



CITY OF COLUMBIA
WORK SESSION MINUTES
TUESDAY, JANUARY 19, 2016
CITY HALL – 1737 MAIN STREET
2nd FLOOR CONFERENCE ROOM

The Columbia City Council conducted a Work Session on Tuesday, January 19, 2016 at City Hall, 1737 Main Street, Columbia, South Carolina. The Honorable Mayor Stephen K. Benjamin called the meeting to order at and the following members of Council were present: The Honorable Sam Davis, The Honorable Tameika Isaac Devine, The Honorable Leona K. Plough, The Honorable Howard E. Duvall and The Honorable Edward McDowell, Jr. The Honorable Moe Baddourah arrived at 2:15 p.m. 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 REPORT

1. [September 2015 Financial Report](#) – Ms. Jan Alonso, Finance Director

Ms. Teresa Wilson, City Manager addressed the timeliness of the City's financial reporting, noting that a lot has gone on since October. She applauded staff for their efforts to keep up. She stated that the reporting is more extensive and manual.

Ms. Jan Alonso, Finance Director reminded Council that business license revenue doesn't come in until April and the property taxes don't come in until January; these sources will have negative balances until then and there is no need to be concerned. She sought Council's input on the September 2015 Financial Report along with the Capital Improvement Program.

Ms. Teresa Wilson, City Manager recommended that Council use money from the Council Contingency Fund to establish expenses accounts for Councilman Duvall and Councilman McDowell at \$8,000 apiece. She asked Missy Caughman to provide an accounting of the expense accounts for the prior councilpersons along with the Council travel/communications account.

Ms. Melisa Caughman, Budget and Program Management Director presented the fiscal year 2015/2016 Columbia City Council budget. She reported that \$40,000 was shifted within the budget and an additional \$5,215 came from prior year City Council carry forward. She said Council needed to determine how much to allocate to each line item. She noted that \$1,876 was transferred in for the Domestic Violence Prevention Walk from another department. The reflected total is \$47,091; the expenses and transfers out total \$9,070, leaving an available balance of \$38,021 for special projects. She said there are pending entries that need to be posted. She continued to report that \$70,000 is in the City Council Contingency Fund and that funding is not designated. She reiterated the recommendation to allocate \$16,000 from the City Council Contingency Fund for Mr. Duvall's and Mr. McDowell's expense accounts.

Councilor Plough asked to receive this report as information and to add the matter to the next meeting agenda for a budget transfer.

Ms. Teresa Wilson, City Manager asked that Council vote to accept her recommendation, but a budget amendment is not needed.

Upon a motion made by Ms. Plough and seconded by Mayor Benjamin, Council voted unanimously to accept the City Manager's recommendation to allocate \$8,000 each from the City Council Contingency Fund for the establishment of expense accounts for Councilman Duvall and Councilman McDowell.

CITY COUNCIL DISCUSSION/ACTION

2. **Sanitary Sewer Overview: Pre and Post Flood Conditions and Impacts to Crane Creek** – Mr. Joey Jaco, Director of the Utilities and Engineering Department

Mr. Joey Jaco, Director of the Utilities and Engineering Department reported that our Consent Decree requires us to have a Capacity Assurance Program to ensure that there is sufficient capacity in the wastewater system. He noted that if there are repeated overflows downstream of the development, we can't add additional flow until we address the overflows and provide the additional capacity. He said the Crane Creek Project has been affected by the flood. He presented a map of areas with current major capacity limitations. He noted that the area sold to Ni-America is also affected by the Crane Creek limitations. He noted that prior to the Consent Decree, we had to turn developers away in the Burnside area, but the project has been completed and we are now able to add development. There are limitations in the Lake Katherine area, but there isn't a lot of development. He reported that project design is 90% complete and staff wants to add this to next year's CIP as a \$12 million project. He said the area was hard hit and it would be nice to begin the construction project while other work is taking place. He said that 46 easements are needed before construction begins.

