



CITY OF COLUMBIA  
WORK SESSION MINUTES  
TUESDAY, DECEMBER 16, 2014  
CITY HALL – 1737 MAIN STREET  
2<sup>nd</sup> FLOOR CONFERENCE ROOM

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The Columbia City Council conducted a Work Session on Tuesday, December 16, 2014 City Hall, 1737 Main Street, Columbia, South Carolina. The Honorable Mayor Stephen K. Benjamin called the meeting to order at 2:11 p.m. and the following members of Council were present: The Honorable Sam Davis, The Honorable Tameika Isaac Devine, The Honorable Brian DeQuincey Newman, The Honorable Cameron A. Runyan and The Honorable Moe Baddourah. The Honorable Leona K. Plough was absent. Also present were Ms. Teresa Wilson, City Manager and Ms. Erika D. Moore, City Clerk. This meeting was advertised in accordance with the Freedom of Information Act.

### **FINANCIAL UPDATE**

1. [October 2014 Financial Report](#) – Ms. Jan Alonso, Finance Director

Ms. Jan Alonso, Finance Director presented the October 2014 Financial Report. She noted that all expenditures are under the projected amount.

Councilor Baddourah inquired about expenditures from the Hospitality Bond.

Ms. Jan Alonso, Finance Director said the expenditure occurred in November and will show up in the November Financial Report.

### **FISCAL YEAR 2015/2016 PRIORITY PLANNING & GOALS**

Ms. Teresa Wilson, City Manager reported that budget discussions will begin with Department Heads on Friday, December 19, 2014. She noted that Council will be given periodic updates on the water and sewer rate study, satellite sewer agreements and other water and sewer related matters.

2. [Water & Sewer Rate Study Briefing](#) – Mr. Joey Jaco, P.E., Director of the Utilities and Engineering Department

Mr. Joey Jaco, P.E., Director of the Utilities and Engineering Department said this is the first update on the rate study; we will introduce the team today; and explain the process for the rate study. He recalled that a Request for Proposals (RFP) was issued and a team selected Black & Veatch as the consultant with Atlantic South serving as the protégé. He introduced Richard L. Campbell, Director of the Management Consulting Division for Black & Veatch; Clint E. Shealy, Client Director of the Water Division for Black & Veatch; and Adrian L. Williams, President of Atlantic South Consulting.

Mr. Richard Campbell, Director of the Management Consulting Division for Black & Veatch reported that they started the rate setting process for the water and sewer systems and will provide regular updates to staff and City Council. He outlined the study approach which will include financial planning, stakeholder involvement, a review of the operating costs, revenue requirements and the cost of service. He reviewed the components of the financial plan review, cost of service analysis, rate design, and the project schedule.

Councilor Baddourah asked if the consultant has a formula for determining the fixed costs and operational costs for the department when considering the amount of revenue needed to build on to the system.

Mr. Richard Campbell, Director of the Management Consulting Division for Black & Veatch said your system probably operates at 67% fixed costs and we would love to be able to recover that.

Councilor Baddourah asked if they know how much new revenue will be generated from new projects coming into the City. He said we've looked at every option before considering a rate increase and I want you all to understand that.

Mr. Richard Campbell, Director of the Management Consulting Division for Black & Veatch said not yet; we truly just started this process. He said there will be a balance between making sure you are getting the needed cash flow versus creating rate shock.

Mayor Benjamin agreed that the members of Council want to raise rates as little as possible.

Councilor Davis asked to review the recommendations prior to February 2015.

Councilor Devine asked if they will have the necessary information to make recommendations during the timeframe as outlined.

Mr. Richard Campbell, Director of the Management Consulting Division for Black & Veatch said they won't have the entire customer billing data that is being updated as a result of the audit.

Ms. Teresa Wilson, City Manager said we have to provide as much of that data ahead of any rate study projections being made.

3. [Animal Services Update](#) – Ms. Marli Drum, Superintendent of Animal Services

Ms. Marli Drum, Superintendent of Animal Services reported that the following agencies decided to work together as a group: Columbia Animal Services, Richland County Animal Care, Lexington County Animal Services, The Animal Mission, HSPCA, Pawmetto Lifeline and Pet's Inc. She announced that their first project was a cat spay/neuter blitz that was held on December 4 & 5, 2014; 242 cats were spayed and neutered; and all costs were covered by the Animal Mission. She noted that the blitz will

potentially prevent the intake of 121 litters and 847 kittens. She reported that the Animal Shelter will be closing its drop cages on March 31, 2015, which will allow for a more managed intake process and they will also revisit ordinance changes. She reported that intake is down by 13%; euthanasia is down 17%; adoptions are up 10%; rescue placements are down 23%; and the live release rate is about the same. She noted that our numbers have continued to go in the right direction for six (6) consecutive years.

Councilor Devine expressed concerns about closing the drop cages.

Ms. Marli Drum, Superintendent of Animal Services said we are receiving over 800 animals per year in the drop cage and a large portion aren't City or County animals; this is probably one of the few drop cages around.

