

**CITY OF COLUMBIA WORK SESSION MINUTES
APRIL 4, 2007 - 4:00 PM
WOODLAND PARK
6500 OLDE KNIGHT PARKWAY**



The Columbia City Council met for a Work Session on Wednesday, April 4, 2007 at Woodland Park located at 6500 Olde Knight Parkway, Columbia, South Carolina. The Honorable Mayor Robert D. Coble called the meeting to order at 4:05 p.m. The following members of City Council were present: The Honorable E.W. Cromartie, II, The Honorable Anne M. Sinclair, The Honorable Tameika Isaac Devine, The Honorable Daniel J. Rickenmann and The Honorable Kirkman Finlay III. The Honorable Sam Davis arrived at 4:08 p.m. Also present were Mr. Charles P. Austin, Sr., City Manager and Ms. Erika D. Salley, City Clerk.

Upon motion by Mayor Coble, seconded by Mr. Cromartie, Council voted unanimously to go into Executive Session at 4:06 p.m. for the discussion of **Item A.**

- **Councilor Davis joined the meeting at 4:08 p.m.**

EXECUTIVE SESSION

- A. Receipt of legal advice, which relates to matters covered by attorney client privilege

This item was discussed in Executive Session. No action was taken.

- **Council adjourned the Executive Session discussion at 4:35 p.m. to convene the Work Session.**

CITY COUNCIL DISCUSSION / ACTION

- B. Gang Assessment Update – The Honorable Mayor Robert D. Coble

Sheriff Leon Lott, Richland County Sheriff's Department, appeared before the members of Council to express the Sheriff's Department support of the Gang Assessment. He urged the members of Council to proceed quickly, because we are losing our young people each day to gangs. He offered the assistance of the Sheriff's Department Grant Writer.

Dr. Lonnie Randolph, President of the South Carolina Chapter of the National Association for the Advancement of Colored People (NAACP), appeared before the members of Council to express his support of the Gang Assessment, noting that it would be a way to truly invest in the future of this city. He urged the City Council to proceed without further delay. He offered to assist the City of Columbia in any way.

Upon motion by Mayor Coble, seconded by Mr. Cromartie, Council voted unanimously to proceed with the Gang Assessment at a cost of \$120,000. Staff was directed to draft a Memorandum of Understanding with the University of South Carolina and Benedict College for the services of Dr. Jeff Rojek, Dr. Michael Smith and Ms. Abigail Rogers. The Legal Department was directed to review the procurement process for this expenditure. City Council members and staff will continue to ask all partners to remain supportive and to participate financially. It is anticipated that the assessment will begin as soon as possible and that six to nine months is needed to complete such an assessment.

TRAFFIC ENGINEERING

- C. Proposed One-Way Operation at Fern Avenue and North Main Street – Mr. Dave Brewer, Traffic Engineer

Upon motion by Mr. Davis, seconded by Ms. Devine, Council voted unanimously to authorize staff to establish a one-way operation within the first block of Fern Avenue away from North Main Street. Affected motorists would be able to safely enter North Main Street via Miller Avenue with a short detour.

CITY COUNCIL DISCUSSION / ACTION

- D. Community Promotions Funding Recommendations – Ms. Libby Gober, Ombudsman

Upon motion by Ms. Devine, seconded by Mr. Rickenmann, Council voted unanimously to approve the Community Promotions Advisory Committee’s recommendation to fund the Lewis Greenview Elementary / Keenan High School Odyssey of the Mind World Finals in the amount of \$2,500. (See chart below.)

Community Promotions Monthly Funding 2006-2007

Organization	Project Name	Request	Amount Funded
March 2006-2007			
Lewis Greenview Elementary/ Keenan High School	Odyssey of the Mind World Finals	\$24,000	\$2,500

- E. Request for Environmental Review Services – Ms. Dana D. Turner, Assistant City Manager for Commerce and Development

Ms. Dana D. Turner, Assistant City Manager for Commerce and Development briefed Council on the requirement from the US Department of Housing and Urban Development to hire Environmental Consultants. Five (5) firms responded to the Request for Proposals. Staff selected S&ME and Terracon Consulting Engineers and Scientists. These two consultants will remain on Professional Services Contract for use by the City’s Community Development Housing Division and the Development Corporations as needed.

No action was required.

- F. Indirect / Direct Cost Study Results – Mr. Thomas Peterson, Vice President Black & Veatch

Mr. Thomas Peterson, Vice President of Black & Veatch, presented a draft of the 2007 Direct / Indirect Cost of Service Study to the members of City Council, noting that their input is important in finalizing the study. The firm was asked to review the reasonableness of direct and indirect costs for non-Utility Departments that were included in the Utility Department’s 2007 budget. The direct cost is approximately \$15 million and the indirect cost is \$3.2 million. They interviewed City employees to determine which departments were providing services to the Utility and how those services were being provided. They determined the cost drivers and then determined what they believed to be a reasonable amount of costs to be allocated from the general fund for indirect costs or included in the Utility for direct costs.

He reported the following key findings: **(1)** Services funded by the Utility provide benefit to both the General Fund and the Utility, such as GIS; **(2)** Departments provide services that benefit the Utility, but were being 100% funded by the General Fund, such as overtime for Homeland Security personnel and fire hydrant maintenance vehicles and materials; **(3)** Department budgets that were 100% funded directly by the Utility provided no direct, casual benefit to the Utility, such as Economic Development; **(4)** Utility funds have purchased five (5) buildings that are used by both Utility and Municipal Departments, yet no rent or return is being assessed for the use of the buildings by non-Utility personnel. Mr. Peterson presented the following recommendations for action: **(1)** The City should continue its pursuit of performance-based budgeting, as it provided a strong basis for further refinement in cost attribution to the Utility; and **(2)** As part of the study, a model is being created to enable repeated applications of the study framework. The model inputs should be updated annually as part of the budget cycle to provide current linkage between costs and drivers.

Upon motion by Ms. Sinclair, seconded by Mr. Cromartie, Council voted unanimously to accept the 2007 Indirect / Direct Cost Study Results as information. Staff was directed to evaluate and respond to the study findings to date; to evaluate and research how transfers are handled by other jurisdictions; and to develop transfer policy options as recommendations to City Council in an effort to protect the City's bond rating, to provide adequate and appropriate capital for the required system maintenance and upgrades and to develop a fair and equitable return on investment to our citizens. Black and Veatch was asked to quantify the return on investments for system expansions; to compare this study with the City's recent Water and Sewer Rate Study results; and to evaluate how other jurisdictions provide funding for Economic Development initiatives.

- **Council adjourned the Work Session at 5:52 p.m. to break prior to convening the Evening Meeting.**
- **Council reconvened the Work Session at 6:42 p.m.**

EXECUTIVE SESSION

Upon motion by Mr. Rickenmann, seconded by Ms. Devine, Council voted unanimously to go into Executive Session at 6:42 p.m. for the discussion of **Items G.** and **H.** as amended.

- G. Discussion of negotiations incident to proposed contractual arrangements
- **Simkins House
 - **First Citizens

These items were discussed in Executive Session. No action was taken.

- H. Receipt of legal advice, which relates to pending, threatened or potential claim
- **International Council of African Professionals

This item was discussed in Executive Session. No action was taken.

- **Council adjourned the meeting at 8:00 p.m.**

Respectfully submitted by:

Erika D. Salley
City Clerk