Councilor Devine asked if the resources are in place to obtain the easements quickly. She inquired about the design costs for this project. She asked if the cost for a consultant to obtain easements is included in the CIP.

Mr. Joey Jaco, Director of the Utilities and Engineering Department said we will use City staff and we are considering using consultants to help obtain those easements. He said the design cost was covered in the previous CIP at \$1.2 million. He stated that the cost for a consultant to obtain easements was not included in the CIP, but the cost can be absorbed.

Councilor Plough asked what year the project was budgeted in.

Mr. Joey Jaco, Director of the Utilities and Engineering Department said 2017/2018; we are bringing it up one year.

Councilor Duvall asked if the area around Lake Katherine had been sold to another company.

Mr. Joey Jaco, Director of the Utilities and Engineering Department said the area is capacity limited and it is a portion of the East Richland Public Service District that flows into our system. He noted that a majority of that area is built out.

Mayor Benjamin said the City stepped up on the Lake Katherine dredging issue several years ago and we are waiting on our partners to also step up to cover that delta. He asked if there is a possibility of rolling the dredging project into this project.

Mr. Joey Jaco, Director of the Utilities and Engineering Department said we will need to lower the lake in order to complete the wastewater project and that will be the optimal time to complete the dredging.

Mayor Benjamin suggested that we renew the request to our partners. He asked staff to look at how we can achieve that with or without our partners. He also asked to look at opportunities to install common conduit in this project area and others as needed and as practical.

Mr. Joey Jaco, Director of the Utilities and Engineering Department outlined the details of the Lake Katherine Capacity Enhancement Project. He described it as a highly visible project. He recalled that the Crane Creek Capacity Enhancement Project consists of two phases and phase two between Monticello Road and Brickyard Road was completed in a previous CIP. Construction began phase one last year and the bypass was in place and operational by September 2015. He reported that the bypass allowed us to continue development, but it was completely flooded as a result of the storm. He noted that we experienced significant rainfall in September and the bypass kept up with the flow.

Ms. Teresa Wilson, City Manager said we met developer's timelines for the issuance of taps, but then the flood came. We are well aware of what this means for developers and staff has been meeting with the developers.

Mr. Joey Jaco, Director of the Utilities and Engineering Department presented photographs of the project site. He stated that the bypass pump has to be in place in order for us to continue the project. He noted that the river was in significant flood stage for a long time and since October we flooded at the Metro Wastewater Treatment Plant several times. He continued to report that our neighboring plants have flooded as well. He said we've shown that we can operate in these conditions. He said there are \$10 million in damages and we continue to access the system. He noted that the 2013 design standards require us to have all mechanical and electrical equipment above the base flood elevation.

Mr. John Riggs, Assistant Wastewater Engineer for the Utilities and Engineering Department

Mr. Brian Culley, Program Manager & Client Services Leader for CDM Smith

3. Hospitality Tax Fund

- [Overview of Fiscal Year 2015/2016 Hospitality Tax Budget](#)
- [Hospitality Tax Study](#) – *Dr. David A. Cárdenas, Assistant Professor and Research Associate for the University of South Carolina School of Hotel, Restaurant & Tourism Management*
- [Proposed Hospitality Tax Bond Structure](#)
- [Yellow Shirts Program](#)
- Columbia Classical Ballet
- [Devine Street Merchants Association](#)
- [Columbia Open Studios 2016](#)
- [North Columbia Business Association](#)
- [Columbia Museum of Art](#)

4. City Council Chambers

5. Tour of Impacted Flood Areas

EXECUTIVE SESSION

Upon a motion made by and seconded by Council voted unanimously to enter into Executive Session at for the discussion of **Items 6** and **7** as outlined.

- . Discussion of employment of an employee
 - *Legal Department*
- . Receipt of legal advice on matters covered by attorney-client privilege
 - *Taboo*
 - *SS7231-12 Sanitary Sewer Easement Mechanical Clearing Project*