	

Total Metal **1,316.52** **625.70**

Paper	2006 data Tons Collected	2005 data <i>Tons Collected</i>
CARDBOARD - Tons All Programs	1,176.30	556.10
MAGAZINES - Tons All Programs		417.10
NEWSPAPERS AND INSERTS - Tons All Programs	4,247.75	5,005.13
PHONE BOOKS - Tons All Programs		28.20

Total Paper	5,424.05	6,006.53
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Plastics	2006 data	2005 data
	Tons Collected	<i>Tons Collected</i>
PETE (1) - POLYETHYLENE TEREPHTHALATE		
- Tons All Programs	65.35	
COMMINGLED #1 & #2		
- Tons All Programs	98.03	347.60

Total Plastics	163.38	347.60
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Miscellaneous	2006 data	2005 data
	Tons Collected	<i>Tons Collected</i>
CONSUMER ELECTRONICS		
- Tons All Programs	24.00	
RECHARGEABLE BATTERIES		
- Tons All Programs	3.40	
USED OIL FILTERS		
- Tons All Programs	3.80	5.52

Total Miscellaneous	31.20	5.52
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Totals		
Total tons All Programs collected	7,000.50	7,810.85