



# Richland County Council

## PROPERTY DISTRIBUTION MANAGEMENT AD HOC COMMITTEE

OCTOBER 15, 2018 – 11:00 AM  
4<sup>th</sup> Floor Conference Room  
2020 Hampton Street, Columbia, SC 29204

Yvonne McBride	Calvin “Chip” Jackson	Dalhi Myers
District Three	District Nine	District Ten

1. **CALL TO ORDER** The Honorable Dalhi Myers
2. **ADOPTION OF AGENDA**
3. **APPROVAL OF MINUTES: October 2, 2018 [PAGES 2-13]**
4. **Presentation: Staff Recommendations for Richland County Space Use Needs [ACTION] [PAGES 14-54]**
5. **Pending Items:**
  - a. Memorandum from COMET – Proposal for Columbia Place Mall Connection [ACTION] [PAGES 55-57]
  - b. Request from the Richland Library to use the Old Antique Mall parking lot [ACTION] [PAGES 58-60]
  - c. Executive Session:
    - I. Report on the party interested in purchasing the Cushman Road property [ACTION]
    - II. Purchase of the Best Buy on Two Notch Road [ACTION]
    - III. Report back on the proposed sale of 26.5 acre tract at the north end of Paso Fino Drive [ACTION]
    - IV. Inquiry from party about the willingness of County to sell the Dillards and/or Sears Property [ACTION]
6. **Adjournment**



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PROPERTY DISTRIBUTION MANAGEMENT AD HOC COMMITTEE  
October 2, 2018 – 3:00 PM  
4<sup>th</sup> Floor Conference Room  
2020 Hampton Street, Columbia, SC 29204

COMMITTEE MEMBERS PRESENT: Dalhi Myers, Chair; Yvonne McBride and Calvin “Chip” Jackson

OTHER COUNCIL MEMBERS PRESENT: Bill Malinowski, Jim Manning, Gwen Kennedy and Greg Pearce

OTHERS PRESENT: Michelle Onley, Randy Pruitt, Michael Niermeier, James Hayes, Sandra Yudice, Michael Byrd, Stacey Hamm, Chris Cowan, Harry Polis and Brandon Madden

1. **CALL TO ORDER** – Ms. Myers called the meeting to order at approximately 3:01 PM.
2. **ADOPTION OF THE AGENDA** – Ms. McBride moved, seconded by Ms. Myers, to adopt the agenda as published. The vote in favor was unanimous.
3. **APPROVAL OF MINUTES: September 18, 2018** – Ms. McBride moved, seconded by Ms. Myers, to approve the minutes as distributed. The vote in favor was unanimous.

4. **Outbrief of Staff Property Use Recommendations:**

- a. **Report from Staff on who bears the cost of up fitting/design/building of a 911 Communication Center (Note: Should come from RCSD)** – Dr. Yudice stated the memo contained in the agenda packet was provided by Michael Niermeier, Capital Projects Manager. He has answered some questions the committee had last week.

Mr. Niermeier stated the first question posed was, “Who bears the cost of upfitting for any additional costs over \$2 million in reference to them 911 Communication Center?”

Ms. Myers stated we discussed that and you had found, on some of these proposals, that there were other options. She inquired if Mr. Niermeier was going to discuss those now or later.

Mr. Niermeier stated they were going to discuss them as they come up. There is the \$2 million that can be used for upfitting. Is there going to be more required? More than likely. At the writing of this, he did not have a solid answer outside of potential grant funding in the future. There is a special revenue fund used to purchase equipment and pay for maintenance for the system that may come into play here. Outside of debt financing, he does not have any further information on what it could be used for, at the moment. It requires a deeper dive by the staff, and looking at everything in its entirety.

Dr. Yudice stated, it is her understanding, is that the Sheriff’s Department has somebody dedicated to look for grant funding.

Ms. McBride stated, at this point, we can say that any additional costs over the \$2 million we do not have the funding for.

Property Distribution Management Ad Hoc Committee  
September 18, 2018

Dr. Yudice stated that is correct. We will have to seek State or Federal grant funds, or issue debt.

Ms. Myers inquired about equipment where there is already a line item in the Capital Improvement Plan.

Dr. Yudice inquired of Mr. Byrd if we included a request in the Capital Improvement Plan.

Mr. Byrd stated there was a request for replacement equipment, for the 911 System.

Ms. Myers inquired as to what that number is.

Mr. Byrd stated he did not have the figure off the top of his head.

Ms. Myers stated, logically, those dollar amounts would be shifted to upfitting.

Mr. Byrd stated, for clarification, the costs we put into the Capital Improvement Plan would have be incurred whether we move to a new facility. It is system oriented.

Ms. Myers stated, she agreed with Mr. Byrd, to the extent, that those are already allocated dollars for the purpose of equipment for the center. Wherever the center is, the dollars follow. So, those dollars could conceivably be put to use here, as dollars for equipment.

Mr. Hayes stated the Capital Improvement Plan has not been approved by Council, so there has not been any dollars appropriated by Council.

Ms. Myers stated, for clarification, the plan that you are developing has dollars for equipment. In that plan, those dollars have to spent, no matter where the facility is, because we have to have the equipment. Therefore, those dollars would follow the building.

Ms. McBride inquired if we could assume the dollars, if allocated or approved, would cover the costs in this facility for equipment.

Mr. Byrd stated he believes it would cover some, but it is very limited in the scope of what those dollars could be used for because they are subscriber fees coming from the State.

Ms. McBride stated so it would cover some costs, but we do not know what additional costs there would be. So, there is another question about having the financial funding for the additional cost of the equipment.

Mr. Byrd stated there is pending litigation that Richland County is involved in which several counties to have the telephone companies pay them additional revenue we believe they owe use. Those funds could probably be used in this project.

Mr. Pearce stated when Chief Cowan was developing the pro forma for the 911 Center he was given \$2 million to work with. He inquired if the Sheriff's Department had done any pro forma on retrofitting Best Buy. He stated he just finds it odd that we put aside \$2 million, and nobody seems to know what it is going to cost to renovate.

Chief Cowan stated the original \$2 million was actually allocated for moving the laboratory. It was never for the 911 Center. The Sheriff's position is that we should take the \$2 million to support the overall project of the emergent need for the lab, and communications. And, subsequently, for what we talked about with Probation, Pardon and Parole. We have done some cost analysis of what it would take to upfit a lab and communications. However, it is next to impossible to identify costs when we do not know where we will be.

Ms. Myers stated, for clarification, last week we specifically asked that given there were several optional locations to get a projected cost, based on each location, so we could then decide what was most cost effective. Obviously, we know that nothing can be nailed down until we have a building, but the whole point of the prior discussion, unless she is mistaken, is that we need costs for each of these proposed places before we can make a reasonable recommendation.

Mr. Malinowski stated all along it has been his understanding when we talk about this \$2 million that it is for a building. This is the first he is hearing, from Chief Cowan, that the \$2 million was for the lab, but they have decided to move it over to this. He requested to determine where this was appropriated and voted on by Council.

Dr. Yudice stated, if you recall, when we were negotiating with SCANA last year, Council approved \$2 million; \$1.3 for purchasing the property and \$700,000 for the crime lab. Since the SCANA property did not go through, we kept the \$2 million in the property acquisition. That is where the \$2 million is coming from.

Mr. Malinowski stated that raises a question to him. It sounds like we are willing to put \$1.3 million toward a building and \$700,000 toward the lab. We need to find out which it was then.

Mr. Niermeier stated the next question was upfit costs. Without an exact location, using generality and industry standards, costs usually range from about \$175 - \$250 sq. ft., depending on the conditions of the building. The next one was exploring the possibility of buying the Best Buy at less than the price. That is off the table. The Sheriff made a decision that he is no longer interested in the Best Buy property.

Ms. Myers inquired how that is off the table if the Property Distribution Management group did not say... This is what we got to before when she said there is so many moving parts and we are not being informed.