4. [Land Use Plan Update](#) – Ms. Krista Hampton, Director of the Planning and Development Services Department

Ms. Krista Hampton, Director of the Planning and Development Services Department provided an update on the first phase of the land use update, which is called Plan Columbia. She recalled the need to rewrite the City's outdated zoning and land uses ordinances. She said the Comprehensive Plan and the Land Use Plan will guide the rewrite along with the Plan Columbia Initiative. She noted that the planning process included stakeholder interviews, a review of the existing plan and conditions; visioning workshops; and the plan was drafted. The Plan Columbia Workshop began on June 24, 2014 with participation from over 200 people and an open house was held on November 5, 2014 with over 100 people. The plan includes a framework, land use plan, development types and additional recommendations. She outlined the vision and the guiding principles, noting that there is a lot of similarity with the guiding principles of the Midlands Reality Check. She noted that Richland County is updating their land use plan at the same time and they are using the same consultant. She reviewed the alternative development strategies: infill and redevelopment and connectivity and design. She said in addition to the land use plan, we want to see our commercial areas redeveloped and we want to make sure that our neighborhoods are connected to services and to downtown.

Mr. John Fellows, Planning Administrator for the Planning and Development Services Department said the plan embraces the idea of context within the community. He reviewed the plan framework context, which includes the urban core and the urban edge. He continued to review the land use plan scale for the neighborhood (*within 1/4 mile of a location*), community (*within a 5 mile radius*) and the region (*within a 20 mile area*); 25 development types ranging from neighborhood development to activity centers; and land use maps that include our urban greenways. He announced that there will be a Planning Commission Work Session on December 18, 2014; the City Council Zoning Public Hearing will be held on January 27, 2014; and the zoning code and development regulation rewrite will begin in the early spring of 2015.

Ms. Krista Hampton, Director of the Planning and Development Services Department noted that many existing plans have been used extensively in the creation of this plan; they will remain in place; and they will be referenced in the Land Use Plan. She also noted that this is the big picture on land use and the next step is zoning and land use, which is how a development looks on the ground; it's more specific. She said there will be recommendations for additional planning areas and an annualized planning program that will have a budgetary impact for next year. She said the adoption and implementation of the new zoning and land use code will affect future budgets.

### **CITY COUNCIL DISCUSSION / ACTION**

5. [Implementation of a Human Affairs Commission](#) – Ms. Christine Johnson, Human Rights Commission Consultant

Mayor Benjamin said we have a fantastic city and in order to become what we aspire to be, we must continue to become even more thoughtful, more forward thinking, and more comprehensive in our approach to protecting the rights of all people. He said we first talked about this in the context with our Police Chief and the comprehensive reforms that he played a key role in; this is a significant piece of that puzzle.

Ms. Christine Johnson, Human Rights Commission Consultant explained that she is here as a consultant to help the City Council navigate through the implementation of a Human Rights Ordinance (HRO) and a Human Rights Commission (HRC). She explained that she currently serves as the State Program Manager for Experience Works; she has worked as a consultant; she served as the Executive Director of South Carolina Equality; she served two (2) terms in the Utah House of Representatives; and prior to that she was appointed to serve as Vice Chair of Salt Lake City's Human Rights Commission. She said that a lot of municipalities want to do more to create bridges of understanding and this is particularly important as it pertains to law enforcement. She explained that the Human Rights Ordinance and Commission will focus on ensuring and protecting basic human rights by fighting discrimination. She said when it's functioning and collaborating well with other departments and diverse communities, it will have a positive impact on public safety, community building, and education and outreach; it will demonstrate the city's commitment to valuing minorities; and it will create community expectation. She elaborated on the steps of the process. The diversity of Columbia is 49.6% white; 42.2% African American; 4.3% Hispanic; and 2.2% Asian. She noted that 11.3% are disabled. She outlined the proposed structure of the Commission representing the diversity of the City of Columbia. As a next step, Ms. Johnson suggested that Council read *Bringing Human Rights Home*. She noted that the draft ordinance will be prepared by January 2015.

Mayor Benjamin said while it's important to have a City, its leadership and employees that are reflective of its demographics; it's more important that we have a city that respects that diversity, lives it and protects it. He asked that the Universal Declaration of Human Rights be shared with City Council for consideration. He asked Ms. Johnson to interface with the members of the Mayor's Committee on the Employment of People with Disabilities and to get them actively involved in this process.

6. [OperaTunity Foundation for the Arts Request for Funding](#) – The Honorable Mayor Stephen K. Benjamin – *Click here to view the [promotional packet](#) and [schedule](#)*

Mayor Benjamin explained that this request has gone through the process with the Hospitality Tax Committee and they were not funded. He noted that the initial application was for \$6,800 and the request is now \$4,300 for marketing this event centered on Black History Month. He said he participated in the last event and it was a wonderful presentation that looked at the contribution of a group of Jewish artists in the terrorism camp in the Czech Republic during the Holocaust, most of whom never made it out alive. He said with Jonathan Green as the lead artist with several other artists involved we can have a similar effort centered on Black History Month.

Upon a motion made by Mayor Benjamin and seconded by Ms. Devine, Council voted unanimously to approve funding in the amount \$4,300 for the OperaTunity Foundation for the Arts.

Councilor Davis asked to continue discussions on the percentage of funding that smaller organizations receive.

### **EXECUTIVE SESSION**

Upon a motion made by Mr. Baddourah and seconded by Mr. Runyan, Council voted unanimously to enter into Executive Session at 3:31 p.m.

7. Receipt of legal advice which relates to a matter covered by attorney-client privilege – *This item was discussed in Executive Session. No action was taken.*
8. Discussion of negotiations incident to proposed contractual arrangements - *This item was discussed in Executive Session. No action was taken.*
9. Discussion of the employment of an employee - *This item was discussed in Executive Session. No action was taken.*

- **Council adjourned the Executive Session at 4:57 p.m.**

Respectfully submitted by:

Erika D. Moore  
City Clerk