

**CITY OF COLUMBIA
CITY COUNCIL WORK SESSION MINUTES
MARCH 8, 2006
9:00 AM – CITY COUNCIL CHAMBERS
1737 MAIN STREET**



The City of Columbia City Council met for a Work Session on Wednesday, March 8, 2006 in the City Hall Council Chambers located at 1737 Main Street, Columbia, South Carolina. The Honorable Mayor Robert D. Coble called the meeting to order at 9:03 a.m. The following members of City Council were present: The Honorable E. W. Cromartie, II, The Honorable Anne M. Sinclair, The Honorable Sam Davis, The Honorable Tameika Isaac Devine and The Honorable Daniel J. Rickenmann. Also present were Mr. Charles P. Austin, Sr., City Manager and Ms. Erika D. Salley, City Clerk.

EXECUTIVE SESSION

Upon motion by Mayor Coble, seconded by Mr. Cromartie, Council voted unanimously to go into Executive Session at 9:06 a.m. for the discussion of **Item 1**. as outlined.

1. **Receipt of legal advice, which relates to a matter covered by attorney-client privilege
 - Disparity Study
 - Board of Zoning Appeals Case

These items were discussed in Executive Session. No action was taken.
- **Council adjourned the Executive Session discussion at 9:55 a.m. to break prior to convening the Zoning Public Hearing.**
- **Council reconvened the Work Session at 10:40 a.m.**

CITY COUNCIL DISCUSSION / ACTION

- A. Development Center Briefing – Mr. Marc Mylott, Director of Development Services and Ms. Krista Hampton, Development Center Administrator

Mr. Marc Mylott, Director of Development Services explained to the members of Council that after months of interviews, meetings and research they developed the foundation for a City of Columbia Development Center, which will open on Monday, March 13, 2006.

Ms. Krista Hampton, Development Center Administrator, presented the mission of the Development Center. She outlined which matters would and would not be handled by the Development Center and the timelines for processing requests. She noted that they would only coordinate new projects.

- B. City of Columbia Boards and Commissions – The Honorable Daniel J. Rickenmann

Councilman Daniel J. Rickenmann stated that City Council needs to discuss the guidelines for the residency requirement for all boards and commissions. He stated that it has been unclear and inconsistent.

Upon motion by Mr. Rickenmann, seconded by Ms. Devine, Council voted unanimously to direct staff to review all boards and commissions, their by-laws, the requirements and the process for filling vacancies. Staff is to provide recommendations to Council for consideration.

- C. Update on the Columbia Police Department's Recruitment Process – Chief of Police H. Dean Crisp, Columbia Police Department

Chief of Police Dean Crisp presented an update on the Columbia Police Department's recruitment process. He cited that 59 officers were promoted, there are currently 31 vacancies, which they intend to fill by July 1, 2006 and that there are 37 applicants going through the employment process. He noted that approximately 12 officers were removed from desk assignments to the streets. Chief Crisp stated that there are historic reductions in crime. He stated that it has been effective to train officers prior to them going to the Police Academy, thus reducing the failure rate. The entry-level salary for Columbia Police Officers is \$27,500 to \$30,000. In 2005 there was a 12.3% turnover rate compared to North Carolina's rate at 14%. He outlined retention concerns and means of remaining competitive.

- **Ms. Sinclair left the meeting at 11:26 a.m.**

- D. Disparity Study Results – Mr. Stephen F. Humphrey, Jr., Senior Partner of MGT of America and Ms. Joan Gardenhire, Senior Consultant of MGT of America

Mr. Franklin Lee stated that he has been working with the City of Columbia since 2001 to address issues of disparity. He said that MGT was selected through a request for proposal process and has complied with the requirements and specifications of the RFP. He suggested that the City of Columbia accept the recommendations and direct staff to review the study.

Mr. Stephen F. Humphrey, Jr., Senior Partner of MGT of America said that they looked carefully at the City's existing policy and procedures and then defined the market for four (4) basic businesses. Then they developed a vendor's list and used the information to develop a disparity analysis to determine why there is a disparity in some areas. Mr. Humphrey stated that based upon the analysis there is a need for a program.

Upon motion by Mayor Coble, seconded by Mr. Cromartie, Council voted unanimously to provisionally accept the draft disparity study for further internal review by the City and to further direct Attorney Franklin Lee to confer with the City Attorney, City Manager and MGT the Disparity Study Consultants to develop a reasonable timeline for the formal submission of a final Disparity Study Report to the City Council with recommendations for acceptance and adoption of its findings. Upon acceptance, the City Council will then release the final Disparity Study Report to the public for a public comment period. The agreed upon timeline will also provide for consideration and adoption of various policies, procedures and remedies that are supported by the Council's findings as reflected by the Disparity Study results and other evidence and community input gathered through a public hearing process.

APPEARANCE OF PUBLIC HAVING BUSINESS WITH CITY COUNCIL

Ms. April Heyward, Small Business Regulatory Review Committee Member, appeared before the members of Council to recommend how the City of Columbia could be more business friendly.

APPOINTMENTS

- E. Accommodations Tax Advisory Committee

Upon motion by Mayor Coble, seconded by Mr. Cromartie, Council voted unanimously to approve the reappointment of Mr. Bill Ellen, Mr. Tony Tam, Ms. Dianne Light and Ms. Wendi Nance for a final two (2) year term and the appointment of Mr. Ken May and Ms. Tara Hart to the Accommodations Tax Advisory Committee for their first two (2) year term. All terms expire on February 1, 2008.

F. Columbia Housing Authority Board of Commissioners

Upon motion by Mr. Cromartie, seconded by Ms. Devine, Council voted unanimously to approve the appointment of Mr. Raymond Taylor as a Columbia Housing Authority Board of Commissioner for a five (5) year term expiring on March 8, 2011.

EXECUTIVE SESSION

Upon motion by Mr. Cromartie, seconded by Mr. Davis, Council voted unanimously to go into Executive Session at 11:40 a.m. for the discussion of **Item G.** and **I.** as outlined. **Item H.** was discussed during the first Executive Session and **Item J.** was withdrawn.

- G. Receipt of legal advice, which relates to a pending, threatened or potential claim
This item was discussed in Executive Session. No action was taken.
 - H. Receipt of legal advice, which relates to a matter covered by attorney-client privilege
- **Board of Zoning Appeals Case
This item was discussed during the first Executive Session. No action was taken.
 - I. Discussion of Compensation of an Employee – Mr. Jim Meggs, City Attorney
This item was discussed in Executive Session. No action was taken.
 - J. Discussion of Discipline of an Employee – Mr. Charles P. Austin, Sr., City Manager
This item was withdrawn.
- **Council adjourned the meeting at 1:20 p.m.**

Respectfully submitted by:

Erika D. Salley
City Clerk