Dr. Yudice stated Sheriff Lott contacted her last week and she met with him on Friday. Because of the slow process on purchasing the Best Buy, Sheriff Lott requested the Sears building be used for these operations. She also found out on Friday that the Burlington store was a previous JC Penney store and was built to California Seismic Standards. She inquired if the Sheriff would be interested in putting the operations in the Burlington, instead of Sears, and he responded he that would be a good possibility. Also, we found out on Friday that the crime lab could be on one floor.

Mr. Livingston stated, for clarification, Dr. Yudice was talking about the 911 Center first, correct.

Dr. Yudice stated the crime lab and 911 Center. Because of the different operations, they do not have to be on the same floor, but they can be separated and the Burlington store provides that opportunity to have separation between the crime lab and the communication center. The other feature that Burlington has is a basement, which is protected more than the Sears building.

Ms. McBride stated, not to be disrespectful, she thought the purpose of this committee was to look at the different properties that we have, and determine the best use. That was part of the reason that we asked these materials to be prepared for us. Now out of the blue, because there are a lot of other options that we had discussed for Burlington and Sears, but we put all those options aside so we could look at the total needs of the County. To come and make a recommendation, that rather than use the Best Buy, we move the crime lab to the Burlington and Sears building is way offline. She is really concerned about that unless that is purely a

recommendation, but she is concerned that we even considered it without coming back before the committee.

Dr. Yudice stated they are not telling the committee. They are bringing this information to the committee. The committee requested that we provide a staff recommendation, and that is what we are recommending. The committee has the prerogative to make that decision on which property would be more beneficial for these operations.

Ms. McBride stated she is not saying she disagrees with the recommendation, but it should have been a part. To come straight out and throw Best Buy out, which we want to honor the Sheriff's desire, but that should have done, and then we would look at, with the Sheriff, the best place we have property for, based on the recommendation.

Mr. C. Jackson stated he thinks if the committee is going to be effective, as a committee, then the conversation and discussion, and the decisions to be made by the committee, and recommended to the full Council, if the full Council is going to become the committee, then we should say that and let this become a committee of the whole. That is how he feels today. He feels there is a committee that has been defined and identified, but there is a full Council that is involved in the committee's work. He knows we get invited to all committee meetings. He has gone to some that he was not a member of the committee. But, to the extent, that the committee's work, which is so germane to what we are going to come back to Council with has now, in his opinion, has been modified makes him wonder and question whether or not there is any legitimacy that remains with the committee. And, if there is not, and this is going to be a committee of the whole, and all 11 members of Council are going to do it, then let's just say that. Scrap this committee and invite all 11 members of Council to every committee meeting going forward, but let's not pretend that the committee is making some decisions when it seems, and feeling like, decisions are being made, some Council members are informed, and others are not. Now we are here in the committee meeting, hearing for the first time, that recommendations/decisions are being brought to a group of us. He finds it really interesting that we are all here today to have that conversation. If we are going to become a committee of the whole, of the full Council, let's just say that and he will welcome the input and vote of all the other Council members that are not currently members of the committee.

Mr. Madden stated, given we are in negotiations with the sellers of the Best Buy property, so that staff is clear on how we transmit whatever action the committee, or Council, wants to take on this matter, if we could speak about this in Executive Session.

Ms. Myers stated she recommends holding this item until the end of the meeting, and then go into Executive Session. She stated she shares Ms. McBride's concern. She thinks she expressed her concern to Dr. Yudice when they were developing the agenda. She stated the whole point of what the committee asked staff to do, and the whole point of the committee, is we have to evaluate options and present those to our colleagues, as recommendation from the committee. If everybody is going to come in and veto this and veto that before we even have any information, or any idea of what the best recommendation ought to be, in some ways it is a waste of time.

Mr. Niermeier stated, based on the Sheriff's discussion with Administration and staff, the recommendation would be not to move forward with that.

Ms. McBride stated she wanted to make it clear we are dealing with the process right now.

- b. Report from RCSD on funding for new crime lab – Mr. Niermeier stated the question is, "What would be the impact of upfit of the Best Buy?" He stated they did not have the expertise to

determine that, so they cannot give the committee a good answer. He thinks some of the recommendations when we get to the next topic will bring clarity to that.

- c. Perform a comprehensive engineering assessment of the three Columbia Place Mall properties [ACTION] – Mr. Niermeier stated they have worked on a substantial recommendation on usage of the properties. In order to intelligently move forward, we need to assess what we have, what condition it is, and what we think we want to use it for can provide the data and numbers, in which we can move forward. The initiating recommendation is to contract out with an A&E to look at the buildings over at Columbia Place Mall to see what condition they are, what kind of costs we could realize for upfitting them for use for office space, 911 Communications Center, Health Department use, etc. He stated the committee was provided some backup data that Operational Services had done earlier. They are not professional engineers, which he thinks is needed to do a solid, honest assessment. In short, the recommendation is to let them contract out for an engineering firm to go and do a substantial assessment of the 3 buildings the County owns at Columbia Place Mall.

Ms. Myers stated based on our conversation last time we asked if staff could present some options for space use, with specifics. And, information as to what County services that are being provided, and their space needs, could be moved to any of these spaces. She stated staff's response is you want an engineering design firm to come in and answer those very basic questions.

Mr. Niermeier stated they have put forth a recommendation for the 3 properties, but you also asked for real costs.

Ms. Myers stated for that they just wanted a bright line of where we could start.

Mr. Niermeier stated, honestly, that is the starting point.

Dr. Yudice stated separate from the agenda staff provided a memorandum with those recommendations.

Ms. Myers stated, two minutes ago, Dr. Yudice said we are going to recommend that we use one of these two buildings for the Sheriff's properties. And, now Mr. Niermeier is saying we are not going to make a recommendation on any of the buildings until we get an engineering analysis. She stated she read the confidential memo that was sent on Friday. She is confused as to what you are suggesting today.

Dr. Yudice stated they are suggesting, if they make this recommendation to the committee, they need a firm to tell us if this is the best usage of this facility. She stated they are not the experts in these kind of operations. They can tell you Burlington is good for 911 and crime lab, but we need the confirmation from the experts.

Mr. Niermeier stated they have said, in their minds and their assessment, we could use a Dillard's for County Administration. They have said in their assessment we could use a Burlington for a 911 or EOC. Then Sears' initial plans were for Health Department and other State agencies. However, we are talking about an approximately 40 year building that could require some work. If we have a limited budget we need to know where we can spend our money. A solid engineering assessment would allow us to really see how we could best spend our money, and get something out of it.

Ms. Myers stated, for clarification, what staff is wanting to do is collapse what was sent to the committee on Friday, with what you are saying today, and ask this committee to forward a

proposal to the Council to allow for an engineering study to see if your proposal to use the space, as you recommended, is acceptable.

Ms. McBride stated part of the charge that the committee had was to look at the needs that we have, and based on those needs, to prioritize those needs. We would fit that into this plan, and the whole logic of where things would go. For example, we talked about HR not having enough room enough space. We talked about DSS being in dire need of being removed from the place where they are. DJJ does not have space. We have some immediate needs that the Council needs to address. These are not something that is just coming up; they have been there for a long time. As a priority, we need to look at those immediate needs, and those high priority needs so that we can decide the things we have to address. This is the money we have to address these because they have been in existence for a long time. And, then fit it into the plan.

Ms. Myers stated staff wants instruction from the committee as to whether or not they can go forward with an engineering plan, but she does not think they have clarity on the information that they asked for. She understands they have an urgent need for the Sheriff's Department, which will be discussed separately. In her opinion, she thinks it is premature without the prioritization that Ms. McBride asked for last time, and having that be the overlay for those suggested uses. She stated some people are bursting at the seams.

Mr. C. Jackson stated he believes that puts it in the correct order, if we can come to some consensus on what are the highest priority needs in the County, in terms of space. And, secondly, what space do we have available that can meet those needs. Thirdly, what will it cost utilizing those existing spaces to meet those needs. That is how he sees it, and why he said at the last meeting he did not care what type or label we had in the past on it. We own property in Columbia Place. We own property in other locations. Can they meet the existing needs of some of the prioritized areas that are suffering, as Ms. McBride said, so desperately for space? That to him is what should drive the process, and makes more sense, in terms of whether or not we can get done what has been identified as needs that need to be done, and have been needs for such a long period of time.

Ms. Myers inquired if they have put together a prioritization.

Dr. Yudice stated she asked the Chairwoman, and she has not responded.

Ms. Myers stated she meant staff.

Dr. Yudice stated they have not, but they will develop it.

Mr. Niermeier stated the original version of the memorandum was more lined that way, but after meeting and getting buy-in from others, they synthesized it down to these 5 bullets of recommendations for this committee. We just talked about #1, which was the engineering study for the mall, with some suggested uses. He stated #2 was, based on our discussions, a blue ribbon panel to work the Judicial Campus issue, and get buy-in from the community on this to determine what the best location is for the new Judicial Campus.

Ms. Myers stated, without the document we asked staff for, it is schizophrenic to be discussing...we are moving from...we do not have a starting point. The starting point is the document the committee asked for the last time with priorities, needs, and suggestions. We are discussing everything in a vacuum without that. It is a headless hydra. It is just everywhere without a focus. We do not have the benefit of what staff has, which is being in it every day. Staff hears from the different stakeholders every day what their space needs are. She stated staff probably hears from DJJ, DSS, and all the State agencies all the time about their

constraints, as well as the County stakeholders. We do not hear from them as frequently, so we do not know how to look at it without some information.

Dr. Yudice stated they will develop that document for the next meeting.

Ms. McBride stated, if possible, if we can have some subjective data to support that need.

Ms. Myers stated, to her colleagues, she does not think there is any intent that they not participate. She thinks what Mr. C. Jackson was suggesting...

Mr. Livingston stated he got here late, so he did not know where he was coming from.

Ms. Myers stated she thinks the concern was that we were getting hodgepodge information. We are not sure where it is coming from. His concern is that we have directed the staff to do a set of tasks, and they have come back and we have whipsawed the other way. We do not know where that came from, so we are a little confused.

Mr. C. Jackson stated he wanted it to be real clear that if there had been any change in direction from our lengthy meeting two weeks ago, the committee should be informed of that. He feels it is our responsibility to take it back to full Council. He stated he was hearing things today for the first time that maybe he was the only one being surprised at hearing it. And, if he was not, then he is glad to know that. As a committee member, if we are going to open it up and have everyone be a part of deciding whether the Sheriff will use Best Buy or not, he is fine with that, but let's say that. To come in and hear it today like he did, as a committee, put him at an extreme disadvantage. That is all he was saying. Let the committee members hear, and be informed of any of those kinds of major changes. The prioritization, a conversation we had with the committee. We cannot prioritize in this room. If we are going to do it that way with all 11 Council members, then let's do it that way. Let's all sit down and prioritize what is going to be the best use of all the space, including Columbia Place Mall. He has no problem with that, but he does not want to be called a committee dealing with space distribution when the conversation becomes much bigger, and the committee has not been informed of the recommendation.

Ms. Myers stated Dr. Yudice told her on Friday that someone had suggested that, and she said exactly the same thing she is saying now. "That is out of order" because the committee gave staff instructions. Do what we asked you to do, so we can get those answers, and then move forward.

Mr. Livingston stated he has not any conversation with anybody about this with the exception of Mr. Niermeier, and that was simply to ask him what happened at the last meeting. He stated whatever the committee is talking about, do not include him.

Mr. C. Jackson inquired if the Chair had been informed of the decision the Sheriff made regarding removing Best Buy.

Chief Cowan stated the only person we have talked to is Dr. Yudice.

Dr. Yudice stated that was at the request of Sheriff Lott. He met with her first, and she asked him to give her the opportunity to inform the committee about the discussion that we had on Friday afternoon. She stated the information is being brought forward today, based on her discussion with Sheriff Lott on Friday.

Ms. Myers stated, for clarification, the decision was made because he thought it was taking too long to get in the building.



Dr. Yudice stated the process to get the Best Buy facility is too slow and he needed a facility for the 911 Center.

Ms. Kennedy stated she was confused, like Mr. Livingston, because she thought that all members had the right to come to any committee meeting that we had. She did not think they would make the final decision for the committee. That would be the committee's choice and they would bring it back to the full body, who would make that decision. As she has said before, decisions are made by 11 people and not 3 or 4. That's why she was confused. We have always been allowed to come to any meeting.

Ms. Myers stated she was welcome here.

Ms. Kennedy stated she is not trying to be funny, but she knows according to regulations that she is welcome at any meeting she attends. As one Council member was told, he was not welcome at a meeting. She attended that meeting. Because, as an elected official, she has the right to go to any meeting that is held in Richland County, and put her 2 cents in. And, she will continue until she is not elected anymore.

Mr. C. Jackson stated his nerves are a little more frayed as a result of his experience with the Interim Administrator Committee he served on. He felt very strongly, and he still does, that the Interim Administrator Committee work was interpreted differently by full Council than it was by several members of that committee. He simply is still lingering with that in his head. If his comments were misinterpreted, he wants you to know where they are coming from, from that experience he had just a few weeks ago.

Ms. Myers stated all the people in the room are welcome. All of the Council members are welcome to speak, and participate however they like. There is no desire on our part to exclude. She thinks the shock we got was the plan we put together at the last meeting had been derailed between that meeting and this one. And, we were not on board with that. She thinks that was what you were hearing more than anything. She stated to please not take that as an effort to exclude. Definitely for her, she would never intend that. She apologized if that is how it came across. It was the shock of not having the instructions followed.

- d. Proposal for "Blue Ribbon" style committee for Courthouse [ACTION] – Ms. Myers stated this got tabled the last time because we were trying to get a handle on all the space needs, and recommendations from staff. We were planning to move on that once we had a handle on what the space was. She would expect that we would provide to them some direction, as to what we think we have and then ask for their suggestions, but we cannot do that right now.

Dr. Yudice stated the "Blue Ribbon" was specifically for the Courthouse.

Ms. McBride stated, at this time, she sees all of this as a part of the Property Management Committee. A lot of what is decided about the other needs that the County has will also be addressed with the Courthouse. At this point, until we get some more clarity and a needs assessment, she is not able to make a definite decision regarding what needs to be done. We are still trying to gather all of the information needed.

Ms. Myers stated she is a little bit frustrated. We had a really productive meeting last time, and we were hoping to move forward with these things, but we cannot do that without the information. She does think it is a good suggestion, but there is no way to act on that without the information we have asked for.

5. **Requested relocation of HRD to 2000 Hampton** – Ms. Myers stated we asked last time, with regard to this, because of the mental health issue and them not having a space, that we come back with some information on other options.

Dr. Yudice stated the request was for Human Resources to move across the building. That will entail reallocating some other agencies that are located in that building.

Ms. Myers stated there were 2 questions raised when we met last. First, had anyone broached this with mental health? And the answer was no. Second, because we did not want to scare them, and make them think we were going to throw them out with them having no place to go, what were the suggested relocation sites for HR or mental health? It is the same question we asked last time about where things could be put. Where we have space. What we could do with those spaces.

Dr. Yudice stated the recommendation would be the same as last time.

Mr. Madden stated one option we talked internally about was approaching DHEC and the space they have on the 3<sup>rd</sup> and 4<sup>th</sup> floors of the Public Health building to see if we can consolidate their offices to open up space to move mental health into that space.

Ms. Myers inquired about how much space that is.

Mr. Madden stated we want to start that conversation and see because they are hodgepodge through there. They are not in just one place. Before we even get to the point of asking DHEC, we wanted to make sure the committee was okay.

Ms. Myers stated she tries not to get agitated, but she is a little agitated now because we are 5 items in and everything we asked last time we are asking again today. She thinks we said last time to tell us where there is space on that side, how much and what could go there.

Ms. McBride stated this is an urgent need for Human Resources to have additional space.

Dr. Yudice stated they are really in need of a space.

Ms. McBride stated they are in need of space. They have been living with the space they have all this time. She inquired why it is so urgent for them to have additional space right now.

Dr. Yudice stated there is no urgency, but if you go to HR you will see there are 2 or 3 people in one office. With the proposal they are bringing to Council about the onsite health and wellness center, the thinking was that it would be better for HR to be close to the clinic in the Health Department building.

Ms. McBride stated given there are needs that we are looking at, and priorities we will establish. Staff is saying that in the interim that all of this is needed to address where we are because we are supposed to be looking at the priorities and the needs, and then developing our plan. She is trying to fit that into the whole plan, and she is not able to put that together unless there is an urgent need for it.

Dr. Yudice stated it is not an emergency, but it is the confinement of coming to work on a daily basis that we are trying alleviate. They are trying to improve the employee morale with this approach.

Ms. Myers requested staff to do 3 specific things on this item. With the space at 2000 Hampton, give us an analysis of what is empty. How much space that is, and where it is? How much space is required for the clinic? How much space is required for HR? What offices have we allocated that could be consolidated to create more space? Is there dead space they could use? And, what other options are there for HR to put them in proximity to a health center or co-locate a health center and HR in another County-owned facility that is reasonably close? Those are the questions that were asked last time. If

staff could answer those that would be helpful. What is the proposed timeline for the proposed health clinic?

Dr. Yudice stated potentially the Spring 2019.

Ms. Myers stated we need to look at the overall square footage is, who is using what space, and what space is open, so we will know if you are planning to move 20 HR heads and they have 28 offices. There is not enough space here, but there might be space there. We need to know what the space is there, and what is required. Please do not tell mental health is moving because we do not have that information. We have not even suggested that. We want to know what space there is, and where people might be able to be.

Ms. McBride inquired if this is going to be an extravagant cost to expand or move.

Dr. Yudice stated she does not think so.

Mr. Madden inquired about which one.

Ms. McBride stated HR and the wellness center that we are looking at. Because she is wondering about the costs with this, and then we are looking at a projected cost, in case this is one of the priority needs for the other buildings we talked about at Columbia Place Mall.

Mr. Malinowski inquired if the committee is also asking to come back with a cost.

Ms. Myers requested that the cost also be brought back.

6. **Donation of Property from RSD2 at 7561 Brookfield Road, Parcel R16915-01-17**

- a. Environmental Assessment Phase 1 on the 18.8 acre parcel on Brookfield Road [ACTION] – Mr. Niermeier stated the property was in Council District 8 in the Dentsville Magistrate District. He stated the question was raised if there were any hazards on the property. There are two (2) parcels there. The one parcel, which is a fully wooded lot without any structures. There are no obvious hazards, but they have not been authorized to do any due diligence. If the recommendation is to move forward, then they can move forward with the Phase I assessment.

Ms. Myers inquired about which property Mr. Niermeier is referencing.

Mr. Niermeier stated it would be the Brookfield Road property across from Richland Northeast High School.

Dr. Yudice stated this is a proposed donation from the school district. We are asking the committee to allow us to have an environmental assessment of the property that we could potentially use for the magistrate office, and not accept the other property.

Ms. Myers inquired if there is a cost associated for the environmental assessment.

Dr. Yudice responded in the affirmative.

Ms. Myers inquired if the cost was provided.

Mr. Niermeier stated approximately \$3,000 - \$4,000.

Ms. Myers stated she would like to forward it to Council with a recommendation from this committee, but not without cost information.

Ms. McBride inquired if there is a facility on Brookfield for the magistrate office.

Mr. Pruitt responded it is all green land. There has never been there, as far as he knows.

Ms. McBride inquired about how far this is from the Decker magistrate office.

Mr. Pruitt stated it is approximately 2 – 3 miles.

Ms. McBride inquired who recommended the magistrate office to be located here.

Mr. Pruitt stated he initially suggested it because it is in the Chief Magistrate's district. When he went there and did the due diligence on the property, he observed nothing that would be of an environmental impact.

Ms. McBride inquired if the Chief Magistrate is aware of this.

Mr. Pruitt stated he was not aware of this.

Ms. McBride stated, for clarification, the Chief Magistrate is not aware of it. Initially that magistrate office was supposed to be on O'Neill Court, which is in District 3. She does not know of any other magistrate offices near because they moved the Upper Township Magistrate out of District 3 to District 7. So, we are just moving magistrate office around, and making recommendations. Not looking at the convenience or location for other people within Richland County, and not discussing this with the Chief Magistrate.

Ms. Myers stated when we talked about this before...

Mr. Madden stated they had conversations with Judge Edmond about this property. It originated with the retrofitting of the O'Neill Court property. The cost to retrofit the O'Neill Court property was extremely high because of the layout of the property. The Dentsville Magistrate was originally set to be on the O'Neill Court property. This property came as an option. It was discussed with Chief Magistrate Edmond. He expressed some desire not to use the O'Neill Court property because of the costs, and that he did not have any objections to the committee looking at this as an option, which is the only reason it was placed as an option after Operational Services performed an assessment. Once they talked with Judge Edmond, and he said he did not have an objection to it, then we made the decision this was something appropriate to include as a recommendation.

Ms. McBride stated she needs to talk with Judge Edmond because she is not sure about her conversation with him on this. In addition, we have the O'Neill Court property, which is just going to be sitting there not being used at all.

Mr. Madden stated, in the confidential memorandum, there is a list of recommendations. One of the recommendations is to use the O'Neill Court property to house DJJ. Operations Services reviewed that space and it could be used. The donated property could give an option for the Dentsville Magistrate and the O'Neill Court would still be utilized for County operations.

Ms. Myers stated the confidential memorandum should not have been marked confidential. Some of it is quite public. It is what we own. There was one section in there that discussed a potential acquisition. The rest of the memorandum was just property in the public domain.

What Mr. Madden was talking about was not buying or selling anything. It was just a possible use.

Ms. McBride stated she remembered reading it, but she left it when she got to the section prioritizing the needs, and forgot about it.

Mr. Manning stated when the Dentsville Magistrate had an office, and it had to be moved out of that office, what district was that in?

Ms. McBride stated she had no idea.

Ms. Myers inquired as to where it was.

Mr. Manning stated it was in the old shopping center where Kroger and Target used to be.

Mr. Pearce stated it was where the Decker Center is now.

Mr. Manning stated he is not asking about the Central Magistrate Court. He is talking about the Dentsville Magistrate. Like all the other magistrates, they have their own office. He is just asking when they had their own office, what district was it located in? He stated it was in District 8, and it has been floating ever since because it has not had a location. It had to move out from where it was for the County to do the construction on the building that is currently there. In that process, is when the County purchased the property on O'Neill Court, and theoretically moving it out of District 8. He was not looking at how we best serve the citizens. Everybody felt like that was a good location, and that was good for him for the County.

Ms. McBride stated she did not care if it was in District 10, 12, or 13. She was speaking of the movements from one district to another where District 3, in close proximity to the people in District 3, would be losing 2 magistrate offices. The other thing, she was thinking erroneously the Central Magistrate office housed the Dentsville Magistrate within that.

Mr. Manning stated it is temporarily there because it was temporarily on Huger Street.

**Memo from COMET – Proposal for Columbia Place Mall Connection Protection Zone**

**EXECUTIVE SESSION**

- a. Report on the party interested in purchasing the Cushman Road property – Mr. Niermeier stated the interested is present, and are invited to talk about it.

Dr. Yudice stated this item will be taken up later under Executive Session.

- b. Purchase of the Best Buy on Two Notch Road [ACTION]
- c. Report back on the proposed sale of 26.5 acre tract at the north end of Paso Fino Drive

**ADJOURNMENT** – The meeting adjourned at approximately 4:01 PM.

# STAFF RECOMMENDATIONS FOR RICHLAND COUNTY SPACE USE NEEDS

Briefing to the Property Distribution Ad Hoc Committee

Capital Projects

October 15, 2018



# AGENDA

- Background
- Issues
- Assumptions
- Priorities
- Recommendations
- Backup Slides



# BACKGROUND

- Growing need for new and improved County facilities
  - Public Safety
  - County Administration and Operations
  - State obligations for space
- Renaissance and support Bond Anticipation Note efforts deferred
- Staff directed to analyze existing data to formulate for a prioritized list of organizational needs and recommended actions





# ISSUES

- Public Safety facilities inadequate for current and future needs
- Building code compliance
  - Judicial Center, 2020/ 2000 Hampton, Upper Township Auditorium
- Funds reallocated from county wide infrastructure to the Renaissance
  - DSS up fit, Judicial Center boiler replacement, Admin & Health HVAC replacement
- Outgrowth of existing space for County workforce
- Deterioration of aging facilities
  - Judicial Center, DSS, PPP



# ASSUMPTIONS

- Commitment to the Richland County Comprehensive Plan
- Public Safety buildings require significant improvement to meet future needs of the community
- 2016 population of 409,549/ 2050 population projected at 706,818
  - 2.13% +/- annually
- 25% growth in County Administration personnel in the next 10 years
  - 58,689 sf of current work space (est.) to 74,016 sf (est.)
- Current Judicial Center is past its years of expected use and inadequate for future growth
- Use of 250 sf per person for estimated space.



# PRIORITIES: THE THOUGHT PROCESS

- Review of previous planning data
  - Renaissance, CIP, Operations and Maintenance
- Public safety concerns
- Immediate, time sensitive needs
- Review of County owned property
- Development of Course of Action



# PRIORITIES

- Two categories of priorities that can be addressed simultaneously

- Internal- Can be accomplished with internal resources

- Critical
  1. Department of Juvenile Justice
    - time sensitive
- Co-dependent
  2. Human Resources Department
  3. Mental Health

- External- Requires outside resources

- Critical
  1. 911 Communication Center
  2. ESD/EOC
- Immediate
  3. Crime Lab
  4. Judicial Planning
  5. Administrative and State Services
- Routine
  6. Dentsville Magistrate



# RECOMMENDATIONS DJJ SPACE NEEDS

- Issue: DJJ will lose all of its space in the Court House in December 2018. Richland County is responsible to provide an adequate facility for DJJ.
- Discussion: Richland County has property available for immediate reconfiguration and use to meeting the space needs of the DJJ personnel.
- Recommendation: Utilize the County Property located at 144 O'Neil Court for DJJ offices.



# DEPARTMENT OF JUVENILE JUSTICE

- In July 2017, DJJ had and estimated 6,278 usable square feet in the Judicial Center
- The 144 O'Neal Court property provides 7,865 sf plus parking on 7 acres



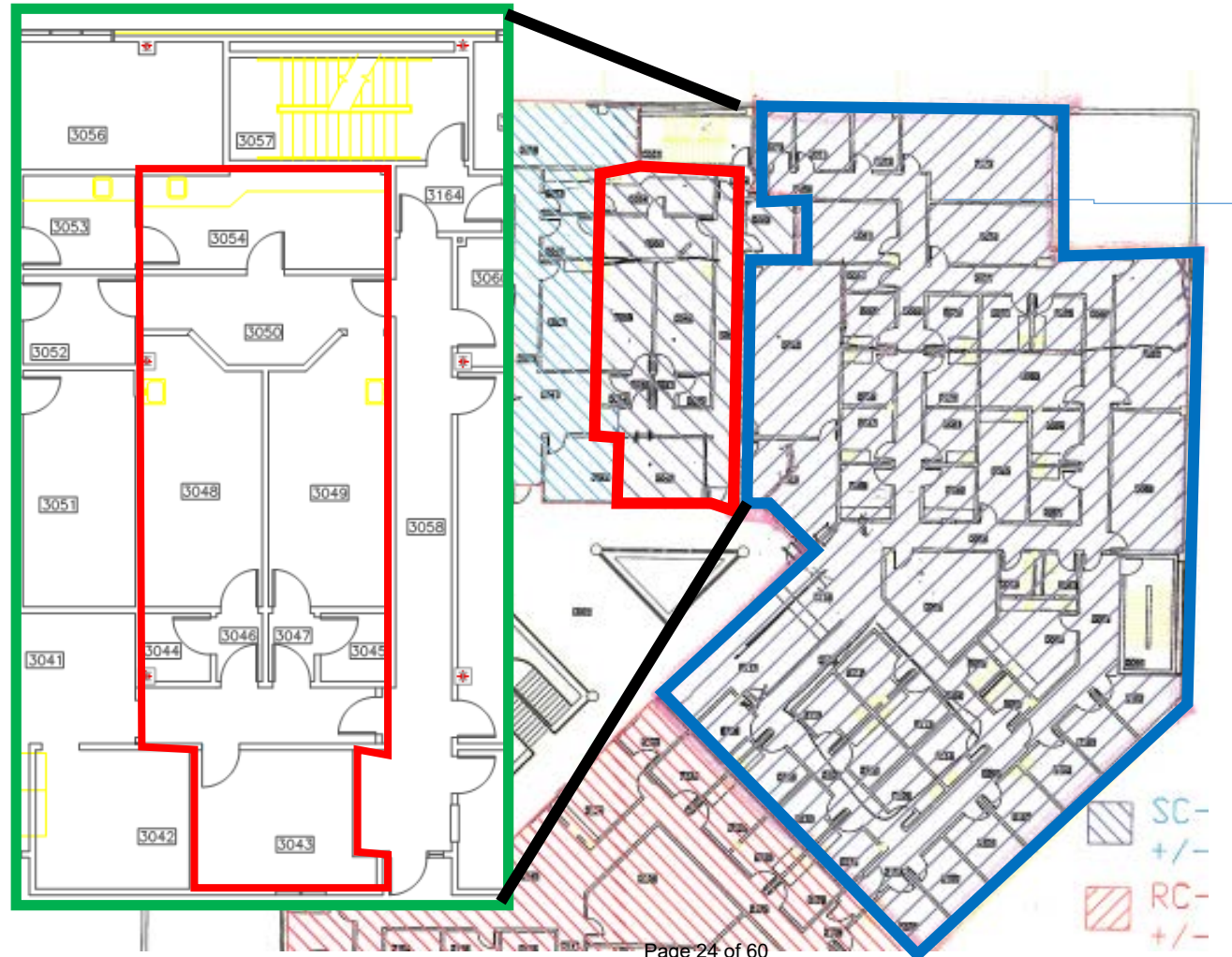
# RECOMMENDATION I HRD SPACE NEEDS

- Issue: Although most departments in 2020 Hampton are struggling for usable space, Human Resources HRD has 4 employees in an office originally designed for 1, three employees in another work area which was part of the internal hallway, two employees in another similar but smaller area, and three vacant positions. There is also a need for proximity to the new Employee Health Clinic
- Discussion: 8000 sf of space next to the planned health clinic in 2000 Hampton St. is occupied by the SCDMH which has been operating on the premises under a temporary lease since 2015. Security concerns have been expressed by the RCSD to County Council. The County is not obligated to provide space.
- Recommendation: Open discussion with the SCDMH about actual space needs, look for available space on like terms, and relocation timeline so Operational Services can plan for space reconfiguration. Clearly establish who is going to provide for the safety and protection of SCDMH's visitors and state and county personnel during incidents involving SCDHM's clients.



# HRD SPACE NEEDS

Proposed Employee Health Clinic



- 8900 sf of space for SCDMH
- Projected future needs is 5,250 for 21 HRD employees plus additional room for reception and meeting space.





# PRIORITY 1: 911 COMMUNICATIONS CENTER

- Issue: The current 911 Communication Center located at 1800 Laurel Street encompasses part of the 7000 sf on the first floor of the building. It cannot accommodate growth, is not designed to public safety standards, and is grossly inadequate for all functionality required by the RCSD.
- Discussion: Outside of developing and building a new facility, Richland County has property that can meet the space needs and potentially survivability standards for a 911 Center
- Recommendation: Authorize staff to contract for an engineering evaluation of the County's Burlington property for ability to meeting standards and to determine up fit costs.



# 911 COMMUNICATIONS CENTER



# 911 COMMUNICATIONS CENTER

- RCSD has identified a need for a 40,000 to 50,000 sf facility that provides feature consistent with current trends in Public Safety Communication Center design standards.
- The facility needs to meet standards for seismic, wind, fire protection and security. An engineering assessment will confirm.
- Separate EOC will act as the back-up 911 Communications Center



# PRIORITY 2: ESD FACILITY/ EOC

- Issue: ESD and the EOC exist in the ground floor of the County's Admin/Health Department parking garage. The 8.5 acre parcel is congested and borders train tracks to the west. The 19,475 sf EOC is inadequate for proper functionality and growth. Facility HVAC is nearing its end of service and there are excessive humidity issues. Further, ambulance parking is also a concern due to a significant number of accidents that occur in the parking area.
- Discussion: A 14 acre property was purchased in 2013 for a new location for ESD and EOC. A spatial needs assessment was conducted to determine suitability and site planning. The study provided a phases development approach. The project was supposed to be brought to Council in October 2017
- Recommendation: Reconsider using the Cushman Drive location for ESD. Human generated and technological hazards will need to be addressed and spacing for all structures will need evaluation to meet security requirement.



# ESD/EOC FACILITY



As Is

EOC, EMS Logistics and ESD Administration at RC Government Complex



Could Be  
at Cushman Drive  
location

Notional Layout

# ESD/ EOC FACILITY (CUSHMAN DRIVE)



# ESD/ EOC FACILITY

- Study performed for ESD and updated in May of 2017 show programming for the following options:
  - EOC Facility: 50,000 sf
  - Central Energy Plant: 4,500 sf
  - EMS Logistics: 12,000 sf
  - Garage: 13,000 sf
  - Training Building: 19,000 sf (future)
- Buildings are designed for expansion through “shell” space or design to accommodate future expansion
- The facility needs to meet standards for seismic, wind, fire protection and security.
- Back-up for 911 Communications Center
- Potential use as County’s backup data center



# PRIORITY 3: RCSD CRIME LAB

- Issue: The current lab on Shakespeare Road is about 1400 sf with an additional 1900 sf on Powell Rd. RCSD experiences challenges with processing evidence because of limited capability and storing evidence in accordance with standards. Relying on SLED is not an option due to priorities and backlog.
- Discussion: The Sherriff's requirement for a new crime lab would exponentially increase their current in-house capability. Outside of developing and building a new facility, Richland County has property that can meet the space needs for a new Crime Lab.
- Recommendation: Authorize staff to contract for an engineering evaluation of the County's Burlington property for ability to meeting standards and to determine up fit costs. If suitable, use the top floor of the building for a lab.





# RCSD CRIME LAB

- RCSD has identified a need for a 50,000 sf facility that has:
  - Vehicle process space
  - Drug ID Section
  - Evidence and Property Section
  - Lab Admin
  - Firearms/ Toolmarks Section
  - DNA Section
  - Latent Prints Section



# CRIME LAB (BURLINGTON BUILDING: TOP FLOOR)



# PRIORITY 4: JUDICIAL CENTER PLANNING

- Issue: The current Judicial Center at 1701 Main St. was commissioned in 1980 and cannot meet the future needs of the growing county. To renovate the building would cost an estimated \$80M and cause significant disruption to court proceedings.
- Discussion: Once Renaissance was deferred, the planning for building a new Judicial facility on the Hampton and Harden property was stopped. Although it was a solid plan that did have stakeholder buy-in, there were still concerns that the local greater judicial community was not involved enough. Since a facility needs assessment was already completed, there is accurate data to work with in future planning. The Judicial Center at 1701 Main St. has a 206,000 sf building envelope with 144,339 usable area, 344 enclosed parking spaces and 117 secured parking spaces.

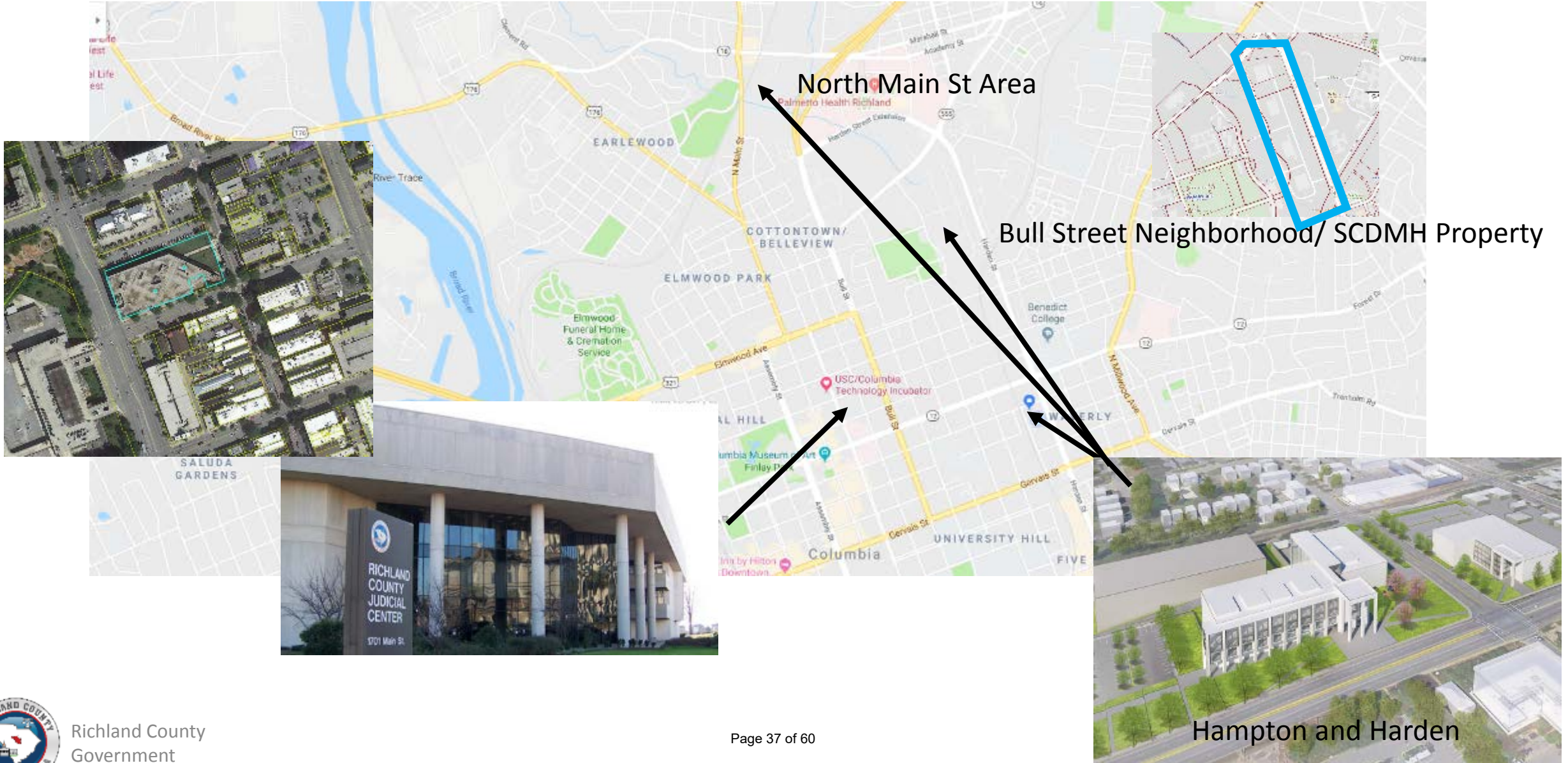


# JUDICIAL CENTER

- Discussion (cont.): Projected needs based on population growth for 2025 is 222,726 usable area. This includes 17 courtrooms.
- Recommendation: Constitute a ‘Blue Ribbon’ type advisory committee comprised of individuals and organizations that Council feels appropriate to take up the matter and determine where best to locate a new facility.



# Judicial Center



North Main St Area

Bull Street Neighborhood/ SCDMH Property

Hampton and Harden



# PRIORITY 5: ADMINISTRATIVE AND STATE SERVICES

- Issue: County staff in the current 2020 Hampton St. building along with Voter Registration, Treasurer, and Auditor are expected to add an additional 100 employees in the next 10 years. Current space is inadequate to meet growing needs for a quality of work environment and delivery of services. Further, other facilities such as DSS and PPP are deteriorating.
- Discussion: Budgeting for building upgrades to 2000/2020 Hampton and the DSS facility were moved to support Renaissance in anticipation of relocating to the mall properties. Although not immediately critical, as the buildings deteriorate, experience system failures, and over crowding does not improve, employee morale will diminish and services will suffer.



# PRIORITY 5: ADMINISTRATIVE AND STATE SERVICES (CONT)

- Recommendation(s): Authorize staff to contract for an engineering evaluation of the County's Sears and Dillard's properties to determine up fit costs. If acceptable, relocate County Administration and all state agencies to these properties.

OR

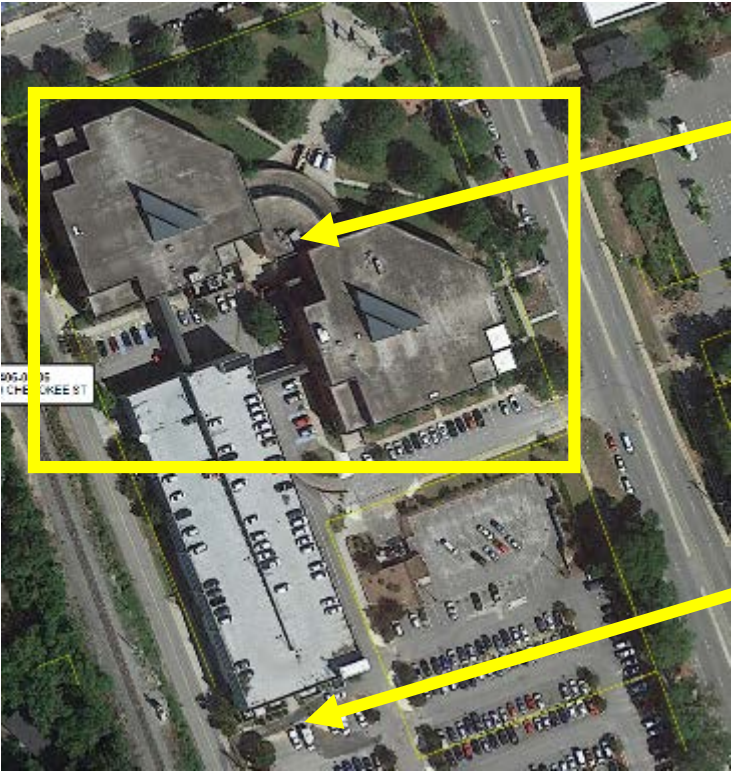
- Authorize staff to contract for an engineering evaluation of the County's Sears and Dillard's properties to determine up fit costs. If acceptable, relocated all state agencies to the Mall and expand all County offices into all the Hampton and Harden property and find a property for the Judicial Center.

OR

- Authorize staff to contract a consulting firm to analyze both properties (Columbia Place Mall and Hampton/Harden property) to determine the best use for each property.



# ADMINISTRATIVE AND STATE SERVICES



County Administration

Department of Health

Department of Social Services

Probation, Pardon, & Parole (Alt Location if at the Mall)





# ADMINISTRATIVE AND STATE SERVICES: AS IS

- Approximately 20,000 sf of office space on each floor of 2000 / 2020 Hampton.
- Office space projections for County Administration, Treasurer, Auditor, and Treasurer are estimated in excess of 74,000 sf. Current space in 2020 Hampton only allows for 58,000 sf in a 115,000 sf building. This does not include hallways, mechanical, and reception areas.
- Office space projections for Public Health include United Way and Mental Health are estimated at 78,800 sf in a 108,000 sf building. This does not include hallways and mechanical



# ADMINISTRATIVE AND STATE SERVICES

- The Dillard's property is a 13.6 acre site with 183,237 sf. It has exterior ground floor access from three sides to accommodate a public access entrance and a separate entrance for staff.
- The Sears property is a 18 acre property with 200,609 sf. It has exterior ground and second story entrances from three sides to accommodate separate functions such as DSS and Public Health. The former automotive area that is an estimated 20,000 sf. This area would be used County light duty vehicle maintenance



# ADMINISTRATIVE AND STATE SERVICES

- Probation, Pardon and Parole
  - Facility on 1221 Gregg St is 18,300 sf built in 1960
- Department of Social Services
  - Facility on 3220 Two Notch Rd is 61,468 sf built in 1960



# PRIORITY 6: DENTSVILLE MAGISTRATE

- Issue: The Dentsville Magistrate is currently housed in the Decker Center. The Chief Magistrate wants to move Dentsville out of the Central Court facility so the space can be used for the Solicitor.
- Discussion: Previous planning for the Dentsville Magistrate was to repurpose an acquired property on O'Neil Court for the magistrate. An evaluation of the property determined that to configure the property to meet the ingress and egress needs was cost prohibitive.
- Recommendation: Perform due diligence on the RSD One property (Brookfield Road) for suitability to build a new magistrate facility. If so, move forward with accepting the donation.



# DENTSVILLE MAGISTRATE



- 18 acre wooded site in District 8
- Dentsville Magistrate District
- No existing structure or prior use
- Not in a flood zone
- No more than 2 acres needed for site plan

# FUTURE DISCUSSION

- Old Antique Mall Property on Broad River Road
  - Possible use by Columbia and Richland County Fire Department for training
- Haverty's Building on Colonial Life
- Divestiture of excess County properties



# BACKUP SLIDES



# RR SUMMARY OF PROPERTY TRANSACTIONS

Name	Parcel	Purchase Date	Purchase Amount	Parcel Size	Re-usable Building ft <sup>2</sup>
Dillard's	R17001-04-40	2/6/2018	\$2,000,000	13.645 acres	183,237 ft <sup>2</sup>
Burlington	R17001-04-42	2/28/2018	\$1,590,000	10.62 acres	132,097 ft <sup>2</sup>
Sears	R16904-01-06	4/6/2018	\$2,821,000	18 acres	200,609 ft <sup>2</sup>
Old Antique Mall	R06016-03-04	3/14/2018	\$750,000	2.55 acres	0
Haverty's	R07304-04-07	3/14/2018	\$1,050,000	2.11 acres	26,956 ft <sup>2</sup>
All Medical	R11407-10-18	3/2/2018	\$630,000	1.08 Acres	0
<b>TOTAL</b>			<b>\$8,831,000</b>	<b>48 +/- acres</b>	<b>542,899 ft<sup>2</sup></b>

- All of these properties were acquired for RR following the Dec 12, 2017 Council decision





# Specialized Experience – EOC / 911 Facilities



Reception Area / Lobby



Incident Command Center



IT Server Room



Fuel Storage / Generators



Bunk Room



AV Control Room



Training Room



Dispatch



Dispatcher Decompression Area



Rumor Control / CAC



Kitchen



Press Briefing Room



# NEW CONSTRUCTION

## Pros

- Rethink adjacencies / organization
- Harden facilities for critical use
- Plan for future expansion
- Single move
- Design for emerging technology

## Cons

- Potentially most expensive option
- Possible land acquisition costs



# REMODELING OF EXISTING FACILITY

## Pros

- No land acquisition costs
- Lowest development costs – infrastructure in place

## Cons

- You work with what you're given
- Short-term ("Band-Aid") approach
- Requires temporary facilities
- Disruptive to operations



# ADAPTIVE RE-USE

## Pros

- Can accelerate construction schedule, if applicable
- Lower development costs than new construction
- Repurpose A property that would remain vacant

## Cons

- Building must meet minimum design criteria
- Good candidates are few and far between
- Little flexibility with internal layout if not retail
- Unforeseen conditions
- Resolving security issues is often complex



# TYPICAL DESIGN STANDARDS

- FEMA 543- Design Guide for Improving Facility Safety from Flooding and High Winds
- FEMA 361- Design and Construction Guidance for Community Safe Rooms
- NFPA 1221- Emergency Services Communications Systems
- IBC 2015- Code Requirements for Risk Category 4 Buildings
- UFC-4: Requirements for Security and Anti-Terrorism Standards
- CPTED: Crime Prevention Through Environmental Design
- ASTM E2668-10: Standard Guide for EOC



# CASE STUDY: OSCEOLA COUNTY EOC AND EMERGENCY COMMUNICATIONS FACILITY

- 45,566 sf building on 8 acres
  - 1<sup>st</sup> Floor- 23,315 sf- EOC, ES Admin, Fire, Community Support, Media Room, Sleeping quarters, Galley Facility
  - 2<sup>nd</sup> Floor- 22,251 sf- 28 position 911 Call Center, Admin, Sherriff Space
- 278 space parking garage
- \$21,750,000 for building, garage, and soft costs





TO: Chair of Richland County Council

FROM: John Andoh, Executive Director/CEO

CC: N/A

DATE: September 28, 2018

SUBJECT: Proposal for Columbia Place Mall Connection Protection Zone

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**Purpose:** Provide a brief background on the need for a transfer facility within the Columbia Place Mall (CPM) property, which is now owned by Richland County

**Background:** The Central Midlands Regional Transit Authority (CMRTA), hereafter The COMET, operates several routes within the vicinity of CPM:

- **The 501:** mainline trunk route operating service between Downtown Columbia and CPM via Two Notch Rd;
- **Route 53X:** express route operating between Downtown Columbia and the Killian Rd Walmart via SC-277 and I-77 with an intermediate stop at CPM;
- **Route 55:** local route operating between Columbia Place Mall and The Village at Sandhill via Two Notch Rd;
- **Route 75:** local route operating between the Forest Drive Walmart and Midlands Technical College Northeast via Percival Rd, Decker Blvd, and Parklane Rd. This route is scheduled to begin serving CPM in Spring 2019.

Three routes (The 501, Route 53X, and Route 55) directly serve CPM. For the month of July of 2018, these routes generated a total of 27,336 boardings, the equivalent to 12.1% of all boardings for The COMET.

The COMET has for many years served the Columbia Place Mall, using a substandard and ADA non-compliant stop that is heavily used as the agency has not had a means to improve the stop in the past. Since 2014 the The COMET has attempted to outfit several of the bus stops within the mall property with shelters and other related amenities. Unfortunately, these efforts have proven unsuccessful. Before now, neither the City of Columbia, Richland County, nor the South Carolina Department of Transportation owned any right-of-way within the mall property or an adjacent parcel. As such, The COMET has been compelled to negotiate easement agreements with private property owners. To date, none of the property owners approached have agreed to grant the CMRTA permission for the construction and operation of a transit amenity.

For this reason, the Northeast Connection Protection Zone (CPZ) lacks the amenities common to other transit corridors in our system. A CPZ usually consist of a facility providing places to sit, protection from sun, and curb space with a boarding and alighting area that complies with the Americans with Disabilities Act. Image 1 illustrates the Forest Drive Connection Protection Zone, a facility outfitted with sidewalks, curb cut (not pictured) a 16' and 30' shelter, and three benches.



Image 1. Forest Drive Connection Protection Zone



Image 2. Northeast Protection Connection Zone

Image 2 illustrates the Northeast CPZ. The unwillingness of property owners to grant easements has prevented this corridor from receiving the transit and pedestrian improvements warranted to make the location more accessible. Absent a facility for transit operations within CPM, The COMET is forced to operate on the outskirts. As a result, transit operations are dispersed along two unpaved curbs with the bare minimum of amenities. In its current condition, the Northeast CPZ is not merely unattractive for both pedestrians and transit passengers, it is completely inaccessible for individuals with limited mobility.

As part of the Richland Renaissance Plan, Richland County acquired a section of Columbia Place Mall. As a result, The COMET now has an opportunity to negotiate an agreement with a public entity that could allow for the construction of a unified transfer facility inside of the CPM property. Based on preliminary conversations with county officials, the CMRTA is proposing the construction of a transfer facility on the vicinity of Parking Island Five (old Dillar's department store). Image 3 illustrates a quick sketch of the proposed facility. At minimum, this facility would contain four to six bus bays on a sawtooth configuration and space for shelters, benches, and other amenities.





Image 3. Draft sketch of the proposed Northeast Connection Protection Zone. Sketch was made for illustration purposes only, it is not a final design.

The COMET recognizes the parking lot of the CPM was not constructed for use with heavy duty transit buses. Indeed, this reason was often cited for not wanting the bus to enter the property. The COMET is prepared to assist Richland County with upgrading a path for buses to use with higher grade asphalt. The COMET also understands this agency would be responsible for the construction and maintenance of the facility. This agency requires only the appropriate easement documents from Richland County.

We have been advised by County staff that this connection protection zone should be an example of intergovernmental cooperation and a “jewel” of our system. We appreciate you working with us to make this project happen.

**From:** [Huggins, Melanie](#)  
**To:** [SANDRA YUDICE](#)  
**Cc:** [Brandon Madden](#)  
**Subject:** FW: parking for St Andrews customers and staff  
**Date:** Friday, August 17, 2018 9:57:20 AM  
**Attachments:** [image001.png](#)  
**Importance:** High

---

Hello Dr. Yudice:

Can you talk to me this afternoon about this issue?

It seems the former owner of the antiques mall may be acting inappropriately at the expense of library users and staff.

Also, I'd like to propose an agreement between the library and the county about allowing our staff and/or customers to park there and letting us monitor use that is inappropriate.

Tamara on my team did reach out to Joyce Dickerson yesterday and I'd like to share that conversation with you as well so you have it as background.

I'm taking my children to the doctor this AM but should be back in the office by 1:00.

Let me know if that works for a call or later today.

Many thanks!  
Melanie



**Melanie Huggins**

Executive Director | Richland Library  
1431 Assembly St. | Columbia, SC 29201  
(p) 803.929.3422 | (f) 803.929.3438  
Access Freely at [RichlandLibrary.com](http://RichlandLibrary.com).

---

**From:** "Coleman, Georgia" <[gcoleman@RichlandLibrary.com](mailto:gcoleman@RichlandLibrary.com)>

**Date:** Friday, August 17, 2018 at 9:44 AM  
**To:** "Huggins, Melanie" <MHuggins@RichlandLibrary.com>  
**Subject:** Fwd: parking for St Andrews customers and staff

Sent from my iPhone

Begin forwarded message:

**From:** "DuPre, Michelle" <MDuPre@RichlandLibrary.com>  
**Date:** August 16, 2018 at 1:49:08 PM EDT  
**To:** "Hipp, Caroline" <CHipp@RichlandLibrary.com>, "Coleman, Georgia" <gcoleman@RichlandLibrary.com>  
**Subject:** RE: parking for St Andrews customers and staff

We had 20 vehicles over there around 1pm today. We have Charleston's Law School here today.

Thank you for reaching out to Tamara.

---

**From:** Hipp, Caroline  
**Sent:** Thursday, August 16, 2018 10:20 AM  
**To:** King, Tamara <TKing@RichlandLibrary.com>  
**Cc:** Coleman, Georgia <gcoleman@RichlandLibrary.com>  
**Subject:** parking for St Andrews customers and staff

Hi Tamara,  
Would you be able to reach out to Joyce Dickerson to try to get permission for us to park at the former Antiques Mall across St. Andrews Parkway from the library? Per the tax assessor's records online, this property was purchased by the county on 3/15/18 for \$750,000. On Tuesday a staff member and several customers' cars were towed from the site. The company paying the towing company is Moneyline Properties. Michelle DuPre called them and they insist they still own the property. While the towing incident was happening 2 days ago, a Richland County investigator arrived and told Michelle they have been monitoring a tow-truck scam situation in that area.  
Please let me know if you need more info, or if I can help in any way.  
Thanks!

Caroline Hipp  
Director of Library Experience, Branches | Richland Library  
1431 Assembly St. | Columbia, SC 29201  
(p) 803.929.3461 | (e) [chipp@richlandlibrary.com](mailto:chipp@richlandlibrary.com)

Access Freely at [RichlandLibrary.com](http://RichlandLibrary.com).